

St John Parish Council

DRAFT MINUTES of the St John Parish Council meeting held on Thursday 27th Sept 7.30pm at Freathy Sports and Social Club.

Those present : Mr D Richards (Chairman), Mr R Hoskin (Vice Chairman) Mrs J Hirst, Mr H Everard , Mr C Trevitt , Mr R Trick, Mrs C Allen Clerk to St John Parish Council and Mr R Horrell.

16.18 Apologies for absence.

None.

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17.18 Declarations of interest relating to items on the agenda.

None.

18.18 Minutes of the previous meeting 24th May 2018.

Approved and signed.

19.18 Matters arising from the previous meeting.

19.18 a 5.18 a 40.17 b 26.17 b 17.17 c 11.17 **St John signage.**

Cormac have erected the new signage and the invoice has been paid by St John PC.

19.18 b 5.18 b 40.17 d 26.17 e 17.17 b 8.17 d **South West Coastal footpath access.**

Cllr Hoskins confirmed that he had contacted Mr Sherwood and the priority for them at the moment is to ensure the South West footpath is open. The fencing issue is of low priority to them.

19.18 c 5.18 f 40.17 i 32.17 h **Online banking signatory.**

Cllr Everard is now registered for online access to the Parish Council Accounts.

19.18 d 5.18 f 47.17 **St John Memorial** / 9.18 d **Stained Glass Window.**

The quote to clean the memorial was deemed to be excessive by the St John Councillors, so Cllrs Richards and Everard undertook the work themselves. However on further investigation the bollards surrounding the monument had eroded, so the funds for cleaning were used to part - purchase new bollards. These bollards are to be professionally installed in the near future. The Diocese of Truro have not granted a faculty for the Parish Council to Commission and install a commemorative window in the St John Church. The funds budgeted for this project has been reallocated to replacing the bollards and completing the Memorial refurbishment project. There may be some extra costs relating to making good of the site and increased insurance costs as these bollards belong to the Parish Council.

Action: Clerk to update the Fixed Asset Register and inform Zurich Insurance.

19.18 e 10.18 **Solar Benefit funding update.** There has been no correspondence from Mrs Payne regarding the sale of the woodland in St John.

Action: Cllr Everard to follow up.

The clerk has yet to receive a formal request for the £ 2,000 donation to The Freathy Sports and Social Club.

Action: Clerk to follow up.

There may be a request from the St Johns Hall committee to fund additional works which should be paid from the Solar Benefit fund if the Committee agree.

19.18 f 13.18 a 13.18 b **Military Road update.** Military Road repairs have been completed. Cllr Trubody has not given the Council an update on the Cluster TPO which will include the Military road Clearway.

19.18 g 5.18 c 40.17 e 28.17 **Proposed Boundary Commission changes.**

The final report has been delayed.

19.18 h 12.18 Bus shelter repairs at Freathy.

The required brackets and fittings were purchased at a cost of £ 183.60 incl VAT.

Action: Cllr Hoskin to complete the required repairs.

19.18 i 11.18 Training.

Action: Clerk to book Website training and GDPR when available.

20.18 Planning.

The Planning schedule was reviewed by the members. It was noted that PA18/ 06349 had been approved since the Agenda was sent out.

Action: Clerk to update register.

A new Planning Application received PA18/ 08321 Thistledown Chalet rebuild was discussed by the members. Initially it would appear that it does not comply with the Planning restrictions stated in the Whitsand Bay Chalet Policy. Item 2.0 Clearly states No material increase in roof height, 110 % or 28 square metres of existing chalet size as of 1948. **Action:** Cllrs to look at the site / plans in further detail and make a decision on their findings.

21.18 Request to purchase of additional rubbish bin for Military Road/ Freathy fields entrance.

Mr Horrell requested that we look into this matter.

Action: Clerk to investigate and feedback to the members at the next meeting.

22.18 The Police report for May- July of local incidents was reviewed and duly noted.

23.18 Finance

23.18 a All the items listed below were approved by the Council .

Payments approved	27/9/2018	
C Allen Clerking May	100721	£128.37
Zurich Insurance	100722	£244.43
C Allen Solar meeting admin	100723	£63.87
C Allen Clerking June	100724	£135.10
J Padmore Audit	100725	£60.00
Cormac road signs	100726	£720.00
C Allen Clerking July	100727	£130.62
Bu shelters Ltd	100729	£183.60
Bus web hosting fee **	100728	£253.00
H Everard / Winkleigh timber St John memorial	100730	£1,122.00
C Allen clerking Aug	100731	£122.97
Millbrook PC NDP website fee	100732	£17.00
British Legion Poppy wreath	100734	£100.00
All Seasons Garden services	TBA	£690.00
Donation to Freathy Sports & Social club	TBA	£2,000.00
C Allen clerking Sept	100734	£122.97

BT phone box	100735	£1.00
St John village hall rent	TBA	£20.00
Freathy Hall rent	TBA	£20.00
TOTAL		£6,134.93
Clerking wages Oct- Dec 2018 *		

* Subject to approved receipts

It was agreed to pay both Hall Committees £20 per meeting as it was felt that £5 per meeting was not covering the hall costs for a 2 hour meeting.

** St John Hall are to reimburse the Parish Council for Website amendments.

£ 750 was approved to pay for a new noticeboard in Freathy field.

Action: Cllr Hoskin/ Trick and Hirst to investigate.

