



ST AGNES PARISH COUNCIL

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Council meeting – 7th July 2020

Minutes of the meeting of St Agnes Parish Council as above, held online and via telephone, 17:00.

Present: Cllrs Ripper (Chair), Clark (Vice Chair), Brown, Bunt, Drew, Field, Forbes, Hougham, Johns (late), Lane, Roberts, Rodda, Slater.

Absent: Cllrs Ball, Roberson, Stackhouse.

In attendance: L Dunkley, Clerk; C Callaway, Deputy Clerk; A Tippet, Admin Officer. Cwll Cllr Duffin. 0 members of the public.

1/20 Apologies for absence.

RECEIVED from Cllrs Ball, Stackhouse. Cwll Cllr Mitchell.

Cllr Clark gave thanks to the Chair for all the hard work undertaken since the COVID-19 restrictions were put in place. All Cllrs added their thanks.

2/20 Declarations of interest/Requests for dispensation. None.

3/20 Standing Orders supplement

RESOLVED to adopt supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings, lasting until May 7th 2021 or the repeal of legislation whichever is the earlier. Cllrs Clark/Bunt. Unanimous.

4/20 Council meeting minutes: 2nd March 2020

RESOLVED that the minutes of the meeting of the Council, as above, having been previously circulated, were taken as read, approved and signed. Cllrs Rodda/Hougham. 8 voted in favour, 4 abstained: Cllrs Bunt, Forbes, Lane, Field. The following matters were **NOTED**:

237/19 Stippy Stappy drainage, and other updates needed from Cwll Cllr Mitchell. **Clerk to request updates.**

243/19 NDP working group. Cllr Ripper gave a verbal update on the purpose of the group and hopes to convene the group in July.

244/19 Exceptional Public Service Award. **Cllr Slater to produce a written update for Cllrs in due course.**

5/20 Committee Meeting Minutes

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

- HR Committee – 13th March 2020
- Environment Committee – 17th March 2020
- Planning – 16th March 2020

A spelling error was highlighted and rectified in the HR Minutes. Congratulations were offered to Hayley Thomas on the birth of her new baby. Cllr Clark welcomed to Leah Cox as the newest employee of the Council.

6/20 Schedule of Payments

RESOLVED to retrospectively approve as above. Cllrs Lane/Clark. Unanimous

Signed

Date.....

7/20 Quarterly budget update

RECEIVED as above.

8/20 Annual Return Section 1: Annual Governance Statement 2019/20

RESOLVED to approve the above as circulated. Cllr Slater/Rodda. 11 voted in favour, 1 abstained: Cllr Bunt.

9/20 Annual Return Section 2: Accounting Statements 2019/20

RESOLVED to approve the above as circulated. Cllr Clark/Drew. 11 voted in favour, 1 abstained: Cllr Bunt.

10/20 Internal Auditor’s report Year End 2019/20

NOTED the contents of the above.

11/20 Insurance policy 2020/21

RESOLVED to retrospectively to purchase an insurance policy for 2020/21. Cllrs Forbes/Field. Unanimous.

**Cllr Johns entered the meeting*

12/20 Update on activities of the Council

NOTED as above including an update on public toilets, library, flat, VAS signs, Footpath 1 (Wheal Friendly), play areas.

Thanks were offered to the Clerk, Deputy Clerk and all staff for their work throughout the COVID-19 restrictions. A formal vote of thanks was made.

13/20 Updates from Councillors

NOTED as above which included:

Cwll Cllr Duffin: CC went from operating in directorates to cells to deal with COVID-19. Now operating in directorates again. First Full Council meeting took place on 7th July and went smoothly. All Cllrs and staff are being encouraged to work from home for as much and as long as possible – key environmental benefits were recognised as well as reducing virus spreading risk.

St Agnes Rose Garden – Cllr Forbes is happy to be the Chair, and Cllr Rodda the Secretary of the new Committee if and when it forms, and a constitution has been drafted. They await more volunteers (treasurer needed) to make the organisation viable.

Cllr Forbes expressed opposition to the removal of recycling banks at Trelawny Rd car park as it is widely used. The Clerk clarified CC’s rationale, including increased kerbside collection and that bins are overused by profit-making businesses.

An update on reopening of public toilets was requested – the Clerk clarified that wider opening of facilities is being prepared for.

Parish Youth Project – Cllr Rodda reported that the group are having meetings over Zoom; funding applications deadlines are suspended; there is the prospect of coordinating sessions with local community groups.

New play equipment is going in to Millennium Village Green in Mount Hawke.

Porthtowan sewage issue– there is potential damage to the system itself and the relevant teams are investigating – there is not currently an issue with sewage in the water as this symptom of the damage has been rectified at the time of writing.

The NDP website is now down – and links are needed from the Council website to the NDP documents on the CC site.

Signed

Date.....

14/20 Public Bodies (Admissions to Meetings) Act 1960. None.

Meeting closed at 18:15.

Signed

Date.....

