



ST AGNES PARISH COUNCIL

Parish Clerk: Lee Dunkley BA (Hons), MPhil, FSLCC
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Council meeting – 3rd February 2020

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, Drew, Field, Hougham, Johns, Lane, Roberson, Roberts, Rodda.

Absent: Cllrs Clark (Vice Chair), Bunt, Forbes, Slater, Stackhouse.

In attendance: L Dunkley, Clerk. Cwll Cllr Duffin. 3 members of the public.

207/19 Apologies for absence.

RECEIVED from Cllrs Bunt, Clark, Forbes, Slater, Stackhouse and Cwll Cllr Mitchell.

208/19 Declarations of interest/Requests for dispensation. None received.

209/19 Public participation. None.

210/19 Council meeting minutes: 16th December 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 Lane/Rodda. Unanimous. No matters **NOTED**.

211/19 Committee Meeting Minutes

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

- Planning – 16th December 2019 (adopted)
- Environment Committee – 14th January 2020
- Planning – 20th January 2020

212/19 Presentation: Village Halloween Event

Correspondence **RECEIVED**. The Council were supportive. **Clerk to pass on Cllr Brown's contact details.**

213/19 Presentation: St Agnes Carnival security

RECEIVED as above from the Carnival organisers and **DISCUSSED** security arrangements and grant funding criteria. The Council were happy to be part of ongoing discussions on a coordinated approach to security.

214/19 Cornwall Councillors' reports.

Cwll Cllr Duffin reported: that meetings are arranged to find out more about Porthtowan footpaths; a request for reinstatement of height barrier at Porthtowan car park is being made by a resident – request for feedback from the community via the Parish Council. Initial feedback from Cllrs suggests that the removal of the barrier is a positive step (clear roads and no negativity on social media. **Clerk to write to K Polmounter and Cwll Cllr Duffin.**

215/19 Schedule of Payments

RESOLVED to approve payments (App' A). Cllrs Rodda/Hougham. 10 in favour, 1 abstained: Cllr Johns. **Officers to action.**

216/19 Quarterly budget update

RECEIVED as above up to the end of quarter 3 for 2019/20.

Signed

Date.....

217/19 Bank accounts update

RECEIVED as above. The Santander account has been opened and money deposited.

218/19 Grant Application: Cornwall Blind & Partially Sighted Association

RECEIVED as above for £250 towards a project and **RESOLVED** to award £250. Cllrs Lane/Field. 10 voted in favour, 1 abstained: Cllr Brown. **Officers to action.**

219/19 Internal auditor interim report

RECEIVED as above and **NOTED** recommendations. **Officers to pursue.**

220/19 Financial Regulations and Scheme of Delegated Authority. Item deferred. **Clerk to pursue.**

221/19 Freedom of Information Publication Scheme

RESOLVED to adopt as above. Cllrs Lane/Ripper. 10 voted in favour, 1 abstained: Cllr Brown.

222/19 Local Improvement Committee support for speed signs

RECEIVED a letter of moral and financial support as above. **Officers to send a letter of thanks.**

223/19 Car park consultation authorisation per Pr47/19

RECEIVED a recommendation from the Property and Devolved Services Committee to pursue a full car park consultation with associated costs of up to £3,000 and **RESOLVED** to do so. Cllrs Field/Roberson. Unanimous. **Clerk to pursue.**

224/19 Community Governance Review update

RECEIVED [as above](#) and **NOTED** forthcoming consultation meetings and process.

225/19 Exceptional Public Service acknowledgement. Item deferred.

226/19 Councillor engagement sessions review

DISCUSSED as above and **CONSIDERED** the future of the sessions. Cllrs felt that sessions should be better promoted (online, feather flag); that holding alongside existing events outside of St Agnes should be pursued; Library sessions may be better done on a Saturday. **Cllr Roberts to coordinate a calendar of sessions and attendees. Clerk to obtain feather flag.**

227/19 Update: Parish Youth Project

RECEIVED updates on funding, marketing, animation.

228/19 Items for Bolster magazine

RECEIVED suggested items for the next edition: Trelawny Car park.

229/19 Notification of meeting/Suggested items for agenda: 2nd March 2020

NOTED suggested items for the next Council meeting: Financial Regulations, Exceptional public service acknowledgement; Appoint NDP working group per 202/19 (ii) and (iii).

230/19 Reports from Council representatives

NOTED the following reports: Cllr Rodda attended the "I belong" meeting which explored schemes to combat loneliness. Cllr Field attended the Mithian AGM and events programme; speed concerns are being reported. Cllr Roberts attended Fire Services meeting in Perranporth, looking at response times. Consultation: www.cornwall.gov.uk/IRMP.

