

## St John Parish Council

Minutes of a meeting of the St John Parish Council held at St John village hall on Thursday 16<sup>th</sup> February at 7.30pm.

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

**71.22 Apologies for absence accepted.** Cllr Tanner.

**72.22 Declarations of interest relating to items on the agenda.** None.

**73.22 County Councillor report was reviewed and duly accepted.**

**Additional discussion points:**

- **The yellow lines at Tregantle are still not completed.** Cormac are waiting on contractors.
- **Tregantle car park.** Cornwall Council have agreed to reduce parking fees. Cornwall highways have agreed to improve road signage to warn of pedestrians crossing.
- Cornwall have agreed to increase **Community tax by 5 % for 2023/24.**
- The **SW coastal footpath** initiative have completed the footpaths at Tregantle.
- **Cornwall dogs on beaches consultation** is now completed. The Councillors considered this issue in depth and agreed dogs should be on leads when appropriate.
- Cornwall Council have approved a levy 100 % on second homes from April 2024. There will be some exceptions that will affect local parishioners.
- Sharrow car park contract with Antony Estates is up for review. Antony Estate have indicated they may well take back control.

**74.22 Public forum.** N/A.

**75.22 The minutes from the meetings held on 17<sup>th</sup> Nov 2022, 3<sup>rd</sup> Jan 2023 and 18<sup>th</sup> Jan 2023 were reviewed and approved by the full PC.**

**76.22 Matters arising from the previous meeting.**

**76.22 a** Military Road parking issues and clearway signage. See 73.22

**76.22 b** Jacks lane drainage issue. Ongoing issue.

**76.22 c** Electric Car charging points. Ongoing issue.

**76.22 d** Tregonhawke/ Freathy signage. Cormac have completed this work.

**76.22 e** Bench at St John turning space. Deferred to next meeting.

**76.22 f** Representative on Rame transport Group. Despite putting up posters requesting for a local volunteer , no-one has come forward to represent the parish.

**76.22 g** Mayor for Cornwall consultation. The Parish Council have supported a referendum this matter.

**77.22 Planning. The report was reviewed and approved by the full Parish Council.**

| Planning Applications |             |         | Application | Application |
|-----------------------|-------------|---------|-------------|-------------|
|                       |             |         | Validated   | Decision    |
| PA22/08461            | Amity       | Freathy | 10/10/2022  | Approved    |
| PA22/07888            | Trelowen    | Freathy | 15/09/2022  |             |
| PA22/10077            | St John Inn | St John | 28/11/2022  | Approved    |
| PA23/00634            | Sand view   | Freathy | 25/01/2023  |             |

The full Parish Council reviewed the Planning application for Sand View ,and agreed to approve this application.

**78.22 Policies for review: Standing orders / Financial regs / Financial risk** – these policies were reviewed and approved by the full Parish Council.

**79.22 2022/23 Finance.**

**79.22 a** Bank mandate paperwork for Cllr Tanner and Crane has been submitted to Barclays bank.

**79.22 b** The Solar benefit fund report was reviewed and approved by the full Parish Council.

The annual contribution of £ 3083.20 has been received from British renewables.

|  |               |
|--|---------------|
| <b>Funds allocated to St John Ford project</b> | <b>£3,463</b> |
|  |               |
| <b>Amount unallocated</b>                      | <b>£3,083</b> |

**Action:** Clerk to organise a meeting on Thursday 9<sup>th</sup> March at Freathy hall.

**79.22 c Income received was noted.**

Vat reimbursement £ £870.25

Community benefit fund £ 3,083.20

**79.22 d Payments reviewed and approved by the full Parish Council.**

|                                | Cheque | Gross            | Vat          | Net              |
|--------------------------------|--------|------------------|--------------|------------------|
| All seasons gardening services | 100894 | 750.00           |              | £750.00          |
| Clerking Dec 2022              | 100895 | 187.27           |              | £187.27          |
| Hmrc Dec 2022                  | 100895 | £21.80           |              | £21.80           |
| Clerking Jan 2023              | 100898 | £273.52          |              | £273.52          |
| Hmrc Jan 2023                  | 100897 | £42.20           |              | £42.20           |
| Business web solutions         | 100899 | £168.00          |              | £168.00          |
| C Allen clerking Feb 23        | 100900 | £187.27          |              | £187.27          |
| Hmrc Feb 2023                  | 100901 | £21.80           |              | £21.80           |
| Green thumb                    | 100902 | £21.00           | 3.50         | £17.50           |
| Calc training GDPR             | 100903 | 18.00            | 3.00         | £15.00           |
| <b>Total</b>                   |        | <b>£1,690.86</b> | <b>£6.50</b> | <b>£1,684.36</b> |

Clerking March/ April 2023 subject to invoices.

All seasons gardening services Medennick hill footpath maintenance.

