

St Keyne Parish Council

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Minutes of the St Keyne Parish Council Meeting held in the Village Hall, St Keyne on Wednesday, 21st June 2017 at 7.00pm.

Present: Sally Lewis (Chairman), Charlie Boney, Loveday Carlyon, Min Toms (Vice Chairman), Jane Page

Also Attending: Cornwall Councillor Phil Seeva (arrived at 7.45pm)

Parish Clerk: Mrs J Hoskin

Item No.		Action by
1	Apologies for absence - none	
2	Members Declarations of Interest: None declared at this stage of the meeting.	
3	Councillors discussed parish council administration and agreed to accept Mrs Hoskins' resignation. Registers of Interest have all now been submitted.	
4	Minutes of meeting 17 th May 17 were approved and will be signed by Chairman at the next Annual General Meeting.	
	Cllr Phil Seeva arrived and was invited to speak. He said that since the Cornwall Council elections, work had mainly focussed on selection of committees. He added that new councillors were highly motivated.	
5	Matters Arising:- Mr Mahoney had been in touch with SL regarding the junction to Lammetton bungalows and cars parking on the corner. He has arranged to discuss this with the police and will keep SL informed. Churchtown Farm and loose gravel issues have been resolved. PH will visit Mr Mahoney, as will SL. Audit - S Lewis had been in contact with L Coles (proposed Internal Auditor). Village walk to look at footpaths went ahead on Bank Holiday Monday 29 th May Cllr P Seeva will seek further information regarding the relocation of dog bin to Valley View. ROSPA inspection report - S Lewis to chase up outstanding issues. SWWater- no change, although people continue to complain about rats there. Felled tree - some wood has gone and the parish council can defer action, at this stage. S Lewis will obtain burial ground records etc from Clerk Overhanging vegetation in Penhale Lane was cut back without Parish Council having to take any action.	
6	Clerk's Report: No Clerk's report at this meeting.	
7	Correspondence	

	<p>S Lewis read out correspondence that Clerk had received including:- Training events "Being a Good Councillor" (15th July) and "Appraisal and Management".</p> <p>Finance and Audit meetings – S Lewis has a print-out of the presentation.</p>	
8	<p>Planning Applications: There were no applications for consideration at this meeting.</p>	
9	<p>Accounts/Financial Business :- No Financial Report Available Payments Approved for: LJC Bookkeeping – Internal Audit cost £160 plus 6 extra hours, totalling £232 J Hoskin Salary for May – £134.64 plus expenses £27.49 = 162.13 HMRC for May £33.66</p>	
10	<p>Governance Standing Orders were discussed at 15th February 17 meeting No Risk Assessment Schedule or Financial Regulations are in place – S Lewis proposed that both should be deferred until next meeting.</p>	
11	<p>Internal Audit of Accounts 2016/17 Audit – The Annual Return Statement was completed by S Lewis with advice from the internal auditor, Linda Coles, and approved by the Parish Council, although there were several "no" answers on the Annual Return regarding Governance and on the Internal Auditor's Statement. S Lewis had outlined the situation to the external auditor and due to the Parish Council's exceptional circumstances; she is to be the responsible financial officer temporarily and Chair. J Page proposed, C Boney seconded that S Lewis sign said statement.</p> <p>S Lewis had completed the Schedule of Variances. Grants and burial receipts, broadband connection, dog bin and burial costs were offset against sports equipment (purchased during the previous year). Cllr Phil Seeva informed the meeting that although he had offered to pay for the dog bin through the Community Grant, this offer was not taken up and therefore St Keyne Parish Council footed that bill.</p> <p>Notification of the right for the public to view accounts will be displayed on Notice Board from 22nd June to 3rd August.</p> <p>S Lewis to notify external auditors of Clerk, J Hoskin's suspension. She will arrange to photo-copy the above and post them by 'signed for' delivery. An extension period has been permitted due to the exceptional circumstances that the Parish Council are currently facing.</p>	
12	<p>Reports No Have Your Say Meeting C Boney attended the Community Network Meeting and cascaded information to councillors (hard copy available). Next meeting 9th October 2017</p>	
13	<p>Parks and Open Spaces J Page had carried out regular inspections but had nothing new to report. She will need some more black sacks and agreed to purchase them.</p>	

	Jubilee Park- S Lewis and Becky Morely are obtaining quotes initially from Playdale for an adventure/nature trail and seating. All equipment would meet "play equipment " criteria and be suitable for younger children.	
14	CCLMP Footpaths – It was agreed that the parish walk was enjoyable on May 29 th . There had been a change of proposed route as some footpaths were overgrown and one was deemed unsafe at the time, due to stock with young in the fields. S Lewis said that a decision needs to be made, at some stage, regarding maintaining the footpaths.	
15	Parish Council Vacancies- no change	
16	Parish Matters/AOB:- Provision of "slow down" signs to be deferred. J Page said that a member of the social club had suggested the purchase of a Smart TV which she had said she would bring to this meeting. She contributed the notion of a large Smart TV in the main hall, which would make the most of our Wi-fi facilities. She will obtain some costs. S Lewis will gather information regarding a defibrillator.	
17	Date of next Meeting: 19th July 2017 An extra meeting following on from the Clerk's suspension may be called by S Lewis, should circumstances dictate.	
18	To close the Meeting: There being no further business the meeting closed at 9.00pm.	

Dated: 21st June 2017

Signed: