



MINUTES OF THE MEETING OF MICHAELSTOW PARISH COUNCIL HELD IN THE CONFERENCE ROOM AT TREGAWN FARM at 7.30 PM on THURSDAY

May 4th 2023 1 of 2

Present at meeting: Cllr. Jem Marshall, Cllr. Richard Whitby, Cllr. Anthony ffrench Blake, Cllr. Pete Jago, S. Mitchell the clerk. Four members of the public

Item	Discussion / decision
1. Public Session	Cllr's voted Cllr. Whitby to the chair temporarily as Cllr. Marshall was delayed by work. Mr. Sanders was present to formally announce his retirement from maintaining public places and footpaths of the parish. Steve Fuller and Tina were attending to introduce themselves and their chilli plant growing business in Fentonadle and Mr. Button was present as an advisor.
2. Declaration	Parish council members made no declaration of interest
3. Apologies	There were apologies from Cllrs. Jem Marshall and Robin East
4. Minutes	The Minutes of the previous Parish Council Meeting held on April 6th were deemed correct [with one date correction] and signed by the chair: [minutes page]
5. Matters arising	<ul style="list-style-type: none"> • planning control issue 1: although the complainants had emailed the clerk again asking for action, the council agreed that there was no further action they could take and that they would await the outcome of the enforcement investigation process. • planning control issue 2: planners had been asked to investigate a change of land use in a field near Fentonadle. The new landowners gave a full explanation of their land use. They were advised to contact the planning department. • footpath way markers: councillors organised a date and time for the installation of new footpath way-markers • planning for King's Coronation event May 8th. the clerk had brought some of the coronation mugs. Councillors discussed how they might be distributed and hoped to compile a list of families with children in the parish. The rest could be sold to adults for £5 each to recover some of the cost. • letter concerning bikers on the B3266: the clerk had contacted Devon and Cornwall police by email and they forwarded the message to Mike Dodd who no longer worked at Camelford Police Station who forwarded it to PC Skinner who hadn't replied. Councillors asked the clerk to contact PC Skinner directly with the email and invite him to either a council meeting or conversation with Cllr. ffrench Blake, or both.
6. Planning Matters:	PA23/02552 Additional storey on garage, Home Park, Folders Lane > 9 th May. Cllrs discussed and approved the plan. 6a. Planning applications received after publication of agenda. None
7. Financial matters:	a. Bank Balance: to April 27 th is £4944.10. b. Salary and payments:



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	<p>clerks monthly salary paid in arrears by SO £ 409.92</p> <p>BHIB annual insurance £ 232.27</p> <p>coronation mugs and stationery [to clerk] £ 160.85</p> <p>website annual fee £ 29.95</p> <p>SDH Accounts for internal audit £ 165.75</p> <p style="text-align: right;">£ 998.74</p> <p>The chair was asked to co-sign a letter to Barclays asking for the list of co-signatories for cheques from the mandate</p> <p>c. Audit: the audit is complete and the full document is online for public viewing from 5th June 14th July 2023: http://www.parish-council.com/michaelstow/documents/audit2023/audit-2023-complete.pdf . Cllrs thanked the clerk for this.</p> <p>d. Clerk’s annual salary increment. The clerk reported that he had been working double his paid hours since the beginning of March, balanced by relative inactivity during mid-winter. He asked for a salary increment as he had not asked in the previous year. He would supply details at the next meeting. Councillors agreed on about 50p per hour increase on his 4 hours a week pending these figures.</p>
8. LMP & maintenance:	Mr. Sanders described the job he had been doing with parish grounds maintenance and would help with a handover. The clerk would compile a job description and application process. He suggested that the council agree to CORMAC cutting the paths this year and they employ temporary contractors for the green [and churchyard] until a new contractor was appointed, to which they agreed.
9. Community: Network / Correspondence:	Nothing to report
10. Parish Matters & AOB:	<ul style="list-style-type: none"> • Councillors agreed that the clerk order an engraved tankard as a gift for Mr. Sanders’ 20 years service in the parish. • Cllrs. asked the clerk to invite Cllr Dominic Fairman to the next meeting as there were issues concerning local housing need, localised sewage works grants and Community Network Areas needing clarification.
11. Date of next Meeting:	The date of the next meeting is Thursday June 1st at 7.30
12. To Close	The chair closed the meeting at 20.24

Meetings dates for 2023, July 6, August 3, September 7, October 5, November 2, December 14.