

# St John Parish Council

Minutes of a meeting of the St John Parish Council held at St John Village hall on Thursday 12<sup>th</sup> May 2022 at 7.30pm after the Annual Parish Meeting.

**Those present** : Cllr D Richards (Chairman), Cllr Everard, Cllr Crane, Cllr Tanner, Cllr Hirst, and Mrs Allen Clerk to St John Parish Council.

**1. 22. Apologies for absence.** Cllr Hoskin and County Cllr Ewert. Apologies accepted.

**2. 22. Appointment of Chair and Vice Chair of St John Parish Council.**

**Cllr Richards and Cllr Hoskin were appointed as Chair and Vice Chair of St John Parish Council.** Proposed by Cllr Hirst Seconded Cllr Everard. Motion to accept was passed unanimously by all members.

**3. 22. Declarations of interest relating to items on the agenda.**

Cllr Richards declared that he is a Trustee of the St John Village hall Trust.

**4. 22. County Councillor report was accepted.**

**5. 22. Public forum. N/A**

**6. 22. Approval of Minutes 17<sup>th</sup> March 2022.**

**7. 22. Matters arising from the previous meeting.**

**7.22 a. Benskins wood signage.** Cllr Everard to collect signs on 16<sup>th</sup> May.

**7.22 b. Military Road parking issues and clearway signage.** The Military road parking consultation is still in progress. Cormac have confirmed they will replace the clearway signage.

**7.22 c. Jacks lane drainage issue.** A CCTV survey appears to have been completed.

**Action:** Cllr Richards to follow up and obtain a copy of the report.

**7.22 d. Wildlife signage board at the Ford in St John.** The sign has been erected and has been well received by local residents.

**7.22 e. Electric Car charging points.** AS St John PC do not own any land, it appears they are currently precluded from obtaining funding for public charging points. **Action:** Cllr Everard to raise the issue with Antony Estates.

**7.22 f. Tregonhawke/ Freathy signage.** Cormac have agreed to fund and erect these signs in due course.

**7.22 g. Tregonhawke bus shelter.** An application has been submitted to Cornwall Council for a grant to erect a bus shelter at Tregonhawke.

**7.22 h. St John Ford turning place.** The Solar benefit sub-committee proposed that all the existing unspent funds received from British renewables £ 3,463 should be allocated to the St John turning space project. Members agreed unanimously to accept this proposal.

**Action:** Cllr Richards and Everard to obtain necessary quotes for this work.

## 8.22. Planning.

**The planning report was reviewed and accepted by the full Parish Council.**

Planning Applications St John Parish	2022		Application	Application
			Validated	Decision
PA21/11694	6 Mowhay meadow	St John	11/01/2022	Approved
PA22/01095	Ferndale Withnoe	Freathy	23/02/2022	Approved
PA22/01501	Glenhaven	Freathy	08/03/2022	Approved
PA22/01875	Alona	Freathy	12/04/2022	
PA22/03811	Old rectory trees	St John	21/04/2022	
PA22/03646	Sunnyside	Freathy	28/04/2022	
PA22/04086	Erin Go Bra	Freathy	06/05/2022	

**9.22 .Policies for review: None.**

## 10.22. Financial Audit Reports Agar – Annual Governance and Accountability Return 2021/22.

**10.22 a** The Annual Governance Statement 2021/22 was reviewed and approved by the full Parish Council.

**10.22 b** The Certificate of exemption 2021/22 was reviewed and approved by the full Parish Council.

**10.22 c** The Annual Governance and Accountability Return 2021/22 was reviewed and approved by the full Parish Council.

**10.22 d** The analysis of variances report 2021/22 was reviewed and approved by the full Parish Council.

**10.22 e** The Bank reconciliation report 2021/2022 was reviewed and approved by the full Parish Council.

**10.22 f** The Internal Audit Report 2021/2022 was reviewed and accepted by the full Parish Council.

**10.22 g** The Asset Register 2021/2022 was reviewed and approved by the full Parish Council.

**10.22 h** The 2021/22 full year Financial Management report was reviewed and approved by the full Parish Council.

**11.22 2022/23 Finance.**

**11.22 a** Bank mandate update. Waiting on Barclays to approve new signatories.

**11.22 b** Solar benefit fund.

The unspent funds of £ 3,463 have now been allocated towards the St John turning space project. See 7.22 h.

**11.22 c** The payments listed below were approved by the full Parish Council.

						<b>Maximum budget</b>
<b>Payments approved May 2022</b>						
<b>Payee and details</b>	<b>CHEQUE</b>	<b>Gross</b>	<b>VAT</b>	<b>Net</b>		
Calc subscription	100856	£247.07	£37.20	£209.87	01/04/2022	
C Allen clerking April 2022	100854	£172.93		£172.93	30/04/2022	
Hmrc	100855	£19.20		£19.20	30/04/2022	
St John Jubilee celebrations	100858	£200.00		£200.00	12/05/2022	
Business web solutions	100853	£160.50		£160.50	30/04/2022	
Clerking May 2022	100861	£247.77		£247.77	31/05/2022	
Hmrc	100860	£38.20		£38.20	31/05/2022	
Jubilee banner and plant/planter	NO invoice					£200.00
Zurich Insurance 2022/23	NO invoice					£300.00
Clerking June- Aug 2022	NO invoice					As per contract
Tregonhawke bus shelter	NO invoice					£7,100.00
K Heald Auditor	100857	£75.00		£75.00	12/05/2022	
St John Village hall rent	100859	£80.00		£80.00	12/05/2022	
Beskins wood signage	NO invoice					£100.00

