

Altarnun Annual Parish Meeting 2024

DRAFT Minutes of the Annual **Altarnun Parish Meeting** held at Altarnun Village Hall, Wednesday 8th May 2024 which commenced at 7.30pm.

Attendance: Cllr Dowler (Chair), Cornwall Cllr Parsons, Cllr Branch, Cllr Bloomfield, Cllr Halls, Cllr Pannell & Cllr Wendon. **Also present:** Eleven members of the public and Parish Clerk – Mr R Turner.

1/24 Reports from other parish organisations delivered were: Altarnun Knit & Natter, Altarnun Chatterbox, Altarnun Craft & Produce Market, Altarnun Community Lunches, Penpont Players, Friends of Altarnun School, Altarnun Short Mat Bowls Group, Altarnun Bell Ringers, Altarnun Table Tennis Club, Altarnun Twinning Assn, Altarnun Walkers, Altarnun Local History Society, Tre Pol Pen- Altarnun Parish News, Altarnun Brownies, Moorland Art Group, Altarnun Village Show, Fun on the Green, Altarnun Fun Fortnight, Altarnun Christmas Lights, Plusha Junction Action Group, D-Day 80th Anniversary Remembrance Group, Altarnun Parish Church, Altarnun Church Hall, Nonnas Crafters & Altarnun Village Hall. All published at altarnunparish.co.uk.

2/24 The Altarnun Ward Councillors report was delivered. Is published at altarnunparish.co.uk.

3/24 The Altarnun Annual Parish Council report was delivered. Is published at altarnunparish.co.uk.

4/24 Date of next year's Annual Parish Meeting was announced and is expected to be Wed 7th May 2025.

Cllr Dowler closed the meeting at 8.54 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 8th May 2024 which commenced 5 minutes after the conclusion of the Annual Parish Meeting.

APC members present Cllr Dowler (Chair), Cllr Bloomfield, Cllr Branch, Cllr Pannell, Cllr Wendon & Cllr Halls. **Also present:** Mr R Turner – Parish Clerk & three members of the public.

63/24 Election of Chair. After an invitation for members to stand for election only Cllr Dowler accepted and in open voting, received 5 votes and elected chair for 12 months and signed the Chairmans Declaration of Acceptance of Office dated 8.5.2024.

64/24 Election of vice chair and councillor administration roles.

After an invitation for members to stand for election only Cllr Bloomfield accepted and in open voting, received 5 votes and elected vice chair for 12 months. Cllr Branch was appointed finance verification officer.

65/24 Members apologies for absence. Apologies received from Cornwall Cllr Parsons, Cllr Masters, Cllr Smith, Cllr Kendall, Cllr Vickery & Cllr Pooley.

66/24 Members Declaration of Interest and requests for dispensations. None received relating to the evenings business.

67/24 Members of the public and Ward Councillor's invitation to address the meeting.

Member of the public put forward a complaint about continued disintegration of the road between Tregirls and Eastmoor Gate. Member of the public made comment relating to the inherent issues with styles and topography making the parish footpath sometimes difficult to navigate.

68/27 To approve the minutes of the APC Council meeting held on 3rd April 2024

It was proposed by Cllr Bloomfield, seconded by Cllr Dowler, then **resolved** that the minutes of the APC meeting held on 3rd April 2024 were correctly recorded and that they be signed by the Chair. Cllr Dowler signed the minutes.

69/24 Matters arising from minutes of APC Annual Council meeting 3rd April 2024 and not included in this agenda.

Further to 60/24 the clerk undertook to report footpath network defects identified after recent cut to Countryside Access team at Cornwall Council.

70/24 Finance Matters. RFO Report:

-Internal audit completed 21.4.2024. No issues or concerns.

-Credit received from Cornwall Council 8.4.2024, 2024A Precept £7000.

-Credit bank interest received 30.4.2024 2024 £31.78.

-Bank balance as at close 30.4.2024 £34561.31 credit.

Accounts payable:

-Safeguard ICT Ltd – Web site domain name £14.94. Chq1444

-Penon Water Services – Toilets water bill £15.16. Chq 1445

-Corserve Solutions Limited – Toilet consumables Q1 2024 £113.22. Chq 1446

-HMRC – Clerk Apr May 2024 £177.02. Chq 1447

-Clerk salary Apr May 2024 £696.90. Chq 1448

-Payline – payroll services 2023-24 £99. Chq 1449

-L Coles – Internal audit fee 2023-24 £180.00. Chq 1450

-Smart Brothers £1658.81. Altarnun general maintenance & grass cuts £673.81 & Bolventor £130. Footpath cut £850. Chq1451

-Corserve Solutions Limited – Toilet Cleaning 2024/25. £7012.48. Chq 1452

Cllr Branch proposed to raise payment for these 3 items, Cllr Pannell seconded, it was **resolved** to pay these accounts. Cllr Dowler signed the schedule of payments.

71/24 To resolve to approve APC Annual Governance Statement 2023/24.

Details circulated to APC members prior to this meeting and published with the agenda. Cllr Wendon proposed to approve the statement, Cllr Halls seconded, and it was **resolved** to approve the statement. The Chair and clerk signed the statement.

72/24 To resolve to approve APC Annual Accounting Statement 2023/24.

Details circulated to APC members prior to this meeting and published with the agenda. Cllr Pannell proposed to approve the statement, Cllr Wendon seconded, and it was **resolved** to approve the statement. The Chair signed the statement that had been signed by the clerk prior to the meeting.

