



DRAFT MINUTES – NOT RATIFIED UNTIL SIGNED BY THE CHAIRMAN

MINUTES OF THE ANNUAL MEETING OF BUDOCK PARISH COUNCIL, HELD AT BUDOCK VILLAGE HALL, ON MONDAY 18th MAY 2015

PRESENT: Cllrs Bennett, Mrs Clark, Fairbank, Gibson, Hart, Heritage and Mrs Perham.

IN ATTENDANCE: Mrs Lois Iddon, Clerk.

Safety procedures were explained.

15-23. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies received and accepted from Cllrs Bastin (sick), Geraty and Hennell (holiday).

15-24 TO ELECT A CHAIRMAN FOR THE YEAR 2015/16

It was proposed by Cllr Mrs Clark and seconded by Cllr Hart and:

RESOLVED that Cllr Fairbank is elected Chairman for the year 2015/2016.

On a vote being taken this was unanimously agreed.

Cllr Fairbank signed the declaration of acceptance of office.

15-25 TO ELECT A VICE CHAIRMAN FOR THE YEAR 2015/16

It was proposed by Cllr Fairbank and seconded by Cllr Mrs Clark and:

RESOLVED that Cllr Hart is elected Vice Chairman for the year 2015/2016.

On a vote being taken this was unanimously agreed.

15-26 TO CONSIDER APPOINTING PORTFOLIO HOLDERS FOR THE YEAR 2015/16

After discussion it was proposed by Cllr Fairbank and seconded by Cllr Hart and:

RESOLVED not to appoint Portfolio Holders for the year 2015-2016.

On a vote being taken this was unanimously agreed.

15-27 MEMBERS TO DECLARE ANY DISCLOSABLE PECUNIARY AND NON REGISTERABLE INTERESTS AND ANY GIFTS OR HOSPITALITY OVER £25

There were none declared.

15-28 TO APPROVE REQUESTS FOR DISPENSATIONS FROM MEMBERS

There were no requests made.

15-29 TO RECEIVE A REPORT FROM THE CORNWALL COUNCIL WARD MEMBER

At the recent by-election Cllr Bastin was elected as our new Divisional Councillor. He had sent his apologies for being unable to attend this meeting due to sickness. He asked it to be passed on that the 'Case for Cornwall' will be producing a consultation document shortly, and that everyone can give their views on it. His current concerns relating to Budock parish

are the planning application regarding a new cemetery and the latest pre-application that has been submitted by Midas; both concern areas around Pool Field.

15-30 TO RECEIVE A REPORT FROM THE POLICE

Due to reorganisation the PCSO covering Budock parish is now PCSO Ashley Fuller. He has sent an e-mail of introduction that has been forwarded to Councillors. In future we will not receive Police reports as such, but will be given an indication of crime trends in the Falmouth/Penryn area as a whole. Information relating to individual parishes can be found on the web site www.police.uk. The Clerk reported that the only information current to Budock was that there have been numerous complaints regarding youths gathering and being anti-social in the Playing Field. The Police neighbourhood team has responded to this by carrying out extra foot patrols in the area.

15-31 PUBLIC PARTICIPATION

There were no members of the public present at this meeting.

15-32 TO RECEIVE AND APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 27th APRIL 2015, AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Fairbank and seconded by Cllr Heritage and:

RESOLVED that the minutes of the Council Meeting held on the 27th April 2015 are received and approved.

On a vote being taken this was approved with one abstention.

15-33 TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA

The following matter had arisen:-

- Clerk thanked those Councillors who have submitted alternative e-mail addresses for publication. It will be assumed that if no others are received before the next meeting, that personal e-mail addresses will be used.
- A reminder has been sent regarding the outstanding repair works needed in relation to footpaths. Reply received saying that with regard to the damaged signs/posts, they wait until they have several to do in the same area. If stile not repaired very soon, will chase up again.
- Clerk has it in hand to send letters out to the residents living in the vicinity of the red phone box on Kergilliack Road, to gauge their opinion on it being adopted by the Council.
- Some research has been done regarding a suitable Voice Recorder for the Council. Advice has been received that the most suitable for our needs should have the option of a recording sensitivity suitable for 'Meeting' or 'Conference'. This will be looked into further.

