



Carn Brea Parish Council

Consel Plu Carn Bre

Mr. Andrew Moyle-Browning (Clerk to the Council)

Scryuynyas dhu Consel

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**Minutes of the Annual Meeting of Carn Brea Parish Council, held at
Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB on
Thursday 9th May 2024 at 7:00 pm.**

Minutes

Present: Councillors R. Drew (Chairman), S. Dale (Vice Chairman), D. Cooper, M. Davis, E. Glanville, P. Holmes, C. Jordan, M. Moyle, J. Paton, J. Pollock, M. Rainbird, T. Salisbury, B. Watkins and A. Woodrow (from point mentioned).

Also Present: Andrew Moyle-Browning (Clerk), Anita Hopkinson (Admin Assistant) and Sarah-Jane Noakes (Assistant Clerk).

Welcome and safety procedures

Cllr. Drew welcomed the meeting and explained the safety procedures.

24/05/AM/01 To elect a Chairman of the Council

Cllr. Drew called for nominations for Chairman of the Council. Cllr. R. Drew was nominated by Cllr. M. Moyle, properly seconded by Cllr. B. Watkins.

Cllr. Drew called for any further nominations; no nominations were received.

Resolved: that Cllr. R. Drew be elected as Chairman of the Council.

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

24/05/AM/02 Chairman's acceptance of office.

The Chairman completed and signed their acceptance of office, thanked the meeting for electing him as chairman and promised to do his best.

The Chairman expressed thanks to all Council members and employees for their hard work during the past 12 months.

24/05/AM/03 To elect a Vice Chairman of the Council.

The Chairman called for nominations for Vice Chairman of the Council.

Cllr. S. Dale was nominated by Cllr. B. Watkins, properly seconded by Cllr. D. Cooper.

The Chairman called for further nominations. Cllr. D. Cooper was nominated by Cllr. S. Dale, properly seconded by Cllr. M. Rainbird.

A vote was taken.

Resolved: that Cllr. S. Dale be elected as Vice Chairman of the Council.

Proposed: Cllr. B. Watkins **Seconded:** Cllr. D. Cooper

24/05/AM/04 To receive apologies for absence.

Cllr. D. Crabtree (CC).

Cllr. Drew informed the meeting that Emma Girling had resigned from the Council and a letter of thanks had been sent on behalf of the Council. The Clerk will be notifying Cornwall Council democratic services of the vacancy.

24/05/AM/05 Members to declare disclosable pecuniary interests and non-registerable interests (including thereof) in respect of any items on the agenda.

Cllr. Drew declared an interest in agenda item 20.

24/05/AM/06 To consider written request(s) for dispensation.

There were no written requests for dispensations.

A request by Cllr. P. Desmonde (CC) to update the meeting regarding the A3047 was received. The meeting agreed to allow Cllr. P. Desmonde to address the meeting. An update on the A3047 was given and a request was made that the Council invite the Highways Department to their next Full Council meeting.

Cllr. R. Drew advised the meeting that an agenda item will be placed on next weeks Full Council agenda.

Cllr. A. Woodrow entered the meeting.



24/05/AM/07 To review the terms of reference for committees and the Neighbourhood Plan Steering Group and make appropriate resolutions.

Terms of reference for committees and the Neighbourhood Plan Steering Group with suggested amendments were circulated ahead of the meeting.

Resolved: that the terms of reference for the Amenities and Projects Committee are approved as amended.

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

Resolved: that the Health & Safety and Finance Committee terms of reference are approved, and to align with other terms of reference replace the word 'meet' with 'liaise' under the heading of Chairman. Under the heading Meetings, bullet point 4 to amend 'The November meeting' to 'At a meeting prior to the Christmas recess'.

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

Resolved: that the terms of reference for the Open Spaces Committee as amended are approved with the following additional amendment:- Under the heading of Chairman, bullet point 2 change the word 'meet' to 'liaise'.

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

Resolved: that the terms of reference for the Planning Committee as amended are approved.

