

Sancreed Parish Council - Ordinary Meeting - Agenda

Website: www.sancreedparishcouncil.org - Email: sancreedparish@gmail.com -

Chairman: Stuart Thomas - Clerk: Cassandra Crisp

Venue: Mary Williams Memorial Hall, Sancreed, Penzance TR20 8QS

Date: Tuesday 18th April 2023 at 7.00pm

The councillors and public are invited to attend the above meeting.

Apologies

To accept any apologies for absence.

Minutes

To accept minutes of - Sancreed Parish Council Meeting of 21st March 2023.

Declarations of Interest

To accept any declarations of interest in accordance with the agenda.

Public Participation

To receive information and comments from the public.

Comments

To receive information and comments from:

- Chairman
- Councillor's
- Cornwall Councillor
- Clerk

Action points from previous meeting (if not covered elsewhere in Agenda)

- Jubilee trees - replacement of two trees. **Action: Paul Nicholson to purchase and plant trees.**
- Jubilee plaques – instalment of signs. **Action: Paul Nicholson to install accordingly.**

New Items for the Agenda

- Website – to receive an update
- Coronation – to receive an update

Footpaths and Highways

- Footpaths committee – to receive an update.
- Confirmation of Definitive Map Modification Order - Wildlife and Countryside Act 1981 – Section 53 - The Cornwall Council (Addition of a Bridleway together with the Upgrade of Footpath to Bridleway at Caer Bran Farm in the parish of Sancreed) Modification Order 2023 - The abovementioned Order was confirmed by Cornwall Council as an unopposed Order on 23 March 2023. As required by Schedule 15 Paragraph 11(1), (2) and (3) to the Wildlife and Countryside Act 1981 Cornwall Council hereby gives notice of the confirmation of the order.
- Faulty Newbridge VAS – to receive an update.

Planning

- Planning applications – to consider a response to consultation by the planning authority on the following planning applications and any other applications received after the publication of this agenda.
 - PA23/02294 - Proposal Conversion of Former Piggery to Form Ancillary Accommodation & Associated Works - Boslow Farmhouse Newbridge Penzance
 - PA23/01986 - Conversion of barns into four residential units - Treganhoe Farm Sancreed Penzance Cornwall TR20 8RH
- Planning decisions – to receive an update:
- Planning application received after last meeting but require comment prior this meeting.
- Any other matters concerning planning in the parish.

Policies and Procedures

Finance

To note the payments of accounts made since last but prior to this meeting:

- VAT refund – Sancreed Village Hall - £261.35

To agree the payments of accounts:

- Annual membership subscription – Cornwall ALC - £363.40
- Audit - Karen Churchward - £150.00

Confirmation of standing orders:

- Salary (Clerk) – C Crisp - £323.20

To confirm payments received:

- Precept – Cornwall Council - £3631.58

Other finance matters:

- Internal Auditor – Karen Churchward – update
- Year end accounts 31/03/2023:
 - To agree and sign the:
 - Receipts and Payments summary
 - Account reconciliation
 - Reserves statement
 - Receipts statement
 - Payment statement
 - CIL funds statement
 - Asset register
 - AGAR 2022/23 Form 2:
 - Certificate of Exemption - to agree that Sancreed Parish Council meets the criteria as set out in Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 for claiming exemption from a limited assurance review for 2022-23 and wishes to claim exemption for that year – approve and sign
 - Annual Internal Audit Report – to note to be completed by Karen Churchward
 - Annual Governance Statement – to review the effectiveness of the system of internal control (to be completed, approved and signed after the Annual Internal Audit Report has been completed by Karen Churchward)
 - Accounting Statements – to consider, approve and sign
 - Notice of the period for the exercise of public right and other information required by Regulation 15(2) Accounts and Audit Regulations 2015 – to agree the dates (as recommended by the external auditor) of 5th June to 14th July

Risk assessments / inspections

Update from Councillors.

External Meetings

Reports from external meetings attended:

- Local Council Planning Training: Climate Emergency DPD policies and planning processes = Wed 22 Mar 2023 15:30 – 17:00 – on Teams

Details of upcoming external meetings:

- 20 is plenty roll out - Mon 24 Apr 10am – 1pm – on Microsoft Teams
- Police Liaison Meeting – Tuesday 23rd May at 19:00-20:30 on Teams
- Police Liaison Meeting – Tuesday 29th August at 19:00-20:30 on Teams
- Police Liaison Meeting – Tuesday 28th November at 19:00-20:30 on Teams

Items for next meeting agenda

To agree items to be added to the next meeting agenda.

Next meeting

To confirm the time, date and venue of the next meeting - 7.00 pm on Tuesday 16th May 2023 at Sancreed Village Hall.