

## St John Parish Council

Minutes of St John Parish Council Meeting on Thursday 16<sup>th</sup> May 2019 at 7.25pm at St John Village Hall.

**Those present** : Mr D Richards, Mr R Hoskin, Mr R Trick, Mr C Trevitt, Mr H Everard , the Clerk to St John Parish Council Mr G Trubody and 3 Parishioners.

### **10.19 Apologies for absence.**

Mrs J Hirst.

### **11.19 Election of Chairman and Vice Chairman.**

**Cllr Richards was elected as Chairman for 2019/20.**

Proposed by Mr Hoskin, seconded by Mr Everard.

**Cllr Hoskin was elected as Vice Chairman for 2019/20.**

Proposed by Mr Trevitt, seconded by Mr Richards.

### **12.19 Declarations of interest relating to items on the agenda.**

**None.**

**13.19 Minutes of the previous meeting** 28<sup>th</sup> Feb 2019 were reviewed and approved.

### **14.19 Matters arising from the previous meeting.**

**14.19 a** 40.18 a 30.18 a 19.18 d 5.18 f 47.17 St John Memorial quote.

Mr Horrell has completed the landscaping around the Memorial for £80.

**Action:** Clerk to chase invoice.

**14.19 b** 40.18 b 19.18 i 11.18 Training.

**Action:** Cllr Richards to organise a date with Mr Graves for web training.

**14.19 c** 40.18 c 18 f 23.18 a Freathy Noticeboard. A quote for £ 950 has been approved.

**Action:** Cllr Hoskin to monitor.

**14.19 d** 40.18 d 30.18 g 24.18 Freathy Phone box. The work refurbishing this is in hand.

**Action:** Cllr Hoskin to monitor.

**14.19 e** 40.18 e 34.18 c Rame head/ NCI defibrillator. The Rame head coastguards have raised all the necessary funds for this project.

**Action:** Clerk to email Mr Morrish to see if a notice could be erected to record those that had supported this project.

**14.19 f** 40.18 f 35.18 d Drainage Issues in St John village.

**Action:** Cllr Richards to pursue this with Cormac.

**14.19 g** 40.18 h 35.19 f Freathy Grit bins. The grit bins in St John need filling as do the Freathy bins.

**Action:** Clerk to pursue this with Cornwall Council.

**14.19 h** 40.18 i 35.18 b St John Signage. Speeding and road safety is still of concern for the parishioners in St John and a deep discussion ensued regarding this issue.

Possibilities to address this issue :

- Speed Visor signs that could be leased ( £18,000 for 2 units for 4 years) or purchased ( £ 2,000). Possible cluster project.
- Additional signage to say do not follow Sat Nav.
- Additional speed humps.
- Extend the 20mph limit to outside the village build limit.
- Relocate the Village chicane/gate to outside the build limit.
- Erect signs, warning drivers of the upcoming 20mph speed limit.

Cllr Trubody advised the Council of the constraints imposed on Cornwall Council by Dept of Transport and warned about a national scheme to remove signage from roads.

**Action:** Cllrs Richards and Trubody to follow this up , with a view to organising a cluster meeting to discuss this issue and possible other road safety issues on the peninsula.

### 15.19 Correspondence.

15.19 a Email dated 27<sup>th</sup> March 2019 from M Pearn , First responders requesting financial support to purchase a lifting aid. Additional £ 1,400 required.

It was agreed to donate £ 300 towards this cause.

Proposed by Cllr Trevitt, seconded by Cllr Richards.

15.19 b Email dated 3<sup>rd</sup> April 2019 from Margaret Campbell re Freathy Bus shelter.

The shelter has been recently repaired by Cllr Hoskin, but if there is funding to replace it, the council agreed it should be investigated.

**Action:** Cllr Hoskin to follow this up.

### 16.19 The Planning report was reviewed and noted.

Planning Applications St John Parish	2019/20		Application	Application	Comments
			Validated	Approved	
PA19/00214	Sunnycroft	Freathy	27/02/2019		
PA19/01577	Cryll	Freathy	01/04/2019		
PA19/01505	Thistledome	Freathy	29/03/2019		
PA19/02554	Glen haven	Freathy	11/04/2019		
PA19/03005	St John Inn	St John	18/04/2019		
PA19/02526	Lifeguard station	Freathy	22/04/2019		
PA19/02714	Beau Vale	Freathy	08/04/2019		
Enforcement	3 Withnoe terrace				

Cornwall council have produced a guide to Cornwall Planning Application Consultations which is to be distributed to each member.

