MINUTES OF The Annual Meeting of the Parish Council: Tuesday 10 May 2022 at 7:00 pm

In attendance: Cllr Richard Williams {Chair} (RW), Cllr Greg Foxwell {Vice Chair} (GF), Cllr Andi Freeman (AF),  
 Cllr Steve Trelease (ST), Chris Ring {Parish Clerk} (PC).

MINUTES

A1. Cllr Richard Williams, being the only nominee for Chair of the Parish Council, was unanimously re-elected.

RW Declared his Acceptance of Office as Chair and the PC countersigned his Declaration of Acceptance of Office.

A2. Cllr Greg Foxwell being the only nominee for Vice Chair of the Parish Council was unanimously re-elected.

GF Declared his Acceptance of Office as Chair and the PC countersigned his Declaration of Acceptance of Office.

A3. Apologies for absence. Cllr Lynn Begley had recently suffered a heart attack. She was recovering well and hoped to attend the next meeting in June.

A4. Declarations of interest: None received.

A5. There were no minutes of the Annual Parish Council meeting of 2021 to sign as the business of that meeting was combined with the regular Parish Council meeting of May 2021

A6. RW and the PC had reviewed model Standing Orders. It was MOVED by RW, SECONDED by AF and AGREED that the model Standing Orders be adopted for Gwennap Parish Council, subject to necessary and minor revisions to be delegated to the Clerk in consultation with the Chair.

A7. The PC had updated the Financial Regulations and Financial Risk assessment, It was MOVED by RW, SECONDED by ST and AGREED that these be adopted. These can be viewed on the Parish Council website.

A8. It was MOVED by RW, SECONDED by GF and AGREED that Aalgaard Renshaw be appointed as Internal Auditors for 2022/2023.

A9. To appoint members, to serve on the Working Groups as required.

It was MOVED by RW, SECONDED by GF and AGREED that AF and Veryan Pascoe-Edward (subject to being elected as a member of the Council) be appointed to serve on the Gwennap Parish Environmental Group.  
  
It was MOVED by RW, SECONDED by ST and AGREED that RW, GF and AF be appointed to serve on the Affordable Housing Working Group.

A10. To review the Council asset register. The PC had updated the Council Asset Register and it can be viewed on the Parish Council website.

A11. To appoint members, including the Chairman, to serve on the Staffing Panel

It was MOVED by AF, SECONDED by ST and AGREED that RW, AF and GF be appointed to serve on the Staffing Panel.

A12. To appoint members to serve on the Appeals Committee

It was MOVED by AF, SECONDED by GF and AGREED that LB, ST and Veryan Pascoe-Edward (subject to being elected as a member of the Council) be appointed to serve on the Appeals Committee.

A13. To appoint members, including the Chairman, to serve on the Finance Committee.

It was MOVED by AF, SECONDED by ST and AGREED that RW and GF would, once a month, in consultation with the Parish Clerk, review and audit the accounts and reconcile the bank accounts.

A14. It was MOVED by RW, SECONDED by GF and AGREED that the PC would obtain 3 quotes for the insurance policies when next due for renewal.

A15. It was MOVED by RW, SECONDED by GF and AGREED that the PC would continue to review the Council policies and publish them on the website once approved by the Parish Council.

A16. The Clerk had given a statement of the Finances at the last regular meeting. The Clerk would prepare a half year report to include the state of the budgets and reserves and present to the Council at the October meeting.

A17. It was MOVED by RW, SECONDED by GF and AGREED to fix the dates and times of ordinary meetings of the Council for the ensuing year to be on the second Tuesday of every month at 7pm.

**Minutes of the Ordinary Parish Council Meeting held on Tuesday 10 May 2022, 7.30**

In attendance: Cllr Richard Williams {Chair} (RW), Cllr Greg Foxwell {Vice Chair} (GF), Cllr Andi Freeman (AF),   
 Cllr Steve Trelease (ST), Cllr Veryan Pascoe-Edward (VPE) (from item 3) Chris Ring {Parish Clerk} (PC).

1. Apologies for absence: Cllr Lynn Begley

2. Declarations of interest: None received.

3. Veryan Pascoe-Edward was in attendance and had previously expressed an interest in joining the Parish Council. Veryan Pascoe-Edward explained her reasons for wanting to join the Parish Council and answered questions from the Councillors. It was MOVED by RW, SECONDED by GF and AGREED that Veryan Pascoe-Edward be co-opted as a member of the Parish Council. Veryan Pascoe-Edward was welcomed to the Parish Council by all and the PC explained he would be in contact to complete the necessary paperwork and training.

4. To receive the monthly report from Cornwall Councillor John Thomas MBE:  
Councillor Thomas was not in attendance and had not provided a written report.

5. Minutes: It was MOVED by RW, SECONDED by ST and AGREED that the minutes of the meeting of 12th April 2022 be approved as a correct record. The Chair signed the approved minutes of that meeting.

6. Matters arising from the minutes: All matters will be covered on the substantive Agenda.

7**.** Correspondence:

Opportunities have been offered to Councillors to be trained in bat roost counting and identifying wild flowers in Gwennap Churchyard.

Training had also been offered on Climate Change Literacy and mentoring to prepare a Climate Change Parish Plan.

