



**MINUTES OF THE MEETING OF MICHAELSTOW PARISH COUNCIL HELD IN
TREVEIGHAN CHAPEL at 7.30 PM on August 5th 2021** 1 of 2

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

Item	Discussion / decision
1. Public Session:	The chair opened the meeting at 19.27 as all members due, were present. There were no members of the public.
2. Declaration of interest:	There were no declarations of interest.
3. Apologies:	There were apologies from Cllr. Jago and Cllr. Fairman.
4. Minutes for approval	The minutes of the parish council meeting held in July 2021 were approved: http://www.parish-council.com/michaelstow/documents/currentyearminutes/minsjuly21.pdf
5. Matters arising:	Treveighan Chapel: The clerk provided final layout copy as written by Cllr. French Blake. The Treveighan Chapel letter would be distributed by councillors to all parishioners with an SAE. It was approved for printing and distribution and the letters to be posted back to the clerk. The clerk had forwarded an email to councillors regarding the Community Ownership Fund first round of applications. Cllrs agreed that a matched-funding grant-application could be one approach to retaining community interest in the chapel.
6. Applications / Planning Matters:	No applications
7. Financial matters	<i>Financial Matters</i> 7. Accounts: Financial Matters a. Bank Balance: as of 27.07.21 £ 6128.90 b. Invoices: clerks monthly salary paid in arrears by SO £ 313.39 c. Clerk's pay scales: After 12 years continuous service the clerk is on level 39 of LC3 on the NALC pay scales. Due to referencing these salary scales from an out-of-date print-out, pay-awards have been skipped over the years. The clerk is underpaid by £4.33 an hour. He has requested the payment to be backdated to April 2020. The council approved a back-payment cheque of £1179.76 with the full calculation of this figure to be shown in the invoice book for audit purposes.
8. LMP & maintenance:	Councillors agreed to meet on 22 nd July to inspect the footpaths but the weather had proved too hot. They agreed to re-meet at the church on Weds. 11 th August at 6.30 pm. The chair wanted clarification on responsibilities regarding the footpaths: which were



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	the land-owners, Cormac's, the councillors, the general public? He directed the clerk to research this.	
9. Community: Network / Correspondence:	Network / Correspondence:	
10. Parish Matters & AOB:	The clerk requested the purchase of a wax seal for parish council business and the councillors agreed on the purchase at around £20 using the parish council logo.	
11. Date of next Meeting:	<i>The date of the next meeting is Thursday 2nd September @ 7.30 pm</i>	
12. To Close the meeting:	<i>The chair closed the meeting at 19.47</i>	