

ILLOGAN PARISH COUNCIL

Minutes of the Annual Council Meeting held at the Penwartha Hall on Wednesday 18th May 2016 at 7.00pm.

PRESENT: Councillors Pavey (Chairman), Mrs Ferrett (Vice Chairman), Ms Cadby, Crabtree, Ekinsmyth, Ford, Holmes, Mrs Loxton, Miss Pollock, Mrs Roberts, Szoka, Mrs Thompson, Uren and Williams.

IN ATTENDANCE: Ms S Willsher, Clerk and Mrs J Curtis, Administration Assistant

The Chairman explained the safety procedures.

FC16/05/1 TO ELECT A CHAIRMAN FOR THE MUNICIPAL YEAR 2016/2017 AND THE CHAIRMAN TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE

It was proposed by Cllr Crabtree, seconded by Cllr Mrs Ferrett and

FC16/05/1.2 RESOLVED to elect Cllr Pavey as Chairman for the municipal year 2016/17. Cllr Pavey signed the declaration of acceptance of office.

On a vote being taken the matter was approved unanimously.

FC16/05/2 TO APPOINT A VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2016/17

It was proposed by Cllr Holmes, seconded by Cllr Miss Pollock and

FC16/05/2.2 RESOLVED to appoint Cllr Mrs Ferrett as Vice Chairman for the municipal year 2016/17.

On a vote being taken the matter was approved unanimously.

FC16/05/3 CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE

There were no apologies received; all members were present.

There were no members absent.

FC16/05/4 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY OVER £25

There were no interests declared.

FC16/05/5 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS

There were no applications for dispensations.

FC16/05/6

PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 15 MINS – EVERY SPEAKER A LIMIT OF 3 MINS UNDER COUNCIL STANDING ORDERS)

There were no members of the public present.

FC16/05/7

TO RECEIVE REPORTS FROM THE 2015/2016 CHAIRMAN AND VICE CHAIRMAN

The Chairman, Cllr Pavey, reported that this last year had been his first as Chairman and he was warned that there was an ever growing and expanding workload on the Parish Council.

Well – that had certainly been proved to be the case.

The process of devolution continued, and would continue, while the Unitary Authority attempted to cut services that were not its mandatory responsibility. But these services would have to be provided somehow or another, so, if the Council doesn't accept that responsibility – then who would?

In addition to these tasks we continued to be faced by contentious planning proposals, planning decisions and consultations (or the lack of them) and he thought that, as a Council, we all despaired at the lack of listening and understanding that seemed to emanate from County Hall on such issues.

Through all of this our parish councillors continued to give their support to the community of Illogan, putting in many more hours than was generally known.

During the year former Councillor Stephen Richardson stood down in order to concentrate on his business interests and the Council thanked him for his many years of service. We now welcome Councillor Geoffrey Williams who took that seat in a recent uncontested election. The Council also lost the services of their Administration Assistant Jo Whitmore and, in her place, the Council welcomed Mrs Jean Curtis as our new Administration Assistant who would soon find out how much work is actually done by the Parish Council.

Over the next year, as a council we would continue to react to change, to develop our skills, and to expand our capacity where necessary, to face the challenges ahead.

The Chairman thanked the Vice Chairman, Cllr Mrs Ferrett, for her help and support during the last year.

The Vice Chairman, Cllr Mrs Ferrett, reported that it had been a delight to be Vice Chairman for the last year. She thanked the Chairman, Cllr Pavey, for all his hard work and also thanked the Clerk for her support. She welcomed Mrs Curtis to the Council. Mrs Curtis was settling in well and would be a good addition to the Council. The Illogan Park Improvements Working Group was working well and she thanked Cllr

Crabtree for being a stalwart member of the group and a terrific support especially in investigating items being discussed.

FC16/05/8 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON 20TH APRIL 2016 AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Mrs Thompson, seconded by Cllr Ekinsmyth and

FC16/05/8.2 RESOLVED to receive and approve the Minutes of the Full Council meeting held on 20th April 2016 and the Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC16/05/9 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY

The Clerk reported that:

Page 365 – FC16/04/7 – FC16/02/20.2 – no information had been received from members regarding the Community Right to Bid application for Paynters Lane End Methodist Church Hall and therefore the application had not been processed to date.

Page 365 – FC16/04/7 - FC16/02/20.3 – a further letter had been sent to Cornwall Council requesting a refund for the fees paid by the Clubs for the use of the facilities at Illogan Park once this Council had taken over the freehold – there had been no response received to date.

