Carn Brea Parish Council

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Minutes of the Full Council meeting of the above council held at Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QL on Thursday 19th May 2022 at 7:00 pm.

Minutes

Present: **Councillors R. Drew (Chairman), S. Dale (Vice Chairman), D. Cooper, M. Davis, P. Holmes, C. Jordan, M. Moyle, J. Paton, J. Pollock, M. Rainbird, M. Roberts and B. Watkins**

Also Present: **Andrew Moyle-Browning (Clerk), Sarah-Jane Noakes (Assistant Clerk), Cllr. D. Crabtree (CC), Cllr. P. Desmonde (CC), D. Tellam**

22/05/01 **Chairman's Welcome.**

The Chairman welcomed the meeting and explained the emergency procedures.

22/05/02 **To receive apologies for non-attendance.**

Cllr. E. Clemence, Cllr. E. Glanville.
Cllr. P. Perry (CC), Cllr. S. Weedon (CC).

22/05/03 **Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda.**

There were no interests declared.

22/05/04 **To approve written request(s) for dispensations.**

There were no written requests for dispensations received.

22/05/05 **Public Participation on items on the agenda. (Maximum of 20 minutes – every speaker a limit of 3 minutes under Council Standing Orders).**

There were no members of the public present.

22/05/06 **To receive and approve the minutes of the Full Council meeting held on 21st April 2022.**

The meeting was informed that there was an amendment to page 264 - 22/04/15. Amended minutes for approval were available on the table.

Resolved: **that the minutes of the Full Council meeting held on 21st April 2022 are approved and duly signed by the Chairman as an accurate record of the meeting.**

Proposed: Cllr. M. Davis **Seconded:** Cllr. C. Jordan

22/05/07 **To consider the minutes of Full Council on 21st April 2022 and receive any reports on matters referred.**

There were no matters referred received.

22/05/08 **To receive the minutes of the Annual Parish Meeting on 12th May 2022 and approve for accuracy.**

The meeting received the minutes of the Annual Parish Meeting on 12th May 2022.

Resolved: **that the minutes of the Annual Parish Meeting on 12th May 2022 are approved for accuracy and signed by the Chairman as an accurate record of the meeting.**

Proposed: Cllr. J. Pollock **Seconded:** Cllr. D. Cooper

22/05/09 **To consider the minutes of the Annual Parish Meeting on 12th May 2022 and receive any reports on matters referred.**

There were no reports on matters referred.

22/05/10 **To receive and approve the minutes of the Annual Meeting held on 12th May 2022.**

Resolved: **that the minutes of the Annual General Meeting on 12th May 2022 are approved for accuracy and signed by the Chairman as an accurate record of the meeting.**

Proposed: Cllr. C. Jordan **Seconded:** Cllr. B. Watkins

22/05/11 **To consider the minutes of the Annual General Meeting held on 12th May 2022 and receive any reports on matters referred.**

There were no reports on matters referred.

22/05/12 **a) To receive financial statements for the month ending April 2022.**

The meeting was informed that Cllr. Drew and Cllr. Watkins completed financial checks and that the finances were in order.

Resolved: **that the financial statements for the month ending April 2022 are approved.**

Proposed: Cllr. B. Watkins **Seconded:** Cllr. M. Davis

b) To receive and approve the payment schedule for the month of May 2022.

The meeting received the payment schedule for the month of May 2022 along with last month's payment list due to payments being delayed.

Resolved: **that the payment schedule for the month of May 2022 and payment list for April are approved.**

Proposed: Cllr. C. Jordan **Seconded:** Cllr. J. Pollock

c) **To nominate a member to check the invoices, cheques and RBS for the month of June 2022.**

Resolved: **that Cllr. B. Watkins is nominated to check the invoices, cheques and RBS for the month of June 2022.**

Proposed: Cllr. R. Drew **Seconded:** Cllr. D. Cooper

d) **To receive and approve the bank reconciliations for the month of April 2022.**

Resolved: **that the bank reconciliations for the month of April 2022 are approved.**

Proposed: Cllr. M. Moyle **Seconded:** Cllr. C. Jordan

e) **To approve transfers of money within account.**

Resolved: **that £17,000.00 is transferred from the Lloyds Premier account to the Lloyds Treasurer account and then £15,000 is transferred from Lloyds Treasurer to Unity Current account for April payments.**

Proposed: Cllr. R. Drew **Seconded:** Cllr. B. Watkins

Resolved: **that £12,000 is transferred from the Lloyds Premier account to the Lloyds Treasurer account and then £11,000 s transferred from Lloyds Treasurer to Unity Current account for May payments.**

Proposed: Cllr. R. Drew **Seconded:** Cllr. C. Jordan

22/05/13 **To consider and approve the amended movements to EMR report.**

The Clerk highlighted the changes being recommended and reasons for the proposed changes.

