

Minutes of the Virtual Lewannick Parish Council Meeting held using Microsoft Teams on Tuesday 27th April 2020 at 7.35pm

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

In Attendance: Linda Coles, Locum Parish Clerk, Cllr Adrian Parsons, Cornwall Councillor

There were three members of the public present.

Item No		Action By
1	Apologies. Not applicable, all present.	
2	Declarations of Interest a) Agenda Items. None declared. b) Gifts. None declared.	
3	Consideration of written requests for dispensation. None received.	
4	Public Participation and Council's Response. No matters brought forward.	
5	Planning a) Planning applications received before the agenda was finalised: None received. b) Planning applications received after the agenda was published: None received. c) Planning decisions notified by Cornwall Council: PA21/00678 Barn East of Tinney Hall Farm, Tinney Hall, Lewannick, Launceston. Conversion of barn to a dwelling together with the construction of an extension and use of the recently approved farm access to serve the dwelling. APPROVED d) Other Planning Matters: Notification Only: Hicks Mill, Hillside Road from South View to Serpells Meadow, Polyphant. PL15 7PT. Carry out remedial work to all trees surrounding paddock at Hillside. Removal of ivy killing trees and removal of lower branches damaging paddock post and rail fencing. Noted.	
6	Minutes of the Meeting held on Tuesday 16th March 2021 Amendment...page 23, item 6...add: <i>Cllr J Newbery had alerted Cllr Parsons and the Clerk regarding the erroneously printed number of seats for the Council, and had contacted Cornwall Council...page 23, item 9...Cllr J Newbery raised the matter of Electors objections to the AGAR which have caused the 'extra costs' not delay.</i> Subject to these amendments to the Minutes it was RESOLVED to approve them as a true record of the meeting, proposed by Cllr Atkinson seconded by Cllr Finnimore with all in favour who had been present.	
7	Matters arising from the above Minutes The Clerk has not received a reply from CRCC regarding using the funds to purchase a new bin for Lewannick. The matter of cleaning the benches has not been dealt with yet. It was noted that the reporting of the persons authorising the bank payments will always be on the Minutes of the meeting at which the payments are approved.	
8	Conclusion of 2019/20 Audit and External Auditors Report. The Clerk reported that the AGAR 2019/20 has been concluded and is published on the Parish Council website. The External Auditor Report is self-explanatory, all 6 of the questions asked of the Council by PKF Littlejohn have been addressed in the Report. The extra work brought about due to questions from the public has meant a further charge of £1810.50 being made against the Council for the 2019/20 AGAR. The Chairman said that	

	this matter is now concluded and a line will be drawn for this and previous years to allow the Council to move forward.	
9	Election There will be an Election for Lewannick Parish Council, there being 11 nominations for 10 seats. The present Council will remain in post until Monday 10 th May. The Annual Parish Council Meeting will be a physical meeting to elect the officers for the Council. This will be held on Tuesday 18 th May. Cllr Parsons will raise the issue of some residents not having received their postal vote.	
10	Parish Clerk's Post The Locum post ends on May 31 st and the position of Clerk/Responsible Financial Officer needs to be advertised. Discussion followed and it was suggested that the Locum Clerk stays in post for a further two months to allow for the interview process and appointment to take place, bearing in mind the forthcoming election and all that it entails. The post will be advertised on the Cornwall ALC site and the Parish Council website with a closing date for applications in June. Proposed by Cllr C Newbery, seconded by Cllr White with all in favour.	
11	Footpaths Nothing to report.	
12	Highway Matters. Cllr White is hoping to meet with Oliver Jones, Highways to discuss the flooding at Landers Lake once the elections have taken place.	
13	Play Areas and Open Spaces. Cllr White is meeting at Lewannick with Bees Trees tomorrow to discuss the overgrown bushes and trees. The Clerk has circulated the ROSPA Reports for the Play Areas to Cllrs C and J Newbery for use when inspecting the play equipment etc., and suggested that a schedule of any repair work highlighted by the reports is drawn up so that it can be prioritised, costed and carried out. Cllr C Newbery reported that the signage on the gate at Polyphant is an issue for a resident. The Clerk said that dogs are not allowed in a children's play area and the Parish Council would be neglecting its duty of care if a sign was not displayed and it is also a requirement for the Parish Insurance.	
14	Correspondence a) Letter from resident regarding one of the 2018 cheques. Letter with redacted details circulated. This is appertaining to a cheque issued in 2018 for Legal Services. Legal advice obtained by a Parish Council cannot be subject to a FOI or SAR request. It was RESOLVED that the Clerk will draft a reply, to be approved by the Chair and Vice Chair before sending, proposed by Cllr White, seconded by Cllr Sleep, 8 votes for with one abstention.	Clerk
15	Finance a) Payments. It was RESOLVED to pay the following payments, proposed by Cllr Atkinson, seconded by Cllr Parnell, with all in favour: Online – L Coles, March salary, office and expenses Online – HMRC Cumbernauld, Clerk's March PAYE Online – R Morley, Final payment for Parish cleaning - £71.00 Online – PKF Littlejohn LLP, Additional Charges 2019/20 AGAR - £1810.50 Online – Cornwall ALC Ltd, Annual membership subscription - £453.26 Online – Launceston Print Ltd, Newsletters Invoice: 16283 - £46.00	

	<p>Online – Launceston Print Ltd, Additional charge for colour Inv. 15928 - £23.00 Online – Kernow Clever Clean (J Newbery), Soft wash clean of play areas - £350.00 Online – Garden Games Ltd (J Newbery), New swing seat and chains - £54.99 Online – Playsafety Ltd, ROSPA Report for 2021/22 - £189.60 Cllr D Parnell and Cllr J Newbery will authorise the online payments.</p> <p>b) Receipts Cornwall Council Precept, first payment - £20,000.00 Cornwall Council, CTS Grant, first payment – 432.38</p> <p>c) Bank reconciliations. Inadvertently the Clerk had circulated March 2020 bank statement. The Clerk emailed the correct statements during the meeting and it was RESOLVED that the bank reconciliation for March 2021 is correct. Proposed by Cllr Sleep, seconded by Cllr C Newbery with all in favour.</p> <p>d) Remedial work on Ash Tree at The Hive, Polyphant. The Clerk had added this item in case a resolution to spend money had to be agreed, however Western Power has today agreed to carry out the remedial work on the tree at no cost to the Council.</p>	
16	Any Other Business Nothing to report.	
17	Items for the next Agenda <ul style="list-style-type: none"> • Benches in the Parish. 	
18	Date and time of next meeting The next meeting of Lewannick Parish Council will be the Annual Parish Council Meeting to be held at Lewannick Village Hall on Tuesday 18 th May 2021 commencing at 7.00pm. Followed by the monthly Parish Council meeting. COVID Regulations will apply for these meetings.	

****Councillor Claire Tyler is not standing for Re-Election to the Parish Council on May 6th. The Chairman took this opportunity of thanking her for her contribution to the Parish Council during her Term of Office.**

There being no further business to transact the Chairman closed the meeting at 20.29hrs.

SignedChairman

Dated.....

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