



Minutes of the Annual Parish Council Meeting held on Monday 15 May 2023

Present: Councillors D Pengelly (Chair), A French, A Giddy, J Greville, N Jolliff, P Lightfoot, A Sharpe, C Wakeham, M White, A Talling, Parish Clerk

084/23 Election of Chair

It was resolved to re-elect Councillor D Pengelly as Chair for the coming year.

085/23 Election of Vice Chair

It was resolved to re-elect Councillor J Greville as Vice Chair for the coming year.

086/23 Appointment of representatives to other bodies

It was resolved to appoint Councillor Greville to the Village Hall committee.

It was resolved to appoint Councillors Wakeham and Talling to the Couch's Foundation.

087/23 Appointment of Committees/Working groups

It was resolved to appoint Councillors Greville, French, Lightfoot, White to the Staffing Committee

It was resolved to appoint the following Working Groups:-

Finance and Internal Audit - Councillors French, Lightfoot

Parish Works - Councillors Greville, Pengelly, Sharpe, Wakeham

Media - Councillors Pengelly, Greville

Data Protection - Councillors Greville, French

088/23 Review of Policies & Procedures

It was resolved to accept the Policies & Procedures following the annual review.

089/23 Open Session

PCSO S Cocks had sent in the following report. Please accept my apologies for my nonattendance at this month's Community council meeting. From 01/03/2023 – 30/04/2023 there were 14 crimes inc. harassment crimes, criminal damage and theft. Numerous patrols have been conducted around the area and all was found to be in order. If there are any questions or matters arising for my attention then please contact me in the usual manner.

A representative from Planning for Results Ltd gave a summary of planning application PA23/03410.

090/23 Closed Session

Apologies for Absence – Councillor Potter, Councillor E Hannaford (CC), Councillor A Toms (CC)

091/23 Members' Matters

Declarations of Interest – Nil

Dispensations – No new dispensations

092/23 Minutes of the Meeting held on 17 April 2023

It was resolved to approve the minutes of the meeting held on the 17 April 2023 which were confirmed as a true and correct record.

093/23 Matters Arising from Last Meeting's Minutes (not addressed in the agenda)

None

094/23 Finance

94.1 Confirm there are no conflicts of interest with BDO LLP

It was confirmed that there were no conflicts of interest with BDO LLP

94.2 To receive and note the internal auditor's report

The internal audit report had been circulated and was noted.

94.3 Approve year end accounts 2022/2023

The end of year financial report had been circulated to Councillors. It was resolved to approve the year end accounts.

94.4 Approve and sign the Annual Governance Statement

The AGAR had been circulated and Councillors approved the Annual Governance Statement which was signed by Councillor Pengelly.

94.5 Approve and sign the Accounting Statements

The Accounting Statement was approved by Councillors and signed by Councillor Pengelly.

94.6 To approve the latest Financial Statement and payments £6592.10

It was resolved to approve the financial statement that had been circulated including expenditure totalling £6592.10

095/23 Planning Applications

Applications

There were no objections to the following application:-

- PA23/00579/PREAPP Proposal Request for a Tree Preservation Order to protect one Monterey Pine. Location Chequets The Warren

There were no objections to the following application as the area had been designated as infill in the Neighbourhood Plan:-

- PA23/03410 Land North Of Moor View The Coombes Application for Permission in Principle for new residential development comprising up to four open market dwellings, on an infill/rounding off basis

Approved

- PA23/02172 Land Adjacent To The Smugglers Rest Brackenside Landaviddy Lane Land Adjacent To The Smugglers Rest Brackenside Landaviddy Lane
- PA23/01376 Travellers Rest Landaviddy Lane Proposed demolition of porch and construction of Extension

096/23 Reports

- Councillor Giddy reported that he had attended the Network Meeting.

097/23 Public Toilets update including CCTV upgrade

The electrics on the Fishnabridge toilets had tripped a number of times. Clerk to follow up with CC/Biffa regarding the separation of the electrics. A quote had been received for additional CCTV cameras. It was agreed not to proceed at this time. Councillor French to follow up with CC on progress of the Talland Toilets. S Simms and Councillor Hannaford had also chased since the last meeting. There has been no progress made since a meeting with CC in February where a specification for drainage works were being awaited.

098/23 Village Hall Management Working Group update – EPC Survey Proposal

Councillor Greville reported that all the committee had stood down at the AGM. An EGM is planned for next week.

099/23 Big Green update

Remedial works had been completed on the Big Green prior to the Kings Coronation event. A document confirming details of the Polperro Festival from the 17 to 25 June had been received and there were no concerns. It was agreed to organise Kendall Courts to weed kill the area as in previous years.

100/23 Electrical connection cost for defibrillator at Lansallos

It was agreed to accept the quote from National Grid to reconnect the electricity to the telephone box at Lansallos and confirm the order to Duchy Defibs.

101/23 Vehicles parking on Carey Park

Residents had raised concerns about parking along Carey Park close to the A387. Cornwall Council had confirmed that there are no funding streams currently available to address this type of problem. Amending the Traffic Regulation Order (TRO) in this location to install parking restrictions would cost around 8k and would need to follow a legal statutory public consultation. It was resolved not to proceed with this due to the high cost.

102/23 Vehicles blocking Big Green

Concerns were raised about parking around Big Green and a pedestrian had been knocked over recently. The Police had been called. There are already traffic restrictions in the area, however it was noted that the line markings are faded and it was agreed to follow up with CC.

103/23 Friends of Kilminorth Woods Membership Renewals 2023 £15

It was resolved to continue membership of Kilminorth Woods.

104/23 Correspondence for action

- CAPs - Town & Parish Council representatives – Councillor Giddy was nominated

105/23 Clerks Report

- ICO changed to annual direct debit to enable £5 discount now £35
- Streetlight out on Little Green reported to CC 3.5.23

106/23 Any Other Business – For Report Only - The Council cannot lawfully make financial decisions on items discussed under this heading. This heading is for reporting items of interest only.

Concerns were raised that some buildings could do with some TLC.

107/23 Correspondence for information

- Planning News for Local Councils and Agents - Spring 2023 now available
- Affordable Housing Newsletter (May 2023)
- Inaugural meeting of the Liskeard & Looe and Cornwall Gateway Community Area Partnership - 6 June 2023
- Community Area Partnerships – Update
- Agenda for East Sub-Area Planning Committee, Monday, 15th May, 2023, 10.00 am
- Cornwall Community Flood Forum
- May on the Coast Path
- A free Landmark Tree for your town or parish!
- Minutes for East Sub-Area Planning Committee, Monday, 17th April, 2023, 10.00 am
- Looe Flood Defence Scheme
- Kilminorth Klippings update

108/23 Time, Date and Venue of Next Meeting – 7.00pm on Monday 19 June 2023 in the Village Hall

109/23 Confidential Items

a. Clerks salary review

It was resolved to increase the Clerks salary to SCP 21 from 1.6.23.

Signed Date