

## LANREATH PARISH COUNCIL ANNUAL MEETING MINUTES

### Date of meeting:

17<sup>th</sup> May 2022 commencing at 19.20 hours

### Present:

Mr P Seaman – Chair, Mrs E Lee, Miss J Tamblyn, Mr John Gundry, Mr John Williams, Mr David Heard, Mr Peter Bartram, Mr Daniel Pugh, County Cllr Colin Martin, Mrs R Warren – Clerk

PCSO Steve Cocks

The Chair welcomed everyone to the Annual Parish Council Meeting.

1. **Apologies** – Ms Sue Cave
2. **Retiring Chair's report to the Council**

“Government interim legislation that permitted Local Authorities to conduct statutory meetings remotely during peak COVID was revoked in May 2021, subsequently, all Parish Council meetings have been held face to face with open access to members of the public.

Following the uncontested Parish Council Elections in 2021 which left 4 vacant seats on the Parish Council, the vacancies were advertised in June 2021. Three applications were received and at the July meeting of the Parish Council, John Gundry, David ‘Buzz’ Heard and Peter Bartram were co-opted on to the Parish Council. They were welcomed as councillors at the Extraordinary Meeting held to discuss a planning application in August 2021 and the Parish Council has benefited from their input and experience throughout the balance of the year.

The resurfacing of the path to the Village Shop was deferred during the year due to lack of Parish Council Funds. The resurfacing has recently been completed and was fully funded by a generous donation from the Furzedown Community Fund. On behalf of the Parish Council and the community I would like to thank the Furzedown Community Fund Committee for their generosity.

After several years of watching the sad deterioration of the Punch Bowl Inn, it is very pleasing to note the progress being made with the renovations and we look forward to seeing the Inn reopen and resuming its place at the centre of village life.

The Parish Council budget for the current financial year was agreed in November 2021. In setting the Precept for the financial year 2022/23, consideration was given to the prospect of significant inflationary pressure on the 2022/23 budget. Following several years of either minimal or no change to the annual Precept, the Parish Council had not provided for the build-up of a general reserve when setting its annual budgets. At the meeting in November the Parish Council resolved to incrementally build a modest general reserve to provide a fund for one off un-budgeted costs and a line item for £1000 was allotted to this in the 2022/23 budget. To address potential inflation and to provide adequate contingency funds the Precept for 2022/23 was set at £13,900.

To reduce costs and to ensure value for money, cost comparisons have recently been made for both the energy supplies to the Millennium Building and for the Parish Council's insurance policy. The revised quotes for both services will potentially save several hundred pounds a year over previous contracts.

The Financial Reports for the financial year 20/21 will be reviewed later in this meeting, the audited accounts for the financial year 2021/22 show that the year closed with a balance of £3,667, slightly lower than forecast when setting the 2022/23 budget."

**3. Annual election of Chair and Vice Chair**

Chair – Mr P Seaman – proposed by Cllr Eileen Lee and seconded by Cllr J Williams. Unanimously approved. Chair accepted.

Vice-Chair – Cllr Heard proposed by Cllr Lee and seconded by Cllr Pugh. Unanimously approved. Vice-Chair accepted.

**4. Annual Election of Parish Council representatives**

There were none standing, and these roles have not been filled for over a year. Chairman indicated that it would be helpful to have a Parish Council representative at the forthcoming Village Hall AGM on 20<sup>th</sup> June 2022. Vice-Chair stated that he would be willing to attend Village Hall meetings, proposed that he should be the Parish Council Village Hall representative by Chairman, and seconded by Cllr Williams, unanimously approved.

**5. Members of the Public are invited to address the Council**

PCSO Cocks made his report that from 1<sup>st</sup> to 30<sup>th</sup> April 2022 there was one crime reported - dangerous dogs out of control. He reminded the meeting that owners must have their dogs under control at all times, otherwise they may be found to be committing an offence. He informed the meeting that the Speed Watch team for the area is now undergoing training and they have 4 or 5 volunteers and hope to start in six weeks' time. There are no Speed Watch sites in Lanreath Parish but any members of the community who have complained about speeding in the Parish should step up and volunteer for the Speed Watch scheme which is not run by the Police, although they assist with organising and training.

Since the last meeting PCSO Cocks has done a presentation to Lanreath Ladybirds, for the children to get to know a Police Officer.

This week Cornwall and Devon Police started 'Operation Sector' which is a knife amnesty. Any bladed weapon can be dropped into a box at Bodmin Police Station where there is a bin, or contact the Police to arrange where to hand in. The object of the exercise is to prevent crime and get knives off the streets. It is always possible to hand in unwanted guns, which the Police will dispose of.