Page 366 – FC16/04/10 – Mary’s Well water meter reading was 128 and South West Water had estimated the bill at 129.

All other actions have been completed.

FC16/05/10 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS HELD SINCE THE LAST FULL COUNCIL MEETING:

- i. Planning and Environmental Services Committee 20th April 2016**
- ii. Staffing Committee 25th April 2016**
- iii. Governance Review Committee 27th April 2016**
- iv. Planning and Environmental Services Committee 4th May 2016**

It was proposed by Cllr Ford, seconded by Cllr Mrs Thompson and

FC16/01/10.2 RESOLVED to note the Minutes of the following Committee meetings held since the last Full Council meeting:

- i. Planning and Environmental Services Committee 20th April 2016**
- ii. Staffing Committee 25th April 2016**
- iii. Governance Review Committee 27th April 2016**
- iv. Planning and Environmental Services Committee 4th May 2016**

On a vote being taken the matter was approved unanimously.

FC16/05/11 TO CONFIRM THE BANK MANDATE AND APPOINT SIGNATORIES

It was proposed by Cllr Holmes, seconded by Cllr Mrs Roberts and

FC16/05/11.2 RESOLVED that the bank mandate and signatories remained the same as the previous year.

On a vote being taken the matter was approved unanimously.

FC16/05/12 TO APPOINT STANDING COMMITTEES AGREE TERMS OF REFERENCE AND THE NUMBER OF MEMBERS ON EACH COMMITTEE AND APPOINT MEMBERS TO STANDING COMMITTEES

It was proposed by Cllr Ford, seconded by Cllr Mrs Ferrett and

FC16/05/12.2 RESOLVED that Cllrs Crabtree, Ekinsmyth, Ford, Pavey, Szoka, Mrs Thompson and Uren are appointed members of the Finance and Resources Committee for the following year.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Mrs Thompson, seconded by Cllr Miss Pollock and

FC16/05/12.3 RESOLVED that Cllrs Crabtree, Ford, Mrs Loxton, Pavey and Mrs Thompson are appointed members of the Governance Review Committee for the following year.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Mrs Thompson, seconded by Cllr Uren and

FC16/05/12.4 RESOLVED that Cllrs Ekinsmyth, Mrs Ferrett as Vice Chairman, Mrs Loxton, Mrs Robert and Szoka and are appointed members of the Staffing Committee for the following year.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Ford, seconded by Cllr Mrs Thompson and

FC16/05/12.5 RESOLVED that a script ballot was held to appoint members to the Planning and Environmental Services Committee.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Ford, seconded by Cllr Mrs Thompson and

FC16/05/12.6 RESOLVED that further to the script ballot, Cllrs Crabtree, Mrs Ferrett, Ford, Pavey, Mrs Roberts, Szoka, Mrs Thompson, Uren and Williams are appointed members of the Planning and Environmental Services Committee for the following year.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Holmes, seconded by Cllr Pavey and

- FC16/05/12.7 RESOLVED** that there would be seven Cllrs on the Community Liaison Committee and four on the Illogan Park Improvements Working Group. That Cllrs Ms Cadby, Crabtree, Holmes, Mrs Loxton, Pavey, Miss Pollock and Mrs Roberts are appointed members of the Community Liaison Committee for the following year. That Cllrs Ms Cadby, Crabtree, Ekinsmyth and Mrs Ferrett are appointed members of the Illogan Park Improvements Working Group for the following year.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Pavey, seconded by Cllr Mrs Thompson and

- FC16/05/12.8 RESOLVED** that Cllrs Ekinsmyth, Pavey and Mrs Roberts are appointed members of the Illogan Parish Neighbourhood Development Plan Steering Group for the following year.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Ford, seconded by Cllr Crabtree and

- FC16/05/12.9 RESOLVED** that the Standing Committees for the following year will be Planning and Environmental Services, Finance and Resources, Staffing, Community Liaison, Governance Review, Illogan Park Improvements Working Group and Neighbourhood Development Plan Steering Group. That the Terms of Reference for each Committee are the same as for the previous year.

On a vote being taken the matter was approved unanimously.