Resolved: **that the amended movements to EMR in the revised EMR report are approved.**

Proposed: Cllr. D. Cooper **Seconded:** Cllr. J. Pollock

Cllr. Jordan left the meeting

22/05/14 **To receive and note the Annual Internal Audit report for 2021/2022 and consider management response.**

Cllr. Drew informed the meeting that our accounting software is RBS.

Cllr. Jordan entered the meeting

Cllr. Drew highlighted comments regarding checks undertaken and the recommendation regarding the Fidelity Guarantee. The Clerk advised the meeting of challenges regarding upping the Fidelity Insurance and that he will be providing a risk assessment regarding the matter for Council approval.

Resolved: **that the Annual Internal Audit report for 2021/2022 is noted and the following management response be forwarded to the Internal Auditor:**
Clerk to review and provide Risk Assessment and revisit options to increase the level of protection.

Proposed: Cllr. M. Roberts **Seconded:** Cllr. S. Dale

22/05/15 **To review the effectiveness of the systems of internal control and consider the findings.**

The meeting reviewed the effectiveness of the systems of internal control along with considering the current controls in place and internal auditor report.

Resolved: **that the council is content with its systems of internal control.**

Proposed: Cllr. M. Moyle **Seconded:** Cllr. B. Watkins

22/05/16 **To consider and approve the Annual Governance Statement 2021/2022 (Chair and Clerk to sign).**

The meeting received guidance from NALC ahead of the meeting and the meeting considered the Annual Governance Statement for 2021/2022 answering yes for 1-8 and N/A for 9.

Resolved: **that Carn Brea Parish Council's Annual Governance Statement 2021/2022 has been considered and approved and that section 1-8 are recorded as Yes and Section 9 as not applicable.**

Proposed: Cllr. J. Paton **Seconded:** Cllr. C. Jordan

22/05/17 **To consider the Accounting Statements for 2021/2022.**

The meeting considered the Accounting Statement for 2021/2022.

22/05/18 **To approve the Accounting Statement by resolution (Person Presiding to sign and date).**

Following consideration of the Accounting Statement for 2021/2022, it was approved, and signed by the Chairman.

Resolved: **that the Accounting Statement for 2021/2022 for Carn Brea Parish Council is approved and signed by the Chairman.**

Proposed: Cllr. S. Dale **Seconded:** Cllr. C. Jordan

22/05/19 **To confirm the dates of period of the exercise of public rights.**

Resolved: **that the period of exercise of public rights is confirmed as Monday 13th June 2022 to Friday 22nd July 2022 (inclusive).**

Proposed: Cllr. B. Watkins **Seconded:** Cllr. J. Paton

22/05/20 **To receive and approve the Council's financial report for the financial year ending 31st March 2022.**

Resolved: **that the Council's financial report for the financial year ending 31st March 2022 is approved.**

Proposed: Cllr. S. Dale **Seconded:** Cllr. M. Davis

22/05/21 **To consider correspondence received by 10th May 2022.**

22/027	**Local Resident**	**Main Road Parking**
22/028	**Local Resident**	**A30 Bridge**
22/029	**Local Resident**	**Pool railway station**

Resolved: **that the correspondence received by 10th May 2022 is noted.**

Proposed: Cllr. R. Drew **Seconded:** Cllr. J. Pollock

The meeting received an item of correspondence regarding possible funding. The meeting agreed to remit this matter to the Amenities and Projects Committee.

22/05/22 **To receive and note the minutes of the Planning Committee meeting held on the 28th April 2022 and to ratify the resolutions made.**

Cllr. Drew advised the meeting that April's planning committee agenda was sent to the website, however they did not put the agenda on the website in line with the 3 clear working days, therefore the decisions made need to be ratified by council.

Resolved: **that the minutes of the Planning Committee meeting held on the 28th April 2022 are noted, and the resolutions ratified.**

Proposed: Cllr. P. Holmes **Seconded:** Cllr. R. Drew

22/05/23 **To receive and note the minutes of the Staffing Committee held on the 5th May 2022 and to consider and make decisions on any recommendations and proposals to Full Council contained therein.**

Resolved: **that the minutes of the Staffing Committee held on the 5th May 2022 are noted.**

Proposed: Cllr. R. Drew **Seconded:** Cllr. M. Davis

22/05/24 **To receive reports**

(i) Chairman of the Council

Cllr. Drew reported he had attended several meetings but that there was nothing to report relevant to Carn Brea Parish Council.