Concerns were raised from the floor about the St John Inn application, however it was agreed the Cornwall Planning process is very rigorous and would no doubt address these issues in due course.

### 17.19 Police report was reviewed and noted.

Feb 19 - 1 Incident Anti-social behaviour Military Road.

March 19 - 1 incident Sexual/Violent nature Military Road.

## 18.19 Cllr Trubody update.

**18.19 a** Cluster Road Traffic order costing £ 7,500 is in hand, the consultation begins in June, hopefully approved by September 2019. The individual parish councils may need to fund additional signage but it should be negligible in cost.

Cluster traffic Sla. The current Sla is to be withdrawn next year for economic reasons. The cluster currently has £ 1200 of funds earned as a result of this scheme.

**Action:** Cllr Trubody is to call a Cluster meeting to discuss the options.

**18.19 b** Cllr Trubody briefly explained the Tregantle car park Community scheme planned with Peninsula Trust.

**18.19 c** Cllr Trubody briefly explained the Antony Estate local plans.

**Action :** Cllr Trubody and Clerk both to invite Mr Rideout to the next St John Parish Council meeting.

**18.19 d** Cllr Trubody to talk to Mr Ridout about repairing the large rut at the pull-in at the top of Picture hill.

## Finance.

### 19.19 a. Items approved.

#### Payments approved May 2019

H Everard A to Z signage	100748	£492.00
Heartswell SW Defib	100749	£333.00
C Allen clerking Mar 19	100750	£171.65
Freathy Community	100753	£1,668.00
St John Village Hall	100752	£3,000.00
Business Web solutions	100754	£173.00
Calc	100755	£198.46
C Allen clerking April 19	100756	£154.46
Zurich Insurance	100757	£245.88
H Everard signs A-Z	100758	102.00
Torpoint first responders	100759	300.00
<b>Total</b>		<b>£6,838.45</b>
<b>Items approved awaiting quotes/ invoices</b>		
Freathy Noticeboard		£950.00
Memorial Gardening		£80.00
Clerking May- Sept		
Phone box refurbishment		£500.00

### 19.19 b. Transfer of funds approval.

Approval was given to transfer £ 4669.98 from 20-50-40 20861669 Business Savings Account ( Solar benefit fund) to 20-50-40 70861650 Business Current Account.

**19.19 c. Fixed asset register was reviewed and approved.**

<b>St John Parish Council</b>	<b>Purchase</b>
<b>Asset Register as 9th May 2019</b>	<b>Value</b>
Bus shelter purchased 2008	£3,363
Noticeboard purchased 2016	£1,075
Signage	£153
Memorial Bollards St John purchased Nov 2018	£500
Phone box Freathy purchased Nov 2018	£1,545
Grit bins x 4	£600
Signs	£492
Road cones	£21
Signs for Freathy phone box	£ 102
<b>TOTAL</b>	<b>£7,851</b>

Zurich Insurance advised of additional items, no additional premium required.

**19.19 d. VAT Claim was noted .**

£ 456.87 Vat reimbursement claim has been submitted to HMRC.

**19.19 e. Bank Reconciliation was reviewed and approved.**

<b>BANK RECONCILIATION</b>	<b>CHEQUE</b>	<b>Payments</b>	<b>Receipts</b>	<b>Combined</b>	
<b>Payee and details</b>		<b>Dr</b>	<b>Cr</b>	<b>Bank balance</b>	
Current Account bfwd 31/3/2019				£6,362.61	
St John Village Hall	100752	£3,000.00			Items not cleared in 2018-19
Cornwall Council	Bacs		3,000.00	£9,362.61	
CTS GRANT	Bacs		31.67	£9,394.28	
Business Web Solutions	100754	173.00		£9,221.28	
Calc	100755	198.46		£9,022.82	
C Allen clerking April 2019	100756	154.46		£8,868.36	
Zurich Insurance	100757	£245.88		£8,622.48	
H Everard signs A-Z	100758	102.00		£8,520.48	
Torpoint first responders	100759	300.00		£8,220.48	
				£8,220.48	
<b>PROFIT / LOSS</b>		<b>£4,173.80</b>	<b>£3,031.67</b>	<b>-£1,142.13</b>	
Bank Statement 3/5/2019	Current			£6,930.04	
Bank Statement 3/5/2019	Savings			£5,291.24	
Uncleared cheques/ Income received				-£4,000.80	
<b>TOTAL FUNDS AVAILABLE 20th May 2019</b>				<b>£8,220.48</b>	
Solar benefit funds available 20th May 2019				£621.26	
<b>PARISH COUNCIL FUNDS AVAILABLE 20th May 2019</b>					
<b>( Excluding Solar Community benefit fund)</b>				<b>£7,599.22</b>	
Highlighted items are uncleared items					

