

**WARBSTOW PARISH COUNCIL
MEETING
4th August 2020
7.30PM
CANWORTHY WATER SUNDAY SCHOOL**

<p>1. Present</p>	<p>Present: Lynette Hutchinson (Chair) Jan Carter (Vice Chair) Lesley Bain (Clerk) Terry Luckwell Trevor Shute Roger Bolt</p> <p>Apologies: David Uglow Barry Jordan</p>
<p>2. Risk Assessment</p>	<p>Cllr Hutchinson thanked everyone for their attendance. Cllr Shute and Cllr Hutchinson have both produced risk assessments for the hall and for the meeting. Cllr Hutchinson reported that CALC do not recommend holding meetings at the moment unless it is absolutely necessary. It is essential for our Parish as we are unable to hold online meetings at present.</p>
<p>3. Declaration of Interests</p>	<p>None</p>
<p>4. Councillors Dispensations</p>	<p>None</p>
<p>5. Signing of the minutes from the last meeting on the 4th February & 3rd March 2020</p>	<p>No changes Agreed by all Latest unsigned minutes to be placed on the notice board after a meeting</p>
<p>6. Finance Accounts Reconciliation</p>	<p>Councillor Hutchinson reported that the bank balance is £14,230.69. There is a cheque for £273.21 that is still to clear.</p> <p>Income from Precept - £14,31.47 plus grant BT £47.02 Equitix Solar £1,401.19 Community Chest £245</p> <p>Community funding spent so far is £8,315.47, leaving a balance of £6,835.72.</p> <p>Cllr Hutchinson talked through the proposed budget for 2020/21. Everyone was in agreement.</p> <p>Cllr Hutchinson talked through all the financial year end paperwork. Everyone was in agreement for this to be signed by Cllr Hutchinson and the Clerk. The Clerk will post all the financial documentation on the website on Friday 21st August 2020.</p>

	<p>The Audit was once again undertaken by Dan Statton. He completed a very thorough audit and he didn't come back with any additional recommendations, therefore the Parish Council are following all the guidelines. Cllr Hutchinson thanked Dan Statton for all his work on the audit.</p> <p>Cheques to be written: Church Payments – Warbstow, Canworthy Water and Bethel - £125 each Hall Payments 2019/20 - £80 All in agreement to pay Warbstow News - £50 Clerk salary Cllr Hutchinson (reimbursement) Domain - £19.38 / Ink cartridges - £32 CALC Payment – Previously agreed by email to pay £274.21</p>
7. Mission	<p>Cllr Hutchinson reported that we haven't received any update from the solicitor. We have 4 outstanding invoices and Cllr Hutchinson has emailed Cornwall Council to clarify if we are responsible for these as we understood the money had already been paid to Cornwall Council by Peter Jeffs. They confirmed that yes these invoices are our responsibility and they are due for payment by the 7th August. Cllr Hutchinson reported that the invoices total up to £650.76 and we have already paid £47. Peter Jeffs stated that he has already agreed a contract where he would pay in advance and if any additional sums were payable they would contact him first. (He stated that this had previously happened and Cornwall Council admitted it was a mistake on their part.) Peter Jeffs doesn't believe this money is outstanding and he will contact them again regarding this.</p> <p>Peter Jeffs was under the impression that he was waiting for the Parish to sign documentation. Cllr Hutchinson stated that everything had gone back to the solicitors and we haven't received any correspondence since then. Peter Jeffs will contact his solicitor for an update.</p>
8. Planning	<p>The only planning application received has been for the Canworthy Water hall extension. All in agreement.</p>
9. Correspondence	<p>Cllr Hutchinson received an email from a resident regarding sweeping of the bus stop and the removal of plants. The resident also wanted to cut the grass. There has since been a disagreement with neighbours and the resident has changed her mind about undertaking this work regarding the plant pots and sweeping of the bus stop. Oliver Jones stated that Cornwall Council owns the land however they are quite happy for residents to cut the grass area. It was agreed by all that these disagreements are not a Parish Council issue. The planters are not owned by the Parish and should be taken away. A notice will be placed on the notice board asking for the owner to remove the planters, if however no-one claims them they will be removed after 14 days by the Parish Council. Agreed by all.</p> <p>A meeting was held at Warbstow School with Warbstow Hub and the Headmaster along with residents that he felt should be there, to discuss possible development plans. One which included placing a playground on school grounds next to Carnak house. The residents complained at the time and since about the positioning of this play area and the potential problems. Warbstow Parish Council were not involved in this meeting and still hold ongoing correspondence with Warbstow School. The loss of any car parking spaces will once again add to congestion for all residents living near to the school.</p>

10. Follow Up Items	
a. Defibrillators	<p>A spike is needed for the electrics at Warbstow. Mountjoy electricians have been instructed to undertake this work as soon as possible.</p> <p>A Defibrillator sign is needed for the Warbstow phone box. All in agreement</p> <p>The Warbstow defibrillator was recently requested by paramedics but it wasn't actually used demonstrating just how vital this equipment is to have in our parish.</p>
b. Notice Board	<p>It was agreed that the Trelash notice board needs repairing rather than a replacement. Cllr Carter reported that the perspex and corkboard need replacing and the notice board needs repainting</p> <p>The Warbstow notice board will however need replacing. The Clerk will get quotes for a board with public access. All agreed</p>
c. Website	Cllr Hutchinson would like our website promoted more. Posters will be placed in the notice boards with the website and contact details.
d. Risk Assessment	The Clerk will post the Warbstow Parish Council risk assessment on the website.
11. Any other business	
a. Trelash Postbox	Cllr Bolt reported that the Postbox in Trelash was damaged and then removed about 3 months ago. The Clerk will contact Royal Mail for an update on the replacement.
b. Road Surface	<p>Cllr Bolt reported that the road by Anneth Cor-Yn had previously been resurfaced. There has caused problems with water and silt running down into the property.</p> <p>The Clerk will contact Highways regarding this.</p>
c. Dog Fouling	<p>Cllr Luckwell had received 2 complaints that dog bags had been left on a wall. He emailed everyone on the Neighbourhood Watch and it hasn't happened since.</p> <p>Cllr Carter reported that there has also been a lot of dog fouling in Trelash. The Clerk will enquire about dog fouling signs.</p>
d. Signs	<p>Cllr Luckwell reported that the following signs have been erected:</p> <ul style="list-style-type: none"> ● A new Canworthy Water sign ● A new 30mph sign. ● Repeater signs ● Slow sign by the bridge. ● Hazard sign that was knocked down in November has been replaced.
	<p>Meeting finished at 9.05pm. Next meeting 6th Oct @ 7.30pm</p> <p>Future Meetings 1st December 2020, 2nd February 2021</p>

Approval of Minutes:  Date: 6th Oct 2020