

At a Meeting of the Menheniot Parish Council held in Menheniot Old School on Thursday 16 May 2019 at 7.30pm there were present: Mr Jerry Tucker (Chair); Mrs Eve Easterbrook (Vice Chair); Mrs Lilian Hooper; Mr Tony Ball; Mrs Sally Kendall; Mr Peter Rowe; Mrs Pat Cade.

Clerk to the Council: John Hesketh

There were 2 members of the public in attendance

Minute	Agenda Items
40/2019	<p><b>Chairman's Welcome</b> Chair welcomed councillors and explained that this was the Annual Meeting of the Parish Council and that his first task was to ensure continuing governance by calling for the election of a Chair and Vice Chair.</p>
41/2019	<p><b>Election of Chair</b> The Chair called for nominations for the post of Chair. Cllr Easterbrook nominated Cllr Tucker who accepted the nomination. It was RESOLVED to accept Cllr Tucker as the Chair of Menheniot Parish Council for the year 2019/2020. Proposed Cllr Easterbrook. Seconded Cllr Ball. All agreed.</p> <p><b>Election of Vice Chair</b> The Chair called for nominations for the post of Vice Chair. Cllr Tucker nominated Cllr Easterbrook who accepted the nomination. It was RESOLVED to accept Cllr Easterbrook as the Chair of Menheniot Parish Council for the year 2019/2020. Proposed Cllr Rowe. Seconded Cllr Kendall. All agreed.</p> <p><b>Appointment of Council Officers</b> See Appendix 1</p>
42/2019	<p><b>Apologies for Absence</b> Mr Tony Clarke; Mr Nathan Pearce; Mr Will Sneyd; Mrs Janice Turner.</p>
43/2019	<p><b>Members' Declarations</b> No declarations made or dispensations requested.</p>
44/2019	<p><b>Public Participation</b> Mr T Nicholas attended to answer questions about his current planning application (Item 46/2019A below)</p>
45/2019	<p><b>Minutes of Meeting</b> Councillors RESOLVED to accept the minutes of 21 April 2019 as a true and accurate record. Proposed Cllr Easterbrook. Seconded Cllr Kendall. All agreed</p>
46/2019	<p><b>Planning Matters</b> A To agree the parish council's response to Cornwall Council consultations on new planning applications received before the agenda was finalised. Reference: PA19/02756 Location: Cartuther Barton Horningtops Liskeard Cornwall PL14 3PS Proposal: Listed Building Consent for the conversion of existing listed barn to form two dwellings, conversion of existing barn as single dwelling together with associated works. It was RESOLVED to support the application. Proposed Cllr Ball. Seconded Cllr Hooper. All agreed. Councillors took account of the guidelines issued by Cornwall planners in assessing the criteria for protecting listed buildings and are content that the proposal remains sympathetic to the main building and its special character.</p>

Ref: PA19/02946

Location: Oakleigh Cottage Tregondale Menheniot Liskeard Cornwall PL14 3RG

Proposal: Alterations and extension to dwelling with the demolition of the garage / utility/ WC, with associated works. It was RESOLVED to support the application. Proposed Cllr Tucker. Seconded Cllr Kendall. All agreed. In making their decision, councillors were aware that because the proposal matches an existing footprint, there would be no impact on the residential amenity. They did note the loss of one parking space, but agreed that this would not have a significant impact on traffic movements. The applicant has consulted with their neighbour and modified the original design in order to address their concerns.

B Any applications received by Cornwall Council by the time of the meeting. Information only.

Ref PA19/03850

Location Menheniot

Proposal Conversion of garage and internal and external alterations

C Planning applications approved by Cornwall Council. None.

D Planning applications refused by Cornwall Council or withdrawn by the applicant. Information only. None.

47/2019

### Financial Matters

A It was RESOLVED to approved the schedule and agree payment. Proposed Cllr Kendall. Seconded Cllr Ball. All agreed.