**19.19 f. 2019-2020 Payments and Receipts Management Report was reviewed and approved.**

St John Parish Council				
RECEIPTS AND PAYMENTS 2019/20 as 9th May 2019				
2018-19	Including Community Benefit Funding	2019/20	2019/20	
Unauditted		Budget	Actual	%
£	RECEIPTS	£	£	
10,821	Brought Forward	6,363	6,363	
6,000	Precept	6,072	3,000	49
0	LMP footpath	0	0	0
64	CTS Grants	67	32	47
0	Website transparency funding	0	0	0
127	Donation	0	0	0
12	Interest	0	0	0
0	VAT refund	100	0	0
3,083	Community Benefit funding	3,083	0	0
<b>9,286</b>		<b>£9,322</b>	<b>£3,032</b>	<b>33</b>
	<b>PAYMENTS</b>			
444	VAT	100	14	14
1,458	Clerk Salary	1,500	121	8
184	Clerking expenses	200	24	12
164	Subscriptions CPD	175	184	105
690	Grass control	775	0	0
6,668	Community benefit projects and donations	3,704	0	0
154	Freathy Bus shelter repair / Phone box/ Noticeboard	1,450	0	0
45	Hall Rent	80	0	0
45	Misc	250	0	0
1,010	Replace Road signs in St John	100	0	0
1,610	WW1 Monument	100	0	0
400	Website	250	173	69
60	Audit fee	70	0	0
100	Computer	100	0	0
433	Section 137	500	0	0
244	Insurance	245	246	100
35	Printing Postage and Stationery	100	9	9
<b>13,744</b>	<b>TOTAL</b>	<b>£9,699</b>	<b>£772</b>	<b>8</b>
<b>-4,458</b>	<b>Profit/ ( Loss)</b>	<b>-£377</b>	<b>£2,260</b>	
<b>£6,363</b>	<b>Cfwd 2018/19</b>	<b>£5,986</b>		
	Represented by: -			
	Deposit Account Bank statement		£5,291	
	Current Account bank statement		£6,930	
	(less O/s cheques/ O/s Income)		-£3,599	
	<b>TOTAL</b>		<b>£8,622</b>	
	<b>Community Benefit Fund</b>		<b>£621</b>	
	<b>Total Funds excluding CB fund</b>		<b>£8,001</b>	
	Prepared by			
	Caroline Allen - Responsible Financial Officer			

## 20.19 2018-19 Audit.

**20.19 a Annual Governance Statement** was reviewed and approved.

**20.19 b Certificate of Exemption** was reviewed and approved.

**20.19 c J Padmore** was approved to be appointed as Auditor.

## 21.19 Road speed training update.

Cllr Hoskin had recently attended a Road awareness and speed course put on by Cornwall Council, he fed back his training to the Councillors present.

## 22.19 Solar Community Benefit Fund report was reviewed and approved.

ST JOHN COMMUNITY FUND REPORT						
as at 9th May 2019						
		Receipts	Payments	St John	Freathy	Total
18/01/2018	British Renewables Community Fund	£3,083				£0
13/10/2018	Freathy Defibrillator		£2,000		£2,000	£2,000
11/01/2019	British Renewables Community Fund	£3,083				£0
11/01/2019	Interest	£3				£0
25/03/2019	Freathy Fire eq and noticeboard		£1,668		£1,668	£1,668
25/03/2019	St John Village Hall		£3,000	£3,000		£3,000
	<b>Funds unspent</b>	<b>£621.26</b>		<b>£622</b>	<b>£0</b>	

## 23.19 AOB

St John Phone box needs repainting.

**Action:** Clerk to pursue with Bt.

**24.19 Date of next meeting. 19<sup>th</sup> Sept 2019 7.30pm at St John Village Hall.**