

**MINUTES OF THE ANNUAL PARISH MEETING held at Polyphant Methodist Church on Wednesday 18 May 2016. The meeting commenced at 19.00 hours and was open to the public and the press.**

## **ATTENDANCE**

<b>Chair</b>	Barbara Sleep
<b>Vice Chairman</b>	Paul Atkinson
<b>Councillors</b>	Susan Curley, Sue Gallant, Michael White and Claire Tyler.
<b>Cornwall Councillor</b>	Vivian Hall
<b>Apologies</b>	David Eno, John Newbery, David Parnell and Jenny Potter.

- 1. Introduction and safety issues** were given out by the Chairperson Barbara Sleep.
- 2. Election of Chairperson and Vice Chairperson of Lewannick Parish Council.**  
SG proposed that BS remains as our Chairperson this was 2<sup>nd</sup> by CT and all were in agreement.  
BS proposed that PA remains as our Vice Chairperson this was 2<sup>nd</sup> by MW and all were in agreement.
- 3. Election of offices for Lewannick Play Park** it was agreed that SG would be our temporary officer.  
**Election of office for Polyphant Play Area** it was proposed by MW 2<sup>nd</sup> BS and all in agreement that JP remain as our officer.  
**Lewannick Surgery** it was proposed by MW 2<sup>nd</sup> SG and all in agreement that BS continues as our officer.
- 4. Annual Report of the Parish Council by the Chairman, Lewannick Parish Council**

### **Statement of accounts for the year ended 31 March 2016.**

A copy of the accounts were distributed. Following discussion it was proposed by MW 2<sup>nd</sup> SC and all were in agreement to support the accounts. The accounts will now be sent to our internal auditor and following this our external auditor Grant Thornton.

### **LEWANNICK PARISH COUNCIL INCOME FOR THE YEAR ENDED 31 MARCH 2016**

B/Fwd	4,619
Precept	12,360
Grants	1,008
VAT Refund	615
Footpath and wayleaves reimbursement	700
 TOTAL INCOME FOR 31 MARCH 2016	 14,683
 <b>TOTAL</b>	 <b>19302</b>
 Staff costs	 2,880
Less All other payments	£9,105

Balance at bank as at 31 March 2016
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**7,317**

## **LEWANNICK PARISH COUNCIL**

### **EXPENDITURE FOR THE YEAR ENDED 31 MARCH 2016**

Insurance	449	
Maintenance of parish clock	156	
Maintenance of bus shelter	200	
Parish newsletter	360	
Audit Commission	120	
Rospa - inspection	133	
Hire of halls	154	
Wreath	35	
Grants	2,200.00	£1,000
Lewannick Green	1,710.00	
Polyphant Green	2,240	
Sundries - gift for ex Cllr	50	
Polyphant - tree removal	50	
Street Furniture	907.53	
Comprising Telephone Box		550
Noticeboard		65
Benches		120
Locks		15
Bus Shelter		157
Lewannick Play Park - repairs	170	
Lewannick Saw Mills - fence gate	170	

TOTAL EXPENDITURE
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**9104.53**

5. **Common Land Report for parish.** It was confirmed that the right to access the common land throughout our parish had been checked and confirmed satisfactory.

6. **Reports from organisations within the parish.**

Lewannick Amateur Dramatic Society Report 2016

Another successful year with the group performing their 69<sup>th</sup> Annual pantomime in January 2016. £3,200 profit was raised and sent to Cornish Charities. One of them being The Cornwall Air Ambulance who invited members to their Open Day where they received a cheque for £600 and expressed their thanks. The group has a steady membership of 25 active members of all ages and are happy to extend invitations to anyone interested in joining in any capacity. Small fund raising events are held throughout the year to fund the groups' expenses and the production in January ranging from Treasure Hunts, Christmas Fayre and Wine and Wisdoms. All these events make full use of the village hall which is the focus of this year's activities where the stage will be having some renovations done by the group to keep it safe and practical for the future use. The group have laid down plans for the 70<sup>th</sup> production in January 2017 and with an enthusiastic and hard-working membership hope to entertain the local community well into the future.

Current officers are: President Nick Smith, Chairman Jenny Eno, Secretary Margo Pridham and Treasurer Elaine Randall.