Date	Payee	Description	CQ	£
16/05/2019	ICO	Data protection fee	1882	40.00
16/05/2019	Rob Craig	Ground maintenance	1883	640.00
16/05/2019	John Hesketh	Expenses	1884	91.75
16/05/2019	Came & Co	Insurance	1885	585.47
30/05/2019	John Hesketh	Salary	1886	859.35
30/05/2019	HMRC	PAYE	1887	153.00
All cheque payments today				£ 2,369.57

B Direct Bank Payment & Receipts. For information.

Date	Payee	Description	Pay	£
01/04/2019	South West Water	Water Allotments	DD	24.41
08/04/2019	EDF	Electricity supply	DD	95.01
02/04/2019	Lloyds Bank	Cash withdrawl	DC	200.00
29/04/2019	Cartridgesave	Printer supplies	DC	50.47
03/04/2019	TSO Host	Web hosting	DC	41.99
				£ 411.88

### Bank Receipts Schedule

Date	Payer	Description		£
09/04/2019	Lloyds Bank	Interest		1.04
08/04/2019	Cornwall Council	Precept & CTS		10432.68
All bank receipts this period				£ 10,433.72

C Bank Reconciliation.

At the close of business on 30 April 2019, the parish council showed a balance of £99, 876.30 in its accounts.

	<p>D Cllr Kendall reviewed a random selection of bank payments from the previous month</p> <p>E Councillors received a report from the Internal Auditor, Mrs Linda Coles and noted that 'No issues' were recorded against each section of the audit report.</p> <p>Section 1 The Annual Governance Statement It was RESOLVED to accept the Annual Governance Statement as presented to the meeting. Proposed Cllr Easterbrook. Seconded Cllr Ball. All agreed.</p> <p>Section 2 The Accounting Statement It was RESOLVED to accept the Accounting Statement. Proposed Cllr Kendall. Seconded Cllr Rowe. All agreed.</p>
<p><b>48/2019</b></p>	<p><b>Councillors' Reports</b></p> <p>A Cllr Tony Ball Presented a proposal to purchase and install a defibrillator at Merrymeet. Correspondence from the South West Ambulance Trust confirmed that the arrangements previously in place for the equipment at Menheniot village would be applied to Merrymeet. That is, a package that includes the defibrillator, an external cabinet and a training session for residents and councillors is available for £1800 on a supported (repairs and renewals) package. Subject to an undertaking from the church at Merrymeet and there being a volunteer to carry out daily checks, it was RESOLVED to agree to purchase the package. Proposed Cllr Ball. Seconded Cllr Cade. All agreed. Noted that any volunteers working on behalf of the council are covered by its Employer's Liability Insurance. ACTION Clerk to contact SWAS to arrange for the Memorandum of Understanding to be signed. Contact Peter Crabbe for installation cost.</p> <p>B Cllr Tony Clarke Report carried forward to June 2019 due to Cllr Clarke's absence.</p>
<p><b>49/2019</b></p>	<p><b>Chair's Agenda Items</b></p> <p>A Neighbourhood Development Plan. The NDP Steering Group meeting scheduled for 9 May was postponed due to overrunning of the Annual Parish Meeting. Next meeting date 13 June 2019.</p> <p>B Community Governance Review The CGR Working Group met on 15 May to discuss matters arising from the Annual Parish Meeting that took place on 9 May 2019. Plans were agreed to further promote the 'We are Menheniot' survey across the whole of the parish, and to write to Liskeard Town Council giving them the opportunity to withdraw their proposals. This was in line with the unanimous vote taken at the APM from residents asking Liskeard not to progress its plans for a boundary change.</p> <p>C Community Safety The Chair has received a letter from a resident complaining about speeding vehicles on the A390 at the Merrymeet/Pengover junction. Cornwall Highways refuse to reduce the speed limit, and the council has been asked to give its support to a campaign to change the limit. It was RESOLVED to support the proposal and work with local MP Sheryll Murray and Cllr Phil Seeva to gain their support for change. Proposed Cllr Ball. Seconded Cllr Easterbrook. All agreed. ACTION Clerk to write back to the resident confirming support.</p> <p>D Menheniot Sports Association The Chair has had discussions with the MSA asking to reduce the height of trees adjacent to the tennis courts, and will ask them to make a written request to prune them back.</p> <p>E Abandoned cars Two reports of abandoned cars in the village centre have recently been reported to the police. Residents are asked to forward any other sighting to the clerk's office.</p>

