

**Draft Minutes of the Altarnun Parish Council Monthly Meeting**  
**7.00pm, Wednesday, 5<sup>th</sup> June 2019 in Altarnun Village Hall.**

**ALTARNUN PARISH COUNCIL - ANNUAL GENERAL MEETING:**

The Parish Clerk read out the 2018/19 Annual Report and presented the 2018/19 Financial Report. (See separate report). The Clerk said that parish assets, grounds and budget had been tightly managed through the year with expenditure running under budget enabling funds to be built up for the proposed new public toilet block in Altarnun. Records will be available for a limited time for public inspection via the Clerk who could be contacted on 01566 86582 or by email at [clerk2altarnunpc@btinternet.com](mailto:clerk2altarnunpc@btinternet.com). The Clerk said that the Parish Council received a successful external audit of the 2017/18 accounts. It produced a viable budget for 2018/19 in line with CC guidelines built on an annual precept award of £9,000 and CTS grant of £275. Expenditure was deliberately contained through the year with surplus funds & a grant of £500 from the CC community chest fund directed towards the new toilet block fund. The Parish Current Account stood at £2,136.27 and Reserve funds at £25,037.72 at 31<sup>st</sup> March 2019 including £12.57 interest. The bulk of Parish expenditure in 2018/19, some 39.11% (£4,955) went on parish grounds & asset maintenance; fees and administration charges accounted for a further 28.53% (£3,615) & donations for 5.35% (£677) of the available budget funds. The balancing £3,422 - 27.01% was directed to the reserve fund. The external audit of the 2018/19 accounts will be submitted in line with revised audit regulations in late June - July 2019. The provisional budget for 2019/20 was set in December 2018 in line with guidelines from Cornwall Council with an increase of £5000 sought in the Parish Precept to cover the future operational running costs of the new toilet block and the proposed community library & defibrillator in the old BT phone boxes at Altarnun & Five Lanes, acquired by the parish in 2018. The application has been approved and funds have now been received for the current year (2019/2020). The provisional budget had been updated to reflect this and will be authorised at the June 2019 meeting. Copies of the Report and the financial report were then formally ratified with Councillor Richards proposing ratification which was seconded by Councillor Baker-Pannell. The Clerk advised the meeting that preparations for the internal & external audits had begun and public notices & paperwork will be issued later in the month and the audit submissions authorised at the July meeting. After review, questions and answers the Clerk confirmed her retirement and thanked the Councillors for their support over the last ten years. The APC expressed the Council's appreciation for the contribution made by the Clerk over the last ten years. The Meeting closed at 7.25pm.

**ALTARNUN PARISH COUNCIL - MONTHLY MEETING for June 2019:**

**Attendance:** Councillors C Dowler, C Bloomfield, D Branch, M McCallum, L Baker-Pannell & C Richards; Parish handyman P Smart; Cornwall Councillor A. Parsons and one resident from Bolventor.

**Apologies:** Councillors T Hoskin, N Jasper, J Kendall, P Smith & W Smith.

**Public Representation:** Nil.

**CC Briefing:** Cornwall Councillor Parsons reprised highlights from the previous month advising that Cornwall Council had issued an open invitation to all residents, community groups and local businesses to submit comments on the Government Boundary Review. He asked the Parish Council to ensure their submission met the deadline of 17<sup>th</sup> July 2019 and asked that they encourage the community to participate too. The Clerk was asked to highlight this in the monthly report for the TrePolPen. Councillor Parsons then advised that the Space Agency had named Newquay Airport as the home of the proposed UK Space Launch site. There was a lively debate about the level of investment, potential income generation & job creation and possible impact upon recently announced climate change goals. In response to feedback from Mr Smart, Mr Parsons said he would chase up action on the reported fly tipping at Five Lanes

**Standing Orders:** Noted, no changes.

**Minutes:** The minutes of 8<sup>th</sup> May 2019 meeting were approved by all and signed by the Chair.

**Planning:** The APC considered planning application **PA19/03144** & Listed Building Consent application **PA19/03145** for proposed change of use of barns into two dwellings at Old Hay, Vean, Altarnun by Mr S Medlicott and subject to the conditions raised by other professional consultees being adopted, raised **NO OBJECTION**.

