

LUDGVAN PARISH COUNCIL

Chairman:

Councillor Richard Sargeant

Clerk to the Council:

Joan Beveridge

The Old Mill,

Nancledra,

Penzance,

Cornwall TR20 8NA

(01736) 740922

clerk@ludgvan.org.uk

www.ludgvan.org.uk

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY, 9th MAY, 2018, IN THE LUDGVAN OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN.

PRESENT: Councillors: Richard Sargeant (Chair); R. Mann (Vice-Chair); D. Badcock; C. Cartwright; M. Hollow; N Honess; ; S. Miucci; D. Osmand & M. Squire.

IN ATTENDANCE: Joan Beveridge (Clerk)

Public Participation Period

LPC 751 Appointment of Chair

Having been nominated and seconded it was **RESOLVED** that Councillor Sargeant be elected as Chair.

He duly signed his Declaration of Acceptance.

LPC 752 Appointment of Vice Chair

Having been nominated and seconded it was **RESOLVED** that Councillor Mann be elected as Vice Chair.

LPC 753 Apologies for absence

Apologies were received from Councillors L. Trudgeon and A. Branchett.

LPC 754 Minutes of the Parish Council Meeting on Wednesday 11th April, 2018

Having been previously circulated the minutes were **approved as a true and correct record of the meeting and duly signed by the Chairman.**

LPC 755 Declarations of interest in Items on the Agenda

Councillor Osmand declared an interest in Agenda item 11; Ludgvan Cricket Club

LPC 756 Dispensations

None

LPC 757 Items to be considered under Standing Order 5(i)

It was agreed to defer this item to the June meeting.

The Chair exercised his discretion and added Councillors Reports to the Agenda.

LPC 758 Councillors Reports:

(a) *Chair:*

Item 10 (f) West Penwith Community Network held a Clerks & Chairs meeting on 1st May, (in future to alternate with Panel meetings, bimonthly). May's meeting will discuss a Community Network Highways Scheme, inviting bids for minor road works.

(b) *Councillor Honess:*

Item 9 (c) was brought forward at this stage, for discussion. A recent email indicated progress as Network Rail and Cornwall Council had arranged a joint inspection visit. It was agreed that the Clerk should write to Network Rail and Cornwall Council regarding the Parish Council's serious concerns over the matter.

LPC 759 Cornwall Council – Planning Applications - For comment:

The Council's resolutions are shown in **BOLD** below:

- (a) PA16/09346 – Cornwall Council invited further comment regarding the proposed heliport application. Applicant: Mr Robert Dorrien-Smith. **The Parish Council has expressed concerns in the past and cannot add to it further.**
- (b) PA18/03397 and PA18/03398 – Application for variation of Condition 6 – To alter and extend working hours on North and South Car Parks at St Erth Station – Cornwall Council - **No further comment.**

LPC 760 Items for consideration

- (a) Potholes and State of the roads – It was agreed that the Clerk should write to Cornwall Council, stating that the Parish Council is encouraged by what has been done so far, whilst remaining concerned about ongoing safety implications for road users and asking Cornwall Council to make these repairs a priority.
- (b) Donation to St Julia's Hospice – It was agreed to send a donation of £100 in memory of former clerk, Mr L.W. (Eddy) Edwards.

