

ST CLEER PARISH COUNCIL

EXO Meeting of the Full Parish Council

Minutes of the meeting of the Full Parish Council held on August 31st 2022

Minute no		Action
	<p>Present: Cllr. K. Johnson, Cllr. L. Price, Cllr. N. Emms, Cllr. S. Horsfield, Cllr. S. Harbord, and from 7.53pm Cllr. P. Andrews, Cllr. B. Smith (late due to other commitments, both apologised in advance)</p> <p>Absent ('A' denotes Apology received): Cllr. B. Seage (A), Cllr. I. Morris (A), Cllr. J. Colenzo, Cllr. C. Sargeant, Cllr. S. Abernethie</p> <p>In Attendance: E. Luther, Clerk/RFO</p> <p>Members of Public: 2</p>	
159/8	<p>To Receive any Declarations of Interest from Members/Dispensations</p> <p>None</p>	
160/8	<p>Allow up to 15 Minutes for members of the public to address the council</p> <p>Two members of the public brought up the promise of the former Chair to pay £350 from his Chairman's Allowance to Common Moor Village Hall, recorded in the Minutes of Feb 2022; and also an application they'd made for a S137 payment of £350. Cllr. K. Johnson explained that the S137 money could only be paid for a future purchase not as recompense for monies already spent. This was accepted by the members of the public. After some discussion, during which councillors expressed their desire to support outlying hamlets in our parish such as Common Moor, it was decided that a written motion would be put forward at September's meeting and a vote would be held on whether to pay the £350 from general funds.</p>	
161/8	<p>Chairman's Announcements</p> <p>None</p>	
162/8	<p>Motion - Internal Audit</p> <p>Cllr. Johnson referred to his two-part motion and repeated the costs involved, which are not insignificant. Cllr. Harbord said that she felt it was important to show that the council is committed to working to identify and correct any slips in procedures, and so supported this motion. Other councillors agreed that this was a sensible and appropriate way forward in light of the recent audit challenge and weaknesses identified in the 2021/22 AGAR.</p> <p>i) To RESOLVE to engage the Principal Audit Manager for Cornwall Council to undertake an interim internal audit of the PC and establish a baseline stock-take of the current state of business. Proposed: Cllr. K. Johnson, Seconded: Cllr. S. Harbord For: Cllr. Johnson, Cllr. Harbord, Cllr. Price, Cllr. Emms, Cllr. Horsfield Against: None <i>Carried</i></p> <p>ii) To RESOLVE to engage the Principal Audit Manager for Cornwall Council to undertake the routine internal audit function with IA report in preparation for AGAR 22/23. Proposed: Cllr. K. Johnson, Seconded: Cllr. L. Price For: Cllr. Johnson, Cllr. Price, Cllr. Harbord, Cllr. Emms, Cllr. Horsfield Against: None <i>Carried</i></p>	