**79.22 e Asset register. Value £18,585 no change since Nov 2022.**

**79.22 f The Bank Reconciliation 2022/23 report was reviewed and approved by the full Parish Council.**

|   |         |                 |
|---|---------|-----------------|
| Bank Statement 3/2/2023                   | Current | £4,043.71       |
| Bank Statement 3/2/2023                   | Savings | £4,440.03       |
| <b>Uncleared cheques/ Income received</b> |         | <b>-£731.79</b> |

|   |                  |
|---|------------------|
| <b>TOTAL FUNDS 16/2/2023</b>  | <b>£7,751.95</b> |
| Solar benefit funds available<br>16/2/2023                                  | £3,083.20        |
| PARISH COUNCIL FUNDS 16/2/2023<br>( Excluding Solar Community benefit fund) | £4,668.75        |

## BANK RECONCILIATION 16th Feb 2023

## CHEQUE

## Payments

## Receipts

## Combined

## Payee and details

## Dr

## Cr

## Bank balance

Funds bfwd 31/3/2022

£8,721.06

|                                     |        |          |           |            |
|-------------------------------------|--------|----------|-----------|------------|
| 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 | £106.50  |           | £8,175.36  |
| Cornwall Council precept/ CTS grant |        |          | £4,262.48 | £12,437.84 |
| K Heald Audit                       | 100857 | £75.00   |           | £12,362.84 |
| St John vilage trust Jubilee        | 100858 | £200.00  |           | £12,162.84 |
| Rent St John village hall           | 100859 | 80.00    |           | £12,082.84 |
| Clerking May2022                    | 100861 | 247.77   |           | £11,835.07 |
| Hmrc                                | 100860 | 38.20    |           | £11,796.87 |
| H Everard Jubilee banner and plants | 100864 | 273.45   |           | £11,523.42 |
| Zurich Insurance 2022/23            | 100863 | 252.29   |           | £11,271.13 |
| Interest                            |        |          | £0.37     | £11,271.50 |
| Clerking June 2022                  | 100865 | 200.92   |           | £11,070.58 |
| Hmrc June 2022                      | 100866 | 26.40    |           | £11,044.18 |
| Green thumb memorial garden         | 100862 | 21.00    |           | £11,023.18 |
| C Allen clerking July 2022          | 100867 | 194.84   |           | £10,828.34 |
| Hmrc                                | 100868 | 19.20    |           | £10,809.14 |
| Euroshel bus shelter                | 100869 | 7,050.00 |           | £3,759.14  |
| Green thumb memorial garden         | 100870 | 21.00    |           | £3,738.14  |
| H Everard jubilee plaques           | 100871 | 28.49    |           | £3,709.65  |
| Hmrc                                | 100872 | 19.40    |           | £3,690.25  |
| C Allen clerking Aug 2022           | 100873 | 172.73   |           | £3,517.52  |
| C Allen clerking Sept 2022          | 100875 | 185.67   |           | £3,331.85  |
| Hmrc Sept 2022                      | 100874 | 19.40    |           | £3,312.45  |
| C Allen Posy for Queen              | 100876 | 30.00    |           | £3,282.45  |
| Bus shelter grant                   |        |          | £3,000.00 | £6,282.45  |
| Vat reimbursement                   |        |          | £1,415.99 | £7,698.44  |
| R W Carter                          | 100878 | 5,172.00 |           | £2,526.44  |
| Interest                            |        |          | £0.89     | £2,527.33  |
| Cornwall Council precept/ CTS grant |        |          | £4,262.47 | £6,789.80  |
| Millbrook PC NDP website            | 100879 | £10.20   |           | £6,779.60  |
| Calc training                       | 100877 | £24.00   |           | £6,755.60  |
| Freathy Youth and Social rent       | 100880 | 20.00    |           | £6,735.60  |
| C Allen Oct clerking and admin      | 100881 | 259.61   |           | £6,475.99  |
| Hmrc                                | 100882 | 33.40    |           | £6,442.59  |
| RBL wreath                          | 100883 | 55.00    |           | £6,387.59  |
| Green thumb memorial garden         | 100885 | 21.00    |           | £6,366.59  |
| Computer fee Antony PC              | 100886 | 100.00   |           | £6,266.59  |
| Clerking Nov 2022                   | 100890 | 279.54   |           | £5,987.05  |
| Hmrc Nov 2022                       | 100891 | 42.80    |           | £5,944.25  |

