

# ST WINNOW PARISH COUNCIL

The Annual Parish Meeting of St Winnow Parish Council held in the Red Store, Lerryn on Tuesday 10th May 2022 at 7.30 p.m. The Annual Parish Meeting was followed by a meeting of the Parish Council

**Present:** Chair Councillor Penny Rowe (PR), Vice Chair Councillor Judy Stephens (JS), Councillor Stephanie Chapman (SC), Councillor Katie Vine (KV), Councillor David Boraston (DB), Councillor Glenn Carwithen (GC), Clerk Kerry Pearce (KP). St Veep Chair Councillor John Hancock Member of the public Ivan Tomlin.

## Annual Parish Meeting

- 1. Apologies for Absence** Councillor Peter Champness
- 2. Chairman's Welcome and Public Participation.** *PR welcomed the Councillors and invited members of the public to speak. Ivan Tomlin attended to represent his client for planning application PA22/03491 this was discussed at the meeting of the council following this meeting at item 6.11*
- 3. To Approve the Minutes of Annual Parish Meeting 2021** (*Approved at the Parish Council Meeting on 29<sup>th</sup> June 2021 Item 4.*) *JS proposed the minutes were of a true account seconded by KV*
- 4. Chairman's Annual Report** PR thanked all the Councillors for their hard work and ability to carry out duties in a satisfactory and sympathetic manner. PR welcomed new Councillor Glenn Carwithen to the Council.
- 5. Devon & Cornwall Police Annual & Monthly Report - NONE**
- 6. Cornwall Councillors Annual Report - NONE**
- 7. Red Store Annual Report** – A copy of the Red Store AGM minutes are attached to this document.

The Annual Parish Meeting closed at 7.35pm

And was followed by a meeting of the Parish Council

## Meeting of the Parish Council

1. **Election of Chairman** DB proposed PR stay as Chair seconded by SC with all in favour.
2. **Election of Vice Chairman** PR proposed JS stay as Vice chair seconded by DB with all in favour.
3. **Declaration of Members Interest. (i) Disclosable Pecuniary Interest. (ii) Non Pecuniary Interest.** NONE
4. **To receive minutes of meeting held on 4<sup>th</sup> April 2022.** SC proposed the minutes were of a true account seconded by KV with all in favour.
5. **Matters arising from those minutes.**

The annual fee to St Veep Parish Council towards the running costs of the toilets was discussed. Chairman of St Veep John Hancock kindly answered any questions concerning the upkeep and costs. PR suggested St Veep request a financial donation from the two businesses in the village; the pub and shop as they benefit from them being open. John Hancock confirmed the £10k grant received will be spent on refurbishments. PR proposed St Winnow PC raise a cheque for £1500.00 seconded by DB with all in favour.

### **6. Planning Applications.**

#### **I. PA22/03353 Land North Of The Harvest Barn St Winnow Cornwall PL22 0LE**

Non-material amendment (NMA) for alterations to fenestration, the inclusion of door openings and a chimney to decision PA19/05753 dated 06.09.2019 – The following comments were submitted onto the online planning portal: We maintain our support for the original planning application, after discussion we have minor concerns over the amendments, in that the new window openings could cause privacy issues. However we are mindful that these amendments are allowable in time under permitted development rights. – The application was discussed, the followed text was submitted on the online planning portal: We maintain our support for the original planning application, after discussion we have minor concerns over the amendments, in that the new window openings could cause privacy issues. However, we are mindful that these amendments are allowable in time under permitted development rights.

#### **II. PA22/03491 Duke Of Cornwall Mine Lostwithiel Cornwall PL22 0LR**

Application for discharge of a planning obligation to sell the property without the consequence of the obligation. After a detailed discussion and all questions answered by Ivan Tomlin. SC proposed we support this application seconded by KV with all in favour.

### **7. Planning Results.**

1. **PA22/02730** Removal of lean-to extension at the rear of the property and replace it with new 2 storey extension – Awaiting decision
2. **PA21/00038** Land at Gillyflower Farm Cott Road – Refused

### **8. Grant Funding**

1. The Defibrillator at St Winnow is still underway due the sourcing of the correct electrics.
2. The proposed Jubilee tree (silver Birch) – on hold.

3. The replacement of the two damaged benches. Quotes will be supplied for the next meeting.
4. The proposed request for funding to the Jubilee Celebrations – It was discussed St Winnow Parish Council consider matching St Veep Parish Councils donation. KP had received an email stating cheques can be made payable to Lerryn Memorial Hall. KP to contact the Chair and Treasurer of the Memorial for written confirmation they are receiving payments on behalf of the Jubilee committee.

**9. Neighbourhood Plan. - ONGOING**

**10. Common Land CL04 CL05 and safety of the area** – DB confirmed the remaining bench is in fair repair but would need replacing soon. The damaged bench is currently blocking the public access to the common land making the safety assessment of the jetty unobtainable. Removal of the bench will be arranged.

**11. To Approve and Adopt the Financial Risk Assessment**

**12. To Approve and Adopt the Financial Regulations**

**13. To Approve and Adopt the Internal Financial Controls**

**14. To Approve and Adopt the Asset register**

**15. To Approve and Adopt the Standing Orders**

JS proposed to adopt all documents for **Items 10,11,12,13,14 & 15** seconded by DB with all in favour.

**16. To Approve the Clerks Contract of employment and Rate of Pay**

As of 1st April 2021, the clerk pay is on spinal point 9 on a rate of £11.05 per hour. The Clerk is Currently paid for 10 hours per month. In addition to this, the clerk works from home and claims expenses for the use of electricity and WIFI and telephone calls of £20.00 per month.

PR proposed as the hourly rate is in line with the living wage it should stay the same. Seconded by JS all in favour.

**17. Correspondence & Circulars**

**18. Finance, to confirm the drawing of the following cheques.**

12.1 Cheque No: 468 to the Clerk for Salary £133.30 + Expenses £20.00 = £153.30

12.2 Cheque No: 469 to Diane Malley for Payroll for £120.00

DB proposed the above cheques to be drawn seconded by KV with all in favour

Any other invoices or requests for grant funding will be dealt with at this meeting.

12.4 To consider quote for Councils Insurance for 2022/23

SC proposed cheque No: 470 be drawn for £257.50 seconded by JS with all in favour

12.5 To consider grant to St Winnow PCC for year 2022/23

12.6 To consider donation to Cornwall Air Ambulance 2022/23

JS proposed Cheque No: 471 & 472 be drawn for St Winnow PCC and Cornwall Air Ambulance for £200.00 each seconded by DB with all in favour

12.7 DB proposed Cheque No:473 be drawn for £1500.00 as discussed at item 5 seconded by KV with all in favour

12.8 To approve the Certificate of Exemption – AGAR 2021/22 Form 2 To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2022, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

DB proposed to approve this form seconded by SC with all in favour

**Date & Venue of Next Meeting.** *Tuesday 14th June – HW -18.09 5.1m in the Red Store at 7.30pm.*

**19. Any Other Business.**

NONE

The Following dates have been booked for the Red Store;

14th June – HW -18.09 5.1m

12th July – HW -17.02 4.8m

No August meeting

6th September -HW -14.22 4.1m

4th October -HW - 12.39 4.1m

1st November -HW 22.58 4m

6th December – HW 16.11 4.6m