163/8	<p>Motion: Budget Proposals</p> <p>Cllr. Johnson explained that we would need to work out our Budget for 2023/24 soon and that his motion was an attempt to set up a group, led by the Vice-Chair, Cllr. B. Seage, to do the initial work on this in the absence of a Finance Committee. Cllr. Seage was not present at the meeting but had said vi email that he was likely to be away for parts of September so could not commit to this work. Cllr. Johnson then withdrew this motion.</p> <p><i>(Cllr. B. Smith and Cllr. P. Andrew arrived and took their places at the meeting).</i></p> <p>It was pointed out that Cllr. I. Morris had been in the process of looking at the Asset Register. Cllr. S. Horsfield said she would message him and ask what he had done with regard to this so far. The Clerk said she would email the current Asset Register to all councillors. She also pointed out that the Caretaker had excellent knowledge of our assets and might be able to provide additional information if needed.</p>	Clerk
164/8	<p>To RESOLVE to authorize the Clerk to purchase the Operation London Bridge service</p> <p>The Clerk explained that this Operation was related to procedures and protocols that local government should follow at the sad passing of Her Majesty the Queen. She expressed a wish that the parish council's website should be fully compliant and show due respect, with all procedures correctly followed and our website be in line with others. For this reason, she asked that the council consider paying the fee of £35 to our ICT provider so that they would amend our website appropriately. The fee on the day would be £50. Cllr. Johnson said this would need a motion in a motion template and would then be voted on at September's meeting. Cllr. Andrews agreed to draw up a motion for September. Concerns were raised about the delay. Cllr. Johnson then stated that, if necessary, he would pay the £50 himself, if the service was required prior to the council's September meeting.</p>	Cllr. Andrews
165/8	<p>Motion – Banking matters</p> <p>Cllr. Harbord explained that this part of the motion was to tidy up and simplify our bank accounts as we no longer needed two separate HSBC accounts.</p> <p>ii) To RESOLVE to close one of the HSBC accounts Proposed: Cllr. Harbord, Seconded: Cllr. Smith <i>Carried</i></p> <p>i) Cllr. Harbord explained that we only had two signatories for the Unity bank accounts and two signatories for the HSBC bank accounts. She was concerned that in the event one signatory was unable to approve payments, there would be problems. To RESOLVE to Appoint two new signatories to Unity and HSBC, namely Cllr. Johnson to both HSBC and Unity, Cllr. Andrews to Unity, and Cllr. Smith to HSBC Proposed: Cllr. Harbord, Seconded: Cllr. Smith <i>Carried</i></p> <p>ii) After a discussion about the benefits of keeping the allotment rent and water payments separate and, possibly pay the Allotment water bill from those monies too, it was decided to amend the motion in order to defer Part iii to September's meeting in order to explore whether one of our current Unity accounts could simply be re-named or re-purposed. To RESOLVE to open a new separate Unity account for the Allotments</p> <p>Amendment to the Motion – To defer Part iii until September's meeting Proposed: Cllr. Harbord, Seconded: Cllr. Johnson <i>Carried</i></p>	Part iii deferred to Sept. meeting
166/8	<p>To authorise Lee Price to move the speed camera to a new position near the pavilion</p> <p>It was decided that no vote was needed for this and that Lee price was simply informing the council of the camera move.</p>	Cllr. Price

167/8	<p>To RESOLVE to give Cllr. L. Price delegated authority to:-</p> <p>i) - Contact the owner of the land in Tremar on which the pond and water supply stand.</p> <p>ii) - Speak to the owner of the Common Land about building work on the land</p> <p>Cllr. Johnson said that all councillors should feel free to talk to parish residents and bring back views and information to the council. Therefore no vote was needed on this, and Cllr. Price will speak to the above-mentioned people and report back to the council.</p>	Cllr. Price
168/8	<p>Skate Park – Progress Update</p> <p>Cllr. Price said there was no update but that he had been continuing to communicate with a skateboarder who had offered input. Cllr. Horsfield said a lot of work had been done on this project pre-Covid and maybe some of that could be used. Cllr. Price said we would need to look into a costed proposal.</p>	
169/8	<p>Matters Arising</p> <p>i) The Clerk reported that the defibrillator at the pavilion had been flashing a red light signifying its battery needed recharging. She had contacted SW Ambulances and they had kindly swapped the pads today so the defibrillator could still be used until the end of September. However, they had also informed us that our contract had expired and that we would need to sign a new four year contract with them at a cost of £1800 plus VAT else the defibrillator and cabinet would be removed. Cllr. Johnson asked the clerk to respond to their email and explain we could not vote to approve that expenditure until our next council meeting on September 28th and request a delay to the removal of the defibrillator.</p> <p>ii) The Clerk also told the meeting that one co-option application had been received and that the deadline to apply had now closed. This application would be looked at and the applicant invited to speak to the council at the next meeting.</p> <p>Meeting Closed at 9.30pm, Date of Next Meeting: September 28th 2022</p>	Clerk