**Community Events Committee**

This year's May Day celebrations were such a success, raising £2,000 for our fantastic community. This year the money is going to be spent on some nice seating for the village green. As May Day seems to be getting bigger and better, we have decided it is time for us to have a proper committee. This group of individuals will also be responsible for the hire or loan of the community marquees that were purchased with previous May Day funds. The plans are already taking shape for May Day 2017 and we hope to keep improving year on year. Our newly elected officers are: Chairman – Will Pascoe, Secretary Sarah Fry and Treasurer Jenny Eno.

7. **Reports from official officers of Lewannick Parish Council with respect to Lewannick Play Park** it was confirmed that the Rospra inspection had been carried out which will result in very minor repairs needed.

**Polyphant Play Park** confirmed that the Rospra inspection had taken place and revealed no maintenance issues.

There being no further business the Chairperson declared the Annual Parish Meeting completed.

**The Ordinary Meeting of Lewannick Parish Council commenced immediately after the Parish Meeting.**

1. **Safety information** – given out by Chair.
2. **Public Forum** on items within the agenda 5c – resident spoke about the planned telephone line for Polyphant and their preferred location.
3. **Apologies** – David Eno, John Newbery, David Parnell and Jenny Potter.
4. **Declaration of interests** – none declared.
5. **Minutes of our meeting dated 20 April** which had been previously circulated, were proposed by MW 2<sup>nd</sup> CT and all were in agreement that they were a true and fair copy of that meeting.

**Report from Vivian Hall** – confirmed that the Bodmin Moor meeting had been changed to the 16 May and therefore a number of people did not go. It was noted that pot holes are a priority and he will speak to Oliver Jones.

- a. **Blackhill Quarry PA15/10051** a traffic census will be carried out on 19 May.
- b. **Highways** – pot holes and highways issues – VH confirmed that he will contact Oliver Jones regarding the pothole concerns. The highway issue - Downs End to Example Cross – MW will contact the landowner regarding cutting the hedge back.
- c. **Telephone lines for village halls** – the line for Lewannick has now been installed. Polyphant – waiting for confirmation from BT.
- d. **Neighbourhood Plan** – The Chair thanked CT and JP for attending the training day. It was agreed that we would register our parish Pro MW 2<sup>nd</sup> CT and all were in agreement. VH confirmed that it would be a valuable document. It is considered that the plan

could take 18 months to 2 years to complete. CT explained that it would be useful to take an information board to public events within our parish in order to encourage residents to take part. Cornwall Council would need to help us throughout the process of completing the plan.

- e. **Cottage Garden** – seat – confirmed that the seat had not been repaired – is being chased.
- f. **Archer Arms Signage** – confirmed that some of the signage had been removed and changed.
- g. **Dog fouling** – there is a slight improvement but particularly evident leading up to the school.
- h. **Lewannick Church – Flower Festival** – agreed that we will take part. BS will create a display – theme Queen's Garden Party.

## **6. FINANCE**

- a. **Balance at bank £14,176.**
- b. **Invoices for payment comprises:-** restoration of telephone box, Polyphant, Mr Moore £450.00 (as per tender). Proposed MW 2<sup>nd</sup> SG payment. Maintenance of bus shelters £51.00, Aon for our annual insurance £420.79.
- c. **Grant funding** – There were two grant funding applications for consideration namely Polyphant Methodist Church and Trevadlock Cemetary Trust.  
It was proposed by PA 2<sup>nd</sup> BS that a grant of £1,000 be awarded to Polyphant Church.  
It was proposed by PA 2<sup>nd</sup> BS that a grant of £500 be awarded to Trevadlock Cemetary.
- d. **Maintenance of telephone boxes** it was agreed that the two restored telephone boxes would form part of our general maintenance of street furniture.

- 7. **Questions to the Chair/proposed agenda items for June 2016.** We have received notification from two of our members notifying that they will be leaving the council. Councillors John Newbery and David Eno. BS confirmed how valuable both members have been and that they would be greatly missed which was concurred by all. The vacancies will be advertised for two consecutive months in our monthly newsletter. The co-option of new councillors would take place during our meeting on Wednesday 20 July 2016.

8. **Specific items** – Gypsy and Travelling Report – copy sent to all councillors. It was agreed that there are no suitable locations within our parish nor is there a need.
9. **Next meeting** – 15 June 2016 Lewannick Village Hall. There being no further business the Chair closed the meeting.