(ii) Police Report

The meeting received a police report in the Council pack. Cllr. Dale reported on the figure for Barncoose.

The Chairman thanked Cllr. Dale for representing the Council last year.

(iii) Finance Member

Cllr. Drew and Cllr. Watkins checked the finances and found everything to be in order.

(iv) Clerk

The Clerk reported on the following:-

- An email received regarding a compliment on the upkeep of Moorfield Road open space.
- Attending contracts and procurement training.
- Attending CPIR meeting.
- Works at Treloweth Hall in preparation for the Queens Jubilee.

(v) To receive written reports – as per information pack

There were no written reported received.

(vi) To receive verbal reports

Cllr. Cooper reported on attending the North Kerrier Reference Group with Cllr. Drew on 17th May 2022.

Cllr. Holmes reported attending the Mayors Reception at Trevithick day.

Cllr. Dale reported regarding a meeting with the site manager regarding the building at Old Cowling Mill. Councillors were invited to attend a visit to see what the pods are about and discuss plans for the site prior to residents moving in. The meeting agreed that the Clerk send information to members.

Cllr. Davis enquired about process in respect of a replacement flagpole, installation of a defibrillator and upgrade of IT and an update was given by the Clerk. The Chairman reminded councillors that this agenda item was the opportunity for councillors to give a report on their activities on behalf of the council since the previous Full Council meeting. Queries on the progress of such items as those identified by Cllr. Davis could be raised directly with the Clerk, and if needed, be an agenda item at Full council to allow full discussion.

Cllr. Moyle reported on receiving numerous complaints regarding the condition of the surface of Station Road outside the Health Centre.

22/05/25 **To receive Cornwall Councillor reports.**

Cllr. Desmonde congratulated Cllr. Drew on his role as Chairman and reported on the following issues:-

- Condition of road at Station Road
- Pool Vision
- Levelling up funding
- Request to add agenda for discussion about Mayoral role in Cornwall
- New Cornwall Transport Plan
- Pool Cross redevelopment
- Need for Neighbourhood Plan to co-ordinate with Pool Vision

Cllr. Holmes requested that Cllr. Desmonde visit the Emmanuel Church and see the community services they provided. The Pool Vision project would require them to relocate which would be difficult. Cllr. Desmonde confirmed he had already visited the Church. Cllr. Homes also requested that he consider the condition of the road from Pool School to Guinness Trust.

Cllr. Drew highlighted the condition of Station Road and Cllr. Desmond asked the Council to write to Cllr. Desmond to request urgent action regarding the matter.

Cllr. Crabtree reported on:

- Police Liaison Meeting
- World Heritage Site
- Enforcement Cases
- 5 day protocol
- Millgrist Meadow
- Request to set up Tehidy Community Committee

The meeting agreed to add an agenda item regarding Mayor for Cornwall and that the Council write a letter to Cllr. Desmonde requesting urgent action regarding the condition of Station Road.

22/05/26 **To consider a request to reinstatement of the Tehidy Community Committee. (Cllr .P. Holmes)**

Cllr. Holmes reported the item was a result of proposed charges at Tehidy Country Park. Cllr. Holmes explained the history of the previous committee and felt a letter should be written to Cornwall Council requesting they reinstate Tehidy Community Committee.

Resolved: **that CBPC unanimously request that Cornwall Council request Tehidy Management Committee is reinstated to include members from local councils, the local Cornwall Councillors and members of the public.**

Proposed: Cllr. P. Holmes **Seconded:** Cllr. J. Pollock

22/05/27 **To receive a report from the Queen's Jubilee Steering Group on arrangements for the Queen's Jubilee.**

Cllr. Desmond and Cllr. Crabtree left the meeting.

The Clerk reported on the following:-

- Working party met on Monday 16th May 2022.
- Beacon preparations are in place and the working party will be holding a test run on Monday 30th May 2022. Requests for volunteers to help with the lighting of the beacon were requested.
- Due to previous company being unable to fulfil our booking for a bouncy castle, the office will be working closely with the Brownies to support the Games and Competitions they are running.
- Volunteers were requested for assistance to clear the field ahead of the big lunch on 5th June 2022 and to assist on the day with arrangements.

With a focus on engaging with our community on the day, the Clerk expressed we are hoping as many of the Councillors will attend to support as possible and if not already done so, then please give a Baby Photo to Cllr. Cooper ready for the 'Guess The Councillor' competition.

