



ST AGNES PARISH COUNCIL

Parish Clerk: Lee Dunkley BA (Hons), MPhil, FSLCC
Parish Rooms, 17 Vicarage Road
St Agnes, Cornwall
TR5 0TL

01872 553801

clerk@stagnes-pc.gov.uk
www.stagnes-pc.gov.uk

Council meeting – 2nd December 2019

Minutes of the meeting of St Agnes Parish Council as above, held in the Parish Rooms, 17 Vicarage Rd, St. Agnes, 19:15.

Present: Cllrs Ripper (Chair), Ball, Brown, Bunt, Drew, Field, Forbes, Hougham, Lane, Roberson, Roberts, Slater, Stackhouse.

Absent: Cllrs Clark (Vice Chair), Johns, Rodda.

In attendance: C Callaway, Deputy Clerk. No members of the public present.

The Chairman welcomed new Cllr, Mark Roberts, to the Parish Council.

179/19 Apologies for absence.

RECEIVED from Cllrs Clark and Rodda and Cwll Cllr Mitchell.

180/19 Declarations of interest/Requests for dispensation. None received.

181/19 Public participation. None.

182/19 Council meeting minutes: 4th November 2019

RESOLVED that the minutes of the meeting of the Council, as above, having been previously circulated, were taken as read, approved and signed. Cllrs Slater/Hougham. 10 voted in favour. 3 abstained: Cllrs Bunt, Forbes, Roberson.

NOTED that Cllr Hougham's name had been omitted from the list of meeting attendees. **Deputy Clerk to correct omission.** 171/19 - Deputy Clerk informed members that Lloyds Bank were unable to open a deposit account for the Council as the Council does not hold a current account with them. Agreed to put Council bank accounts back on a future agenda. **Clerk to action.**

183/19 Committee Meeting Minutes

NOTED the draft minutes and resolutions of the Committee meetings as below:

- Planning – 18th November 2019
- Environment – 12th November 2019

184/19 Cornwall Councillors' reports.

No Cwll Councillors present at the meeting.

185/19 Schedule of Payments

RESOLVED to approve payments (Appendix A). Cllrs Lane/Field. Unanimous. **Deputy Clerk to action.**

186/19 Membership of Committees

APPOINTED Cllr Roberts to the Planning Committee. Cllr Forbes agreed to step down from the Planning Committee. Review in May 2020.

187/19 Budget 2020/21

CONSIDERED budget needs for the Council in the next financial year. **DISCUSSED** final figures. To be brought back to Council on 16th December for resolution. Request made for further Cllr training on understanding the budget spreadsheet. **Clerk to action.**

Signed

Date.....

188/19 Formal handover of the NDP to the Council from the Steering group

CONSIDERED Steering Group recommendations to:

- (i) print quality copies of the NDP for members of the Planning Committee, the Museum and members of the NDP Steering group.
- (ii) assess the need for a formal review of the NDP by working through the Cwll Council checklist of triggers on an annual basis.
- (iii) review the need for a new housing survey on an annual basis (at the August meeting of the Planning Committee).

Agreed to formally resolve to approve these recommendations at the Full Council meeting on 16th December. **Clerk to place item to RESOLVE on next agenda.** It was also raised that the NDP website will need to be passed to the Council's control in due course. **Cllr Bunt to liaise with the Clerk.**

189/19 Update: Parish Youth Project

No update received – Cllr Rodda absent from this meeting.

190/19 Cornwall Council Localism Summit

NOTED a report (circulated) from Cllr Rodda following her attendance at the above.

191/19 Purchase of additional laptop for Parish Office

NOTED the above to be purchased under the Clerk's delegated authority. Members were in support of the forthcoming purchase of a second laptop which will remain in the office at all times (for power-point presentations in particular).

192/19 Items for Bolster magazine

RECEIVED suggested items for the next edition: *Potentially* Trelawny Car park (following any decisions made at Property Committee meeting on 10th December) **Cllr Brown to provide**; Purchase of speed signs **Cllr Forbes to provide**; New outside tap provision at Chegwyn Gardens.

193/19 Notification of meeting/Suggested items for agenda: 16th December 2019

NOTED suggested items for the next Council meeting: Budget 2020/21 resolution; Financial Regulations minor amendment; NDP resolution as per 188/19; Council bank accounts as per 182/19.

