

**ST CLEER PARISH COUNCIL**

NOTICE is hereby given that a Meeting of the Parish will be held on Wednesday 23 October 2019 at 7.15pm in the Council Sports Pavilion, Hockings House, St Cleer to which members are summoned to attend.

*Rowe Jones.*

**AGENDA**

1	<b>Apologies for absence</b>	
2	<p><b>Members declarations</b></p> <ul style="list-style-type: none"> <li>a. Disclosable pecuniary interests</li> <li>b. Non-registrable interests</li> <li>c. Declarations of gifts</li> <li>d. Applications for dispensations</li> </ul> <p><b>Chairman's Announcement about use of her fund</b></p>	
3	<p><b>Close the meeting to allow up to 15 minutes for public questions</b></p> <p><b>then</b> Correspondence from Parishioners</p>	
4	<b>Reopen the meeting (public may only contribute on invitation)</b>	
5	<p><b>Minutes of Previous Parish Council meeting</b> To receive and approve minutes of the last meeting(s)</p> <ul style="list-style-type: none"> <li>a. Parish 25.9.19</li> <li>b. Estates 9.10.19</li> </ul> <p><b>Report of meetings attended on behalf of the Parish Council</b></p>	
6	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>• Road closure training for Councillors</li> <li>• Liskeard Co-op Donation</li> <li>• Response from Cormac re Redgate</li> </ul>	
7	<b>Update from Cornwall Council</b>	<b>ME</b>
8	<p><b>Planning Applications since the last meeting (additional applications received prior to the meeting will be added to this list)</b></p> <p>Rural exception (affordable-led) housing scheme comprising a total of 8 dwellings, formation of access, parking, drainage and associated development Planning Application Land Pt Os 4700 Hockings House St Cleer Cornwall Ref. No: PA19/08136   Received: Mon 16 Sep 2019   Validated: Thu 26 Sep 2019   Status: Pending Consideration</p> <p>Removal of one branch from mature Beech Tree (Tag no. 823) subject to Tree Preservation Order Planning Application The Easting And Northing Are For The Site Entrance. The Tree Is Located In Golitha Falls National Nature Reserve, Adjacent To The Path Alongside The River Fowey At Grid Reference SX 2255 6878 Ref. No: PA19/08507   Received: Fri 27 Sep 2019   Validated: Fri 27 Sep 2019   Status: Pending Consideration</p> <p>Demolition of existing storage barn and erection of a new dwelling house. Planning Application Land East Of East Tremar Barn Tremar Cornwall PL14 5HF Ref. No: PA19/08567   Received: Mon 30 Sep 2019   Validated: Mon 30 Sep 2019   Status: Pending Consideration</p>	Zip files will be available at the meeting

	<p><b>Extension to residential dwelling.</b>  Planning Application  Appleby Farm Attwood Lane Pensilva PL14 5QW  Ref. No: PA19/08771   Received: Mon 07 Oct 2019   Validated: Mon 14 Oct 2019   Status: Pending Consideration</p> <p>Proposed demolition of the existing dwelling, erection of a replacement dwelling and conversion of an existing barn to an annex  Planning Application  Chaple Farm Rosecraddock Liskeard PL14 5AE  Ref. No: PA19/07028   Received: Mon 12 Aug 2019   Validated: Thu 17 Oct 2019   Status: Pending Consideration</p>	
9	<p><b>Update from FGPC (Deferred from 25.9.19)</b></p> <ul style="list-style-type: none"> <li>• Appointment of Chair</li> <li>• FRED 2</li> <li>• Transparency Code Update</li> <li>• How St Cleer Manages Health and Safety</li> <li>• Internal Controls Policy</li> <li>• Paying Employees Procedure</li> <li>• Publications Statement</li> <li>• HSBC Bank Account Changes – Motion appended</li> </ul>	
10	<p><b>Update from Community Engagement Group (Deferred from 25.9.19)</b></p> <ul style="list-style-type: none"> <li>• Social Media Policy Review</li> <li>• TOR 2019-2020</li> </ul>	
11	<p><b>Councillor Co-Option Application Pack</b></p> <ul style="list-style-type: none"> <li>• To adopt</li> </ul>	
12	<p><b>Update from Estates 9.10.19</b></p> <ul style="list-style-type: none"> <li>• Allotm</li> <li>• ents</li> <li>• Rewild</li> <li>• ing Bush Shelters</li> <li>• Work</li> <li>• Plan</li> <li>• Equalit</li> <li>• y Impact Assessments</li> <li>• Recycli</li> <li>• ng at the Pavilion</li> </ul>	
13	<p><b>Neighborhood Development Plan Update and Estimated date for Delivery</b></p>	DW
14	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• YTD figures</li> <li>• Reconciliation</li> </ul> <p><b>Receipts and Payments</b></p> <ul style="list-style-type: none"> <li>• See Below</li> </ul>	
15	<p><b>Update from HR Group 3.7.19 (Deferred from 25.9.19)</b></p> <ul style="list-style-type: none"> <li>• TOR for the 19/20 year (With pay policy appended)</li> <li>• Training Action Plan and Policy</li> <li>• Equal Opportunity Policy and Action Plan</li> <li>• Equality Impact Assessment</li> <li>• Clerk Absence Policy</li> <li>• Supervision Record Form</li> <li>• Strimmer and Road Closure training</li> </ul> <p><b>RESTRICTED ITEM – PROPOSE TO RESTRICT THE MEETING</b></p>	

	<ul style="list-style-type: none"> <li>• 2021 (to inform the Precept)</li> <li>• (Correspondence, NALC and Hours)</li> <li>• Local Council Managers</li> </ul>	Pay for 2020- HR Update Institute of		
<b>PAYEE</b>	<b>REASON</b>	<b>GROSS</b>	<b>VAT</b>	<b>NET</b>
Husband	Monthly	1015		1015
HMRC, Salaries, Nest				
To be further updated prior to the meeting				
<b>CREDITOR</b>	<b>REASON</b>			<b>GROSS</b>
Cornwall	Precept			
Various Allotment Rents				

**St Cleer Parish Council  
Motion HSBC**

<b>Date of Document:</b>	<b>16/10/19</b>
<b>Committee / Sub Committee the motion is intended for:</b>	<b>Parish</b>
<b>Date of that Meeting:</b>	<b>24/10/19</b>
<b>Proposer:</b>	<b>Sue Harbord</b>
<b>Seconder:</b>	
<b>3<sup>rd</sup> and 4<sup>th</sup> Signatories if required under Standing Order</b>	

*Items noted in red are simply prompts and may be removed by the Proposer or Clerk prior to the agenda being issued*

**Situation:**

HSBC has repeatedly bounced cheques and returned direct debits unpaid. The PC is currently moving all direct debits to the new Unity Trust Bank, however this process takes time. Each time a cheque or direct debit is returned unpaid one of the signatories has to telephone HSBC and try and rectify the situation. This often takes considerable time, is inconvenient and frustrating.

**Background:**

The Parish Council has held two accounts with the HSBC for many years. The first account always has a zero balance and any cheques or direct debits presented to that account were paid at the end of the day. This was achieved by 'sweeping' money from the second account to cover the debits. Any payments made into the first account are automatically 'swept' into the second account at the end of the day.

This is an antiquated system that it is no longer working as banking systems are now automated.

**Assessment:**

If payments are not made when checks or direct debits are presented it reflects poorly on the Parish Council. Additionally, it wastes Councilor's time. The Clerk has no access to the account

**Proposed Motion**

- 1, To cancel the sweeping system between the two HSBC bank accounts.
- 2, To keep a balance of £3,000 in the first account. Until such time that all direct debits have been moved from the HSBC.

**Date received:**