

ST WINNOW PARISH COUNCIL

Minutes of the Virtual Meeting held on ZOOM on Tuesday 1st September 2020

Present:

Acting Chair Cllr Penny Rowe (PR) Judy Stephens (JS) Joe Flynn (JF) Peter Champness (PC) Cornwall Councillor Colin Martin (CM) Parish Clerk Kerry Pearce (KP)

Public: None

1. **Chairman's Welcome and Public Participation.** Acting Chair Penny Rowe welcomed the Councillors and informed them of the recording of the meeting.
2. **Apologies for Absence: Stephanie Chapman (SC)**
3. **Declaration of Members Interest.** (i) Disclosable Pecuniary Interest. (ii) Non Pecuniary Interest. **NONE**
4. **To receive minutes of zoom meeting held on 21st July 2020** JF Item 14. It states Councillors agreed, this should read "discussed" KP to amend before publishing. All Councillors agreed this should be amended. JF proposed the minutes were of a true account seconded by PR with all in favour.
5. **Matters arising from those minutes.** JS stated the cheque for the Oak posts had not been minuted under finance, KP confirmed it had been minuted under Item 15. Cornwall environment Plan.
6. **Chairman's Report.** PR has been trying to collate email addresses of Parishioners. Respryn was flooded badly on Thursday with the heavy rain, extra problems were caused by the current closure of the carpark and bad parking on the highway. PR confirmed she has been pursuing this ongoing issue as a personal one rather than a parish Council matter but will keep us all informed as and if things progress. JF suggested we all try to collate email addresses, KP will action a GDPR statement for the website stating our intentions of storing data etc. to be approved by JF as he is the DPO.
7. **Reports from Outside Organisations.**
 - a) *Devon & Cornwall Police.* **NONE**
 - b) *Cornwall Council.* **CM reported he would chase up the reoccurring flood at Trewether as this has clearly not been resolved as it flooded after the heavy rain on Thursday causing a diversion. CM is looking into the bollard and parking restrictions at Respryn. It had been reported on three different occasions this has caused ambulances not being able to get past parked cars parked along the verges due to the carpark being closed. He will keep us informed of the situation. It was suggested we apply to make this a bid on the highways scheme and suggest this be a clearway with a no parking zone. KP to liaise with PR as she is in touch with Sheryll Murray regarding this. CM will send the consultation link to KP regarding more solar panels within the Parish.**
CM left the meeting.
 - c) *Red Store.* **The Red Store will not be opening to the public until January 2021.**
8. **Planning Applications.**
 1. PA20/04931
JS asked KP to request the Pre Application PA20/01005 Pre App as we need to know the recommendations, also the public notice is not on display so we should not discuss this until the legalities are in place. KP to action.
9. **Planning Results.**
 - 1) None JS asked for an update on the Enforcements. KP confirmed the green shed at Branston Farm had been reported to enforcement and is ongoing. KP to chase up the Yurt.
10. **Grant Funding and Applications.** **NONE -**
11. **Neighbourhood Plan.** An update on proceedings.
12. **To Approve Annual Governance Statement.** All Councillors approved this document. KP to publish on the website.
13. **To Approve the Accounting Statements.** All Councillors approved this document. KP to publish on the website.
14. **To Receive, understand and approve the Internal Audit Report –** All Councillors understood and approved the internal Audit. JF proposed we adhere to all recommendations on the report. KP to action.
15. All Councillors Approved and Adopted the Financial Risk Assessment
16. All Councillors Approved and Adopted the Financial Regulations

17. All Councillors Approved and Adopted the Internal Financial Controls
18. **Common Land CL04/CL05.** To discuss the upkeep and safety of the area and the next step. KP reported the two benches and the jetty are of a safe condition for public use. It had been reported the public footpath sign has fallen over in the storms, KP to contact the National Trust to find out ownership. JF reported the gully had become quite deep due to the recent storms. JF asked to discuss the Management plan further, JS proposed we have a written plan in place. PR suggested the land is maintained in a natural way and keep brambles and branches down, JS suggested we put a program in place for the up keep.
19. **Cornwall Environment Plan.** To discuss wildflower and tree planting areas & signage within the parish. PR had received an email from a parishioner who would like to help with any nature projects we have within the parish. From this JS suggested we have a designated person looking after the area of each Oak Post once they are positioned. JF reported they are getting ready to take the turf off around the tree at St Necturns ready for planting. JF to organise a team bubble of SC, JS and volunteer Katy Rollins. JS recommended we finalise the location of the posts once they are completed.
20. **Bumble Bees. To be moved to the Spring Agenda.**
21. **Climate Change. - Ongoing**
22. **Correspondence & Circulars.** – KP received an email regarding the App – What3words This is an app you can have on your phone which can be used to find your exact location should you need it in an emergency.
23. **Finance; To confirm the drawing of the following cheques;**
- I. Cheque No: 409 to the Clerk for salary and expenses for £110.40
 - II. Cheque No: 410 to K Hill & Partners Ltd Invoice 3401 for grass cutting for £79.20
 - III. Cheque No: 411 to Sue Blaxley for the Internal Audit for £100.00
- The above cheques were proposed by JS and seconded JF by with all in favour.
24. **To approve the income and expenditure against the cash book to be signed by the chair.**
All Councillors understood the income and expenditure and agreed we were still in budget. KP to take the cash book to be signed by PR with cheques.
25. **To approve the opening of a separate linked bank account for Grant Funding.** KP could not log on successfully to find out details – to be discussed at the next meeting.
26. **Any Other Business.** JS asked PR if anything had happened about the piggery and it being advertised for sale as a holiday home with the dwelling, this should only be used as an ancillary unit. PR confirmed this in ongoing but in hand.
JS asked if we should vote PR in as our Chair as Keith Bailey is unable to attend virtual meetings – KP confirmed PR can stand as Acting Chair until our Annual meeting in May where we will officially elect a Chair.
27. **Tuesday 6th October on ZOOM unless the Hall becomes available.**

The meeting closed at 20.35