

# Landewednack Parish Council

## Minutes of the Landewednack Parish Council Meeting held on Thursday 11<sup>th</sup> June 2020 online and by telephone access

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

**In Attendance:** The Clerk (Mrs H Singleton) and Cllr C Rule

**20/21 - 1** **Remote Meetings:** To note the supplementary Standing Orders under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

It was **resolved** to adopt supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings, and this lasts until May 7th, 2021 or the repeal of legislation whichever is the earlier. (Proposed Cllr Parker).

**20/21 - 2** **To receive and accept apologies:**

It was **resolved** to receive and accept apologies from Cllr M Pascoe. (Proposed Cllr Parker).

**20/21 - 3** **To receive Declarations of Interest:** To **receive** declarations of personal interest and disclosable pecuniary interest in respect of items of this agenda

none received

**20/21 - 4** **Public Participation:** To **receive** public comment on items on the agenda. A maximum of ten minutes is allowed for this item

No members of the public were present

**20/21 - 5** **Landewednack Parish Council Minutes 12<sup>th</sup> March 2020:**

To **approve and sign** the minutes as a correct record.

It was **resolved** to approve and sign the minutes as a correct record. (Proposed Cllr Parker).

**20/21 - 6** **Cllr C Rule (Cornwall Council):** To receive a report from Cllr Rule

Cllr Rule reported upon the availability of the Emergency Covid 19 Fund, and the re-introduction of RNLI lifeguards at Poldhu from 13th June and beach wardens at Kennack and Polurrian Beaches. Cllr Rule offered her input for the meeting on any items where she could be of help.

**20/21 - 7** **Cornwall Council: Planning Applications:** Cornwall Council had asked for comments on the following application: -

**Application:** PA20/03952

**Proposal:** Conversion of storage buildings to provide extension to existing converted barn.

**Location:** Tregaminion Barn Cross Common The Lizard TR12 7PF

**Applicant:** Mr Luke Donovan

It was **resolved** to support this application (Proposed Cllr R Wheeler)

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

## Landewednack Parish Council

- 20/21 - 8**      **Delegated Authority:** To ratify the Delegated Authority adopted 28<sup>th</sup> March by all Councillors by email.  
It was **resolved** to ratify the Delegated Authority. (Proposed Cllr Parker)
- 20/21 - 9**      **Delegated Authority:** To note actions taken under Delegated Authority. A copy will be posted onto the Parish Council website.  
It was **resolved** to note actions taken under Delegated Authority. (Proposed Cllr Parker)
- 20/21 - 10**     **Delegated Authority - Expenditure:** To note expenditure of £7,493.12 under Delegated Authority. A copy will be posted onto the Parish Council website.  
It was **resolved** to note expenditure under Delegated Authority. (Proposed Cllr Parker)
- 20/21 - 11**     **Delegated Authority – Income:** To note income received of £21,898.91 during Delegated Authority. A copy will be posted onto the Parish Council website  
It was **resolved** to note income received during Delegated Authority. (Proposed Cllr Parker)
- 20/21 - 12**     **Asset Management & Finance Committee:** To sign minutes of meeting held on 31<sup>st</sup> October 2019, approved 14<sup>th</sup> November 2019, for the record.  
It was **resolved** to sign the copy of these minutes. (Proposed Cllr R Wheeler)
- 20/21 - 13**     **Internal Auditors Report 2019/20:** To receive  
It was **resolved** to receive and note the Internal Auditor’s Report. (Proposed Cllr Parker)
- 20/21 - 14**     **Annual Governance Statement 2019/20:** To complete  
It was **resolved** to approve the completed Annual Governance Statement. (Proposed Cllr Parker)
- 20/21 - 15**     **Accounting Statements 2019/20:** To approve  
It was **resolved** to approve the Accounting Statements 2019/20. (Proposed Cllr Parker)
- 20/21 - 16**     **Annual Accounts 2019/20:** To approve  
It was **resolved** to approve Annual Accounts 2019/20. (Proposed Cllr Parker)
- 20/21 - 17**     **Asset Management & Finance Committee:** To receive the meeting notes from an informal discussion held online during lockdown. A copy will be posted onto the Parish Council Website.  
It was **resolved** to note the contents of the meeting notes and act accordingly. (Proposed Cllr Parker)
- 20/21 - 18**     **Updated Financial Statement:** To receive a statement of current balances  
Current Bank Account Balances as at 31<sup>st</sup> May 2020:  
**Lloyds Bank:      £40,574.11**  
**NatWest Bank:    £16,983.15**  
It was **resolved** to note the current bank account balances as at 31<sup>st</sup> May 2020. (Proposed Cllr Parker)
- 20/21 - 19**     **Budget 20/21:** To consider making revision to the budget that was approved on Thursday 14<sup>th</sup> November 2019 in view of the impact of the Coronavirus pandemic.

