

# MENHENIOT PARISH COUNCIL

www.menheniotparish.org.uk

11 May 2018

Dear Councillor

You are summoned to the Annual Meeting of the Parish Council which will be held on **Thursday 17 May 2018** at **7.30 p.m. at Menheniot Old School** when your presence is requested.

The business to be transacted is shown on the Agenda below. Please note that the general public are invited to attend this and any meeting of The Parish Council.

This meeting is advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media and members of the public. Please be aware that whilst every effort is taken to ensure that members of the public will not be filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

Yours faithfully



**John Hesketh**

Clerk to the Council

| Minute  | Agenda Items  |
|---------|---|
| 55/2018 | <b>Chairman's Welcome</b>   |
|         | <b>Election of Chair</b><br><b>Election of Vice Chair</b><br><b>Appointment of Council Officers</b>   |
| 56/2018 | <b>Apologies for Absence</b>  |
| 57/2018 | <b>Members' Declarations</b><br><br>A. Pecuniary/Registerable Declarations of Interests – Members must declare an interest, which has been declared on their Register of Financial Interests Form, relevant to the agenda.<br><br>B. Non-registerable Interests – Members must declare non-pecuniary interests at the start of the meeting or whenever the interests become apparent.<br><br>C. Declaration of Gifts – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.<br><br>D. Dispensations – Members to consider any written requests for dispensations. |
| 58/2018 | <b>Public Participation</b><br>Members of the public are invited to address the Council. (15 minutes)<br><br>Report from Cornwall Councillor Phil Seeva   |
| 59/2018 | <b>Minutes of Meeting</b>   |

|                |   |
|----------------|---|
|                | Councillors will be asked to AGREE to accept the following minutes as a true and accurate record. 19 April 2018.  |
| <b>60/2018</b> | <b>Matters Arising from the Minutes</b><br>Will be covered by separate agenda items   |
| <b>61/2018</b> | <p><b>Planning Matters</b></p> <p>A To agree the parish council's response to Cornwall Council consultations on new planning applications received before the agenda was finalised:</p> <p>Application: PA18/01052/PREAPP<br/> Applicant: Willton Homes West Ltd<br/> Location: Ten creek Farm Plymouth Road Liskeard Cornwall PL14 3PS<br/> Proposal: PPA for variation of S106 and/or amended application for changes to permitted mixed use development.</p> <p>Application: PA18/03663 Mr Derek Latham FOR INFORMATION<br/> Location: Rosevale Farm Horningtops Liskeard Cornwall PL14 3PU<br/> Proposal: Non-material amendment (No. 2) for Provision of Wood-burning Stove and Associated Stainless Steel Flue to (PA17/06356) Proposed conversion of vacant barn to dwelling.</p> <p>B Any applications received by Cornwall Council by the time of the meeting. Information only. None received.</p> <p>C Planning applications approved by Cornwall Council – Information only.</p> <p>PA18/01124 APPROVED<br/> Applicant: Torr Farm Ltd<br/> Location: Torr Farm Menheniot Liskeard Cornwall PL14 3PW<br/> Proposal: Erection of a fodder, farm yard manure and fertilizer store.</p> <p>01.05.2018 PA18/02323 APPROVED<br/> Applicant: Mr Mark Allsop<br/> Location: Scawns Lodge Menheniot Liskeard Cornwall PL14 3QP<br/> Proposal: Construction of boot room to rear. Construction of bathroom above lounge to rear. Construction of conservatory to front. Raise Floor above office to provide art studio</p> <p>27.04.2018 PA18/03189 APPROVED<br/> Applicant: Mr And Mrs F Seager<br/> Location: Red Fox Grange Merrymeet Liskeard Cornwall PL14 3LP<br/> Proposal: `Non-material amendment in respect of decision PA16/02763.</p> <p>D Planning applications refused by Cornwall Council or withdrawn by the applicant. Information only. None.</p> <p>E Planning Appeals: None</p> |
| <b>62/2018</b> | <b>Financial Matters</b><br>A Accounts for Payment – Schedule 2018/19 - Members are to consider the payment schedule and agree payment.   |