73/24 To advise Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return for 2023/24 commencement and ending dates. The clerk advised dates as being 1.7.2024 until 9.8.2024 and confirmed they will be published on the APC website.

74/24 To record and agree the report of any conflict of Interest with BDO LLP (2023/24 external auditors for APC).

No members had reported a conflict of interest, and the clerk undertook to report accordingly.

75/24 Review inventory of land and assets including buildings and office equipment including confirmation of arrangements for insurance cover in respect of all insured risks.

The RFO confirmed that the asset register had been circulated to all APC members prior to the meeting and included the title numbers of all land under the councils ownership that has been registered at HMLR or was in course of registration. Also that the insurance policy covering buildings and office equipment had been circulated to APC members prior to the meeting. The policy confirms the insured risks are adequate.

76/24 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, including APC Risk Management Policy and Risk Register. Review and adoption/re adoption of appropriate standing orders and financial regulations. Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities. Review of representation on or work with external bodies and arrangements for reporting back.

The clerk advised that after review, annual subscriptions are paid for membership to Cornwall Assn of Local Councils and Information Commissioners Office. Annual payments are due for insured risks, audits, web site hosting and internet domain name fees. Also, relating to all other procedures and documents mentioned above, and as previously published on the council's web site, a review found them to be satisfactory and that no arrangements, charters or agency agreements exist with other local authorities and likewise any contributions to expenditure incurred by other local authorities. The clerk confirmed there is currently no representation on or work with external bodies.

Cllr Bloomfield proposed that following the review of the existing standing orders and financial regulations as published be re-adopted for the next 12 months or until a revision is recommended by NALC/CALC. Cllr Branch seconded and it was **resolved** to re-adopt the documents as they stand.

77/24 Planning Applications: Statutory consultee comments were requested by the LPA for:

-**PA24/02539** Proposal: 'Construction of dwelling following demolition of redundant water reservoir' without compliance of condition 2 of decision PA17/02452 dated 08/08/2017. Location: Land South of The Anchorage Altarnun. Applicant: Mr G Bloor. After discussion, clarifying the planning documents and clarifying the applicants intentions, Cllr Pannell proposed & Cllr Bloomfield seconded to approve the following consultee comment to Cornwall Council Planning & Sustainable Development Office, which was unanimously **resolved**. **'Altarnun Parish Council has no objections to this application'**.

-**PA24/02465** Proposal: Demolition of existing shower block and office/staff room, removal of external extraction plant and other equipment and erection of building to provide storage, internal plant room and office/staff room Location: Subway Altarnun Applicant: Ms T Colwill

After discussion, clarifying the planning documents and clarifying the applicants intentions, Cllr Dowler proposed & Cllr Pannell seconded to approve the following consultee comment to Cornwall Council Planning & Sustainable Development Office, which was unanimously **resolved**. **'Altarnun Parish Council supports this application'**.

-**PA24/02439** Proposal: 'Conversion of three redundant agricultural barns to live-work unit, a holiday let and ancillary games room and the restoration of an annex to the farmhouse at Higher Tregirls Farm' without compliance of condition 3 of decision E1/2009/01281 dated 21/10/2009. Location: Tredoggett Farm Altarnun Applicant: Mr and Mrs Anderson.

After discussion, clarifying the planning documents and clarifying the applicants intentions, Cllr Halls proposed & Cllr Wendon seconded to approve the following consultee comment to Cornwall Council Planning & Sustainable Development Office, which was unanimously **resolved**. **'Altarnun Parish Council supports this application'**.

- **PA24/03026** Proposal Listed Building Consent for the installation of like for like replacement windows through the house. Location Trebullom Altarnun Launceston Cornwall Applicant Peredur Trust.

After discussion, clarifying the planning documents and clarifying the applicants intentions, Cllr Dowler proposed & Cllr Bloomfield seconded to approve the following consultee comment to Cornwall Council Planning & Sustainable Development Office, which was unanimously **resolved**. **'Altarnun Parish Council has no objections to this application'**

78/24 Planning Decisions: PA24/01554, PA24/01454, PA24/01149 & PA24/02542 were reported as approved by the LPA. **PA24/01252** was reported as refused by the LPA.

For further details about any planning decision, note the application reference number and go to the Cornwall Council website <http://planning.cornwall.gov.uk/online-applications/>

79/24 Pre-Application Planning Cases: No pre application cases were reported.

80/24 Public Conveniences at Riverside. Cllr Halls advised he had received complaints that visitors to the village were making alternative arrangements, as the location of the conveniences is not clear or obvious enough. In conclusion to a full discussion

amongst councillors, the clerk undertook to contact the Cornwall Highways manager to obtain permission for the placement of visible signage allowing easy navigation to the public conveniences.

81/24 Penpont View. The clerk advised that the request for devolution of the grass cutting to APC is with Cornwall Council & a response is awaited. Councillors have noted that the estate remains blighted with dumped furniture, carpets, and broken vehicles. The clerk undertook to contact Cornwall Housing to request action is taken to tidy the site.

82/24 Correspondence – for information only.

-NALC, CALC & Cornwall Council briefings

-Cornwall Street Works – advance notice to close The Street, Altarnun 4.6.2024 08.00hrs to 17.00hrs

83/24 Advise venue, time & date of the next council meeting, expected to be at Altarnun Village Hall, Wednesday 5th June 2024 at 7.30pm.

Cllr Dowler confirmed these arrangements for the next meeting and closed the 2024 Annual Council Meeting at 10.05 pm.