**8.** FINANCE:

**8.1** To approve monthly payments: It was MOVED by RW, SECONDED by GF and AGREED that the payments, with the addition of the sum of £20 to cover a donation, be made as shown in the Payments Awaiting Authorisation Report (shown below).

**8.2** Annual Governance Statement –It was MOVED by RW, SECONDED by ST and AGREED to accept the revised Annual Governance Statement for 2021/2022. This, along with the other financial documents for 2021/2022, will be available for the public to view and to ask questions, on the Parish Council website.

**8.3** Annual Accounting Statement –It was MOVED by RW, SECONDED by GF and AGREED to accept the Annual Accounting Statement 2021/2022

**8.4** End of Year External Audit for 2021/2022 (AGAR): It was MOVED by RW, SECONDED by AF and AGREED to submit Annual Governance documents to PKF Littlejohn, after the due period of publication for the exercise of public rights.

**9**. THE QUEEN’S PLATINUM JUBILEE

GF updated the Councillors on the planning of the Jubilee Event. GF will be attending a meeting of the organising committee on the 12th of May. GF confirmed the activities that had been planned and that the relevant risk assessments would be in place. It was MOVED by RW, SECONDED by AF and AGREED that the PC purchase a prize for the winner of the colouring-in competition.

**10.** Planning: To consider the following planning applications:

**PA22/02786** Mr Jonathan Payne, Land Off Trewelm Lane Trewelm Lane Crofthandy St Day.  
Proposed Application: For The Renovation Of The Barn Into A Residential Dwelling and Small Ground Floor Extension To The South Elevation and the Introduction Of A New Cesspit.  
It was MOVED by RW, SECONDED by Af and AGREED that Gwennap Parish Council have NO OBJECTION to this application.

**PA22/03288** Mr J Gotts Land North Of United Downs Ind Park Redruth TR16 5HY Reserved matters of appearance, landscaping and layout following outline consent PA21/06915 dated 03.02.2022 for construction of industrial unit and associated works.  
It was MOVED by RW, SECONDED by AF and AGREED that Gwennap Parish Council have NO OBJECTION to this application.

**PA22/01310** Mr Tim Richards JV Richards Ltd. Rietfontein Perranwell Station Truro Cornwall. Works to trees subject to a tree preservation order (TPO).  
It was MOVED by VPE, SECONDED by ST and AGREED that Gwennap Parish Council defer to the expertise of the Tree Officer who has yet to comment.

**11.** The following Planning decisions were noted:

PA21/11063 Ruby Farm Poldice Lane Crofthandy St Day TR16 5JP WITHDRAWN

PA22/00853 Land At Cusgarne Wollas Cusgarne Truro Cornwall TR4 8RL Granted (CAADs, PIPs and LUs only)

**13.** Reports from Councillors in relation to meetings attended on behalf of the Parish Council:

AF had attended a CPIR Climate Change Group meeting and had circulated the minutes to the Cllrs.

RW had attended the Trevithick Day celebrations in Camborne on behalf of the Council.

**14.** Public open spaces:

RW asked the PC about the playground inspections and repairs. The PC will obtain quotes for any repairs needed and a schedule will be prepared for these to be carried out.

The PC advised that the Petanque court had been cleared of weeds. It was hoped this would encourage it to be used.

RW discussed Bostell’s Field and Paynters Pond. He has written to the new Community Link Officer to see whether the funding for surveys and remedial work was still available from Cornwall Council.

AF enquired about allotments in the Parish. The PC confirmed there were none. A request for land for this purpose had been made in a previous Newsletter. Views would be sought on social media as to whether this would be of interest to the Parishioners.  
  
The PC confirmed he was trying to obtain a valuation for land at Wheal Maid that a parishioner had asked to purchase.  
  
**15**. Parish Rooms. A quote had been received to prepare and repaint the exterior of the Parish Rooms. It was decided not to proceed with this and that GF and the PC would pressure wash the building and then decide if it required painting. The PC will obtain advice regarding the heaters in the Parish Rooms as to whether they could be put on a timer.

**16.** Highways and public rights of way: Nothing to formally report.

**17.** Climate Change. AF confirmed the workshop on 23 April had been well attended and was very informative. A discussion on how to make the Parish rooms plastic free took place. The PC will investigate how to communicate this to users of the hall. The Climate Change Action Plan is still in need of completing and AF will form a small group to work on this. The next Climate Change Workshop will be on 11 June.  
  
The PC will make an application for a ‘Landmark Tree’

**18.** Affordable Housing: The members of the Affordable Housing Working Group had attended a site meeting with the Cornwall Community Land Trust (CLT) which had been positive. If the proposed site is legally and technically viable, the Parish Council will facilitate consultation with the local community in the summer. A second site in the Parish may be available and CLT will investigate feasibility.

**19.** Any other business: at the Chairs discretion to discuss any other urgent business not available to include on the agenda at the time of its publication.   
  
There will be an ‘Annual Parish Meeting’ before the regular Parish Council meeting on 14 June starting at 6.30pm

**20.** Date of next Meeting, Tuesday 14t June 2022 at 7 .00 pm to be held at Gwennap Parish Hall, Pulla Cross

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