| Payments Schedule         |                |                       | May 2018 | Period | 2        |          |
|---------------------------|----------------|-----------------------|----------|--------|----------|----------|
| Date                      | Payee          | Description           | CQ       | £      |          |          |
| 17/05/2018                | Steve Moon     | Toilet maintenance    | 1784     | £      | 3,127.45 |          |
| 17/05/2018                | Prydis         | Payroll support       | 1785     | £      | 87.60    |          |
| 17/05/2018                | B R Gerry      | Merrymeet gate repair | 1786     | £      | 260.00   |          |
| 17/05/2018                | Rob Craig      | Ground maintenance    | 1787     | £      | 450.00   |          |
| 17/05/2018                | Cornwall ALC   | GDPR Training         | 1788     | £      | 54.00    |          |
| 30/05/2018                | John Hesketh   | Salary                | 1789     | £      | 423.00   |          |
| 30/05/2018                | HMRC           | PAYE                  | 1790     | £      | 138.20   |          |
| 17/05/2018                | Linda Coles    | Audit                 | 1791     | £      | 200.00   |          |
| 17/05/2018                | Came & Company | Insurance             | 1792     | £      | 597.23   |          |
| 17/05/2018                | ICO            | Registration          | 1793     | £      | 35.00    |          |
| All cheque payments today |                |                       |          |        | £        | 5,373.28 |

B Direct Bank Payment & Receipts. For information.

| Bank Payments Schedule including Debit Card |       |             |     |        |          |
|---|-------|-------------|-----|--------|----------|
| Date  | Payee | Description | Pay | £      |          |
| 04/04/2018                                  | SLCC  | Membership  | DC  | 147.00 |          |
| 24/04/2018                                  | EDF   | Electricity | DD  | 61.26  |          |
| All bank payments this period               |       |             |     |        | £ 208.26 |

| Bank Receipts Schedule        |                  |                |   |           |             |
|-------------------------------|------------------|----------------|---|-----------|-------------|
| Date                          | Payer            | Description    | £ |           |             |
| 09/04/2018                    | Lloyds Bank      | Interest       | £ | 3.66      |             |
| 09/04/2018                    | Cornwall Council | Precept & CTS  | £ | 13,101.07 |             |
| 26/04/2018                    | Resident         | Allotment Rent | £ | 12.00     |             |
| All bank receipts this period |                  |                |   |           | £ 13,116.73 |

C Bank Reconciliation – previously published.

D A councillor will be invited to review bank payments from the previous month.

E Councillors will be asked to approve the Council's Annual Governance & Accountability Return 31 March 2018 and receive a commentary from the auditor.

Section 1 The Annual Governance Statement

Section 2 The Accounting Statement

F Reserve Deposits with Cornwall Council

Clerk will present a proposal from Cornwall Council and ask councillors to agree to deposit surplus funds with the unitary council (report previously published)

G Annual Insurance

Clerk has received three quotations from the council's insurance brokers and will ask members to agree a choice of insurer for renewal.

H Application for Small Grant

Clerk has received a request from Mr Keith Goldsmith for a grant of £118.32 to cover the cost of maintenance at Trelawney gardens.

63/2018

**Councillors' Reports**

A Cllr Demelza Medlen

|                |  |
|----------------|--|
|                | <p>Skateboard park progress.</p> <p>B Cllr Tony Clarke<br/>Report on the recent annual playground inspection</p>   |
| <b>64/2018</b> | <p><b>Chair's Agenda Items</b></p> <p>A Neighbourhood Development Plan. Progress report.</p> <p>B Update on progress to the Menheniot Traffic Plan</p> <p>C War memorial and WW1 events</p> <p>D Bolitho Farm Agri Hub update</p>                      |
| <b>65/2018</b> | <p><b>Clerk's Administration</b></p> <p>A The General Data Protection Regulations<br/>Clerk will present a verbal update and ask councillors to agree a retentions policy and support appointment of the Clerk as interim Data Protection Officer.</p> |
| <b>66/2018</b> | <p><b>Diary Dates</b></p> <p>A The next Council Meeting is to be held at The Old School, Menheniot on Thursday 21 June 2018, commencing at 7.30pm.</p>   |
| <b>67/2018</b> | <p><b>Meeting closed –</b></p>   |