


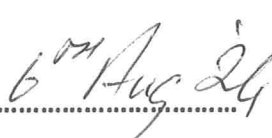
**WARBSTOW PARISH COUNCIL
MEETING
17th June 2024
7.30PM
CANWORTHY WATER SUNDAY SCHOOL**

	<p>Present: Lynette Hutchinson (Chair) Terry Luckwell (Vice) Lesley Bain (Clerk) Roy Barton Trevor Shute Andy Ireland Jon Short</p> <p>In attendance: Cllr Jordan Members of the public</p> <p>Apologies</p>	
1. Public Question Time		
2. Apologies and welcome	Cllr Hutchinson welcomed everyone to the meeting.	
3. Declarations of Interests	None	
4. Councillor dispensations	None	
5. Signing of the minutes from the last meeting on the 9 th April and 14 th May 2024	Latest unsigned minutes to be placed on the notice board after a meeting. Any necessary changes will be agreed at the next meeting.	
6. Council and CAPS Update	<p>Cllr Hutchinson reported that Cllr Jordan remains Chair of the North Cornwall Community Area Partnership (CAP) and Nikki Chopak as Vice Chair.</p> <p>NCCAP (North Cornwall Community Area Partnership) meeting reported the new waste collections will come into effect in this area from October / November 2024. for further information go to cornwall.gov.uk/waste changes.</p> <p>Speed Watch - Anyone who is currently trained are required to read the insurance documentation online and confirm with Cllr Jordan that they have read and understood this.</p> <p>Suicide Awareness Training - Anyone can undertake this training and vulnerable people can then ask for your help. This is an Orange Badge Scheme, where wearing of the badge will confirm training. If anyone is interested in undertaking this training, then Cllr Jordan will send the online link.</p>	

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	<p>Cllr Jordan reported that he had driven from Trelash to Otterham Mill and the road surface is appalling, this has been already reported by Cllr Short and Cllr Jordan.</p> <p>Cllr Ireland asked about the cameras that had appeared around the Parish. Apparently, Highways installed these cameras to monitor the vehicles and their speed over a period.</p>	
7. Planning	N/A	
8. Finance		
a. Accounts Reconciliation	<p>Cllr Hutchinson reported that the Accounts Reconciliation is:</p> <p>Opening bank balance 2024/25 - £11,740.95 Expenditure - £568.49 Income - £2,429.40 Closing balance as of 31st May 2024 statement - £13,601.86</p> <p>Uncleared Cheques - £0</p> <p>Reconciliation balance - £13,601.86</p> <p>Precept Balance £2,108.58, Community Funding £4,878.28, CIL £6,615</p>	
b. Audit Papers 2023/24	<p>The internal audit was undertaken by Sian Courtney who completed a thorough audit.</p> <p>Cllr Hutchinson talked through all the audit paperwork and explained the differences in income and expenditure from the previous year.</p> <p>Everyone was in agreement for the forms to be signed by Cllr Hutchinson and the minute reference entered by the Clerk. Cllr Hutchinson to scan the Certificate of Exemption to the external auditors.</p> <p>Proposed Cllr Barton, seconded Cllr Luckwell</p>	
c. Public notification dates	<p>The public notice will be put up on the Parish Notice Boards on Thursday 20th June. The display dates are Friday 21st June – Thursday 1st August.</p> <p>Public notice and Exemption Certificate will be displayed on the notice boards and all audit paperwork posted on the website.</p> <p>All in agreement.</p>	
d. Accounting Statements 2023/24	<p>Everyone was in agreement for this to be signed by Cllr Hutchinson.</p> <p>Proposed Cllr Luckwell , seconded Cllr Ireland</p>	
e. Certificate of Exemption 2023/24	<p>Everyone was in agreement for this to be signed by Cllr Hutchinson.</p> <p>Proposed Cllr Luckwell, seconded Cllr Ireland</p>	
f. Annual Governance Statement 2023/24	<p>Everyone was in agreement for this to be signed by Cllr Hutchinson and the Clerk.</p> <p>Proposed Cllr Luckwell, seconded Cllr Ireland</p>	

