

Landewednack Parish Council

Minutes of the Landewednack Parish Council Meeting held on Wednesday 5th May 2021 online by Zoom and by telephone access

Present: Cllrs V Parker (Chair), R Wheeler, S Wheeler, B Kessell, M Baxter, R Paxford

In Attendance: The Clerk (H Singleton), Cllr C Rule.

The Chair thanked Councillors for attending this Extraordinary meeting and thanked The Clerk for the extra work required to prepare the meeting.

- 21/22- 31 To receive and accept apologies:**
No apologies had been received.
- 21/22- 32 To receive Declarations of Interest:**
Cllrs R Wheeler & S Wheeler declared personal interests in The Green.
- 21/22- 33 Public Participation:**
There were no members of the Public Present
- 21/22- 34 Landewednack Parish Council (LPC) Minutes Thursday 8th April 2021:**
It was **resolved** to approve and sign the Minutes as a correct record (Proposed Cllr M Baxter).
- 21/22- 35 Memorial Bench:**
Councillors were given a verbal description of the bench and requested a picture and further information to better understand the type of bench to enable them to comment upon the suggested location. Picture to be requested.
- 21/22- 36 Internal Auditors Report:** To receive.
It was **resolved** to receive and note the Internal Auditors Report. (proposed Cllr V Parker).
- 21/22- 37 Annual Governance Statement 2020/21:** To complete
It was resolved to approve the completed Annual Governance Statement. (Proposed Cllr V Parker)
- 21/22- 38 Accounting Statements 2020/21:** To approve
It was resolved to approve the Accounting Statements 2020/21. (Proposed Cllr V Parker)
- 21/22- 39 Annual Accounts 2020/21:** To approve
It was resolved to approve the Annual Accounts 2020/21. (Proposed Cllr V Parker)
- 21/22- 40 Finance:** It was **resolved** to note the following receipts: (Proposed Cllr S Wheeler)
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|----------------------------|-----------|
| Cemetery Fees | £ 180.00 |
| Openreach Wayleave payment | £2,040.27 |
| VAT reclaim | £3,631.11 |
- 21/22- 41 Finance:** The following payments were **approved:** (Proposed Cllr M Baxter)
- | | | |
|----------------|------------------|----------------------------------|
| Cllr R Wheeler | Office expenses | £15.30 & £3.23 |
| Cllr R Wheeler | Mileage expenses | £18.00 |
| Clerk | Office supplies | £75.47 |
| Clerk | Postage | £10.62 & ongoing office expenses |
| Cllr V Parker | Zoom – May | £14.39 |

Signed.....Date.....

Landewednack Parish Council

Clerk	Zoom – June	£14.39 & ongoing invoices as required
Front Yard Co.	Cycle Racks	£506.00 & cost of fitting
British Gas	Closing invoice	£5.35
EDF	Electricity	£22.00 & ongoing invoices (contractual)
Churchill	Legionella Services	£25.39 & ongoing invoices (contractual)
Biffa	Waste Collection Services	£61.87 & ongoing invoices (contractual)
SWW	Water services	£ as billed by metered supply (contractual).
E&J Johns	Toilet caretaking April 2021	£625.60 (contractual)
SLS	Toilet Supplies	£96.79 & ongoing invoices as billed
New cleaners	Toilets - as appointed	£ as billed (contractual)
M Legge	Defibrillator Maintenance (April)	£20 & ongoing invoices (contractual)
Clerk	Mobile phone June	£10 and ongoing invoices
Clerk	Mileage to/from int. auditors x 2	£18.00
Cornwall Legal	Legal Fees March	£671.63 & ongoing invoices (contractual)
Clerk	Salary May	£675.93 (contractual)
HMRC	May	£175.66 (contractual)
Clerk	Salary June	£585.69 & subsequent months (contractual)
HMRC	June and subsequent months	£139.80 (contractual)
Macleod & Tonkin	Internal Audit	£144.00
R Sanders	Grass cutting	£1,188.33, £402 & ongoing invoices (contractual).
RRMC	defibrillator GPS tracker	£49.99 p.a. as directed by RRMC
Peninsula Signs	Fingerpost arm repair	£114.00 & cost of new signage as invoiced
ICO	Data Protection Licence	£40.00
RRMC	Replacement defibrillator pads	As necessary to maintain service

All ongoing payments to protect the Council's business obligations and liabilities until such time as Landewednack Parish Council becomes quorate. (all details to be recorded and ratified at first quorate meeting)

- 21/22- 42** **Delegated Authority:** Insufficient nominations have been made for Landewednack Parish Council to hold quorate meetings following the Parish Council elections. Cornwall Council has advised that the election will be re-run. Timescale currently not known.