- FC16/05/13 TO CONSIDER PAYMENT OF ANY SUBSCRIPTIONS FALLING TO BE PAID ANNUALLY**

It was proposed by Cllr Mrs Thompson, seconded by Cllr Crabtree and

- FC16/05/13.2 RESOLVED** that the subscriptions for the Cornwall Association of Local Councils (CALC), Society of Local Council Clerks (SLCC), South West Councils, DIS and LCR will be paid annually following appropriate authorization by Full Council when the invoices are received.

On a vote being taken the matter was approved unanimously.

FC16/05/14 TO REVIEW REPRESENTATION ON OR WORK WITH EXTERNAL BODIES AND ARRANGEMENTS FOR REPORTING BACK AND AGREE ANY FUTURE ACTIONS

It was proposed by Cllr Ford, seconded by Cllr Ekinsmyth and

FC16/05/14.2 RESOLVED that the following members are appointed to work with the following outside bodies:

CALC – Cllrs Ekinsmyth, Szoka and Mrs Thompson.

Illogan Village Hall Management Committee – Cllrs Mrs Loxton, Mrs Roberts and Williams.

Illogan Regeneration Group (to include Tolvaddon) – Cllrs Ekinsmyth, Mrs Ferrett and Uren.

Mineral Tramways – Cllr Ms Cadby

Cornwall Bus Forum – Cllrs Ford and Mrs Thompson.

Illogan Parish Fair Committee – Cllr Mrs Loxton

On a vote being taken the matter was approved unanimously.

FC16/05/15 TO SET THE DATES, TIMES AND PLACE OF ORDINARY MEETINGS OF THE FULL COUNCIL FOR THE YEAR AHEAD

It was proposed by Cllr Mrs Thompson, seconded by Cllr Mrs Roberts and

FC16/05/15.2 RESOLVED that the Ordinary Full Council meetings for the year ahead will be held at 7pm in Penwartha Hall on the following dates on the third Wednesday of the month except November (4th Wednesday), December (second Wednesday) and the August recess:

**15th June 2016
20th July 2016
21st September 2016
19th October 2016
23rd November 2016
14th December 2016**

On a vote being taken the matter was approved unanimously.

FC16/05/16 TO RECEIVE REPORTS ON THE PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF APRIL 2016

It was proposed by Cllr Ford, seconded by Cllr Mrs Roberts and

FC16/05/16.2 RESOLVED to receive the reports on payments, receipts and bank reconciliations for the month of April 2016.

On a vote being taken the matter was approved unanimously.

FC16/05/17 TO AUTHORISE PAYMENT OF ACCOUNTS FOR THE MONTH OF MAY 2016 (UP TO DATE LIST TO BE TABLED AT THE MEETING)

It was proposed by Cllr Crabtree, seconded by Cllr Mrs Roberts and

FC16/05/17.2 RESOLVED to authorise payment of accounts for the month of May 2016 in the sum of £7,159.31 (inc VAT).

On a vote being taken the matter was approved unanimously.

FC16/05/18 TO RECEIVE THE GRANT APPLICATION FROM CORNWALL AIR AMBULANCE TRUST (LGA 1972 S.137), CONSIDER THE APPLICATION AND AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was proposed by Cllr Mrs Thompson, seconded by Cllr Ms Cadby and

FC16/05/18.2 RESOLVED that Illogan Parish Council would grant the sum of £300 to Cornwall Air Ambulance towards their core running costs.

On a vote being taken the matter was approved unanimously.

FC16/05/19 TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2016 AND APPROVE THE CLERK/RFO AND CHAIRMAN TO SIGN THEM

It was proposed by Cllr Ford, seconded by Cllr Ekinsmyth and

FC16/05/19.2 RESOLVED to complete the Annual Governance Statement by answering boxes one to eight with 'yes' and box nine is answered 'n/a' for the financial year ending 31 March 2016 and approve the Clerk/RFO and Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC16/05/20 TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTING STATEMENTS, EXPLANATION OF VARIANCES AND BANK RECONCILIATIONS FOR THE ANNUAL RETURN FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2016 AND APPROVE THE CLERK/RFO AND CHAIRMAN TO SIGN THEM

It was proposed by Cllr Ford, seconded by Cllr Crabtree and

FC16/05/20.2 RESOLVED to receive and approved the end of year accounting statements, explanation of variances and bank reconciliations for the Annual Return for the financial year ending 31st March 2016 and to approve the Clerk/RFO and Chairman to sign them.

On a vote being taken the matter was approved unanimously.