231/19 Public Bodies (Admissions to Meetings) Act 1960. None.

Enhanced LMP footpath quotations. Item deferred.

Meeting closed at 20:30.

Signed

Date.....

Appendix A: SCHEDULE OF PAYMENTS

Norman Electrics Ltd	Supply & fit mains powered carbon monoxide detector at library	£137.46	
J Clark	Reimbursement for drinks for Parish Council Christmas dinner	£265.45	
Habitat online	Folding stool for library staff	PAID	£22.95
Kestrel Guards	Annual keyholding premium & security for all sites - to 30/11/2020	£240.00	
SSE Enterprise	Routine maintenance of street lighting for Quarter 4 2019	£145.80	
A Cleaner Generation	Window cleaning - Parish Rooms December 2019	£18.00	
N.A.M.M	Corporate Associate membership 2020	£264.00	
Macsalvors Ltd	Drill blade and lock cleaner fluid for Parish Handyperson (trade account)	£7.30	
B White	Preparation of 2020/21 Budget and Precept with 2 visits to office	£530.00	
B White	Accounting support for quarter ending 31st December 2019	£675.00	
Ladders UK Direct Ltd	Trade triple extension ladder - Parish Handyperson	PAID	£130.00
Cornish Fixings Co.	Supplies for Parish Handyperson (trade account)	£18.75	
Initial Hygiene	Waste management for public toilet sites	£233.54	
SeaDog IT	Website Accessibility Testing to ensure Council compliance	£250.00	
Cornwall Council	DBS checks (library) + admin fees October & November 2019	£52.00	
Macsalvors Ltd	Further supplies for Parish Handyperson	£45.41	
Bunzl	Cleaning & hygiene supplies - public toilets	£181.13	
Cornwall Council	DBS checks - all other staff & volunteers + admin fees September 2019	£508.00	
Viking	2nd class stamps/notebooks/diary/flashdrives as per invoice	£87.50	
Printout Printing	Full page in The Bolster - February 2020	£72.00	
J Saunders	Time-lapse video produced for Parish Youth Project - agreed minute 143/19	£250.00	
Cwll Scrapstore	Membership 2020 - Library craft use	£150.00	
Walsh Roofing	Repairs to roof at Council offices (weather damage) and clear guttering	£320.00	
Janitorial Direct	Baby Changing Unit for library	PAID	£147.59
Amazon.co.uk	Business cards for Parish Councillors	PAID	£10.64
Lanyards Tomorrow	Lanyard neck straps with metal clips & wallets (for Cllr business cards)	PAID	£26.49
C.P & S News	Paper bills - Parish Office and library in December 2019	£25.15	
Hudson Accounting Ltd	2019/20 Interim Internal Audit fee	£300.00	
Viking	Customised text stamp (Inter. Audit recomdn) & updated general P.C stamp	£85.18	
C Kalber	Cemetery maintenance & grave digging - January 2020	£1,381.66	
Vistaprint online	Business cards for Clerk and Deputy Clerk	PAID	£25.17
SeaDog IT	Editing of Council Policies & Documents page on website	£27.50	
Cornish Fixings Co.	Supplies for Parish Handyperson (trade account)	£38.37	
Macsalvors Ltd	Supplies for Parish Handyperson (trade account)	£29.95	
Toolstation	Supplies for Parish Handyperson (trade account)	£27.96	
B Barrett	Reimbursement for key cutting & cleaning products	£14.68	
Viking	Stationery, as per invoice	£72.36	
Bunzl	Cleaning & hygiene supplies - public toilets	£194.33	
Staffing costs	Total expenditure - February 2020	£14,061.29	
PETTY CASH RECORD	Reconciled running total with cash in tin: £49.99 as at 03/02/2020		
LIBRARY TAKINGS	January 2020 - £194.77		
RECEIPTS			
Car park donations	St Agnes collection (x 4 honesty boxes)	£297.30	
Signed	Date.....		

Allotment holder	New full plot takeover at Mithian Allotments site (deposit & pro rata lease)	£91.85
Allotment holder	New half plot takeover at Mithian Allotments site (deposit & pro rata lease)	£45.85
St Agnes Taxis	Annual car park donation	£150.00
M Carveth	Burial	£1,000.00
Car park donations	St Agnes collection (x 4 honesty boxes)	£68.42
HMRC	VAT repayment from Quarter 4 2019	£1,643.24
Car park donations	St Agnes collection (x 4 honesty boxes)	£74.26

Signed

Date.....