LPC 761 Clerk's Report

- (a) *Annual Governance Statement and Statement of Accounts:*
The Clerk referred to pages 9 to 10 of the agenda that set out the requirements, contained in proper practice guidance, for a positive response to each assertion on the Annual Governance Statement.
Having satisfied themselves that the evidence provided warranted such a response it was **RESOLVED that**
 - (i) **positive responses are given to Assertions 1-8 in the Annual Governance Statement and that Assertion 9 is not applicable.**
 - (ii) **the Chair and Clerk sign the Annual Governance Statement.**Council then considered the Accounting Statements that had been certified by the RFO and **RESOLVED that:**
 - (iii) **the Accounting Statements be approved and are duly signed by the Chair.**The remaining elements of the Annual Return were then reviewed and it was **RESOLVED that:**
 - (iv) **the internal audit report be received and it is noted that no issues were raised.**
 - (v) **the dates set for the period of exercise of public rights are as follows:**
 - Announcement: 01/06/2018**
 - Commencement: 04/06/2018**
 - Ending on: 13/07/2018**
 - (vi) **the Annual Return and supporting schedules are sent to the external auditor.**
- (b) *Councillor Co-option:*
It was agreed that the Clerk should write to the two candidates who have come forward asking them to submit no more than one page of A4 detailing what they can bring to the Council, for the June meeting. It was further agreed that whilst the candidates would be welcome to attend the meeting in June, if they wished, it would not be a requirement. Press & Public would be excluded from the meeting when Council consider the applications.
- (c) *Review of current Direct Debits:*
It was agreed to continue all the current Direct Debits.
- (d) *Review of Bank Mandate:*
The current bank mandate was reviewed. The mandate was recently amended to take off the previous clerk and put on the current clerk. Despite attempts to add Councillor Osmand to the bank mandate, the bank has failed to do so. It has also requested that Councillor Badcock re-present identity documentation, despite his having been a signatory for many, many years. Therefore it was **RESOLVED that:**
 - (i) **Councillors Badcock, Mann, Sargeant & Trudgeon remain as signatories.**

- (e) *Local Devolution Fund, West Penwith Community Network*
Cornwall Council has awarded the Council a grant of £2,998 to support community consultation as part of the ongoing neighbourhood plan to develop a Local Landscape Character Assessment.
- (f) *West Penwith Community Network*
The Network has offered to coordinate a visit, by interested parties, to the 101 centre at Plymouth, also to arrange road closure training for community events.
- (g) *Crowlas Post Office noticeboards*
It was agreed to accept a quote from Henry Rich of £75 to repair and paint the two wooden noticeboards, including replacing one with a new box in Henry's possession.
- (h) *SLCC training in November*
It was **RESOLVED to:**
Send the clerk on this training, the fee for which has been covered by an award, and reimburse travel and any necessary accommodation costs.
- (i) *Business Account*
It was **RESOLVED to:**
Close the business account and fold it into the Treasurer's account.
- (j) *Fireproof safe*
It was agreed to look into the possibility of using a safety deposit box at a bank or solicitors, as an alternative to buying a safe.

LPC 762 Finance Report

It was **RESOLVED that:**

- (a) **the Payment Schedule totalling £3,846.35 (appended) be approved for payment and be duly signed by the Chairman.**
- (b) **receipts totalling £22,857.60 be noted;**
- (c) **the bank reconciliation be noted;**
- (d) **the budget monitoring report be noted.**

LPC 763 Neighbourhood Development Plan

Ongoing.

LPC 764 Correspondence

- (a) Ludgvan Cricket Club – request for contribution
It was agreed that the Clerk should send them a grant application form.

LPC 765 Highways

- (a) A30 Crowlas to Newtown, impossible for wheelchairs to traverse due to overgrown grass. It was agreed that the Clerk send an email to Highways England as it is becoming totally impassable, and hazardous to users.

LPC 766 Correspondence

- (a) A letter from the Rotary Club thanking the Parish Council for grant was noted.

Treasurers Account

Payments made between 12/04/2018 and 09/05/2018

Nominal Ledger Analysis									
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
09/05/2018	Paul Weston	3140	2,025.00			4020	200	2,025.00	NDP Planning Support
09/05/2018	Ludgvan Community Centre	3141	170.00			4190	100	170.00	Storage cabinet & room hire
09/05/2018	Society of Local Council Clerk	3142	200.00			4090	100	200.00	Joining Fee + subscription
09/05/2018	Viking Direct	3143	150.42		25.07	4070	100	125.35	Stationery
09/05/2018	M Joan Beveridge	3144	1,149.26			4000	100	1,053.60	Clerks salary
						4070	100	18.00	Office costs
						4070	100	10.76	Telephone calls
						4060	100	40.05	Mileage
						4070	100	26.85	Stationery petty cash
09/05/2018	HM Revenue & Customs	3145	151.67			4000	100	88.73	PAYE
						4010	100	62.94	NI
Total Payments:			3,846.35	0.00	25.07			3,821.28	

Signed by: (Chair)

Dated: 9th May, 2018