

Morwenstow Parish Council

Minutes of the monthly Parish Council Meeting held on
Wednesday 17th April 2019 at 7.30pm in the Community Centre

1.17/04 Attendance: Cllrs.; Hobbs (chair), Boundy, Braund, Colwill, Francis, Phipps, Rogers, Savage and Tilbey, Zoe-Bernard-John (the new Community Link Officer for the Bude area) and the Clerk.

2.17/04 Apologies were received from Cllr. Richards

Absent without apology: C Cllr Dolphin

3.17/04 Minutes of the meeting held on 20th March 2019 were agreed and signed as an accurate record of the meeting Attendance.

4.17/04 Matters Arising from the Minutes: Cormac had carried out an inspection of the roads around the Parish, but without the Chairman, Cllr. Hobbs will contact Cormac to confirm outstanding issues will be dealt with. South West Water had been in contact with Cllr. Tilbey to say that they were looking into the leak of the sewer near David's Lane again and would be in touch shortly. Cllr. Francis confirmed that he had spoken to PSJ and they will maintain Aunt Amy's Garden again this year for the £200 budget. After looking at the Diocese maps that Cllr. Tilbey had provided, it was agreed that they weren't suitable for our purpose. Zoe Bernard-John offered to look into any maps that C C would provide. Cllr. Boundy said that Milton Damerel village hall had a suitable one covering their parish and could we find out who the publisher was? Clerk to investigate. Duckpool toilets had been opened after a spring-clean and Cllr. Hobbs thanked Cllr. Boundy for his help, that went above and beyond the call of duty. Cllr. Hobbs had inspected the trees and was of the opinion that a number needed work carrying out on them next year by a qualified contractor. Funds for this will need to be built into the precept. He will provide his assessment sheet next meeting. **SJ JH**

5.17/04 Dispensations/Disclosures: None

6.17/04 To confirm Register of Interests details and contact details: All Councillors confirmed there were no amendments to be made. To confirm with Cllr. Richards next meeting.

7. 17/04 To review GDPR requirements: The Data Protection Policy was reviewed and it was resolved to adopt it.. The GDPR toolkit Personal Data Audit Questionnaire was completed and it was resolved to agree report. The Annual Data Report was completed and all but two of the sections were green. Privacy notices are to be put on the website. Written retention policy and disposal schedule/log to be introduced. Resolved to agree report. **SJ**

8. 17/04 To review Asset Register: Reviewed. Cllr. Boundy suggested that the flag pole should have a safety chain attached to it to secure it. Cllrs. Boundy and Tilbey to look at and report to next meeting. Resolved to confirm all in order. **KB ST**

9.17/04 To approve Annual Governance and Accountability Return (Part 2 Sections 1 & 2) and associated documents:

(a)The Chairman read out all the questions on Section 1, the Annual Governance Statement 2018/19. All answers were yes apart from question 9 that was N/A. All agreed and resolved to approve under Minute reference 2019.8.17/04 (a). Form signed by Chairman and Clerk.

(b)The Chairman went through the figures on Section 2, The Accounting Statements 2018/19. All agreed that the figures were correct and that the answer to question 11 was No. Resolved to approve under Minute reference 2019.8.17/04(b). Form signed by RFO on 12/4/19, before presenting to the meeting. Form signed by Chairman at the meeting.

10.17/04 To review and approve Certificate of Exemption for Annual Return: After reading, discussing and confirming the questions on the Certificate, it was agreed to apply for an exemption. A resolution was passed confirming that the criteria for the year 2018/19 had been met and the Parish Council wished to apply for exemption from a limited assurance review. Clerk to send certificate to Auditor. **SJ**

11.17/04 Overview of recent meetings: CNP and Meet the Planners: Unusually, no one had been available to attend the April CNP meeting. The minutes will be forwarded when received from the CNP Clerk. Cllrs. Hobbs, Richards and Tilbey had attended the 'Meet the Planners' session and Cllr. Tilbey gave a brief resume of the event.

12.17/04 Correspondence

- | | |
|---------------------|---|
| 1. Cornwall Council | Road safety & Community speed engagement event 14 th May |
| 2. Cornwall Council | Housing Supplementary Planning Document Consultation |
| 3. Cornwall Council | Highways Engagement sessions |
| 4. CALC | Cornwall Planning Partnership information and application form |
| 5. CNP | Village Hall funding information |
| 6. Cornwall CAF | Forum vacancies |
| 7. RTPI | Planning Aid England |
| 8. CALC | Audit Code of Practice consultation |
| 9. Various | Regular newsletters |

All noted. Cllr. Tilbey to check whether he is available to attend item 1. Item 5 to be forwarded to C C and M I, item 8 no comments to send. **SJ**

13.17/04 Finances: To agree cheques and direct debits for payment and confirm current statement of accounts and schedule with bank statements: All cheques and direct debit agreed for payment and signed by 2 signatories. All invoices checked and signed by Chairman. All Councillors agreed spreadsheet of accounts with bank statements. Signed by 2 Councillors. Resolved to approve all.

1810	CALC	Annual subscription	£332.03
1811	Lonsdale	Hamlets	£100.20
1812	PHS Group	Duckpool hygiene bins	£82.62
1813	D D Electrical	CC broadband	£130.00
1814	Bude Computers	Security	£30.00
D/D	Aquiss	CC broadband	£34.00

14.17/04 Members Reports: Cllr. Colwill advised that during his check of the playpark he had noticed that some of the timber on the small shed and on the roof of the tower had become dislodged. He would look at repairing as a matter of urgency. Cllr. Boundy reported that the catch on the gate at Eastaway had been replaced by the landowner and Cllr. Boundy has spoken to the complainant. He advised that he is meeting with a resident to explain about the footpath trimming regime of the Parish Council. Cllr. Boundy suggested that there could be a Parish Walk in July for people to see the repairs that have been carried out along the coast path and the 2 new bridges. To be put on the next agenda. Cllr. Boundy mentioned that the maps in the office need to be looked at and stored correctly as they are deteriorating. Cllr. Hobbs to speak to History Society. Cllr. Boundy also mentioned that the post box had been erected in the wrong place as it was extremely difficult for people to get too. Cllr. Hobbs to contact Royal Mail. Cllr. Francis reported that some of the wall at the Shop bus shelter has been dislodged. Cllr. Hobbs will talk to Jim Nichols about repairing. Cllr. Tilbey reported that the 'No overnight parking' sign at Crosstown does not look official and was being ignored. To be put on next agenda to discuss. Cllr. Savage to obtain quotes in the meantime. **JH RS**

15.17/04 Any Other Business the Chairman considers urgent: An email from the Bude CNP had been received on the day of the meeting concerning mobile speed activated signs that were available. An immediate response was required. It was resolved that we should submit 3 sites for consideration; on the approach to the school from Gooseham; along the Woodford road by the Darzle turning and along the road near the Community Centre. **SJ**

There being no other business the Chairman closed the meeting at 9.30pm