Appendix A: SCHEDULE OF PAYMENTS

Cornwall Council	Half yearly rent for Beaconsfield Play Area	£15.00
SLCC	Climate Emergency Webinar - Community Engage. 23rd April 2020 H54/19	£72.00
Initial Hygiene	Waste management for public toilets sites: April - July 2020	£233.54
SLCC	Annual Fellow Membership	£421.00
Rowett Insurance Ltd	Annual renewal of Council insurance policy with Aviva - delegated authority	£4,827.20
Cornwall ALC Ltd	Annual membership subscription 2020/21	£2,199.28
C P & S News	Paper bills for Library and Council Office - February and March 2020	£87.45
B E White	Accounting support for Quarter ending 31st March 2020	£675.00
Printout Printing	Invoice for Council pages in The Bolster Paper to 31st March 2021 (x11 mths)	£792.00
ICCM	Annual corporate membership subscription 2020/21	£95.00
Allotment holder	Refund of deposit for surrendered full plot at Mount Hawke Allotments site	£50.00
Clive Kalber	Cemetery maintenance during April and x 1 new double grave @ M/H Cem	£1,348.33
Staffing costs	Total expenditure - April 2020	£14,590.15
<u>PETTY CASH RECORD</u>	Reconciled running total with cash in tin: £39.02 carried forward from March	
<u>LIBRARY TAKINGS</u>	April 2020 – Nil	
<u>RECEIPTS</u>		
Cwll Council	Precept - First instalment	£172,650.00
Cwll Council	CTS Grant - First instalment	£4,153.25
Allotment holder	New half plot takeover at Mithian Allotments (deposit & pro rata lease)	£37.50
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HMRC	VAT repayment - Quarter 4 2019/20	£4,434.67
Allotment holder	New full plot takeover at Mount Hawke Allotments - had existing half plot at	£33.35
	Mithian & now transferring to full plot (deposit & pro rata lease)	
CCLA	Local Authorities Property Fund - quarterly dividend receipt	£989.19

Zoom Video Comms.	Annual Zoom meeting package to April 2021	£143.88
Cwll Council	Council tax for Flat 17B - May 2020	£122.07
ADT Fire & Security	Annual monitoring & maintenance of Intruder Alarm system - Coun. Offices	£313.00
Clive Kalber	Cemetery maintenance - May & x1 new double grave @ St Agnes Cem.	£1,348.33
Prosper IT Solutions	Watchguard annual renewal. Quote agreed per Clerk's authority	£303.46
Staffing costs	Total expenditure - May 2020	£14,296.26
<u>PETTY CASH RECORD</u>	Reconciled running total with cash in tin: £39.02 carried forward from April	
<u>LIBRARY TAKINGS</u>	May 2020 – Nil	
<u>RECEIPTS</u>		
Allotment holder	New half plot takeover at Mithian Allotments (deposit & pro rata lease)	£33.35
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Cornwall Council	Cwll Cllr Mitchell -Community Chest in support of leaflets from Printout Prin	£69.00

Signed

Date.....

M Carveth	Interment of ashes	£350.00
M Carveth	Burial	£1,000.00
M Penrose (Carveth)	Burial	£1,000.00

Iron Orchid	Spring Footpath cutting, per contract	£2,736.00
Cornwall Council	Council tax for Flat 17B - June 2020	£127.00
Cornwall Council	Facilities Operative job vacancy advert	£60.00
Cornish Fixings	Supplies for Parish Handyperson - screws/nails/wood filler etc	£39.81
Igloo Energy	Electricity to 8/6/20 - Flat 17B (since tenant's departure on 28/4/20)	£9.17
G J Plastics Ltd	Super-sized plastic sneeze guard for library <i>*debit card payment</i>	PAID £146.99
A Cleaner Generation	Window cleaning at Parish Rooms - June 2020	£18.00
Cornish Fixings	Supplies for Parish Handyperson - screws/facility indicator etc	£57.42
Cornish Fixings	Supplies for Parish Handyperson - double-sided tape	£4.74
Swift Janitorial Sups.	X4 dispensers & supplies of anti-virus disinfectant for public toilets	£190.67
Clive Kalber	Cemetery maintenance - June 2020	£983.33
Clive Kalber	Repair to path at St Agnes Museum, clear drainage & lay new gravel	£150.00
Staffing costs	Total expenditure - June 2020	£14,674.88
<u>PETTY CASH RECORD</u>	Reconciled running total with cash in tin: £39.02 carried forward from May	
<u>LIBRARY TAKINGS</u>	June 2020 – Nil	
<u>RECEIPTS</u>		
EDF Energy	Credit owed for electricity supply to Churchtown WCs (historic)	£24.00
Western Power	Payment of wayleaves (rent for underground cables and poles)	£42.93
D Tresise & Sons	Headstone	£70.00
D Tresise & Sons	Inscription	£25.00
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Martin & Sons	Headstone	£70.00
Car park donations	St Agnes collections (x4 honesty boxes) since 23rd March (COVID-19)	£203.60

Signed

Date.....