**Matters Arising:**

**Maintenance:** Grass cutting continued. The LMP Phase 1 work had been completed. Planned work in Cemetery including new fencing & hedge-trimming had been completed. The Councillors approved planned improvements including moving the water butt and introducing a green waste bin. There was another discussion about the poor state of the old Chapel graveyard & building. There was a lengthy debate about the increase in dog fouling especially at Five Lanes & on the Village green, despite the increase in dog waste bins which were being well used. He was asked to post more public warning notices & install another bin by the Five Lane Bus Stop. Further to last month's meeting & in response to concerns being raised by Councillors & residents alike, the Clerk said that Mr Smart had been asked to prepare quotes for solutions aimed at protecting the village green from further vehicular damage. These will be considered in July. The APC then discussed local resident complaints/concerns about the detrimental effect of the derelict condition of empty properties - Havenlea & Merlin Cottage - on Altarnun residents & visitors. The Clerk and Cllr Parsons were asked to investigate what can be done to improve the condition of the buildings, possibly using the abandoned building policies of Cornwall Council.

**Projects:**

**\*\* WC Block** – The APC were disappointed that work had appeared to have stopped. The Chair & Clerk were chasing Mr Smith, The Council then discussed their desire to link the official opening of the new toilets block with the Fun on the Green Festivities in July. After a brief discussion the Clerk confirmed that the quote for a commercial cleaning contract for the toilets would be considered at the next meeting. Cllr Bloomfield reminded the APC of the potential to earn revenue from advertising in the block.

**\*\* Phone Boxes** – Cllr McCallum was authorised to pursue the provision of a battery-operated defibrillator at the Five Lanes bus stop with the Community Heartbeat Trust. An unlocked box costs £1525, a locked box cost £1775. Prices will include training, signage & publicity, SW Ambulance support, theft & liability insurance for 10 years. The Council opted for an unlocked box. New batteries cost approximately £200. The anticipated life was 5-6 years. Community volunteers will be needed for the scheme to succeed. All Councillors & the Clerk were asked to stimulate interest in/support for the creation of the support team. Anyone interested in applying for training and membership of the support team should contact Cllr McCallum or the Parish Clerk or write their name and contact details upon the Defibrillator Team Application form in the village Post Office in Rose Hill, Altarnun.

**\*\* Replacement of Parish Clerk** – The Clerk updated the APC saying three applications had been received to date.

**\*\* Highways Matters:** The Councillors discussed current road repairs maintenance and drainage issues. It noted complaints that the work had regrettably impacted intermittently on local businesses & residents. The Chair said that the repairs were much needed & the finished resurfacing had been long awaited. It will benefit all users & the community in the end. The Clerk was asked to write to Diocese & St Nonna's PCC to ask them to cut back the overgrown hedgerow in the lane at the empty vicarage.

#### **Finance**

The APC were advised that NW current account balance stood at **£23,310.84** on **31<sup>st</sup> May 2019**. The **Bank of Scotland** account had been closed, following a payment of £125.00 for reputational damage & £72.35 for expenses. The final balance was £236.29 but only £206.29 appeared to have been paid into the current account with Natwest and the Clerk was investigating why.

The following payments were approved:

- *Smart Bros - £685.54 for grass cutting & general maintenance in May.*
- *Smart Bros - £660.00 for phase 1 LMP.*
- *AAV Services - £35 for grass cutting at Bolventor in May.*
- *Clerk for Office Expenses Q4/19/19 & Q1 19/20 - £144.84.*
- *Safeguard ICT (via Clerk) for on-line transfer - £131.00.*

The Clerk ran through timeline for the internal & external audits through late June/July. She also stressed that the updated final budget for 2019/20 mentioned earlier would need very careful management by the new Clerk & APC. Figures included the higher precept payment but there would be a step change in spend with the projects coming on stream and the new Clerk taking their pay. The APC noted the advice and thanked the Clerk for her effort in producing a viable budget.

**Correspondence:** The Clerk reprised correspondence circulated prior to the meeting & the basis of the input to the CC Consultative exercise agreed. Cllr Branch agreed to attend the Launceston Community Network meeting in June.

#### **AOB: Nil**

**Date of Next Meeting:** The next monthly meeting will be on Wednesday, 3<sup>rd</sup> July 2019 at 7.30pm in Altarnun Village Hall.

Residents are welcome to attend.

Meeting ended at 9.00pm.