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<p>Cheques</p>	<p>g. Clerks salary h. Internal Audit payment - £100 i. Three Church Graveyard payments - £150 each j. Defibrillator Batteries (TL) £19</p> <p>Cllr Hutchinson will remove Cllr Wheable as a signatory on the bank account.</p> <p>Proposed Cllr Hutchinson, seconded Cllr Barton</p>	
<p>9. Mission House – Water Supply</p>	<p>Cllr Hutchinson reported that Cornwall Council Legal cannot represent the Parish Council due to staff shortages, however they did recommend 2 legal firms, Foot Anstey and Stephens Scown in Truro or we could contact a local solicitor. Warbstow Parish Council will not be paying any fees and this needs to be clear from the start.</p> <p>The councillors discussed this and were all in agreement for Cllr Hutchinson to contact the legal firms that were suggested by Cornwall Council Legal. Cllr Hutchinson proposed that when action was required, she would contact Councillors via email to get their response. All in Agreement</p> <p>Proposed Cllr Hutchinson, seconded Cllr Luckwell</p>	
<p>10. D-Day 6th June – Beacon</p>	<p>Cllr Hutchinson thanked Paul and Roger Vosper for the use of their field and for building the Beacon, they both worked really hard on making this an enjoyable event. There were about 90 people in attendance. Many thanks also to Audrey and Ian Atkin, Helen and Graham Jeffs and Roger Hutchinson for decorating the lane and for their help in making this event a success.</p> <p>Many thanks to everyone who contributed towards the bonfire.</p>	
<p>11. Councillor Vacancy</p>	<p>The notice has been advertised with Cornwall Council and is now completed. The Parish Council can now advertise this on the notice boards and on the website.</p> <p>Closing date 26th July Co-Option 6th August at the Parish Meeting</p>	
<p>12. Defibrillator – Warrant Options</p>	<p>Cllr Hutchinson received an email stating that a defibrillator was running out of warranty. There were 3 options to choose from:</p> <ul style="list-style-type: none"> • Rent • Trade in the current one and receive a discount - £845 + VAT • Purchase a new one - £935 + VAT <p>It transpires that the defibrillator is still in warranty until February 2025. Cllr Hutchinson stated that the rental option would not work as it has to be locked in a cabinet. All in agreement to purchase a new one when necessary. The clerk to add this to the December agenda.</p>	
<p>13. Correspondence</p>	<p>None</p>	
<p>14. Parish Speed Control – Trelash and Fonston</p>	<p>Cllr Hutchinson has emailed Oliver Jones and Highways regarding the posts entering Canworthy Water from Jacobstow and Warbstow from Fonston being situated under the trees. She also emailed requesting information regarding new village signs for Lane End and Trelash but has not received any response. She will chase this up.</p> <p>Cllr Barton will follow up on the procedures regarding reducing the speed in Trelash and Lane End and contact Oliver Jones.</p>	

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[Handwritten Signature]
6th Aug 24

<p>15. Follow up items</p> <p>a. Camelford Surgery Feedback</p> <p>b. Canworthy – Solar Farm</p> <p>c. Polling Districts</p> <p>d. Trelash Footpath update</p> <p>e. Potholes – Trelash</p> <p>f. Parking on the Pavement - Knapmedown</p>	<p>Cllr Ireland reported that several patients have informed him that there is still a considerable time to wait for test results or repeat prescriptions from Camelford.</p> <p>There have been no updates on the Solar Farm. Cllr Jordan confirmed that it had not been included in last week’s strategic planning meeting and the next strategic planning meeting is August.</p> <p>Cllr Hutchinson emailed Cornwall Council, before general election date had been announced, regarding the polling station allocations. A response was received to say that they were aware several residents had complained about having to go further afield to vote. More information should be available before the next Parish Meeting.</p> <p>Cllr Hutchinson reported Footpath No. 6 (Part The Barn Trelash) has now been officially redirected.</p> <p>Cllr Jordan and Cllr Short have reported this.</p> <p>Cllr Hutchinson reported that parking is still happening at the corner of Knapmedown. We can place plants there, but the Parish Council would have to be responsible for them and it would be quite a few planters. Cllr Hutchinson has agreed to monitor the situation.</p>	
<p>16.</p>	<p>Meeting finished at 9.05pm. Next Meeting 6th August 2024 @ 7.30pm</p>	

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