Proposed: Cllr. R. Drew **Seconded:** Cllr. T. Salisbury

Resolved: that the terms of reference for the Staffing Committee as amended are approved.

Proposed: Cllr. R. Drew **Seconded:** Cllr. E. Glanville

Resolved: that the terms of reference for the Neighbourhood Plan Steering Group are approved.

Proposed: Cllr. M. Davis **Seconded:** Cllr. J. Paton



- 24/05/AM/08 To review the Scheme of Delegation arrangements to committees, sub-committees, employees and other local authorities and make appropriate resolutions.**

The Scheme of Delegation arrangements to committees, sub-committees, employees, and other local authorities with suggested amendments was circulated ahead of the meeting.

The Clerk advised that any amendments to the Terms of Reference made at tonight's meeting will be added to the Scheme of Delegations.

Resolved: that the Scheme of Delegations as amended is approved.

Proposed: Cllr. T. Salisbury **Seconded:** Cllr. C. Jordan

- 24/05/AM/09 To review Standing Orders and make appropriate resolutions.**

Standing Orders with suggested amendments were circulated ahead of the meeting.

Resolved: that Standing Orders as amended are approved.

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

- 24/05/AM/10 To review Finance Regulations and make appropriate resolutions.**

Finance Regulations with suggested amendments were circulated ahead of the meeting.

Resolved: that Financial Regulations are approved as amended.

Proposed: Cllr. S. Dale **Seconded:** Cllr. D. Cooper

- 24/05/AM/11 To appoint Members to serve on the following Committees and Working Parties of the Council:**

a) Planning Committee

Resolved: that the following Councillors are appointed to the Planning Committee:- S. Breul, D. Cooper, P. Holmes, C. Jordan, M. Moyle, J. Paton, J. Pollock, M. Rainbird, T. Salisbury and B. Watkins.

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

Resolved: that the members serve on the same wards as last year.

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



b) Health & Safety and Finance Committee

Resolved: that the following Councillors are appointed to serve on the Health & Safety and Finance Committee:-
D. Cooper, C. Jordan, M. Rainbird and T. Salisbury

Proposed: Cllr. S. Dale **Seconded:** Cllr. A. Woodrow

c) Amenities and Projects Committee

Resolved: that the following Councillors are appointed to serve on the Amenities and Projects Committee:- D. Cooper, M. Davis, P. Holmes, J. Paton, J. Pollock, M. Rainbird, T. Salisbury and B. Watkins.

Proposed: Cllr. S. Dale **Seconded:** Cllr. Watkins

d) Staffing Committee

Resolved: that the following Councillors are appointed to serve on the Staffing Committee:- S. Breul, M. Davis, E. Glanville, C. Jordan and M. Moyle.

Proposed: Cllr. D. Cooper **Seconded:** Cllr. M. Rainbird

e) Open Spaces Improvements Committee

Resolved: that the following Councillors are appointed to serve on the Open Spaces Improvement Committee:-
D. Cooper, C. Jordan, M. Moyle, M. Rainbird and B. Watkins.

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

f) Neighbourhood Plan Steering Group

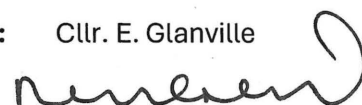
Resolved: that the following Councillors are appointed on the Neighbourhood Plan Steering Group:- R. Drew, E. Glanville and C. Jordan.

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

g) Treloweth Community Hall Working Party

Resolved: that the following Councillors serve on the Treloweth Community Hall Working Party:- M. Davis, C. Jordan, D. Cooper, M. Moyle, S. Dale and R. Drew.

Proposed: Cllr. T. Salisbury **Seconded:** Cllr. E. Glanville



h) **Climate Action Working Party**

Resolved: that the following Councillors serve on the Climate Action Working Party:- D. Cooper, B. Watkins, R. Drew, S. Dale, C. Jordan and T. Salisbury.

