



**MINUTES OF THE ANNUAL GENERAL MEETING OF MICHAELSTOW PARISH  
COUNCIL HELD IN THE CONFERENCE ROOM AT TREGAWN FARM at 7.30 PM  
on MAY 5th 2022 1 of 2**

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

Item	<i>Discussion / decision</i>
2. Voting	<b>on the position of chair and vice-chair.</b> Cllr Marshall nominated by cllrs. A. ffrench Blake & Whitby and the council agreed.
3. Acceptance of Office	Cllr Marshall accepted the chair and the vice chair was declared as floating according to who was present at a quorate meeting.
4. Declaration	Parish Council Members declaration of interest. No interests were declared.
5. Apologies	for non-attendance: none
6. Public Session	Mr. Button was present to show parish cllrs. the facilities at the conference room
7. Minutes	to approve the Minutes of the previous Parish Council Meeting held on April 7th 2022: <a href="#">[link here on pdf]</a> approved.
8. Matters arising	<ul style="list-style-type: none"> <li>• <b>Treveighan Chapel</b> – chapel sold pending contract. Chair confirmed he had delivered a letter of thanks to Mrs Watkinson. Mr Button expressed concern about the Inch’s memorial plaque being left in the chapel and the chair agreed to talk with the new owners regarding this.</li> <li>• <b>New Parish Leaflet</b> – the clerk supplied proofs of the layout. These were approved and the clerk would print and distribute these to cllrs in the flowing week. He would also arrange some posters and update details on the website</li> <li>• <b>Queen’s Platinum Jubilee</b> – the council agreed to meet at the Beacon in lieu of the June meeting on 02.06.22. Cllr Marshall might provide sport and Mr. Button supplying combustibles. The clerk supplied a print proof for Jubilee mugs and the council agreed to order 40 for young people and distribution.</li> <li>• <b>Meeting re-location</b> – Mr Button agreed to an annual fee of £260 for use of the room for parish meetings and the council endorsed this figure</li> </ul>
9. Applications / Planning Matters:	<b>PA22/02200</b> Listed Building Consent to convert barn to residential unit. Bearoak Manor. >04.05. The parish council had been advised by the planning officer that only the pitch of the roof was up for approval as the windows had been pre-approved in an earlier application. The council approved the roof pitch



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	<b>PA22/03987</b> The Old School Leathern Bottle, Listed Building Consent for Removal of existing cements and introduction of appropriate Natural Lime/sand mortar pointing application > 21.05. The council approved this application and endorsed the use of authentic materials.																
10. Financial matters	<p><b>a. Bank Balance:</b> 25.04.22 – £5340 due to first precept payment</p> <p><b>b. Invoices:</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">clerks monthly salary paid in arrears by SO</td> <td style="text-align: right;">£ 385.84</td> </tr> <tr> <td style="padding-left: 20px;">clerk's annual office expenses</td> <td style="text-align: right;">£ 309.12</td> </tr> <tr> <td style="padding-left: 20px;">DM Payroll Services</td> <td style="text-align: right;">£ 95</td> </tr> <tr> <td style="padding-left: 20px;">BHIB Annual Insurance for parish council</td> <td style="text-align: right;">£ 182.80</td> </tr> <tr> <td style="padding-left: 20px;">SpangleFish Gold Status annual hosting</td> <td style="text-align: right;">£ 29.95</td> </tr> <tr> <td style="padding-left: 20px;">SDH accounting for audit</td> <td style="text-align: right;">£ 155.68</td> </tr> <tr> <td style="padding-left: 20px;">Parish Maintenance (S. Stephens)</td> <td style="text-align: right;">£ 165</td> </tr> <tr> <td style="padding-left: 20px;">Jubilee Mugs</td> <td style="text-align: right;">£ 216 = 1539.39</td> </tr> </table> <p><b>c. annual audit:</b> signing of AGAR form and exemption from external audit by chair &amp; clerk was completed</p>	clerks monthly salary paid in arrears by SO	£ 385.84	clerk's annual office expenses	£ 309.12	DM Payroll Services	£ 95	BHIB Annual Insurance for parish council	£ 182.80	SpangleFish Gold Status annual hosting	£ 29.95	SDH accounting for audit	£ 155.68	Parish Maintenance (S. Stephens)	£ 165	Jubilee Mugs	£ 216 = 1539.39
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11. LMP & maintenance:	<b>Footpaths issues</b> – Cllr. Jago's sons were clearing footpaths not maintained by Mr. Stephens. There was still a concern about a resident claiming ownership of a public footpath in Fentonadle and the clerk and councillors resolved to find out more.																
12. Community: Network / Correspondence:	No meeting had taken place																
13. Parish Matters & AOB:	i) <b>Bearoak flooding.</b> Cllr Fairman had contacted Cormac who have referred the issue to a Highways Steward for further drainage investigation.																
14. Date of next Meeting:	The date of the next meeting is Thursday June 2nd 2022 @ 7.30 pm and this is suspended as it falls on Jubilee Celebration Day																
15. To Close the meeting:	<i>The chair closed the meeting at 20.30</i>																