|                                   |        |                   |                   |           |
|-----------------------------------|--------|-------------------|-------------------|-----------|
| D Richards Charles III Proc costs | 100884 | 45.65             |                   | £5,898.60 |
| Rame Community fund               | 100889 | 150.00            |                   | £5,748.60 |
| Vat reimbursement                 |        |                   | £870.25           | £6,618.85 |
| All seasons gardening services    | 100894 | 750.00            |                   | £5,868.85 |
| Xmas trees                        | 100893 | 260.00            |                   | £5,608.85 |
| Clerking Dec 2022                 | 100896 | 187.27            |                   | £5,421.58 |
| Hmrc                              | 100895 | £21.80            |                   | £5,399.78 |
| Interest                          |        |                   | £0.76             | £5,400.54 |
| Solar benefit fund                |        |                   | £3,083.20         | £8,483.74 |
| Clerking Jan 2023                 | 100898 | £273.52           |                   | £8,210.22 |
| Hmrc Jan 2023                     | 100897 | £42.20            |                   | £8,168.02 |
| Business web solutions            | 100899 | £168.00           |                   | £8,000.02 |
| C Allen clerking Feb 23           | 100900 | £187.27           |                   | £7,812.75 |
| Hmrc Feb 2023                     | 100901 | £21.80            |                   | £7,790.95 |
| Green thumb memorial garden       | 100902 | £21.00            |                   | £7,769.95 |
| Calc                              | 100903 | £18.00            |                   | £7,751.95 |
| <b>TOTAL</b>                      |        | <b>£17,865.52</b> | <b>£16,896.41</b> |           |

**79.22 g Management Report 16<sup>th</sup> Feb 2023 was reviewed and approved by the full Parish Council.**

**St John Parish Council**

**Financial Management Report 16th Feb 2023**

Including Community Benefit Funding

2022/23

Fcast

Actual

| <b>RECEIPTS</b>                                | <b>£</b>       |                |
|--|----------------|----------------|
| Brought Forward                                | £8,721         | £8,721         |
| Precept  | £8,500         | £8,500         |
| CTS Grants                                     | £25            | £25            |
| Interest                                       | £2             | £2             |
| Bus shelter grant                              | £3,000         | £3,000         |
| Other grant                                    |                |                |
| VAT refund                                     | £2,286         | £2,286         |
| Community Benefit funding                      | £3,083         | £3,083         |
| <b>TOTAL</b>                                   | <b>£16,896</b> | <b>£16,896</b> |
| <b>PAYMENTS</b>                                |                |                |
| VAT  | £2,148         | £2,200         |
| Clerk Salary                                   | £2,069         | £2,228         |
| Clerking expenses                              | £442           | £450           |
| Subscriptions CPD                              | £275           | £300           |
| Grass control/ Footpaths                       | £820           | £850           |
| Community benefit projects incl St John ford   | £3,463         | £6,546         |
| Precept funded St John turning space.          | £847           | £847           |
| Tregonhawke noticeboard                        |                |                |
| Bus shelter                                    | £5,875         | £5,875         |
| Hall Rent                                      | £100           | £180           |
| Misc RBL wreath Xmas tree Queen posy           | £391           | £391           |
| Election/ reserves                             |                |                |
| Chairmans discretionary fund                   |                |                |
| Graveyard repairs                              |                | £0             |
| St John / Benskins wood and Ford wildlife sign |                | £0             |
| Website and new email accounts                 | £285           | £285           |
| Jubilee celebration/ Coronation                | £452           | £452           |
| Audit fee                                      | £75            | £75            |
| Computer                                       | £100           | £100           |
| Section 137                                    | £150           | £150           |
| Insurance                                      | £252           | £252           |
| Printing Postage and Stationery                | £122           | £130           |
| <b>TOTAL</b>                                   | <b>£17,866</b> | <b>£21,311</b> |
| <b>Profit/ ( Loss)</b>                         | <b>-£969</b>   | <b>-£4,415</b> |
| <b>Cfwd</b>                                    | <b>£7,752</b>  | <b>£4,306</b>  |

### **80.22 Community network panel update.**

- Tregonhawke and Freathy signage has now been erected.
- Antony school one way system plan has been approved.
- Yellow lines at Tregantle still waiting on contractor.
- Tamar Toll Action group are lobbying central government to make the Tamar bridge crossing free.

### **81.22 Rame cluster network group update.** N/ A as no meetings held.

### **82.22 Code of conduct complaint.**

The Chairman reported that a case of unprofessional conduct had been raised in a formal complaint to Cornwall Council (CC). This was submitted by Mr and Mrs Berry in relation to their planning application alleging that the Chairman bullied the attendees of the public meeting( held on 3<sup>rd</sup> January 2023) to discuss their application with parishioners and neighbours. The Chairman regretted the Mr and Mrs Berry refused to attend the meeting themselves, as this would have avoided the unnecessary and stressful action.

Cornwall Council legal and governance team have investigated the matter and ruled "no case to answer". In time the details and ruling will be available on the CC website.

The Chairman and all councillors agreed that this complaint will in no way prejudice any further decisions or communications with Mr and Mrs Berry.

**83.22 Mendennick Hill footpath. Action :** Clerk to request All seasons gardening services to carry out routine maintenance to this footpath as it has become overgrown, thus enabling villagers the chance to walk up to Gallows Park facilities.

**84.22 All Seasons gardening services have quoted for the parish work for 2023/24.** The full PC agreed to accept this quote and to request that the Mendennick hill footpath be added to the annual schedule of works.

**84.22 Date of next meeting. TBA**