A reminder to keep heating fuel and red diesel secure, as cost of these rises, so theft will likely increase.

**6. Members of the Council to disclose their interests in matters to be discussed and to decide requests for dispensations**

None.

**7. To approve the minutes of the meeting held on 19<sup>th</sup> April 2022**

Vice-Chair proposed that they be accepted, and Cllr Bartram seconded. Approved unanimously.

## 8. County Councillor's Report.

Cty Cllr Martin addressed the meeting and provided details regarding Cornwall Council's decision to delay the start of food waste collection, the progress of the proposed Liskeard-Looe Cycle Trail, Cornwall's Health and Social Care crisis, and energy/climate initiatives locally. He gave specific details about LEAF (Lostwithiel Environmental Action Forum) and suggested that he would be willing to assist Lanreath to set up their own forum. He expressed concerns about the lack of EV charging points in the county. In response to a question about why there may possibly be a direct election of a Leader for Cornwall Council, that it was about accountability, and the electorate being able to state their preference for a leader, rather than councillors appointing their preferred candidate. Also central government have indicated that Cornwall would then be given more funding.

## 9. Matters arising

- **Landmark Tree Plaque** – this has now been delivered. Chairman will arrange for a backing plate and ground spikes to be fabricated so that it can be positioned next to the tree.
- **Lanreath Parish Councillors on the Cornwall Council web site** – considerable progress has been made in this regard, with only three councillors details awaited, Cllrs Pugh, Tamblyn, and Lee.
- **Jubilee Celebrations H M Queen Elizabeth II** – the latest Community Sprit Poster for the planned activities in the village has been uploaded to the Lanreath Parish Council web site
- **Truro Jubilee Parade** – Lanreath WI are sending two representatives and the Chairman will accompany them as the Parish Council representative
- **EDF new energy tariff** – a more favourable fixed term contract for three years has been entered into
- **Traffic problem Punch Bowl Inn junction** – Chairman has requested an update from CORMAC
- **Proposed conversion of Rowan Lodge into HMO** – The Prospective new owner responded by email to the Parish Council's letter. He, his business partner, and his HMO agent will be visiting Rowan Lodge on 27<sup>th</sup> May and Lanreath Parish Council has been invited to an informal meeting in the afternoon to discuss the issues that were raised in the letter, and to share their experiences of their other HMOs.
- **PA22/02184 and 02185** - Consultees comments have been submitted
- **Garden Club Shed** - Bocaddon Turbine Fund have generously agreed to donate the cost of this
- **Football pitch field** – Chairman has been advised by the land owner that there is currently no update
- **Village shop path** – this has been completed to a high standard, with thanks to Furzedown Community Fund for paying for the repairs

## 10. Correspondence

Clerk referred the meeting to the correspondence listed in the agenda – no questions.

Chairman specifically dealt with the complaint about dog fouling received from a member of the community. There are some quite effective posters available, with glowing eyes on them, but they are costly, and the County Council will only provide them if there are volunteers in the community to act as unpaid dog wardens, picking up after dog foulers, and reporting sightings of dog owners not clearing up after their

pets. When this was put to the community previously no volunteers came forward. If anyone sees an owner not clearing up then please take plenty of detail, name of the owner if they know it, or a description of them, and the dog, time, date and place, and report it to Cornwall Council. If enough complaints are made the dog warden will be sent out.

Dogs roaming about should be reported to PCSO Cocks.

- 11. Planning** – Consultees comments to be submitted by 26<sup>th</sup> May on PA22/03167 proposed extension to existing farm building for biomass boiler and general storage at Woodsaws Farm, Lanreath.

Chairman briefly took the meeting through relevant county policies, the site location satellite photographs and plans, proposed elevations, and the design and access statement. After consideration Cllr Bartram proposed that the Parish Council support the application, and it was unanimously approved. Clerk to submit consultees comment online.

**12. To review and approve the Council's Policies and Procedures**

Chair suggested that Standing Orders, Financial Regulations, General Privacy Notice, Code for Handling Complaints, Recording of Meetings, and Safeguarding Policy all remain as currently adopted.

As for Risk Assessment he suggested that there be an additional barrier and review of high level risks, he also brought to the meeting's attention the risk that 'insurance cover is invalidated by failure to adhere to Policy conditions' in the Parish Council insurance. Clerk is tasked with reviewing policy conditions and submit a report to the Council following annual renewal.

Regarding the Code of Conduct – Upon reviewing the same Cllr Gundry felt that the current version could be made shorter and simpler. CALC have a model version that is shorter but it is copyrighted and only available as an editable document for CALC members. The Local Government Association has a model document that is ten pages longer than the Lanreath Parish Council document. Chairman proposed that the current version be approved as it is technically accurate, and that he and Cllr Gundry be tasked with preparing an alternate concise version for the Parish Council to review at a later meeting. Unanimously approved.