22/05/28 **To review and agree the provision of litter picking during the Big Lunch event on Sunday 5th June for the Queen's Jubilee.**

The meeting was informed of a request that was sent to Cllr. Moyle from Danielle Wills asking that the Pool Regeneration Group litter pick on the big day and to give them an opportunity to speak to people at the event asking if they wish to join the Pool Regeneration Group.

The meeting considered the request along with the appropriateness of finding new members at the event.

Resolved: **that Carn Brea Parish Council write to Danielle Wills welcoming Pool Regeneration to litter pick on the Queens Jubilee but would not want them to use this occasion to engage in finding new members.**

Proposed: Cllr. R. Drew **Seconded:** Cllr. M. Moyle

22/05/29 **To receive a report regarding Neighbourhood Planning, make appropriate resolutions and approve any necessary expenditure.**

Cllr. Moyle reported working hard to develop a draft plan. There will be a Full Council meeting on 6th June 2022 at 7pm where members will be given a copy of the draft plan. At this point it is the first draft and confidential as it is not ready for public consultation as there may be amendments.

22/05/30 **To approve renewal cost of Sage Payroll, Pension and Support Services for the Council.**

Resolved: **that approval of £382.80 is made for the renewal of Sage Payroll, Pension and Support Services.**

Proposed: Cllr. B. Watkins **Seconded:** Cllr. J. Paton

22/05/31 **To approve renewal cost of RBS Accounting Software & Support Services for the Council.**

Cllr. C. Jordan left the meeting

Resolved: **that approval of £474.00 is made for the cost of RBS Accounting Software and Support Services.**

Proposed: Cllr. M. Moyle **Seconded:** Cllr. J. Pollock

22/05/32 **To approve renewal cost of Microshade Data Protection Services for the Council.**

Cllr. Jordan returned.

Resolved: **that approval for £225.00 is made for the renewal cost of Microshade Data Protection Services.**

Proposed: Cllr. C. Jordan **Seconded:** Cllr. D. Cooper

22/05/33 **To Co-opt a member for the Barncoose Ward.**

No applications received.

22/05/34 **To Co-opt a member for the Pool Ward.**

Resolved: **that David Tellam is co-opted as a Pool Ward member of Carn Brea Parish Council.**

Proposed: Cllr. P. Holmes **Seconded:** Cllr. M. Roberts

David Tellam was asked to attend the office to sign his declaration and receive appropriate paperwork. He was reminded that he would not be a councillor until his declaration had been completed.

22/05/35 **To resolve that under the 1960 Public Bodies (Admission to Meetings) Act that the press and public be excluded due to the confidential nature of the business to be discussed.**

Resolved: **that under the 1960 Public Bodies (Admission to Meetings) Act the press and public be excluded due to the confidential nature of the business to be discussed.**

Proposed: Cllr. P. Holmes **Seconded:** Cllr. S. Dale

David Tellam left the meeting.

22/05/36 **To receive and approve the confidential minutes of Full Council held on 21st April 2022.**

Resolved: **that the confidential minutes of Full Council held on 21st April 2022 are approved and duly signed by the Chairman as an accurate record of the meeting.**

Proposed: Cllr. C. Jordan **Seconded:** Cllr. J. Pollock

Cllr. Moyle abstained from voting as he was not present during the confidential part of the meeting.

22/05/37 **To receive the resolutions and consider recommendations from the Staffing Committee meeting held on 5th May 2022.**

The meeting received resolutions and approved recommendations from the Staffing Committee.

22/05/38 **To approve purchase of Commemorative Plaque for The Darley Oak.**

The meeting discussed whether it would be available on the day and if further quotations had been sought.

Resolved: **that the Council purchase a granite commemorative plaque for the Darley Oak at a cost of £656.88 (inc VAT) to be supplied and delivered by 1st June 2022.**

Proposed: Cllr. S. Dale **Seconded:** Cllr. M. Moyle

Cllr. Davis asked to recorded voting against the proposal.

22/05/39 **To receive and consider any updates on Devolution and make appropriate resolutions.**

Cllr. Roberts left the meeting.

The meeting received an update on the meeting held with Cornwall Council regarding Agar Road and Four Lanes playing field.

Resolved: **that the Clerk write to Cllr. Weedon highlighting that Carn Brea Parish Council have not received a response from Cornwall Council and ask if she can expedite a reply from the Devolution Team regarding Four Lanes Park and Agar Road Playing Field.**

Proposed: Cllr. S. Dale **Seconded:** Cllr. R. Drew

Meeting closed at 9:12 pm