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

## Landewednack Parish Council

It was **noted** that a large proportion – well over 50% - of the Parish Council's income is reliant upon The Green and Toilets donations received from the public. With the current Covid 19 Pandemic, the anticipated income will likely not be received in the current year.

It was **resolved** to continue to curtail all unnecessary expenditure and to keep the budget under constant review. (Proposed Cllr Parker).

**20/21 - 20      The Toilets:** Cllrs to consider action required re management of the toilets.

Drainage repairs await formal sign off. Councillors have received representations from Parishioners both in favour of and against re-opening the toilets. Councillors recognised that having no toilet available presents a potential public health issue. Extra costs will be incurred to implement the required cleaning regime as per received guidelines. The cleaning contractor is responsible for risk assessment and is being provided with access to the guidance issued by Cornwall Council by the Parish Council. The Clerk will attend a webinar facilitated by Cornwall Council on Monday 15<sup>th</sup> June and will report back from that webinar.

It was **resolved** to open the disabled toilet only as soon as is reasonably possible, and to keep the situation under review. (Proposed Cllr Parker).

**20/21 - 21      Finance and Payment of Accounts:**

The following payments were **approved**:

Zurich Municipal	LPC renewal premium	1,108.25
HMRC	PAYE June	112.20
Clerk	Salary June	474.88
SLS	Toilet cleaning PPE supplies -part order	101.30

**20/21- 22      Roads and Footpaths in the Village:**

Cllr R Wheeler reported that the Chapel Lane works had been completed and that Cormac had re-seeded the land. Spoil from other works is being deposited on the land and removed every other day.

**20/21 - 23      Police Report:** The Clerk to report.

The Clerk reported that there had been two reported crimes in the Parish in March and one in April.

**20/21 - 24      Correspondence:** To respond to the correspondence list circulated by The Clerk.

Coastline re Parc an Ithan property	This property is now available on the open market.
Post received from the previous Clerk after request from the Chair	After a request from the Chair the previous Clerk forwarded a tranche of post received to the Clerk. An audit on bills paid and due had been conducted and outstanding payments had been made. Overpayments had also been identified and credit notes obtained where appropriate.
Helford River Sailing Trust request for donations	This request had been delayed (see above). The Clerk will write to HRT explaining the Council's current financial situation and that this request will be reviewed later in the year.
iLCA Evaluation and Certificate	The Clerk has achieved the iLCA qualification and will apply to take the CiLCA qualification as soon as the compulsory introduction has been enabled and completed online.

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

## Landewednack Parish Council

This is to ensure that the Parish Council retains the General Power of Competence before it expires in May 2021.

Mullion Surgery - Practice Manager  
In response to correspondence from the Clerk offering help and assistance as may be required in response to the Covid 19 situation.

Raising the issue of the Lizard surgery lease.  
Records now being consulted.

Highways Department re application for funding of Cross Common footpath

Previously submitted November 2019 but not progressed.  
Request for photographs – Cllr Baxter to forward to Clerk.

NS&I change of address form (requested March 2019 receive June)

Form for completion and return

Information Commissioners Office renewal request.

Completed online and new certificate received

Police & Crime Commissioners Office Councillor Advocate Scheme

Councillor applicants invited

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### Items for the Next Agenda:

#### Co-option of Councillors:

Interest has been expressed from members of the public.

Not permitted under delegated authority – to now be re-advertised on noticeboard, website, and Facebook page.

#### Landewednack Parc Land

#### The Green

#### Cross Common Footpath Grant application

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**Date and Time of next Parish Council Meeting:** July 9<sup>th</sup>, 2020 at 7.30 pm

Members of the public are welcome to attend. Joining instructions will be available by emailing The Clerk on [clerk@landewednackparishcouncil.org.uk](mailto:clerk@landewednackparishcouncil.org.uk) or by telephone: 07852 535689

## 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**

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