

Agenda | 19 September 2019

Dear Councillor

You are summoned to a public meeting of the Parish Council which will be held on **Thursday 19 September at 7.30pm at Menheniot Old School PL14 3RA** when your presence is requested.

The business to be transacted is shown on the Agenda below. Please note that the general public are invited to attend this and any meeting of The Parish Council. Members of the public will be permitted to speak for a period of 3 minutes.

This meeting is advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media and members of the public. Please be aware that whilst every effort is taken to ensure that members of the public will not be filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

If you would like this document or any reports in another format please contact the Clerk's Office

Yours faithfully



John Hesketh
Clerk to the Council
16 September 2019

Minute	Agenda Items
99/2019	Chairman's Welcome
100/2019	Apologies for Absence
101/2019	Members' Declarations A. Pecuniary/Registerable Declarations of Interests – Members must declare an interest, which has been declared on their Register of Financial Interests Form, relevant to the agenda. B. Non-registerable Interests – Members must declare non-pecuniary interests at the start of the meeting or whenever the interests become apparent. C. Declaration of Gifts – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. D. Dispensations – Members to consider any written requests for dispensations.
102/2019	Public Participation Members of the public are invited to address the Council. (15 minutes) Report from Cornwall Councillor Phil Seeva
103/2019	Minutes of Meeting Councillors will be asked to AGREE to accept the following minutes as a true and accurate record. 10 July 2019; 15 July 2019; 18 July 2019; 22 August 2019.
104/2019	Matters Arising 88/2019C Portable speed indicators 88/2019D Meeting with parochial church council to progress grasscutting contract 89/2019C Public toilets – see Clerk's report below
105/2019	Correspondence received Letter from St John Ambulance requesting a donation

<p>106/2019</p>	<p>Planning Matters</p> <p>A To agree the parish council's response to Cornwall Council consultations on new planning applications received before the agenda was finalised. Ref: PA19/06585 Location: Land West Of North Treviddo Cottage Horningtops Cornwall PL14 3PS Proposal: Sand school/stables/tack room/store and access yard area on the land.</p> <p>Ref: PA19/04546 Location: Minefield Cottages Menheniot Proposal: Alteration and extension to convert approved garage to living accommodation with first floor extension over and two storey extension to South elevation and provision of detached double garage (part retrospective)</p> <p>B Any applications received by Cornwall Council by the time of the meeting. Information only. None received.</p> <p>C Planning applications approved by Cornwall Council. PA19/04756 APPROVED Applicant: Mr P Dinnis Location: Land South Of The Oaks Pengover Green Cornwall PL14 3NH Proposal: Erection of agricultural barn with associated works.</p> <p>PA19/03480 APPROVED Applicant: Mr Andrew Lord Location: 1 Fourgates Menheniot Liskeard Cornwall PL14 3SR Proposal: Side extension to provide a new shower room and utility/bike room.</p> <p>Ref PA19/04845 APPROVED Location: 1-8 William Laundry Close Menheniot Liskeard Cornwall PL14 3XL Proposal: Replacement of timber basements windows with PVCu units and timber door with PVCu unit.</p> <p>PA19/04163 APPROVED Applicant: Mr Simon Fitton Location: Crossways Menheniot Liskeard Cornwall PL14 3RF Proposal: Change of use of land for the stationing of a mobile home to be residentially occupied, resulting in the retention of the existing mobile home, justified by, and to be occupied in conjunction with the existing land rover engineering business</p> <p>D Planning applications refused by Cornwall Council or withdrawn by the applicant. Information only. None.</p>																																																																	
<p>107/2019</p>	<p>Financial Matters</p> <p>A Accounts for Payment – Schedule 2019/20 - Members are to consider the payment schedule and agree payment.</p> <table border="1" data-bbox="256 1451 1465 1955"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Description</th> <th>CQ</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>26/07/2019</td> <td>Rob Craig</td> <td>Ground maintenance</td> <td>1901</td> <td>430.00</td> </tr> <tr> <td>05/08/2019</td> <td>Mike Gill</td> <td>Playground repairs</td> <td>1902</td> <td>94.00</td> </tr> <tr> <td>22/08/2019</td> <td>Menheniot Old School</td> <td>Venue Hire</td> <td>1903</td> <td>156.00</td> </tr> <tr> <td>22/08/2019</td> <td>Richard Dawe</td> <td>Gym Repair</td> <td>1904</td> <td>200.00</td> </tr> <tr> <td>22/08/2019</td> <td>PKF Littlejohn</td> <td>Annual audit</td> <td>1905</td> <td>240.00</td> </tr> <tr> <td>22/08/2019</td> <td>John Hesketh</td> <td>Salary</td> <td>1906</td> <td>811.80</td> </tr> <tr> <td>22/08/2019</td> <td>HMRC</td> <td>PAYE</td> <td>1907</td> <td>141.00</td> </tr> <tr> <td>02/09/2019</td> <td>Rob Craig</td> <td>Ground maintenance</td> <td>1908</td> <td>610.00</td> </tr> <tr> <td>19/09/2019</td> <td>Rob Craig</td> <td>Ground maintenance</td> <td>1909</td> <td>590.00</td> </tr> <tr> <td>27/09/2019</td> <td>HMRC</td> <td>PAYE</td> <td>1910</td> <td>66.40</td> </tr> <tr> <td>27/09/2019</td> <td>John Hesketh</td> <td>Salary</td> <td>1911</td> <td>£ 512.35</td> </tr> <tr> <td colspan="4">All cheque payments today</td> <td>£ 3,421.55</td> </tr> </tbody> </table> <p>B Direct Bank Payment & Receipts. For information.</p>	Date	Payee	Description	CQ	£	26/07/2019	Rob Craig	Ground maintenance	1901	430.00	05/08/2019	Mike Gill	Playground repairs	1902	94.00	22/08/2019	Menheniot Old School	Venue Hire	1903	156.00	22/08/2019	Richard Dawe	Gym Repair	1904	200.00	22/08/2019	PKF Littlejohn	Annual audit	1905	240.00	22/08/2019	John Hesketh	Salary	1906	811.80	22/08/2019	HMRC	PAYE	1907	141.00	02/09/2019	Rob Craig	Ground maintenance	1908	610.00	19/09/2019	Rob Craig	Ground maintenance	1909	590.00	27/09/2019	HMRC	PAYE	1910	66.40	27/09/2019	John Hesketh	Salary	1911	£ 512.35	All cheque payments today				£ 3,421.55
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Bank Payments Schedule including Debit Card				
Date	Payee	Description	Pay	£
01/08/2019	South West Water	Water allotments	DD	20.57
01/08/2019	South West Water	Water toilets	DD	240.15
				£ 260.72

