

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 29th November 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, Locum Clerk

J. Prinn – Chairman of Council

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 a. Disclosable pecuniary interests b. Non-registrable interests c. Declarations of gifts Applications for dispensations	
3.	Code of Conduct Cllr Keving Johnson. Acceptance of written apology by Cllr Kevin Johnson.	
4.	Allow up to 15 Minutes for members of the public to address the council	
4.	Approval of Minutes i. To RESOLVE to approve the minutes of 25th October 2023 ii. To RESOLVE to approve the minutes of EXO on 8th November 2023	
5.	Chairman's Announcements i. Appointment of RFO. RFO@stcleerparishcouncil.gov.uk address. The RFO now has access to UNITY Bank and Realtas accountancy package.	
6.	Update from Cornwall Councilor, P. Seeva	
7.	Clerk's Report: Allotment update. (Grant Funding obtained by the Allotment Association with work undertaken on a self-help basis): Repairs to surfaces: Gate entrance, Car Park, Track to Allotment Entrance Gate. Replacement for 120m of broken fencing with new stock fencing. Installation of 3 steel gate posts with new metal pedestrian gate and reconditioned main gate. Crime Update: PCSO EDSER Stephen 30173 Since 1/10/23 to 26/10/23 there have been the following crimes in the St Cleer area that are disclosable. 1) Theft of caravan 2) Assault 3) Theft of vehicle	

8.	<p>Finance Report: Cllr Harbord (NOTE: Payment Schedule to follow) Balance in the PC bank accounts on:</p> <p>Unity Current: (To Follow) Unity Deposit: (To Follow) HSBC Current: (To Follow) HSBC: Deposit: (To Follow) TOTAL: (To Follow)</p>	
9.	Motion: To RESOLVE to delay the budget and precept setting to the December 2023 meeting. (Proposed by Cllr Harbord)	
10	Motion: To RESOLVE to provide refresher RIALTAS training for the RFO at a cost of: (£250 + vat) (Proposed by Cllr Prinn)	
11.	Motion: To RESOLVE to comply with NALC Local Services Pay Agreement 2023 back dated to 1st April 2023 in respect ex-employee (Parish Clerk). (This will be applicable to the employees last day of employment. (Proposed by Cllr Prinn)	
12.	<p>Motion Update: (Motion passed 25th Oct 2023 – see update below) Resolve to engage the Principal Audit Manager for Cornwall Council to undertake the routine internal audit function with IA report in preparation for AGAR 23/24. If so resolved clerk to be delegated authority to dispatch engagement letter as specified in JPAG Section 4. (22/23 FY IA fees were estimated as being 2 days @ £370 (+ VAT) to fulfil the whole year (23/24), at the end of the financial year.</p> <p>NOTE:</p> <ul style="list-style-type: none"> i. Alison Scholfield contacted by email and request formally made. 26th October 2023 ii. Alison Scholfield contacted on a Teams Meeting and the issues discussed. 27th October 2023 	
13	<p>Motion: (See update below) Resolve to delegate (and record) specific functions of clerk / PO / RFO to named Cllr for specific timeframe.</p> <p>Proposed by: Cllr Johnson</p> <p>NOTE: Acting RFO has already been appointed at the EXO meeting on 8th Nov 2023 to the end of the Financial Year and the Locum Clerk will be standing down as Clerk from 1 st Jan 2024.</p>	
14	<p>Motion:</p> <p>(1)& (2) Resolve to amend and implement previous resolution to amend the endorsed PC minutes for the meeting 26 Jul 23 to properly reflect that the PC did approve the appointment of an internal auditor for the 22/23 FY (if that is what actually happened) and (2) to execute the previous resolution. (3) (C1 &</p>	

	<p>C2) Resolve to remedy (by means to be determined) the non-compliance created by a sustained period of administrative inadequacy.</p> <p>(4) Execute the previously resolved (minute 113/6 8 Jun 22 XO Jun 22) PC resolution which remains un-actioned. Proposed by: Cllr Johnson</p>	
15	To discuss and agree – Internet upgrade proposal from BT business for Pavilion Wi-Fi – circulated by Cllr Prinn	
16	<p>Planning Applications:</p> <p>i. PA23/07951 Alteration and improvement and provision of woodstore Location Applicant Grid Ref 2 Pontious Peace Minions Liskeard. ref: PA23/07951 10th Nov 23.</p> <p>ii. PA21/12706 Proposed garage to completed dwelling plot 8, Hockings House, St Cleer. PA23/08449 validated 17th Oct 23.</p> <p>iii. PA23/08548 Replacement Conservatory Roof to a solid panel roof. Penquite Barn, Middle hill PL14 5AQ</p>	
	Agree payment schedule	
17	Matters Arising / Date of Next Meeting	

Signed: J.Prinn , Chairman November 23rd, 2023