50/2019	<p><b>Clerk's Administration</b></p> <p>A Review of Grants &amp; Donations Policy</p> <p>The Clerk presented his report and review of the council's grants scheme. Councillors noted the results of the survey that had been carried out at the start of the year. They agreed that the current scheme was valued and necessary for the continuing support of volunteering and community groups across the parish. However, funding for the scheme was in danger of taking all the council's reserves, and councillors agreed a set of measures that would enable awards to continue in a way that would extend the life of the scheme, and not place a burden on the precept payer. New terms and conditions would be published shortly. The principal changes to the scheme are:</p> <p>The current system of donations would continue as it is, with an annual budget of £500 being funded from the parish precept.</p> <p>A annual budget for Community Grants would be agreed in November of each year, and would apply to the following financial year (April to March year following)</p> <p>The budget would be based on the level of demand for grants and the funds that were available.</p> <p>In order to make sufficient funding available for the current year, a sum of £3203 would be transferred from the general reserve and added to the remaining balance of the Community Grant fund, currently £1797, so that a total of £5,000 is available from now until 31 March 2020.</p> <p>Applications for sums less than £500 would be considered and councillors may award up to 100% of the application.</p> <p>Any larger applications that are received would be subject to a maximum award of 10% of the total project cost or £2,000.</p> <p>Applications for more than £500 would need to be supported by three quotations setting out the cost of the items.</p> <p>Community Grants would continue to be awarded in April and November each year.</p> <p>Councillors will retain the current terms and conditions, but with the additional proviso that funding will not be available to repair or renew property that is not completely owned by the applicant.</p> <p>Full guidance and a revised application will be available soon on the council's website.</p> <p>Proposed: Cllr Easterbrook. Seconded Cllr Tucker. All agreed.</p>
51/2019	<p><b>Diary Dates</b></p> <p>A The next Council Meeting is to be held at The Old School, Menheniot on Thursday 20 June 2019, commencing at 7.30pm. The next Neighbourhood Plan meeting will be held at 7pm on 13 June 2019 at The Old School.</p>
52/2019	<p><b>Meeting closed – 21.20</b></p>



Office held	Office Holders 19/20	Proposed/Seconded
Allotments	Mrs P.A. Cade	Cllr Kendall/Cllr Hooper
Community Safety (Police and Neighbourhood Watch)	Carried forward to June 2019	
Poads Trust Reps	Mrs E Easterbrook	Cllr Tucker/Cllr Cade
Parochial Church Council	Mrs E Easterbrook	Cllr Kendall/Cllr Ball
Parish Hall	Mrs P Cade	Cllr Tucker/Cllr Easterbrook
Sports Association	Mrs S Kendall	Cllr Tucker/Cllr Easterbrook
Playground Maintenance	Carried forward to June 2019	
Paths & Stiles	Mr T Ball & Mr P Rowe	Cllr Tucker/Cllr Hooper
Transport	Mrs P.A. Cade	Cllr Tucker/Cllr Kendall
Old School Trust	Mrs E Easterbrook	Cllr Ball/Cllr Cade
Highways	Mr J Tucker & Mr T Ball	Cllr Kendall/Cllr Rowe
Internal Auditor	Mrs Linda Coles	Cllr Tucker/Cllr Easterbrook
All offices unanimously agreed		