

WARBSTOW PARISH COUNCIL
MEETING
7th February 2023
7PM
CANWORTHY WATER SUNDAY SCHOOL

1. Present	<p>Present: Lynette Hutchinson (Chair) Terry Luckwell (Vice) Lesley Bain (Clerk) Trevor Shute Andy Ireland Roy Barton Jon Short Dean Wheable - Arrival 7.06pm</p> <p>In attendance: Members of the public</p> <p>Apologies Cllr Barry Jordan</p>	
	Cllr Hutchinson welcomed everyone to the meeting.	
2. Declarations of Interests	None	
3. Councillor dispensations	None	
4. Signing of the minutes from the last meeting on the 6 th December	All in agreement. Latest unsigned minutes to be placed on the notice board after a meeting. Any necessary changes will be agreed at the next meeting.	
5. Council Update	None	
6. Planning Uploaded Planning Applications Planning Appeal Decision PA21/11107	None The appeal is allowed	
7. Finance		
a. Accounts Reconciliation	<p>Cllr Hutchinson reported the opening bank balance - £14,258.48</p> <p>Expenditure - £386.58 Income - £50.00 Closing balance as of 31st January 2023 - £13,921.90</p> <p>Reconciliation balance - £13,921.90</p>	

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b. Bank signatory updates	Cllr Ireland and Cllr Wheable have completed their forms. Cllr Short to complete his tomorrow. Cllr Barton is still awaiting the email from the bank.	
Cheques	<p>c. Clerks salary</p> <p>d. Downinney Parish Green – Cutting payment (£132)</p> <p>e. WDN Grant Payment (2 of 2 £50)</p>	
<p>8. Kings Coronation – Warbstow Parish Community Event</p> <p>a. Risk Assessment update</p> <p>b. Hire of Venue - £62.50</p> <p>c. Bouncy Castle - £145</p>	<p>Plans are well underway for this event and two meetings have already taken place.</p> <p>Warbstow Community Hub Committee are looking for volunteers and hope to have the following members: 2 from Warbstow District News, 2 from the Parish Council, 2 from the church and 2 residents.</p> <p>Cllr Hutchinson has added ‘Organised events’ to the Warbstow Parish Council Risk Assessment. All agreed to the update. It has been confirmed by Zurich Insurance that we are insured for events like this, however it states that Warbstow Parish Council are in full control of what is happening at the events, and they are risk assessed.</p> <p>Cllr Wheable stated that there would be a lot of work involved with a risk assessment for a large community event and it would take about 2 days to complete. He is happy to assist with the Risk Assessment After discussions, Cllr Hutchinson confirmed she will pursue the risk assessment further to see who is able to do the risk assessment. She will look to obtain a template for this kind of event and liaise with Cllr Wheable, also Ray Haynes and Gerry Brown from the Community Hub.</p> <p>The list of events from the Community Hub is only a guideline and could be reduced.</p> <p>The Community Hub will purchase equipment and the larger items will be covered by the Parish Council insurance policy and recorded on the assets register. Zurich have given an estimate of £70 - £100 however they would need to know the exact items and purchase price for an accurate quote.</p> <p>All in agreement to insure these items. Proposed Cllr Wheable , seconded Cllr Ireland</p> <p>The venue has been booked for Friday 5th May to Sunday 7th May. All in agreement for the Parish to pay for the venue hire. Proposed Cllr Wheable, seconded Cllr Shute</p> <p>The Parish Council will pay for the Bouncy Castle and payment is due the day before. They will provide a copy of their risk assessment. All in agreement. Proposed Cllr Wheable, seconded Cllr Luckwell</p>	

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<p>d. Brass Band - £80</p>	<p>The Parish Council will pay for the Brass band which has been booked and they will invoice the Parish Council directly. All in agreement Proposed Cllr Short, seconded Cllr Ireland</p> <p>All invoices must be addressed to the Warbstow Parish Council</p>	
<p>9. Community Centre</p> <p>Warm Up Hub success and Diocese Grant</p> <p>Community Request of PC TV licence £159 (annual)</p> <p>Portable TV stand £159.99</p>	<p>The Warm-up Hub is held every week from 1pm to 4pm and has proved to be very popular with 38 people attending this week. It's a social event for the whole community to come together. The Warm-up Hub will now continue until the end of May.</p> <p>The Warm-up Hub has received a grant of £4,150. The event is insured through the church and the volunteers are at the moment covered, by Aspire public liability.</p> <p>Cllr Jordon also donated a grant of £250 from his Community Funding for the Community Hub. Ray Haynes and Gerry Brown have completed a Lottery Grant application for £7,000, the outcome of which could take 3 months.</p> <p>Cllr Barton suggested having a page on the website for community support for residents who may need assistance.</p> <p>A TV has been purchased and it is requested that the Parish Council purchase the TV licence annually at a cost of £159 All in agreement Proposed Cllr Barton, seconded Cllr Luckwell Cllr Hutchinson to arrange the licence and send the cheque</p> <p>All in agreement to purchase the portable TV stand at £159.99. Proposed Cllr Ireland, seconded Cllr Shute Cllr Ireland to look into purchasing the item from Amazon.</p> <p>It is hoped that expenditure on future events will be covered by each event.</p>	
<p>10. Community Network Panel Meeting</p>	<p>Public Transport – It was discussed that there is not enough public transport in North Cornwall. It was also reported that school buses had been late / not running but this was possibly due to the poor weather.</p> <p>Community Area Partnerships – Cllr Hutchinson reported that these areas will be much larger and Warbstow could possibly move into Bude or Wadebridge.</p> <p>Mayor for Cornwall – There is a public consultation online which closes on the 17th February. It is more beneficial for Councillors to respond individually than as a Parish Council.</p> <p>The next meeting is virtual and will be held at the end of February.</p>	

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<p>11. Trelash Salt Bins update</p>	<p>Cllr Jordan had emailed to confirm that a salt bin would need to be purchased by the Parish Council. Cllr Short suggested that Highways deliver a bag, rather than purchasing a bin. The clerk to contact Highways.</p> <p>Cllr Hutchinson reported that Warbstow used to have a salt bin, located outside the community centre, however it has now been moved into the school playground. The clerk to contact Highways to confirm if this is a community salt bin or owned by the school.</p>	<p>LB</p>
<p>12. Follow up items a. Bench Memorial Plaques</p>	<p>Carried forward</p>	
<p>13.</p>	<p>Meeting finished at 2033pm. Next Meeting – 4th April @ 7.30pm</p>	

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