23.18 b Audit update.

The Annual Audit was completed . No parishioners came to view the accounts.

23.18 c Fixed Asset Report was amended.

St John Parish Council

Asset Register

as at 28th Sept 2018

Purchase
Value

Bus shelter purchased 2008	£3,363.00
Noticeboard purchased 2016	£1,075.00
Signage	£153.00
Bollards purchased 2018	£935.00
Phone box purchased 2018 (£ 1)	£2,000.00
TOTAL	£7,526

23.18 d Solar Fund Financial Report was reviewed (No change since last meeting).

23.18 e Summary Receipts and Payments Report was reviewed.

There was a discrepancy on the report.

Action: The Clerk to correct the report.

See amended report.

St John Parish Council				
RECEIPTS AND PAYMENTS 2018/19 as at 20/9/2018				
2017/18	Including Community Benefit Funding	2018/19	2018/19	
Auditted		Budget	Actual	%
£	RECEIPTS	£	£	
5,850	Brought Forward	10,821	10,821	
6,072	Precept	6,072	6,000	99
39	LMP footpath	39	0	0
67	CTS Grants	67	64	95
1,015	Website transparency funding	0	0	0
0	Donation	0	0	0
5	Interest	0	9	0
116	VAT refund	100	0	0
3,083	Community Benefit funding	3,083	0	0
10,397		£9,361	£6,073	65
	PAYMENTS			
51	VAT	100	362	362
1,567	Clerk Salary	1,440	626	44
346	Clerking expenses	300	73	24
200	Subscriptions CPD	250	164	66
762	Grass control	775	0	0
1,000	Community benefit projects and donations	7,286	0	0
	Bus shelter repair	0	153	0
20	Hall Rent	50	0	0
228	Misc	250	24	10
	Replace Road signs in St John	600	600	0
	WW1 Monument	1,000	935	0
386	Website	250	400	160
224	Election fees	0	0	0
60	Audit fee	70	60	86
100	Computer	100	0	0
150	Section 137	150	0	0
243	Insurance	260	244	94
89	Printing Postage and Stationery	130	35	27
5,426	TOTAL	£13,011	£3,677	28
4,971	Profit/ (Loss)	-£3,650	£2,396	
£10,821	Cfwd 2018/19	£7,171		
	Represented by: -			
	Deposit Account Bank statement		£7,250	
	Current Account bank statement		£3,075	
	(less O/s cheques/ O/s Income)		£2,892	
	TOTAL		£13,217	
	Community Benefit Fund		£4,204	
	Total Funds excluding CB fund		£9,013	

23.18 f Bank Reconciliation 2018/19 was reviewed and approved as 20/9/2018.

BANK RECONCILIATION	CHEQUE	Payments	Receipts	Combined
Payee and details		Dr	Cr	Bank balance
Current Account bfwd 31/3/2018				£10,820.90
C Allen Clerking April	100716	122.97		£10,697.93
Bus web hosting fee	100717	133.00		£10,564.93
Frances Carne - dog signs	100718	28.98		£10,535.95
Calc	100719	£177.19		£10,358.76
Cornwall Council	Bacs		3,000.00	£13,358.76
CTS GRANT	Bacs		31.89	£13,390.65
C Allen Printing and stationery	100720	34.22		£13,356.43
C Allen Clerking May	100721	128.37		£13,228.06
Zurich Insurance	100722	244.43		£12,983.63
C Allen Solar meeting admin	100723	63.87		£12,919.76
Interest			4.61	£12,924.37
C Allen Clerking June	100724	135.10		£12,789.27
J Padmore Audit	100725	60.00		£12,729.27
Cormac Road signs	100726	720.00		£12,009.27
C Allen Clerking July	100727	130.62		£11,878.65
Bus shelters Ltd	100729	183.60		£11,695.05
Bus Web Solutions	100728	253.00		£11,442.05
H Everard Winckleigh timber	100730	1,122.00		£10,320.05
C Allen clerking Aug	100731	122.97		£10,197.08
Millbrook PC	100732	17.00		£10,180.08
Cornwall Council	Bacs		3,000.00	£13,180.08
CTS GRANT	Bacs		31.89	£13,211.97
Interest			4.54	£13,216.51
PROFIT / LOSS		£3,677.32	£6,072.93	£2,395.61
Bank Statement 4/9/2018	Current			£3,074.75
Bank Statement 4/9/2018	Savings			£7,249.84
Uncleared cheques/ Income received				£2,891.92
TOTAL FUNDS AVAILABLE 20/9/2018				£13,216.51
Solar benefit funds available 20/9/2018				£4,203.60
PARISH COUNCIL FUNDS AVAILABLE 20/9/2018				
(Excluding Solar Community benefit fund)				£9,012.91
Highlighted items are uncleared items				

24.18 Freathy Phone box.

It was agreed to adopt the Freathy phone box with a view to the Freathy Sports and Social Club installing a Defibrillator in it for the cost of £1.

Action: Clerk to complete paperwork and advise Zurich Insurance of this purchase and update the Fixed Asset Register.

25.18 AOB.

Noise pollution from St John Inn / Camping site/ Music Sessions.

As there have been no formal complaints to the Parish Council it was agreed to monitor the situation.

26.18 Date of next meeting.

15th November 2018 at St John Village Hall 7.30pm

Meeting Closed at 9pm.