FC16/05/21 TO RECEIVE THE INDEPENDENT INTERNAL AUDITORS REPORT AND AGREE ANY FUTURE ACTIONS

Members congratulated the Clerk and the Finance and Committee on their hard work.

It was proposed by Cllr Mrs Ferrett, seconded by Cllr Mrs Thompson and

FC16/05/21.2 RESOLVED that the independent internal auditors report is received and that a risk assessment will be completed on the finances for the Illogan Park Project when appropriate to do so.

On a vote being taken the matter was approved unanimously.

FC16/05/22 TO AGREE A ROTA FOR THE ILLOGAN PARK CONSULTATION EVENT ON SATURDAY 11TH JUNE 2016 FROM 10AM – 4PM AND AGREE ANY FUTURE ACTIONS

It was proposed by Cllr Pavey, seconded by Cllr Mrs Thompson and

FC16/05/22.2 RESOLVED that the following rota for the Illogan Park consultation event on Saturday 11th June 2016 is agreed and that t-shirts are ordered for Cllrs Holmes, Mrs Thompson and Williams:

9am to 11am – Cllrs Crabtree, Mrs Thompson and Williams.

10am to 12 noon – Cllrs Crabtree and Mrs Thompson.

12noon to 2pm – Cllrs Pavey, Mrs Roberts and Uren.

2pm until finish – Cllrs Mrs Ferrett, Ford and Mrs Thompson.

Cllr Ekinsmyth would attend the consultation event although was unsure of the time.

On a vote being taken the matter was approved unanimously.

FC16/05/23 TO RECEIVE AND APPROVE THE DRAFT ANNUAL REPORT AND AGREE ANY FUTURE ACTIONS

It was proposed by Cllr Holmes, seconded by Cllr Crabtree and

FC16/05/23.2 RESOLVED that the Annual Report is received and approved with the correction of the typos on pages 6 and 9 and with the Chairman's photo being changed.

On a vote being taken the matter was approved unanimously.

FC16/05/24 TO CONSIDER ASKING CALC TO RAISE WITH NALC THE LACK OF OBLIGATION UPON PLANNING AUTHORITIES TO POST NOTICES OF DEVELOPMENT APPLICATIONS TO THE WIDER PUBLIC AND TO ALL IMMEDIATE NEIGHBOURS AS THE PRACTICE UNTIL VERY RECENTLY IN WEST CORNWALL AND AGREE ANY FUTURE ACTIONS

It was proposed by Cllr Ford, seconded by Cllr Holmes and

FC16/05/24.2 RESOLVED that the Clerk writes to CALC asking that they raise with NALC the lack of obligation upon planning authorities to post notices of development applications to the wider public and to all immediate neighbours as the practice until very recently in west Cornwall.

On a vote being taken the matter was approved unanimously.

FC16/05/25 TO AGREE OF ADMINISTRATIVE SUPPORT THE COUNCIL OFFICE AND OFFICERS CAN ASSIST THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP AND AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was proposed by Cllr Mrs Thompson, seconded by Cllr Crabtree and

FC16/05/25.2 RESOLVED that the Clerk would attend the Illogan Parish Neighbourhood Development Plan Steering Group by invitation from the group when specific information is required. That the Clerk attends the Illogan Parish Neighbourhood Development Plan Steering Group meeting scheduled to be held on Tuesday 24th May 2016. That the Illogan Parish Neighbourhood Development Plan Steering Group are authorised to print and deliver their initial survey and that the Council will cover the cost from the allocated budget. That the management of the Neighbourhood Development plan budget is considered at the next meeting of the Finance and Resources Committee.

On a vote being taken the matter was approved unanimously.

FC16/05/26

TO RECEIVE AN UPDATE ON THE PROPOSED ALLOTMENTS AT PARK BOTTOM, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The correspondence received from Waller & Hart Solicitors withdrawing the offer of allotments was circulated to members along with a report compiled by Cllr Uren.

Cllr Crabtree spoke about the S106 agreement and stated that the offer for allotment land could not be withdrawn and that the developers had to consult with this Council for an alternative use for the land. The S106 agreement also stated that no development of open market dwellings on the site could commence until the allotment land had been transferred. He reported that he had managed to find out via a third party the size of the land being offered; taking into account the pylon and access about 14 allotments would fit on the site. He had also found that the soil was heavily contaminated with arsenic and the top soil would need to be removed and replaced. The remedial works including fencing, removing contaminated soil, replacing soil with medium grade top soil, tax on the contaminated soil etc would cost in the region of £363,000.00.

