

Morwenstow Parish Council

Minutes of the Annual Parish Council Meeting held on
Wednesday 16th May 2018 at 7.30pm in the Community Centre

Actions

1.16/5 Attendance The meeting was chaired by Cllr. Hobbs. Also present were Cllrs. Boundy, Braund, Colwill, Francis, Phipps, Richards, Rogers and Tilbey and the Clerk.

2.16/5 Apologies were received from Cllr. Savage

Absent without apology – C Cllr. Dolphin

3.16/5 Election of Officers The Councillors were invited to propose a member for the position of Chairman. Cllr. Hobbs was proposed by Cllr. Rogers, Seconded by Cllr. Braund and agreed by all. Cllr. Braund was proposed as Vice Chairman by Cllr. Rogers. Seconded by Cllr. Phipps and agreed by all. All other officers remain in their current posts. Susan Joyner has agreed to continue to be the Hamlets editor for the time being.

Cllr. Jonathan Hobbs	Chairman/Tree Warden/Ward Meeting/CALC Representative
Cllr. Susan Braund	Vice Chairman/Ward Meeting/CALC Representative
Cllr. Ken Boundy	Public ways co-ordinator
Cllr. John Colwill	Playpark Equipment Supervisor
Cllr. Roy Francis	Playpark Supervisor
Cllr. Julie Phipps	Transport
Cllr. Benjamin Richards	Flag Master
Cllr. Hilary Rogers	Hamlets distribution and press
Cllr. Richard Savage	Police Liaison Officer
Cllr. Shorne Tilbey	Building Regulation Advisor

4.16/5 Minutes of the meeting held on 18th April were agreed and signed as an accurate record of the meeting.

5.16/5 Matters Arising from the Minutes Most of the potholes reported have now been filled. Cllr. Hobbs to contact Glen Hayden about those outstanding and the gutters at Pipswell Cross. Cllr. Colwill had contacted Playpeople about new surfaces in the playpark, awaiting quote. The renewal of one of the swing posts is still to be done. Cllr. Boundy is looking into obtaining maps for the Community Centre. A Parishoner has offered to frame them. Reply received from Cornwall Council to the letter Clerk sent about the footpath works still to be done. Cllr. Boundy to look into.

JH JC KB

6.16/5 Dispensations/Disclosures None.

7.16/5 To approve Annual Governance and Accountability Return (Part 2 Sections 1 & 2) and associated documents

(a). Section 1. Annual Governance Statement 2017/18. Chairman read all the questions in Section 1, Annual Governance Statement in turn. All members agreed that answer for questions 1 -8 was 'yes'. The answer to question 9 was 'not applicable'. Resolved to approve Section 1. Form completed and Chairman and clerk signed and dated.

(b). Section 2. Accounting Statements 2017/18. Chairman read out all the figures in Section 2, Accounting statements for 2017/18. All members agreed with figures. Resolved to approve Section 2. Form completed and clerk as R F O and Chairman signed and dated. Clerk to arrange to publish accounts and notices.

SJ

8.16/5 To discuss Internal Audit review The internal auditor has completed the annual inspection and signed off the internal audit form. Full written report awaited.

9.16/5 To review annual insurance Resolved to accept 3 year deal with current insurers to take advantage of the discount offered. SJ

10.16/5 To discuss tenders for Parish works – playing field hedge and coast paths Still awaiting detailed maps of SWCP cutting from County. Expect to have quotes for playing field hedge cutting and coastal paths cutting by next meeting.

KB JH

11.16/5 GDPR update Clerk had attended a day course at Bodmin. Full details of regulations still being debated by Parliament. Awaiting confirmation from NALC as to whether DPO needs to be appointed, in the interim, the Clerk will have the responsibility of dealing with Data. CALC is in the process of preparing templates to assist councils as data controllers to manage their responsibilities.

12.16/5 Broadband update Cllr. Richards has received a quote from a company for the installation of a line and broadband to the Community Centre. After discussion it was resolved that he should follow up with the phone line installation and obtain confirmation of the service to be provided and final costs.

BR

13.16/5 To discuss Community Network Highways scheme Cllr. Braund attended the Community Network Meeting on 30th April. There were discussions about improvements to the Penzance to London line; the possibility of extending the coast path cycle route and changes to the waste and recycling collections that Cornwall Council will be making. No details yet of when the changes will be implemented. The Community Network Highways Scheme was discussed and local councils will be invited to submit an expression of interest for consideration for priority highways improvements in their Parish. Further details awaited.

14.16/5 To discuss National Pay scale and conditions see appendix 1

15.16/5 To review arrangements for Annual Parish Meeting All arrangements have been finalised. Guest speakers have confirmed attendance and representatives from local groups will be present to read reports of their activities over the past year. Refreshments to be provided by the Councillors and Clerk.

16.16/5 Correspondence

1. Cornwall Council Footpath/road closures
2. SW Coast Path Ass. News update
3. Cornwall CAF Membership vacancy
4. WRSAC News update
5. Various Regular newsletters

All the above were noted.

17.16/5 Finances: To agree cheques for payment and confirm current statement of accounts and schedule All cheques agreed for payment. All invoices checked and signed by Chairman and cheques signed by 2 signatories. Schedule of payments and statement of accounts and financial year end balances produced by Clerk. Resolved to approve all.

Lonsdale	Hamlets	£95.70
Chadd's	Toilet supplies	£76.81
Bridgmans	Toilet supplies	£10.19
CALC	Training course	£54.00
Zurich	Insurance	£581.98

18.16/5 Members Reports Cllr. Boundy confirmed that he had spoken to Jeff Cherrington and Jeff would be dealing with a few outstanding matters at the Duckpool toilets. He noted that there was still water flowing at Pinkhams. Cllr. Hobbs to speak to Glen Hayden. Cllr. Francis had several items to report: it looks as if a vehicle has hit the wall by the bus shelter. The wall is looking in a dangerous state and is in need of urgent repair; the seat supports of the shelter in the playing field have been damaged and are in need of urgent repairs; the toilet seats in the C C outside toilets are broken and need to be replaced urgently. Resolved that Cllr. Francis to look into getting repairs underway and the toilet seats replaced. Cllr. Hobbs read a note from the cleaner of Duckpool toilets acknowledging that the refurbishments had made a big difference and the work was appreciated. Clerk to advise National Trust.

19.16/5 Any Other Business the Chairman considers urgent A communication had been received from a resident regarding the spraying of chemicals on the verge of the road from Crimp to Shop. Cornwall Council are aware of the incident and the Parish Council is working with them on this. Cornwall Council have advised the HSE of the matter. Clerk to acknowledge to resident. **SJ**

There being no other business the Chairman closed the meeting at 9.20pm