

**St Cleer Parish Council**

**Minutes of the Parish Council Annual General Meeting on 29<sup>th</sup> July 2020, held virtually**

Penelope Andrews, Councillor		In Attendance
Martin Brunt, Councillor		In Attendance
Sue Harbord, Councillor	Chair of Council	In Attendance
Suzanne Horsfield, Councillor		In Attendance from 20.03h
Jon Prinn, Councillor		In Attendance
Clive Sargeant, Councillor		In Attendance
Brian Seage, Councillor		Apology Accepted
	Vacancy	
Brian Smith, Councillor		In Attendance
Tony Turton, Councillor		In Attendance
Chris Ullman, Councillor		Apology Accepted
Derris Watson, Councillor		In Attendance
Andy Webb, Councillor	Vice Chair of Council	In Attendance
Martin Eddy, Cornwall Councillor	St Cleer, St Neot and Warleggan	In Attendance
Roni Jones		In Attendance
Members of the Public		3

<b>Item</b> 1	<b>Apologies for Absence</b> As above
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2	<p><b>Members declarations</b></p> <ul style="list-style-type: none"> <li>a Disclosable pecuniary interests</li> <li>b Non-registerable interests</li> <li>c Declarations of gifts</li> <li>d Applications for dispensations</li> </ul> <p>All Members have been asked to review their register of interests (23.6.20) no changes have been raised with the Clerk prior to the meeting, however JP indicated he had a change to make.</p> <p>All members have been asked to complete and return the Privacy Notice given the issuance of StCleerParishCouncil.gov.uk E mail addresses is imminent</p>
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3	<p><b>Elections (SO6j v)</b></p> <p><b>To elect a Chairman of the Council</b> SH indicated that she would be willing to stand for one last term – no other candidate came forward; she was proposed by AW and seconded by PA. Motion Carried</p> <p><b>To elect a Vice-Chairman of the Council.</b> AW indicated he had no wish to be Vice Chair this year, but for continuity wished to continue to attend HR; where he is currently Chair. JP indicated that he was willing to stand– no other candidate came forward - and was proposed by SH and seconded by AW. Motion Carried</p> <p><b>All deдарations of office will need to be sent to the Clerk given the virtual nature of the meeting</b></p>
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4	<p><b>Minutes of the Last Meeting (SO6j ii&amp;iii)</b></p> <ul style="list-style-type: none"> <li>• Receipt</li> <li>• Accuracy</li> </ul> <p>JP proposed that the minutes be accepted, they were seconded by BSm. Motion Carried</p>
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5	<p><b>Business (SO6j)</b></p> <p>To ratify the following documents for use in the forthcoming civic year:</p> <ul style="list-style-type: none"> <li>• Cornwall Code of Conduct 2012 as amended by Parish on 24.4.19</li> <li>• Member Officer Protocol (CALC 2016)</li> <li>• Standing Orders as amended by Parish on 27.05.2020 (SO6j ix)</li> <li>• Financial Regulations as amended by Parish on 26.02.2020 (SO6j ix)</li> <li>• The Council’s complaints procedure (As ratified by Parish in June 2019) SO6j xvi);</li> <li>• Review of the Council’s policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (<i>see also standing orders 11, 20 and 21</i>) (As ratified by Parish on 26 June 2019) SO6j xvii);</li> <li>• Terms of reference for subcommittees (SO6j iv) <ul style="list-style-type: none"> <li>○ Finance and General Purposes as amended by Parish on 26.02.2020</li> <li>○ HR (Including the Terms) as amended by Parish on 22.5.2020 (SO6j xix)</li> <li>○ NDP as incepted by Parish in 2017</li> <li>○ Estates as amended by Parish on 26.02.2020</li> <li>○ Community Engagement as amended by Parish on 24.3.19 (FGPC Review in September 2020)</li> <li>○ Community Emergency Planning as incepted by Parish on 27.3.19 (FGPC Review in September 2020)</li> <li>○ Abusive, persistent or vexatious Panel as incepted by Parish on 27.2.19 (FGPC Review in September 2020)</li> <li>○ Social Media Policy as incepted by Parish on 27.6.19 (FGPC Review in September 2020) (SO6j xviii)</li> </ul> </li> </ul> <p>Taking these adoptions en blocs; AW proposed and BSm seconded that they be recognised. Motion Carried</p> <p>Given Covid and the Parish’s inability to comply with the following matter it was rolled over:</p> <ul style="list-style-type: none"> <li>○ Planning Coordinator as amended by Parish on 28.11.19 (FGPC Review in September 2020)</li> </ul>
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6	<p><b>Subcommittees and appointments (SO6j vii)</b></p> <p>To appoint representatives to outside bodies who will notify parish in advance of any meeting and report back on all matters at the Parish meeting following the external meeting (SO6j xi)</p> <p><b>Community Network Area (and similar)</b> It is noted that DW Chairs this group; SH indicated her willingness to continue to serve</p> <p><b>Bodmin Moor Parishes Network</b> This network no longer operates</p> <p><b>Commoners Association</b> DW indicated her willingness to continue to serve</p> <p>It was proposed by SH and Seconded by PA that the representatives (noted above) be appointed. Motion Carried</p> <p>To appoint committees and sub-committees (SO6j vii)</p> <p><b>Finance and General Purposes</b> BSm; SH; PA and DW offered to stand for this committee. They were proposed by AW and seconded by JP. Motion Carried</p> <p><b>HR</b> – Rolled over pending the appointment of the subcommittee chairs</p> <p><b>NDP</b></p>
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	<p>The status quo of AW, DW, SxH was proposed with BSm joining. This was proposed by JP and Seconded by PA Motion Carried</p> <p>An objection was subsequently raised and a rescission motion raised by SH, JP, AW, BSm was put to the floor on the basis that individuals not present at the meeting ought not to be appointed; thus, the NDP members ought to be SH, AW, DW and BSm. Motion Carried</p> <p><b>Estates</b> JP, AW, CS, TT and CS indicated their willingness to serve. (Those not present were not nominated) SH proposed and PA seconded the committee. Motion Carried</p> <p><b>Community Engagement / Community Emergency</b> PA, BSm and SH are active on both committees and wished to continue. Given the coterminousity it was agreed to take these committees as one and invite a new TOR in due course. Proposed P=JP and seconded by AW. Motion Carried</p> <p><b>Planning Co-Ordinator</b> - Rolled over</p>
7	<p><b>To ratify and receive the following documents</b></p> <ul style="list-style-type: none"> <li>• Asset register 2019/2020 (SO6j xiii)</li> <li>• Insurance 2020/2021 (SO6j xiv)</li> <li>• Meeting schedule 2020/2021 (SO6j xxi)</li> <li>• Transparency Audit 2019/2020</li> </ul> <p>It was proposed to ratify and receive the above documents by SH and seconded by JP. Motion Carried</p>
8	<p><b>To review the Council's expenditure under S137 (SO6j xx)</b></p> <p>NIL</p>
9	<p><b>To review the Council's and/or staff subscriptions to other bodies (SO6j xv)</b></p> <ul style="list-style-type: none"> <li>• CALC</li> <li>• Cornwall Legal Services</li> <li>• Agreement with Cornwall (LMP) related to footpaths</li> <li>• SLCC</li> <li>• The Living Wage Foundation</li> </ul> <p>It was proposed by JP to continue with these subscriptions, seconded by AW. Motion Carried</p>
10	<p><b>Close</b></p>