Further to an in-depth discussion:

It was proposed by Cllr Ford, seconded by Cllr Mrs Thompson and

FC16/05/26.2

RESOLVED

that three members of the Council and the Clerk would seek an urgent meeting with the appropriate senior planning officer at Cornwall Council to resolve the ultimate use of the land at Park Bottom.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Ekinsmyth, seconded by Cllr Ford and

FC16/05/26.3

RESOLVED

that Cllrs Crabtree, Ekinsmyth and Pavey meet with the planning officer to discuss the land at Park Bottom.

On a vote being taken the matter was approved unanimously.

FC16/05/27

TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING AND AGREE RESPONSES AND ACTIONS

The list of correspondence was circulated to members.

1. Wellers Hedleys – Land at the end of Woodbine Lane – the Land Registry had granted possessory title to the Parish Council in respect; these constitute title deed. Provided that no other person came forward with a better title to the property, at the end of 12 years the Council would be able to apply to the Land Registry for absolute title. The registration was subject to the rights granted to Mr and Mrs Uterhark; the rights were personal to them and could not be passed on to another owner of Honeysuckle Cottage

2. Harris Mill Hall was closing down as the roof was asbestos and leaking and there were not enough funds available to complete repair works.
3. Robartes Arms were having a Beer & Cider Festival on the weekend of the 17th June 2016 and wondered if the Council could help in any way to make it a success. They intended to hold the festival annually – **It was agreed that the Council would help to advertise the event on their notice boards, website and Facebook page.**
4. Illogan Football Club presentation evening on Saturday 28th May 2016, 4pm at the Football Club. They would be delighted to see Cllrs at the evening and would like a representative(s) to present some of the trophies – **Cllrs Ekinsmyth, Mrs Loxton and Pavey would attend the presentation evening.**
5. New Inn Titans – invitation to attend the last home match of the season this Saturday (21st May 2016), where they would be presented with trophies for winning the league – **Cllrs Ekinsmyth, Mrs Ferrett and Pavey would attend. Members asked the Clerk to confirm the time and venue of the match.**
6. National Joint Council for Local Government Services – Final agreement on the 2016 and 2017 pay scales and allowances – 1% each year
7. Centenary Fields Programme –protecting valuable green space across the country – the programme aimed to protect the war memorial parks and playing fields given in memory of those who lost their lives, or other green spaces that had an existing or planned link to World War One.
8. Email from Mr Percy re public footpath and street cleaning LMP agreements
9. South West Councils newsletter – items included local government pay 2016; essential skills for 21st century councillor; apprenticeships; open consultation – draft cycling and walking investment strategy; national minimum wage
10. CPIR Community Network Panel meeting agenda for 15th June 2016, 7 – 9pm at Pool Innovation Centre – agenda items included presentation on Cornwall’s ‘sexual assault referral centre’ – the real issues and some myth busting; Carn Brea Leisure Centre – an asset for all and Understanding the gypsy and traveller community and the issues/plans
11. Cornwall Council Gypsy and Traveller Women’s Group Open Day, 15th June 2016, 10-12.30pm at Teyluva Children’s Centre, St Day
12. Safer Cornwall newsletter
13. Carn Brea Parish Council – 2016/17 Chairman was Cllr R Drew and Vice Chairman was Cllr M Moyle