15-34 TO RECEIVE AND APPROVE THE COUNCIL'S 'STATEMENT OF INTERNAL CONTROL' FOR THE YEAR 2014/15

At the recent Internal Audit it came to light that the Council did not have a current 'Statement of Internal Control'. With advice from the Auditor one has now been produced.

It was proposed by Cllr Fairbank and seconded by Cllr Hart and:

RESOLVED that the Council's 'Statement of Internal Control' for 2014/15 is received and approved.

On a vote being taken this was approved unanimously.

The Clerk will forward the Statement to the Internal Auditor for information.

15-35 TO CONSIDER AND APPROVE INSURANCE RENEWAL PAYMENT

It was proposed by Cllr Gibson and seconded by Cllr Bennett and:

RESOLVED that the Insurance Renewal payment of £602.88p is paid.

On a vote being taken this was approved unanimously.

15-36 TO RECEIVE THE INTERNAL AUDIT REPORT 2014-15 AND APPROVE PAYMENT OF AUDIT FEE

The Clerk read out the Internal Auditor's report.

It was proposed by Cllr Fairbank and seconded by Cllr Hart and:

RESOLVED that the audit fee payment of £175.00 be approved.

On a vote being taken this was agreed unanimously.

15-37 TO RECEIVE CORRESPONDENCE AND AGREE RESPONSES

The following Correspondence was received:-

- E-mail from Walker Developments inviting the Council to attend a joint meeting with themselves and Penryn Town Council to discuss the setup of the body to manage and maintain the woodlands and open spaces that are being 'gifted' in relation to the College Valley development. – *Agreed Budock Councillors will attend this.*
- DVLA will be abolishing the paper part of the driving licence from 8th June 2015 – *Cllrs informed.*
- Next Community Network Meeting taking place on June 2nd – *not yet sure who will be attending.*
- CPRE update on their challenge to Cornwall's housing numbers in the Local Plan – *Cllrs informed.*
- E-mail received from Foresight Construction requesting to attend a meeting to discuss plans they are producing to convert an old farm building into accommodation – *after discussion with the Chairman they have been invited to the next Planning Meeting to make a brief presentation in the Public Participation part of the agenda.*

15-38 REPORTS FROM COMMITTEES AND REPRESENTATIVES

- i) **Footpaths & Rights of Way** – Cllr Perham stated that she had been studying the Countryside Access comments on the plans for the Kergilliack site. These plans being discussed at a separate meeting.
- ii) **Budock Village Hall** – AGM taking place on 19th May 2015. A Section 133 claim will then be submitted in relation to a percentage of the kitchen flat roof repairs and for the total of the asbestos management survey.
- iii) **Treverva Village Hall** – An asbestos check has been carried out on their building and it has been found to be clear. The Management Committee will e-mail the Clerk confirming this. A Quiz is planned to take place at the end of June.
- iv) **Playing Field** – A meeting is taking place in early June to discuss the future of the Playing Field and its management.
- v) **Over 60's Club** – Next outing is to Brixham on June 2nd. 16 of the members are also joining a coach trip to the Royal Cornwall Show.

15-39 TO RECEIVE STATEMENTS OF PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS SINCE THE LAST MEETING

These were received.

15-40 TO APPROVE THE PAYMENT OF ACCOUNTS FOR THE MONTH OF MAY 2015

It was proposed by Cllr Gibson and seconded by Cllr Heritage and:

RESOLVED that accounts totalling **£1,317.05** for the month of May 2015, are approved for payment.

On a vote being taken this was approved unanimously.

15-41 COUNCILLORS' AND CLERK'S ITEMS - including Agenda items for next meeting.

Agenda items for the next meeting will include:

- Resolving the issue of the Village Christmas Tree and the responsibilities relating to it.
- Funding in relation to work being carried out on Budock Village Hall.
- Agreeing the members of the Staffing Committee for the 2015/16 year.

15-42 DATE AND TIME OF NEXT MEETING

This will be held at 7.30pm, on Monday 29th June, at Treverva Village Hall.

There being no further business the meeting closed at 8.27pm.

Signed: 29th June 2015
Chairman