



**MINUTES OF THE MEETING OF MICHAELSTOW PARISH COUNCIL HELD ON
ZOOM AT 7.30 PM on March 4th 2021**

1 of 2

Present at meeting: Cllr. Jem Marshall (chair), Cllr. Anthony French Blake, Cllr. Robin East, Cllr. Pete Jago, Cllr. Richard Whitby, Simon Mitchell the clerk.

Item	Discussion / decision	Actioned by
1. Public Session:	The chair opened the meeting at 7:35. as it had taken the clerk 5 minutes to log everyone in again. The clerk would open the meeting at 7:26 in the future. Mr. P Wannacott was there to represent the applicant for PA21/01490, an outline application for a dwelling replacing outbuildings. Cllrs. resolved to have a site meeting the following week.	clerk cllrs
2. Declaration of interest:	There were no declarations of interest.	
3. Apologies:	Cllr. Fairman gave his apologies via the chair.	
4. Minutes for approval	The minutes of the parish council meeting held on February the 4th 2021 were approved.	
5. Matters arising:	Michaelstow Community Fund: The council resolved that the clerk would send Cllr. French Blake the information he had requested regarding Michaelstow Community Fund. Cllr. Whitby would supply the clerk with the expenditure of MCF curtailing trees around the green. Registering Treveighan Chapel as a community asset: The clerk had sent cllrs. details of registering a community asset. He asked for help to list the items of social interest for the building. Prior to registering he would send out drafts, once the annual audit was complete.	clerk Cllr. R.W. clerk all cllrs
6. Applications / Planning Matters:	PA21/ 01490 outline application for erection of a dwelling following demolition of existing stable building and outbuilding, with all matters reserved. Cllrs had until the 24th of March to respond to this initial proposal and had organised a site meeting.	all cllrs
7. Financial matters	a) bank: statement to 26th of February showed £6441.52 b) Invoices: clerks monthly salary by SO £ 313.39 c) The clerk supplied initial accounts for the year and cllrs agreed that he should fill in the exemption from external audit form. d) The clerk requested an annual increment on salary from LC2 level 38 to 39 and cllrs. agreed to this.	
8. LMP & maintenance:	Cllrs. were concerned that the bus shelter might be damaged and agreed to check it over and contact the clerk regarding risk assessment. The road through Michaelstow from B3266 to Treveighan and up to the Beacon was to be resurfaced and cllrs. hoped this might resolve flooding problems outside Bear Oak.	Cllrs P.J. and R.E.



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9. Community: Network / Correspondence:	No items	
10. Parish Matters & AOB:	Audit: The clerk was to update risk assessments and governance documents before the next meeting and would be sending these on to cllrs. for approval prior to the internal audit.	clerk
11. Date of next Meeting:	The date of the next meeting April the 1st 2021	
12. To Close the meeting:	The chair closed the meeting at 20.03	