14. NHS Kernow - Creating a reference group for input to the North Kerrier locality. (Initial input to developing the Urgent Care Centre at Camborne-Redruth Community Hospital). The walk in service at Cardrew Health Centre in Redruth would cease at the beginning of August this year. A replacement walk-in service would be operated from the evolving Urgent Care Centre based at Camborne-Redruth Community Hospital. The GPs in the area (the North Kerrier locality) were keen to develop Camborne-Redruth Community Hospital (CRCH) as a 'hub', and to involve service users and stakeholders in developing this. More immediately, the North Kerrier locality would like service users and stakeholders to understand the process and steps to create an Urgent Care Centre and to help shape the development of the Urgent Care Centre. To do this, they were creating a reference group. The Council was invited send a member of your Town/Parish Council to be a member of this group. The inaugural meeting of this group is scheduled for Friday 20 May from 1pm until 2.30pm, at Tolvaddon Fire Station near Pool, Redruth
15. Murdoch Day programme for the 18th June 2016
16. Cornwall Local Plan - Minor corrections
17. Communities and Devolution April Newsletter – items include Cornwall Airport Newquay; Neighbourhood Planning training workshops; update on public toilets; leisure update; national grid line refurbishment works; small business rate relief; legislation for dog control orders is changing; travel to work grant and sky lantern and balloon policy.
18. Cornwall for Change – letter re the local plan
19. Communities and Devolution May Newsletter – items include delivering business and skill
20. Cornwall Council – briefing on the Cornwall Electoral Review
21. CALC – change of email address
22. CALC – General Power of Competence Training on 23rd May 2016 from 1pm at their offices in Truro for anyone holding a CiLCA qualification that needs to be upgraded – cost of session £25
23. NALC - The National Association of Local Councils (NALC) convened a Coastal Towns Task and Finish Group under the auspices of its Larger Councils' Committee in January, 2016. The role of the Group (TFG) was to consider the policy issues which mattered to your coastal town councils in membership of the Associations and to recommend practical, simple tools which may be of use to you to share policy documents which may be of interest. The TFG met by conference call on 21 March, 2016 and considered a short discussion paper and draft terms of reference. The Group agreed that it should first ask NALC to build an e-group (based on a combination of CALC responses and NALC officer desktop research) of coastal town councils in

membership of the Associations. That e-group had now been built and was the basis for this short survey of your coastal town and parish councils. Based on the overall responses from your coastal town councils to this survey – NALC also intended to build and share for you a Coastal Towns E-Hub where you could post policy documents relevant to coastal town council policy – and comment on those documents. Accordingly, therefore, NALC and its Larger Councils' Committee would be very grateful if you could please answer the following 10 short questions by latest 17:00 on 20 May, 2016. NALC would then feed-back responses to the NALC Larger Councils' Committee and its coastal towns TFG. – **the Clerk would circulate the survey to members.**

24. NALC – invitation to attend the Blue Deal Workshop on the 8th June 2016 in London

25. CCLA – information on the Local Properties Fund

26. Email from the Copyright Licencing Agency (CLA) and CALC/NALC response

Cllr Mrs Roberts left the meeting during this item at 9.19pm and returned at 9.22pm.

Cllr Ms Cadby left the meeting during this item at 9.20pm and returned at 9.23pm.

FC16/05/28

TO RECEIVE A REPORT FROM THE CLERK INCLUDING HEALTH AND SAFETY, AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Clerk reported that:

- Water meter reading on the 20th April 2016 was 70 and on the 18th May 2016 it was 70.
- Internal audit needed to be completed for March and April
- The footpaths were being cut. She would continue to email Cllrs a list of paths that had been cut, please could members let the Clerk know if they were able to check any of the paths within a few days of the email. She had walked the paths around Roscroghan and Tehidy with the administration assistant.
- Other health and safety work was ongoing.

FC16/05/29

TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS; AGREE WHERE TO DISCUSS AND TIMESCALES

There were no items raised.

FC16/05/30

DATE & TIME OF NEXT MEETING

The next meeting would be held on Wednesday 15th June 2016, 7.00pm in Penwartha Hall.

There being no further business the meeting closed at 9.25pm.

Signed

Date

ACCOUNTS FOR PAYMENT MAY 2016							
Ref:	Cheque	Expenditure	Payee	Minute Number	Net Total (ex VAT)	Vat	Total (inc VAT)
864 - 866	3272 - 3274	Salary	S Willsher		£3,357.96		£3,357.96
867	3275	Uncontested election costs	Cornwall Council		£129.42		£129.42
868	3276	IT Support and Web Hosting	Focus Technology		£34.50	£6.90	£41.40
869	3277	Annual email renewal	Focus Technology		£360.00	£72.00	£432.00
870	3278	Contractor	D Heyes		£1,366.59		£1,366.59
871	3279	Grass Cutting and Footpath maintenance	Greens Grounds & Trees		£740.00		£740.00
872	3280	Legal fees for regsitration of land at end of Woodbine Lane	Wellers Hedleys		£712.00	£120.00	£832.00
873	3281	Stationery	Martin Luck		£14.45	£2.89	£17.34
874	3282	Expenses	S Willsher		£88.99	£16.99	£105.98
875	3283	Petty Cash	S Willsher		£84.62		£84.62
SO		Storage Unit	Low Cost Self Storage		£43.33	£8.67	£52.00
					£6,931.86	£227.45	£7,159.31