

ST CLEER PARISH COUNCIL

TO MEMBERS OF THE COUNCIL:

Cllrs. Prinn, Pearce, Morris, Horsfield, Sargeant, Harbord, Emms, Johnson, Dupreez, Hearn & Mcfaul,

Dear Members,

I hereby give you notice that a Full Council Meeting of St Cleer Parish Council will be held on

Wednesday 25th October 2023 at 7pm in the Pavilion, Sports Field, St Cleer.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours Sincerely,

I.Morris, Acting Clerk

Press and public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

1	Persons Present/Apologies To note persons present and receive apologies for absence.	
2	Receive any Declarations of Interest from Members/Dispensations <ul style="list-style-type: none">a. Disclosable pecuniary interestsb. Non-registrable interestsc. Declarations of giftsd. Applications for dispensations	
3	Allow up to 15 Minutes for members of the public to address the council	
4	Chairman's Announcements	
5	Update from Cornwall Councillor, P. Seeva	
6	Clerk's Report	
7	Finance: <ul style="list-style-type: none">i) To note the balance in PC bank accounts on October 18th 2023: Unity Current: £93,771.15 Unity Deposit: £28,725.68 HSBC Current: £37,425.03 HSBC Deposit: £30,845.23 Total of £190,767.09ii) To note the Internal Control check performed by Cllr. Pearce during which random payments were checked and were all in order with no issues identifiediii) Finance Report and Payment Schedule to October 18th 2023: To RESOLVE to adopt the Finance reports as above, and to authorise payment of any accounts as listed	
8	Casual Vacancies <ul style="list-style-type: none">i) To discuss a suitable closing date for applications.ii) To RESOLVE to spend up to X amount on an advert in the Granite Post	

9	Finance Committee Report	
10	Financial Regulations and Finance & General Purpose Committee Terms of Reference i) The Finance committee has reviewed the Financial Regulations and recommends that they are continued to be used until the new version is produced next year: To RESOLVE to continue to use the current Financial Regulations until a new version is made available by CALC/NALC ii) The terms of reference for the Finance committee were also reviewed and it is recommended that they are left unchanged: To RESOLVE to use the current Finance Committee TORs unchanged	
11	Banking i) To RESOLVE to amend the Acting Clerk's Unity permissions in order to allow him to enter payments into the council's Unity bank account. ii) To RESOLVE to add {INSERT NAME} as a signatory to Unity	
12	Investments To RESOLVE to give Cllr. S. Harbord, Chair of the Finance Committee, delegated authority to investigate suitable financial institutions to invest council funds	
13	Commonmoor Village Hall S137 Grant Application To RESOLVE to approve this application as recommended by the Finance Committee in their meeting of October 11th 2023	
14	St Cleer Pétanque Club S137 Grant Application To RESOLVE to approve this application as recommended by the Finance Committee in their meeting of October 11 th 2023	
15	Financial Risk Assessment To RESOLVE to ratify the amended Financial Risk Assessment	
16	Revised Allotment Contract and Management Procedures To RESOLVE to adopt the revised Allotment Contract and Management Procedures as circulated prior to this meeting.	
17	Motion: to RESOLVE to agree to Electrical Works to be undertaken by Mark Rogers Electrical, Callington (NICEIC Approved Contractor) as detailed. <ul style="list-style-type: none"> Repair and reinstatement of Emergency Lighting Undertake PAT testing of all portable electrical equipment currently six months overdue. Undertake to replace defective hand dryer in the Ladies toilets 	
18	Motion: to RESOLVE to approve grass cutting arrangements for the Parish Common areas for the growing season 2024 – 25. <ul style="list-style-type: none"> Allotments Millennium Garden Benches & Bus Stops 	
19	Motion: To RESOLVE to engage the Principle Audit Manager for Cornwall Council to undertake the routine internal audit function with IA report in preparation for the AGAR 23/24.	

20	Approval of Minutes i) To RESOLVE to approve the amended minutes of July 12th ii) To RESOLVE to approve the minutes of Sept 6 th 2023 iii) To RESOLVE to approve the Minutes of Sept 27 th 2023	
21	Planning Applications (if time permits): i) PA23/07582 Kimberley Farm Rosecraddoc Liskeard PL14 SAE Change of use and conversion of agricultural barn to dwelling, demolition of timber framed/clad store to northeast, erection of extension to northeast and associated works ii) PA23/07915 Unit 1 Former Pontious Peace Minions Grid Ref 226075 / 70726 Alteration, extension and improvement iii) PA23/08449 Plot 8 Hockings House St Cleer Liskeard Proposal Proposed garage to completed dwelling plot 8 (PA21 12706)	
22	Matters Arising/Date of Next Meeting	
23	HR Matters: Clerk Contract <i>*Motion to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)*</i>	

Signed: Ivor Morris, October 18th 2023