194/19 Reports from Council representatives

NOTED the following reports: Cllr Ripper attended the recent Community Network Panel (CNP) meeting where school places was discussed, with the suggestion of a new free school which could be located somewhere along the St Agnes to Newquay channel. Also discussed at the CNP meeting was the Saint's Trail, and it was explained that Cormac Solutions does not have to be the contractor used for the installation of new speed sensors. Cllr Field had attended the 'bangers and mash night' in Mithian and there will be Christmas festivities in Mithian on 16th December. Cllrs Ripper and Slater had attended a recent Planning Conference with offered useful workshops and an informative talk on CIL monies. Cllr Roberson had joined a successful 'beach clean' in Porthtowan. Cllr Ripper had conducted the St Agnes litter pick single handed – Dorcas' Shaft and Goonbell bus shelter were identified as the areas containing most litter. **Deputy Clerk to notify Parish Handyperson of graffiti and general state of Goonbell bus shelter.** Cllr Roberts volunteered to attend the next Councillor Surgery session on Friday 20th December, alongside Cllr Clark if available. **Deputy Clerk to confirm Cllr Clark's availability.**

195/19 Public Bodies (Admissions to Meetings) Act 1960.

RESOLVED that in view of the confidential/special nature of the business about to be transacted it is advisable that the press/public be excluded and instructed to withdraw during discussion on the following items: Quotation. Cllrs Brown/Bunt. Unanimous.

196/19 VAS Signage Update and Quotation

Signed

Date.....

RECEIVED revised quotation as above. **RESOLVED** to accept the updated quotation from Elan City for the purchase of four Evolis Radar Speed Signs with associated accessories. Cllrs Bunt/Hougham. Unanimous. Thanks were noted to Cllr Forbes for his tireless work and the positive outcome.

Meeting closed at 20:23

Signed

Date.....

Appendix A: SCHEDULE OF PAYMENTS

M Ripper	Reimbursement for flowers sent in appreciation to ex Councillor	£10.00
C Callaway	Travel expenses for training/events during October & November	£101.51
M/Hawke MG Trust	Grant payment, as approved - Full Council minute 166/19	£3,000.00
CP & S News	Paper bills - Library & Parish Office	£31.40
Garden Oasis (online)	Metal apex shed for library storage	£289.95
C Kalber	Cemetery maintenance & grave digging - November 2019	£1,626.66
Bunzl	Cleaning supplies - public toilets	£25.52
Wickes (online)	New storage unit for traffic cones	£123.00
Toolstation	Supplies for Parish Handyperson (trade account)	£45.50
Action Fire S/West	Annual service of fire extinguishers & replacement parts etc - Parish Office	£66.72
Cwll Council	x2 delegates for Planning training in Camborne - Cllrs Ripper & Slater	£30.00
Printout printing	The Bolster - full page for December 2019	£72.00
HSE Books	Staff Accident Book as per Health & Safety Executive recommendation	£8.00
R Goldburn	Travel expenses - Summer Reading Challenge school presentations	£9.00
J Pickersgill	Travel expenses - 3 days First Aid training in Penzance	£88.02
SeaDog IT	Website support - bug fix for Facebook cross posting	£18.15
Macsalvors Ltd	Materials for Handyperson for cleaning telephone box outside Parish Rooms	£19.15
B Barrett	Reimbursement for key cutting (all sites) for Kestrel Guards & brass hooks	£96.96
Rialtas Business Solutions	Making Tax Digital for VAT - annual support fee	£70.80
Staffing costs	Total expenditure - December 2019	£15,007.29

PETTY CASH RECORD Reconciled running total with cash in tin: £5.18 agreed as at 02/12/2019
LIBRARY TAKINGS November 2019 - £112.40

RECEIPTS

Cwll Council	CIL payment - St Agnes Parish	£2,503.50
Car park donations	Porthtowan collection	£32.86
Car park donations	St Agnes collection (x 4 honesty boxes)	£70.66
Car park donations	St Agnes collection (x 4 honesty boxes)	£87.19
Bookworms	Parish Rooms bookings for local Reading Group	£48.00
Old Cwll Society	Parish Rooms booking	£12.00
Co-op Funerals	Burial	£500.00
Carlyon Funerals	Burial	£1,500.00
M Carveth	Burial (re-open)	£500.00
Parishioner	Ashes	£250.00
D Tresise & Sons	Headstone	£70.00
Allotment Holder	New half plot at Mithian Allotments - deposit & pro rata lease	£47.95
Cwll Council	LMP 2019/20 - £3057.43 SWCP 2019/20 - £536.39	£3,593.82
Car park donations	St Agnes collection (x 4 honesty boxes)	£95.83

Signed

Date.....