It was **Resolved** for Landewednack Parish Council to adopt a broad power of delegation to The Clerk under LGA 1972 s 101(1)(a), The Clerk will work with the Councillors who have been elected unopposed. To take effect from 10th May 2021. Such power to remain in place until such time as the Council is quorate. (proposed Cllr M Baxter)

- 21/22- 43** **The Toilets:**
The Public Toilets are currently closed. It is hoped that this is a temporary measure. Notifications of interest have now been received from several parties, and a decision will be taken by 10th May 2021.

Concern was expressed at the costs of maintaining the toilets and the need to comply with Covid requirements. The Parish Council will approach local traders for contributions towards the costs of running the toilets if suitable caretakers are engaged to mitigate some of the costs.

- 21/22- 44** **Notification to Parishioners of re-run of election:**
It was **Resolved** to inform the parishioners via the Noticeboard, Social Media and a leaflet drop to the whole village to ensure full coverage, and to encourage parishioners to put themselves forwards for this layer of democratically elected local government. (proposed Cllr S Wheeler)

- 21/22- 45** **Correspondence:** To respond to the correspondence list circulated by The Clerk:

Signed.....Date.....

Landewednack Parish Council

1. Operation London Bridge and Operation Menai Bridge – It was **Resolved** to subscribe to the Vision ICT service to set up an appropriate page of respect on the Parish Council website in the event of the death of HRH The Queen or HRH Prince Charles for the payment of £35 plus VAT each. (proposed Cllr V Parker).
2. Cormac Works – It was **noted** that Cormac would be building the Landewednack Parc footpath from 10th May to 18th May and undertaking patching and kerb works at The Square from 19th May to 21st May. Cormac has asked that the area in The Square be cordoned off overnight on 17th May to ensure their access on 18th May 2021.
3. Concert on The Green – The Parish Council has been advised that the organisers of the previously agreed community activities on The Green are taking out public liability insurance for their events. The Parish Council will request sight of the policy schedule.
4. Application PA21/03852 – Cllrs had not had sufficient notice to determine a response to this application. It will be publicised via social media. Due to the Council becoming inquorate it will not be possible to present a formal consultee response, however, the elected councillors will make informal comment by response.
5. Landewednack Parish Council Insurance Policy Insurance papers and quotations from alternate providers - This is due for renewal on 1st July 2021. Research is underway to secure cover from that date onwards. Cllrs agreed that the delegated authority would apply to the process for arranging the new policy.
6. Mudcrew has advised LPC that their planned event will go ahead on Sunday 30th May 2021, starting from Tregullas Farm.
7. Endurance Life has advised LPC that their planned event will go ahead on Saturday 22nd May 2021, starting from Lizard Point.
8. A Member of the Public has written to the Parish Council expressing their thanks for the new life Ring at Church Cove, which was installed after their initial suggestion early in 2020. 'Please pass on my appreciation to the Councillors...'

21/22- 46

Items for the next Agenda:

It was **noted** that this meeting will be inquorate so no action can be voted upon. The purpose of that meeting will be to formally record the inquorate state.

21/22- 47

**Date and Time of next Parish Council Meeting:
Thursday 13th May 2021 at 7.30 p.m.**

It was **noted** that the current legislation permitting online meetings is due to expire on 6th May 2021. Details regarding the venue of the next meeting will be issued when available.

Part II

In accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act of 1960 the Press and the Public will be excluded from the meeting when the Council considers legal advice from the Council's solicitors and discusses contracts.

Signed.....Date.....