

Altarnun Annual Parish Meeting 2021 -2022

Draft Minutes of the Annual **Altarnun Parish Meeting** held at Altarnun Village Hall, Wednesday 4th May 2022 which commenced at 7.30pm.

Attendance: Cllr Dowler (Chair), Cornwall Cllr Parsons, Cllr Branch, Cllr Coles, Cllr Green, Cllr Anderson & Cllr Bloomfield. **Also present:** Mr R Turner – Parish Clerk & seven members of the public.

1/22 The Altarnun Annual Parish Council report was delivered. To be published at altarnunparish.co.uk

2/22 The Altarnun Ward Councillors report was delivered. To be published at altarnunparish.co.uk

3/22 Reports from other parish organisations delivered: 1st Altarnun Brownies, Bolventor Church Yard Trust, Altarnun Twinning Assn, Altarnun Walkers, Altarnun Local History Society, Tre Pol Pen- Altarnun Parish News & Altarnun Village Hall. All to be published at altarnunparish.co.uk

4/22 Date of next years Annual Parish Meeting confirmed as Wed 3rd May 2023.

Cllr Dowler closed the meeting at 8.20 pm and thanked those present for their attendance.

Altarnun Parish Council "RO AN HAL"

Draft Minutes of the **Annual Meeting of Altarnun Parish Council (APC)** held at Altarnun Village Hall, Wednesday 4th May 2022 which commenced 5 minutes after the conclusion of the Annual Parish Meeting.

APC members present Cllr Dowler (Chair), Cllr Branch, Cllr Coles, Cllr Green, Cllr Anderson & Cllr Bloomfield. **Also present:** Cornwall Cllr Parsons, Mr R Turner – Parish Clerk & three members of the public.

67/22 Election of Chair. After an invitation for members to stand for election only Cllr Dowler accepted and in open voting, received 5 votes and was elected chair for 12 months and signed the Chairmans Declaration of Acceptance of Office.

68/22 Appointment of vice chair and any councillor administration roles.

Cllr Bloomfield was appointed vice chair and Cllr Branch was appointed finance verification officer.

69/22 Members apologies for absence.

Apologies received from Cllr Vickery, Cllr W Smith, Cllr Wendon, Cllr Kendall & Cllr P Smith.

70/22 Members Declaration of Interest and requests for dispensations.

None received relating to the evenings business. The clerk advised that Cllr Andersons' Register of Interests had been published on the Altarnun Parish Council website and sent to Cornwall Council prior to the meeting.

71/22 Members of the public and Ward Councillor's invitation to address the meeting. No one addressed the meeting.

72/22 To approve the minutes of the APC Council meeting held on 6th April 2022

The clerk advised that draft minutes had been amended to note Cllr P Smith being absent from the meeting of 6th April 2022.

It was proposed by Cllr Green, seconded by Cllr Bloomfield, then **resolved** that the minutes of the APC meeting held on 6th April 2022 were now correctly recorded and that they be signed by the Chair. Cllr Dowler signed the minutes.

73/22 Matters arising from minutes of APC Annual Council meeting 6th April 2022 and not included in this agenda.

There were no matters arising.

74/22 Finance Matters:

RFO Report

-Precept 2022/23 A from Cornwall Council £7000 received 11.4.2022

-Council Tax Support grant 2022/23A £57.98 received 11.4.2008

-Community Infrastructure Levy Grant £6697.66 received 21.4.2022 re PA19/01386, PA21/09513 & PA20/03712

-Cemetery fee £130 received 21.4.2022

-Bus shelter grant £3000 received 3.5.2022

-Bolventor bus shelter insured for impact risks only. No addition premium payable for 2021/22 policy year.

-APC bank balance as at 30.4.2022 £43727.60 credit.

Accounts payable

-ACE Shelters £4194 (VAT £699) bus shelter, Bolventor. Chq 1330 (funded by Cornwall Council grant £3k Community Infrastructure Levy reserve £495)

-PCC of Altarnun £130 donation Chq 1331 (funded by Council Tax Support reserve)

-Safeguard ICT £13 web domain name fee chq 1332

-Mrs L Coles £160 internal audit fee Chq 1333

-1st Altarnun Brownies £150 Jubilee donation Chq 1334.

-Cornwall ALC Limited £36 (VAT £6) Clerks Training Chq 1335

-AAV Services £40 Grass cutting Chq 1336

-Smart Brothers £554.63 maintenance, asset repair & grass cutting Chq 1337

Cllr Dowler proposed to raise payment for these eight items, Cllr Anderson seconded, it was **resolved** to pay these accounts. Cllr Dowler signed the schedule of payments

75/22 To resolve to approve APC Annual Governance Statement 2021/22

Cllr Coles proposed to approve the statement as presented, Cllr Green seconded, **and it was resolved to approve the statement.** Cllr Dowler & the clerk signed and dated the statement.

