

Minutes of the Lewannick Parish Council Meeting held at Lewannick Village Hall, Lewannick on Thursday 30th July 2020 at 7.30pm

Present: Cllr M White (Chairman), Cllr C Newbery (Vice Chair), Cllr J Newbery, Cllr S Jasper,
Cllr P Atkinson, Cllr C Tyler and Cllr R Finnimore

In Attendance: Linda Coles, Locum Parish Clerk and Cllr A Parsons (Cornwall Councillor)

There were no members of the public present.

Item No		Action By
1	Apologies. Apologies were received and accepted from Cllr B Sleep, Cllr B Newbery and Cllr D Parnell and Cllr A Parsons for being late to the meeting.	
2	Declarations of Interest. a) Agenda Items. None declared b) Gifts. None declared	
3	Consideration of written requests for dispensation. None received	
4*	Unitary Councillor's Report. Item deferred, Cllr Parsons not arrived to meeting.	
5	Public Participation. None	
6	Planning a) Planning applications received before the agenda was finalised: None b) Planning applications received after the agenda was published: None c) Planning decisions received from Cornwall Council: None received d) Other Planning Matters: No other matters	
7	Minutes of the meeting held on the 17th March 2020 It was RESOLVED to accept the Minutes of the meeting held on 17 th March as a true record of that meeting. Proposed by Cllr Finnimore, seconded by Cllr White with all in favour.	
8	Matters Arising. There were no matters arising.	
9	Vexatious Policy. The Clerk had circulated a copy of a Policy for dealing with Unreasonably Persistent and/or Vexatious Complainants to all Councillors prior to the meeting. Following discussion it was RESOLVED to adopt the policy as presented, proposed by Cllr Atkinson, seconded by Cllr Finnimore, six votes for and one against.	
4*	Unitary Councillor's Report. Cllr Parsons had arrived to the meeting and was asked by the Chairman to give his report. Cllr Parsons thanked the Parish Council and its residents for its efforts over the last few months. On the whole everyone looked out for each other. Potentially this Pandemic is not over and if anyone wants help from Cornwall Council the number to ring is: 01872 266988. Cllr Parsons said that he has never been busier with emails etc. and various problems within the division. The first round of Government grant funding failed to meet all the businesses in need and the second round gave some funding to some of those who had previously missed out. The 40mph speed limit has been installed at Congdons Shop. There is funding of up to £3000 for bus shelters available from Cornwall Council. Cllr Jasper will find out if a shelter could be put up at Polyphant Chapel.	
10	Complaint. The Chairman reported that he had received a complaint from a resident accusing the Locum Clerk of misconduct. A Committee was formed and the Clerk was interviewed. After discussion, it was found that there was no case of unprofessional conduct nor of unacceptable behaviour to answer. The Complainant has been informed	

	of the Committee's findings. It has been agreed that in future the Clerk will copy all correspondence/emails and her responses to the Chairman.	
11	<p>Highway and Footpath Matters. It was reported to the Clerk that the footpath between the Village Hall car park and Hawks Tor Drive is very overgrown making the path very narrow and it is difficult for people to pass each other. This is a Cornwall Council path and will be reported to them.</p> <p>Cllr Jasper said that the road from the Quarry into Polyphant is overgrown. Cllr Parsons has reported this to Cornwall Council.</p> <p>It was agreed that the Clerk should contact Darren Humber and ask him to start the footpaths maintenance.</p>	<p>Clerk</p> <p>Clerk</p>
12	<p>Play Areas and Open Spaces. The grass needs cutting in the play areas and Cllr C Newbery will contact Darren Humber and ask for this to be done. It was pointed out that there is no formal contract with Darren Humber and he is carrying out the grass cutting when asked to do so by the Parish Council. The contract was cancelled in October 2019 whilst costs were being looked at, several contractors were contacted and asked to tender but there was no take up, and following the outbreak of COVID 19 Darren Humber had agreed to do the work on an ad hoc basis having supplied details of his charges to the Parish Council.</p> <p>The Clerk has chased down the ROSPA Report for 2020 and the repairs and maintenance already carried out covers all that which was identified in the Report.</p>	CN
13	<p>Website. Following advice taken from CALC regarding the Complaint (Item 10) it was RESOLVED that the old website is taken down. Proposed by Cllr White, seconded by Cllr C Newbery with all in favour. Clerk to contact.</p>	Clerk
14	<p>Virtual Meetings. Following discussion it was agreed that the IT will be brought up to speed for the future. The Clerk will liaise with WesternWeb regarding the problems with the Teams App. No one knows what will happen with the Pandemic and the Parish Council has to be ready for virtual meetings. A trial get together was proposed and the Clerk will organise this.</p>	Clerk
15	<p>Newsletter. Collection boxes have been put up around the Parish for Newsletters to be collected from. There will also be collection points at Lewannick Village Shop and the Archers Arms. Cllr C Newbery will speak to WesternWeb regarding an email link on the Parish Council website so that parishioners can request that they are emailed a copy via Mail Chimp.</p>	CN
16	<p>Correspondence. (circulated to all)</p> <p>Email received thanking the Clerk for her help in organising the planting of a Memorial Tree at Polyphant and asking for permission to replace a sapling that has not survived with a native Oak tree. Cllr J Newbery proposed that the Clerk writes stating that the Parish Council is in favour of this, Cllr Finnimore seconded and all were in favour.</p>	Clerk
17	<p>Finance</p> <p>a) Payments.</p> <p>It was RESOLVED to ratify and make the following payments for April, May, and June proposed by Cllr Atkinson, seconded by Cllr Tyler with all in favour:</p> <ul style="list-style-type: none"> • Chq 300008 – L Coles, March salary, office and expenses • Chq 300009 – HMRC, Clerk's March PAYE • Chq 300010 – Launceston Print, printing of Newsletter inv.15605 -£195.00 • Chq 300011 – CALC Annual Membership renewal - £420.09 • Chq 300012 – R Morley, 2 invoices for parish cleaning - £192.00 • Chq 300013 – PKF Littlejohn, External Audit 2017/18 - £10144.50 • Chq 300014/15* – L Coles, Clerk's April salary, office and expenses 	

