

**WARBSTOW PARISH COUNCIL  
MEETING  
9<sup>th</sup> March 2021  
7.00PM  
Virtual Meeting**

1. Present	<p><b>Present:</b> Lynette Hutchinson*(Chair) Jan Carter (Vice Chair) Lesley Bain (Clerk) Terry Luckwell Trevor Shute Roger Bolt Andy Ireland</p> <p><b>Apologies:</b> Barry Jordan</p>
2. Declaration of Interests	None
3. Councillors Dispensations	None
4. Signing of the minutes from the last meeting on the 8 <sup>th</sup> December 2020	<p>No changes Agreed by all – signed by Chair, to be scanned to Clerk Latest unsigned minutes to be placed on the notice board after a meeting.</p>
5. Council Update	<p>Cllr Jordan was unable to attend the meeting but reported the following:</p> <p>Elections - He is standing again for the new division of Camelford and Boscastle, which takes in Canworthy Water, Warbstow, Laneast, Tremail, St Clether, Marshgate, Tresparrett, Otterham and Otterham Station, Davidstow, Trevalga, Lesnewth, Camelford, Helstone and Boscastle. It is the largest division in the county, because it is so rural.</p> <p>The Warbstow School will not be used this year for the elections, all voting will take place at the Methodist Hall in Canworthy Water, from 7am to 10pm and the counts will take place the following day.</p>
6. Finance Accounts Reconciliation	<p>Councillor Hutchinson reported that the bank balance at 30<sup>th</sup> November was £16,343.31 Expenditure to date £625.98</p> <p>Bank statement balance as at 28<sup>th</sup> February 2021 - £15,717.33</p> <p>Within that balance is: Community funding balance as at 9<sup>th</sup> March 2021 - £6,635.60</p> <p>Community Infrastructure Levy (CIL) balance as at 9<sup>th</sup> March 2021 - £2,315.25</p>

	<p>Cllr Hutchinson contacted Dan Statton regarding the audit and he is happy to act on our behalf again this year.</p> <p>5 in agreement 1 abstain Cllr Hutchinson to confirm appointment with Dan Statton</p> <p>Budget – Cllr Hutchinson talked through the budget for 2021/22. It was agreed to increase the insurance by £25 to cover the laptop insurance. All in agreement with the 2021/22 budget.</p> <p>Cheques to be written: M Uglow – carried forward to the next meeting as still awaiting an invoice. Warbstow News - £50 – All in agreement Domain Renewal - £20 – All in agreement for Cllr Hutchinson to pay and be reimbursed at the next meeting. Cllr Hutchinson - £14.39 (Zoom)</p> <p>Laptop - Cllr Carter has been researching suitable laptops for the Clerk. Woolacotts currently have an Acer 509 JA notebook for £449.99. Woolacotts are a local reputable Company and this is a good price in comparison to other companies. All in agreement The laptop will need to be added to asset register. Cllr Carter will draw up an agreement for the Clerk to sign.</p> <p>Malware may need to be purchased at an additional cost. Cllr Carter will contact Woolacotts to ask if this can be included. Also enquire about an extended warranty.</p> <p>The Clerk will contact Zurich Insurance to add the laptop to the policy.</p>
<p><b>7. Mission – Signing of the Easement Contract</b></p>	<p>Cllr Hutchinson has received the Deeds for signing. All in agreement for Cllr Hutchinson to sign the agreement in the presence of the Parish Councillors at the meeting held on 9<sup>th</sup> March 2021. Cllr Hutchinson to return the signed Deeds to the solicitor.</p>
<p><b>8. Election Information</b></p>	<p>Cllr Hutchinson reported that the publication is to be on the notice board on the 22<sup>nd</sup> March. This official notification will be sent to the clerk. All documentation to be returned by the 9<sup>th</sup> April.</p>
<p><b>9. Defibrillators</b></p>	<p>Cllr Hutchinson made arrangements with an independent electrician and BT to check the Canworthy Water Defibrillator. On the 1<sup>st</sup> March at 9.30am Marcus Bulman (electrician) and Mark Evans (BT) met with Cllr Hutchinson at Canworthy Water. Marcus confirmed that it didn't need separate earthing stake as it was a Class 2 unit and all connected to the exchange. The cable that was used from the exchange to the phone box is the correct cable. The defibrillator is connected directly to the BT exchange therefore the RCD would automatically switch off if for any reason there was a problem. Mark Evans (BT) said that an electrical test is undertaken every 5 years in the exchange so they would have the certificates and this includes the phone box. Marcus would not recommend an earthing stake being put in as too close to the exchange with all the underground cables. Cllr Bolt asked if we could have an email confirmation that the installation is correctly installed from the exchange to the box. Cllr Carter said an email from Mark Evans would confirm the meeting on the 1<sup>st</sup> March and that all is compliant. All Councillors agreed that they were happy with this.</p>

	<p>Warbstow and Trelash are different because they are further away from the exchange. Cllr Hutchinson would like to thank Marcus Bulman and Mark Evans for their time and help with this matter Cllr Hutchinson will email BT for confirmation of this in writing.</p>
<p><b>10. Correspondence</b></p> <p>Request for Grant – Scouts Hut Jacobstow</p> <p>Dry Stone Wall</p>	<p>The Parish Council discussed this and unanimously agreed that this is a really good course, something worthwhile for the children and would like to fully support it. The Parish Council agreed to donate £500. Cllr Hutchinson to look into whether we could use the CIL. Cllr Bolt and Cllr Ireland requested that we look at donating again in the future if more funds are needed.</p> <p>A resident has asked the Parish Council if they have any objections to him changing his front wall of the property to a dry stone wall. The current wall is in poor condition and needs to be completely replaced. The Parish Council did not have any objections but advised that the resident contacts Highways for clarification.</p>
<p><b>11. Follow Up Items</b></p>	
<p>a. Road Surface – Canworthy Water and Warbstow</p>	<p>Cllr Luckwell reported that the road patching didn't happen prior to Christmas but it has been completed in the past week. This is only a temporary solution and Cllr Luckwell has contacted Oliver Jones to ask if they will prioritise a more permanent project in the new financial year. Cllr Hutchinson thanked Cllr Luckwell for his help on this matter.</p>
<p>b. Treneglos</p>	<p>No more information at present.</p>
<p><b>12.</b></p>	<p><b>Meeting finished at 8.21pm.</b>  <b>Next meeting 13<sup>th</sup> April 2021 @ 7.30pm</b>  <b>Annual Meeting – 18<sup>th</sup> May 2021 @ 7.30pm</b></p>

Approval of Minutes:  Date: 13 April '21