Bank Receipts Schedule				
Date	Payer	Description		£
09/08/2019	Lloyds Bank	Interest		1.12
31/08/2019	Cornwall Council	Interest		41.85
All bank receipts this period				£ 42.97

C Bank Reconciliation.

This report may be viewed on the council's website

D A councillor will be invited to review bank payments from the previous month

E Request for donation of £100 from Menheniot Scouts as contribution to Christmas carol service.

108/2019

Councillors' Reports

A Cllr Tony Clarke

Will present a report on his recent training in Environmental Nuisance.

B Cllr Tony Ball

Report back from Pengover Green & Merrymeet Residents Association meeting held 5 September 2019

109/2019

Chair's Agenda Items

A Neighbourhood Development Plan. Progress report.

Councillors will be asked to approve the draft plan for consultation.

The plan may be viewed on the council's website

B Community Governance Review

Progress report and public meeting in Liskeard public hall 23 September 2019

C BT Telephone Kiosk

Council has received notice from BT that this telephone may be disconnected and removed.

Councillors will be asked to agree a response to this proposal together with its future use.

D Refurbishment of public toilets East Road

Councillors will be asked to agree: a quotation for the cost of repairing and redecorating the toilets in the village centre, and a job description and rate of pay for a toilet cleaner.

The job description may be viewed on the council's website

E Refunds from Parish Plan Group

The council has received a cheque for £171.45 as funds remaining from work carried on the village green. Councillors will be asked to agree a future use for this funding.

110/2019

Clerk's Report

A Engagement & Media Policy

Clerk will present a draft policy and action plan for councillors to approve. This item arises from feedback received during the We are Menheniot survey.

B Standing Orders

Councillors will be asked to agree to a revised set of Standing Orders.

This report may be viewed on the council's website

111/2019

Closed Session

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, the Press and Public be excluded from the meeting for the following item of Business.

	Chair will lead a discussion on attendance at public meetings
112/2019	<p>Diary Dates</p> <p>A The next Council Meeting is to be held at The Old School, Menheniot on Thursday 17 October 2019, commencing at 7.30pm.</p> <p>The next Neighbourhood Plan meeting will be held at 7pm on 10 October 2019 at The Old School.</p> <p>The annual Planning Conference will be held in Callington Town Hall on Thursday 5 December 2019.</p> <p>Cornwall's Localism Summit will take place at Wadebridge Showground on Tuesday 6 November 2019.</p>
113/2019	Meeting closed –