76/22 To resolve to approve APC Annual Accounting Statement 2021/22

Cllr Coles proposed to approve the statement as presented, Cllr Green seconded, **and it was resolved to approve the statement.** Cllr Dowler signed and dated the statement, which had been pre signed and dated by the Clerk/RFO on 19th April 2022.

77/22 To advise Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return (AGAR) 2021/22, commencement and ending dates.

The clerk advised that the commencement date will be 13.6.2022 & ending 22.7.2022. The unaudited AGAR will be published in due course.

78/22 Review inventory of land and assets including buildings and office equipment including confirmation of arrangements for insurance cover in respect of all insured risks.

Reviewed and inventory of assets are up to date correct, insurable risks and sums insured are adequate.

79/22 Review of APC and staff subscriptions to other bodies, the council's complaints procedure, the council's procedures for handling requests made under the Freedom of Information Act 2000, the Data Protection Act 2018 and undertake a review of APC governance documents published on the councils web site.

All reviewed and no changes required. 2 annual subscriptions only, Cornwall Assn of Local Councils & Information Commissioners Office and all noted procedures and policies are in place, up to date and no changes required, although Cllr Anderson queried the clarity of the initial point of contact in the Complaints Procedure document. The clerk explained that the adopted policy was a model document and would undertake a review on this detail and deliver a full and complete answer at the next meeting

80/22 Planning Applications: No applications were received for comment prior to the evening of the meeting.

81/22 Planning Decisions: The following applications were reported as approved: PA21/11193, PA22//02072.

82/22 Pre-App Planning: Any cases notified prior to meeting, but for information only. No cases were pre notified.

83/22 Openreach Broadband – Trewint project.

The clerk reported on correspondence received but no actions could be taken, or decisions made.

84/22 Queens Platinum Jubilee and associated donations requested.

Cllr Branch reported from the meeting of community organisations held 11th April 2022. Altarnun Primary School have requested partial support for a garden party to be held Friday 27th May 2022 open to all. After debate Cllr Dowler proposed that APC donate £75 for the garden party, raising chq no. 1338 for this amount, and also allocate up to £350 for all primary and preschool children (believed to be iro 75no. max) in the parish to receive a commemorative 75th Jubilee coin and provide prizes for children's events associated with the Jubilee celebrations. Cllr Branch seconded and it was **resolved** that a maximum donation to Altarnun Primary School & preschool will be £425.

85/22 Highways.

-Re minute 61/22 the clerk confirmed a letter had been sent to National Highways and a response is awaited.

-Cllrs discussed a request from a member of the public to consider and investigate the possibility of speed controls at the northern entrance to Tregirls Lane. Cllr Dowler proposed a site visit be arranged with Cornwall Council Highways, Cllr Bloomfield seconded, and it was **resolved** to arrange the site visit as soon as possible.

86/22 Bolventor Churchyard

A representative of the PCC of Altarnun attended and advised that decisions regarding the future upkeep of the graveyard and the continuation of Bolventor Church Yard Trust as the overseeing entity will have to be made with reference to the Archdeacon of Cornwall. It was also advised that the Trust is well financed with a cash holding iro £5k. The PCC promised to keep APC informed.

87/22 Parish Cemetery

The clerk advised that the annual Altarnun Parish Cemetery inspection was completed 1st April 2022 and signed off by the Chair with no immediate risks identified. Small remedial works to pathways are required and will be completed in the periodic course of maintenance.

After brief discussion, Cllr Bloomfield proposed that the clerk put the tarmac resurfacing of the driveway out to tender to a minimum of three contractors, Cllr Green seconded and the clerk undertook to commence the tendering process, subject to specification of a base and topcoat. In closing the debate it was recommended that the clerk advise the neighbouring property owners of the councils intentions should, it be agreed at a future meeting, the works go ahead.

88/22 Correspondence – for information only

-Acknowledgement from National Highways dated 26.4.2022 of receipt of letter from APC.

-Acknowledgement from Nat West Bank dated 4.5.2022 re signing mandate change to include Cllr Vickery.

-Community Link Officer re Launceston Town Band Project.

-Confirmation from Community Insurance dated 27.4.2022 that Bolventor bus shelter placed on risk

-St Austell China Clay Restoration & Tipping Strategy dated 27.4.2022

-Various CALC, NALC & Cornwall Council briefings

89/22 Advise date & confirm venue of the Annual Council Meeting, being 1st June 2022 at 7.30pm, Bolventor Reading Room.

Cllr Dowler closed the meeting at 9.55pm