	<ul style="list-style-type: none"> • Chq 300016 – HMRC, Clerk’s April PAYE • Chq 300017 – Lewannick Village hall, hire of hall for meetings - £140.00 • Chq 300018 – Bees Trees, Tree work at Polyphant - £670.00 • Chq 300019 – BHIB Councils Insurance, Parish Insurance -£410.94 • Chq 300020* – L Coles replacement cheque for 300015* words & figures differed • Chq 300021- L Coles, Clerk’s May salary, office and expenses • Chq 300022 – HMRC, Clerk’s May PAYE • Chq 300023 – Amazon UK, purchase of Laptop - £339.00 • Chq 300024 – L Coles, June salary, office and expenses • Chq 300025 – HMRC, Clerk’s June PAYE • Chq 300026 – CL Finance Assoc. Internal Audit 2019/20- £240.00 • Chq 300027 – Darren Humber, Grass cutting invoices to 54-59 - £1760.00 • Chq 300028 – Playsafety Ltd, ROSPA Report 2020 - £189.60, it was RESOLVED to add this cheque to the payments, proposed by Cllr J Newbery, seconded by Cllr Tyler with all in favour. <p>b) Receipts. Cornwall Council Precept x 75% - £33750.00 Cornwall Council CTS Grant - £261.56 VAT Reclaim 2019/20 - £851.52</p> <p>c) Bank Reconciliation. It was RESOLVED to sign the bank reconciliations for April, May and June as correct, proposed by Cllr J Newbery, seconded by Cllr Atkinson six votes in favour. Cllr Jasper abstained.</p> <p>d) Grant application. It was RESOLVED to pay a grant of £750 to Polyphant Methodist Church. Proposed by Cllr Finimore, seconded by Cllr Tyler with all in favour. The Clerk will write to the Churches and inform them that grant applications need to be received by October for the following year, before the budget is set.</p>	Clerk
18	Any Other Business. No other business	
19	Items for the next Agenda. None	
21	Date and time of next meeting. The next meeting of the Parish Council will be held on Tuesday 18 th August.	
20	Closed Session. Pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Parish Council moved into closed session, there were no members of the public or press in attendance and Cllr Jasper, who had been recording the meeting, turned the recorder off. There was a discussion regarding the recent emails that the Clerk has received as well as previous repeated questions and requests for information that LPC has had to deal with. It was RESOLVED that a letter enclosing a copy of the Unreasonable, Persistent and/or Vexatious Complainant Policy will be sent to two members of the Parish enforcing the Council’s intent. Proposed by Cllr Finimore, seconded by Cllr J Newbery and unanimously agreed.	

There being no further business to transact the Chairman closed the meeting at 9.32pm.

SignedChairman

Dated.....

A copy of these Minutes can be found on the Parish Council website: www.lewannickpc.org.uk