**11.22 d** Bank Reconciliation report 2022/23 was reviewed and approved by the full Parish Council.

<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>
Funds bfwd 31/3/2022				£8,721.06

Rame responders Cfwd 2021-22	100850	£250.00		
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Calc subscription	100856	£247.07		£8,473.99
C Allen clerking April 2022	100854	£172.93		£8,301.06
Hmrc	100855	£19.20		£8,281.86
Business web solutions	100853	£160.50		£8,121.36
Cornwall Council precept/ CTS grant			£4,262.48	£12,383.84
K Heald Audit	100857	£75.00		£12,308.84
St John vilage trust Jubilee	100858	£200.00		£12,108.84
Rent St John village hall	100859	80.00		£12,028.84
Clerking May2022	100861	247.77		£11,781.07
Hmrc	100860	38.20		£11,742.87
<b>TOTAL</b>		<b>£1,240.67</b>	<b>£4,262.48</b>	

Bank Statement 04/05/2022                      **Current**                                      **£8,378.73**

Bank Statement 04/05/2022                      **Savings**                                      **£4,854.81**

**Uncleared cheques/ Income received**                                      **-£1,490.67**

**TOTAL FUNDS 12/05/2022**                                      **£11,742.87**

**Solar benefit funds available 12/05/22**                                      **£3,463.00**

**PARISH COUNCIL FUNDS 12/05/22**                                      **£8,279.87**

**( Excluding Solar Community benefit fund)**

**Highlighted items are uncleared items**

**11.22 e 2022/23 Financial Management report** –was reviewed and approved by the full Parish Council.

St John Parish Council

RECEIPTS AND PAYMENTS 2022/22 as 12/05/2022

2021/22 Auditted	Including Community Benefit Funding	2022/23 Budget	2022/23 Actual
£	<b>RECEIPTS</b>	£	£
£9,701	Brought Forward	£8,721	£8,721
£6,000	Precept	£8,500	£4,250
£67	CTS Grants	£70	£12
£0	Interest	£0	
£5,000	Bus shelter grant	£5,000	
£250	Other grant grant	£600	
£1,069	VAT refund	£3,000	
£3,083	Community Benefit funding	£3,083	
<b>£15,469</b>	<b>TOTAL</b>	<b>£20,253</b>	<b>£4,262</b>
	<b>PAYMENTS</b>		
£1,220	VAT	£3,000	£37
£1,666	Clerk Salary	£1,900	£387
£362	Clerking expenses	£375	£81
£294	Subscriptions CPD	£300	£210
£708	Grass control/ Footpaths	£1,000	
£3,311	Community benefit projects St John ford /donations	£6,566	
£0	Tregonhawke noticeboard	£1,000	
£4,865	Bus shelter	£5,500	
£80	Hall Rent	£180	£80
£275	Misc wreath xmas tree	£250	
£1,428	Election/ reserves	£500	
£250	Graveyard repairs	£0	
£260	St John / Benskins wood and Ford wildlife sign	£200	
£208	Website and new email accounts	£500	£161
£400	Jubilee celebration	£400	£200
£90	Audit fee	£100	£75
£100	Computer	£100	
£500	Section 137	£260	
£251	Insurance	£270	
£182	Printing Postage and Stationery	£200	£10
<b>£16,449</b>	<b>TOTAL</b>	<b>£22,601</b>	<b>£1,241</b>
<b>-£980</b>	<b>Profit/ ( Loss)</b>	<b>-£2,348</b>	<b>£3,022</b>
<b>£8,721</b>	<b>Cfwd</b>	<b>£6,373</b>	
	<b>Represented by:-</b>		
	<b>Deposit Account Bank statement</b>		£4,854.81
	<b>Current Account bank statement</b>		£8,378.73
	(less O/s cheques/ O/s Income)		<b>-£1,491</b>
	<b>TOTAL</b>		<b>£11,743</b>
	<b>Community Benefit Fund</b>		<b>£3,463</b>
	<b>Total Funds excluding CB fund</b>		<b>£8,280</b>
	Prepared by		
	Caroline Allen - Responsible Financial Officer		

**12.22 Whitsand bay holiday park access road.** Complaints have been received about an access road that has appeared without consultation with Cornwall Council. Cllr Ewert has referred this issue to the Cornwall Council Enforcement planning team.

**13.22 Website regulations and gov.uk email addresses.** The Auditor suggested that St John PC members should use a gov.uk domain for correspondence. Members to review in due course.

**14.22 Members discussed the Beer and bus tour** proposed in June. Concerns had been raised by a parishioner that the bus would cause parking issues in the village if a large bus required a turning space at the St John Inn. It appears from the itinerary this is not an issue.  
**Action:** Clerk to contact Cllr Ewert for advice.

**15.22 Tree management in St John.** The members discussed the ongoing issues of potentially dangerous trees in St John. **Action:** Cllr Tanner to draft a response for the clerk to send to CC and Cllr Ewert.

**16.22 Provisional date of next meeting 22<sup>nd</sup> Sept 2022 at Freathy Sports and Social Club.**