

ST CLEER PARISH COUNCIL

I hereby give notice of a meeting of St Cleer Parish Council to be held 7.30pm on the 28th March 2018 in the Council Sports Pavilion, Hockings House, St Cleer to which you are summoned to attend

Ray Jones

AGENDA

1	Apologies for absence	
2	Declaration of any Pecuniary and/or Prejudicial Interests Register of Interest and Code of Conduct update for relevant Councillors	
<p>Note: <i>Should any of these items need to be discussed without the public present the relevant Councillor may ask for this to be moved to a restricted item, with due cause stated</i></p>		
3	Minutes of Previous Parish Council meeting To receive and approve minutes of the last meeting	
4	<p>Correspondence received</p> <p>Planning</p> <ul style="list-style-type: none"> • Tower View Tremar Coombe – <i>allocated to an officer</i> • 1 Windsor View – <i>Objection upheld</i> • Bridleway 624/10 request to be upgraded to "gold" - Noted <p>From Electors</p> <ul style="list-style-type: none"> • Concern about grit bins requiring maintenance and refilling • 2 Requests to adopt the Car Park in St Cleer from Cornwall • Suggestion to form an Emergency Plan in extreme weather (etc.) <p>Other</p> <ul style="list-style-type: none"> • Modern Phone Box Adoption 	
5	<p>Information arising from the minutes not on the agenda</p> <p>Options for staff cover for toilet cleaning etc</p> <p>Provision to PC of RAMS for grass cutting</p> <p>Update on progress pack detailing the status, conditions, liabilities and entitlements as relates to land under the control of the PC</p> <p>Progress on publication of minutes of the Council</p>	
6	<p>Planning Applications since the last meeting</p> <ul style="list-style-type: none"> • The Old Vicarage St Cleer Liskeard Cornwall - PA18/02071 • Miners Meadow Crows Nest Darite Liskeard - PA18/02281 • The Old School House Hockings House St Cleer Liskeard - PA18/00665 and PA18/00664 • 28 Fernside Park Tremar Coombe Liskeard Cornwall - PA18/02576 • Barn Rear Of 3 Sunnyside Common Moor Liskeard Cornwall - PA18/02495 	<p><i>Zip files will be available at the meeting</i></p>

7	<p>Finance and General Purposes Committee Update</p> <p>To receive update from the Chair of the Finance and General Purposes Committee held on the 14th March 2018 and to address the following resolutions from that meeting</p> <p>To retain the current PC Standing Orders as is until the new guidance is received from CALC (likely to be imminent)</p> <p>To resolve that the Policies and Procedures available from CALC be adopted en bloc.</p> <p>To resolve that the Clerk will provide a priority list and time line for the PC to enable consideration with alacrity all of those policies required for the effective operation of the PC; The following being required to effect the staff contracts of employment and new legislation</p> <ul style="list-style-type: none"> • Equal Opportunities • Health and Safety at Work • Grievance and Discipline • Staff sickness Policy • Expenses Policy • Probation Management • Appraisal and Performance Development • GDPR (to include arrangements for backup) • Communication within and without the Parish Council <p>That a new bank account be opened (investment and current) at a high street bank to mitigate risks identified</p> <p>That the Council agree a ringfencing of the current £117K reserves to allow £70K to be set aside as per appended document to repair, replace, and maintain the assets of the Parish</p>	
8	<p>Clerk Contract</p> <p>To agree and ratify the Clerk Contract previously circulated and to offer a NEST pension at 5% contribution in year one rising to 8% in subsequent years</p>	
	<p>Motion to dissolve the Asset Management Committee for 2018-2019</p>	<p>Councillor Sargeant and Councillor Turton</p>
10	<p>Information Technology and Communication</p> <ul style="list-style-type: none"> • To ratify budget for the purchase of ITC for the Parish Office in relation to previously circulated specification • Update from the Clerk about Website Management 	
11	<p>To progress the ITT for Mowing</p> <ul style="list-style-type: none"> • Following ITT, consider technical evaluation and consider outsourcing to the recommended provider or to retain in house 	

12	Development of Petanque Pitch <ul style="list-style-type: none"> To implement plan 	Cllr Horsfield
13	Gym Equipment <ul style="list-style-type: none"> Following the successful award from the lottery for Gym Equipment – A motion to place the order when the grant money is received. A cheque for the match funding will be provided by the Community Fundraising Group. 	
14	Appointment of Data Protection Officer to comply with GDPR <ul style="list-style-type: none"> To ratify budget of £150 and select provider 	http://www.lcpas.co.uk/data-protection-officer-service.php http://www.dpo.uk.com/services/data-protection-officers/
15	St Cleer Car Park <ul style="list-style-type: none"> To ratify adoption of Car Park from Cornwall CC and to ratify costs to refurbish the surface of the car park 	
16	Advertising Boards at St Cleer Sports Field	
17	Receipts and Payments To discuss receipts received since the last meeting <ul style="list-style-type: none"> Cornwall Council - £ 1,483.00 To discuss and approve for payment any invoices received since the last meeting. <ul style="list-style-type: none"> Survey Monkey £336 – Renewal of membership Staff wages 	

Dates of forthcoming meetings of the Parish Council, all held at 7.30pm at the Sports Pavilion, Hockings House, St Cleer

Parish Council Meeting	Wednesday 25 th April 2018
Finance and General Purposes Committee	Wednesday 13 th June 2018