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

24/05/AM/12 To appoint a member/s of the Council to serve on outside bodies, to include;

a) **CALC**

Resolved: that the Councillor appointed to serve on CALC is Cllr. R. Drew with Cllr. M. Rainbird as deputy.

Proposed: Cllr. D. Cooper **Seconded:** Cllr. B. Watkins

b) **Mineral Tramways**

Resolved: that Councillor B. Watkins serve as Carn Brea Parish Council's representative to the Minerals Tramways.

Proposed: Cllr. R. Drew **Seconded:** Cllr. A. Woodrow

c) **Carn Brea Village Institute**

Resolved: that Cllr. D. Cooper is appointed to be the Carn Brea Village Institute representative.

Proposed: Cllr. C. Jordan **Seconded:** Cllr. T. Salisbury

d) **Parish Transport**

Resolved: that Cllr. C. Jordan is appointed to be the Parish Transport representative.

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

e) **Police Liaison**

Resolved: that Cllr. M. Rainbird, with Cllr. S. Dale as deputy are appointed to be the Police Liaison Councillors.

Proposed: Cllr. M. Davis **Seconded:** Cllr. D. Cooper



f) **Tree Warden**

Resolved: that Cllr. C. Jordan is appointed to be the Tree Warden

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

g) **Designated Rights of Way Officer**

Resolved: that Cllr. B. Watkins deputised by Cllr. S. Dale will be the Designated Rights of Way Officers.

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

h) **Community Health and Wellbeing Working Group**

Resolved: that Cllr. D. Cooper is appointed to be Carn Brea Parish Council's Community Health and Wellbeing Working Group representative.

Proposed: Cllr. J. Paton **Seconded:** Cllr. M. Rainbird

i) **North Kerrier and East Penwith Community Area Partnership (CAPS)**

Resolved: that Cllr. R. Drew and Cllr. S. Dale are appointed to be the North Kerrier and East Penwith Community Area Partnership (CAP) representatives.

Proposed: Cllr. B. Watkins **Seconded:** Cllr. D. Cooper

j) **Community Area Partnership – Climate Action Group**

Resolved: that Cllr. B. Watkins is appointed to be Carn Brea Parish Council's representative on the Community Area Partnership – Climate Action Group.

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

k) **Community Area Partnership – Green Infrastructure Group**

Resolved: that Cllr. B. Watkins is appointed as Carn Brea Parish Council's Community Area Partnership – Green Infrastructure Group Representative.

Proposed: Cllr. D. Cooper **Seconded:** Cllr. S. Dale



l) Mining Villages Regeneration Group

Resolved: that Cllr. B. Watkins is appointed to be Carn Brea Parish Council's representative at the Mining Villages Regeneration Group.

Proposed: Cllr. M. Rainbird **Seconded:** Cllr. J. Paton

A query as to whether the Pool Vision Action Group is still in place was made. Cllr. R. Drew agreed to contact the relevant Cornwall Council representative to enquire as to when the next meeting will be.

24/05/AM/13 To receive and approve the Land and Asset Register previously reviewed by the Amenities & Projects Committee and make appropriate resolutions.

The Asset Reconciliation along with the current and retired asset register was circulated ahead of the meeting.

The Clerk reported that following a request made by the Amenities and Projects Committee, the date of purchase has been added to the summary sheet.

Resolved: that the Land and Asset Register is approved.

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

24/05/AM/14 To confirm arrangements for insurance in respect of all insured risks and make appropriate resolutions.

The Councils Policy Schedules were circulated ahead of the meeting.

Resolved: that Carn Brea Parish Council confirm that the Council's insurance cover in respect of all insured risks is adequate.

Proposed: Cllr. T. Salisbury **Seconded:** Cllr. M. Rainbird

24/05/AM/15 To receive a verbal report on the Council's and / or employee subscriptions to other bodies.

The Clerk reported that the councils membership of CALC, NALC and Mining Villages Group are paid and up to date. The Clerk and Assistant Clerk's membership of the SLCC is also up to date.