**13. Annual Accounts**

Chair took the meeting through the AGAR Form, and confirmed that the internal auditor had signed off the necessary section, so that the exemption certificate could be signed and submitted to the Government appointed auditors PKF Littlejohn. Deadline for submission is 1<sup>st</sup> July.

Councillors queried the valuation of the assets, and it was generally felt that a more accurate figure would be £154,000, rather than £110,196. However, this does not affect the accuracy of the AGAR, which Cllr Lee proposed should be approved, and Cllr Bartram seconded. Chairman and Clerk signed the AGAR, and Clerk tasked with submitting to PKF Littlejohn.

**14. To decide dates for the period for the exercise of public rights to inspect the accounting records of the last financial year**

Resolved that the period of public rights to inspect will be 13<sup>th</sup> June to 22<sup>nd</sup> July 2022, and Clerk will seek permission of the Community Shop to host.

## **15. Finance**

Cllr Pugh proposed that the payments made under Financial Regulations, and those due in the next month, as set out in the agenda, be approved. Unanimously agreed. Cllr Gundry proposed and Cllr Lee seconded that the inter account transfer of £1,800 be approved. Unanimously agreed.

Chair was concerned that with inflation having increased the Parish Council should review the Toilet Cleaner's contract. Vice-Chair proposed that the payments be increased to £108 a month, and Cllr Williams seconded – unanimously approved, with effect from June. Clerk tasked with informing Dan Northcott.

## **16. To review insurance quotes from BHIB and Zurich and approve renewal of the Parish Council's Insurance Policy**

The renewal documents from BHIB (£917.75) had been circulated, and Clerk had obtained a quote from Zurich (£799.43) for like for like policy. The premium would be less if a three year tie in was agreed. Chairman proposed that the Zurich quote be accepted for one year, and Vice-Chair seconded – all were in favour. Clerk tasked with informing BHIB and Zurich of the Council's resolution.

## **17. To consider membership of the Cornwall Association of Local Councils**

After some discussion, and having heard from Cllr Gundry of his positive experiences of having access to similar resource previously, Vice Chair proposed that this be held in abeyance for a year, Cllr Pugh seconded, all, save Cllr Gundry who did not vote, in favour.

## **18. To review eligibility requirements under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012**

Chairman reminded the meeting that this matter had been discussed at the last annual Parish Council meeting. He reminded the councillors that although Parish Councils have a range of powers under various statutes and regulations there are some activities that are not defined by statute that a Parish Council may be involved in that could be subject to challenge – such as lending or investing money or providing grants to individuals (none of which Lanreath Parish Council currently does). To resolve this 'The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012' was passed to give Parish Councils the right to do anything that an individual is allowed to do (provided it is within the law). To be eligible under the Order there are conditions to be met. There must be a resolution of the council that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk.

Electoral mandate is that at the time the resolution is passed, at least two thirds of the council must hold office as a result of being declared elected (i.e. not co-opted).

As for the Clerk, at the time the resolution is passed, the clerk must hold a recognised professional qualification and pass the 2012 CiLCA module relating to the general power of competence – which Mrs Warren does not, and the cost of her undertaking such training as would be required (even were she willing to do so) has not been budgeted for.

After some discussion the meeting agreed that this would be reviewed in the future, and not proceeded with at this time.

## **19. To consider proposals for filling vacant seats on the Parish Council**

There is one vacant seat on the Parish Council. The meeting discussed options, and it was agreed that the seat would not be advertised, but anyone in the community interested in serving as a councillor should contact the Chairman, or Clerk.

## **20. To review RoSPA playground inspection report**

The report highlighted a small number of minor repairs that were required. Chairman has approached Rhino Play for a costing regarding regrouting the play surface, and he will solve the potential neck entrapment risk by adding another tanalised timber batten to cover gaps in the fence. Chairman informed the meeting that some years ago the Parish Council accepted responsibility for insuring and maintaining the play area, which will be recorded in the minutes at that time.

## **21. Parish Problems**

The Millennium Green hedge requires cutting, Chairman has spoken to Dunn & Dusted and asked for an up dated quote for the work.

## **22. Any other business**

Clerk is unable to attend the June meeting. Cllr Gundry volunteered to take Minutes. Chairman also will be absent, so Vice-Chair will chair the meeting.

## **23. Public participation**

None

## **24. Date and time of next meeting**

Tuesday 21<sup>st</sup> June 2022 at 7.30pm  
Meeting ended 21.35.