24/05/AM/16 To review the Handling Complaints Policy and make appropriate resolutions.

The Handling Complaints Policy along with suggested amendments was circulated ahead of the meeting.

The Chairman reported that following a request the postcode of the monitoring officer has also been added.

Resolved: that Carn Brea Parish Council approve the Handling Complaints Policy as amended.

Proposed: Cllr. E. Glanville

Seconded: Cllr. M. Davis

24/05/AM/17 To review the Freedom of Information Act Policy for Handling Requests for Information and Publication Scheme with proposed amendments and make appropriate resolutions.

The Freedom of Information Act Policy for Handling Requests for Information and Publication Scheme with proposed amendments were circulated ahead of the meeting.

Resolved: that the Council approves the Freedom of Information Act Policy for Handling Requests for Information and Publication Scheme as amended.

Proposed: Cllr. B. Watkins

Seconded: Cllr. D. Cooper

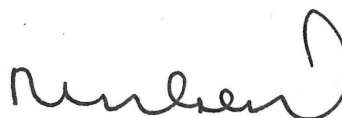
24/05/AM/18 To review the Broadcasting or Using Social Media at Council Meetings Policy and make appropriate resolutions.

The Broadcasting or Using Social Media at Council Meetings Policy was circulated ahead of the meeting.

Resolved: that the Council approve the Broadcasting or Using Social Media at Council Meetings Policy.

Proposed: Cllr. C. Jordan

Seconded: Cllr. M. Davis



24/05/AM/19 To review signatories on the Council's Bank Accounts and make appropriate resolutions.

Cllr. Dale requested that the meeting consider ensuring that no one Councillor is the signatory of more than two accounts.

Resolved: that the bank signatories for Lloyds Bank are Councillors P. Holmes, C. Jordan, M. Moyle along with A. Moyle-Browning (Clerk) and S. Noakes (Assistant Clerk).

Proposed: Cllr. J. Paton **Seconded:** Cllr. M. Davis

Resolved: that the Councillors appointed to be signatories for Unity Trust Bank are R. Drew, C. Jordan, M. Davis and B. Watkins.

Proposed: Cllr. A. Watkins **Seconded:** Cllr. T. Salisbury

Resolved: that the signatories appointed to the Natwest Bank Account will be Councillors R. Drew, D. Cooper, S. Dale along with A. Moyle-Browning (Clerk).

Proposed: Cllr. M. Davis **Seconded:** Cllr. M. Rainbird

Resolved: that the Councillors appointed to be signatories to the CCLA account are D. Cooper, T. Salisbury, M. Moyle along with A. Moyle-Browning (Clerk).

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

24/05/AM/20 To confirm the Chairmans allowance in pursuance of section 15(5) of the Local Government Act 1972 and make appropriate resolutions.

Cllr. Drew left the meeting.

Local Government act 1972 Chapter 70, Part 1 (15) was circulated ahead of the meeting. The current amount is £1000 per annum paid quarterly.

A lengthy debate ensued in which questions were raised as to what the allowance has been spent on, whether the allowance needed increasing and the implications on the Council budget if increasing the allowance. A motion to double the allowance was properly proposed and seconded and several amendments with differing amounts were also properly proposed and seconded. The amendments were voted on and lost and the original motion to double the allowance was also lost.

Cllr. Dale called for any further motions.

Resolved: that the Chairmans allowance is £1,900 per annum paid quarterly.

Proposed: Cllr. P. Holmes

Seconded: Cllr. M. Rainbird

Cllr. Drew returned to the meeting and was informed of the Council's decision.

24/05/AM/21 To confirm the dates and times of ordinary meetings of the Council for the ensuing year and make appropriate resolutions.

Date and times of ordinary meetings were circulated ahead of the meeting.

Resolved: that the council confirm that dates as set out in the schedule.

Proposed: Cllr. D. Cooper

Seconded: Cllr. T. Salisbury

Meeting Closed at 8:39 pm

