

Meeting Notes | 12 May 2020

Date: Tuesday 12 May 2020
Time: 7.30pm
Location: Online discussion meeting

Councillors of St Keyne took part in an online discussion on 12 May 2020 to agree a response to the agenda. These meeting notes reflect the discussions and decisions they support that will be implemented by the Parish Clerk under the council's system of delegation.

Participating

Cllr Sally Lewis Chair

Cllrs Charles Boney, Jane Page, Min Toms, Richard Dorling, Frances Lewis.

55/2020 Chair's Welcome & Housekeeping

56/2020 Public Participation / Cornwall Council report, if available.

No responses received from residents. Report from Cornwall Councillor Phil Seeva, that: during the lockdown essential decisions are being made by council officers and cabinet after discussion with councillors; non-essential decisions deferred until the next public meeting scheduled for July when a new system of virtual meetings will be trialed; planning services being maintained with decision making delegated to officers in consultation with divisional members and parish council; thanks to all parish councillors for your work in maintaining continuity in St Keyne. Any questions or requests for casework please direct through the Clerk's Office.

57/2020 Apologies

None received.

58/2020 Declarations of interest

No interests declared or dispensations requested.

59/2020 Meeting Notes of the online meeting

Confirming meeting notes from 14 April 2020.

Deferred to next public meeting.

60/2020 Matters arising from the minutes

33/2020

A Overpayment for print costs from Cornwall Council

No further information available yet

61/2020 Correspondence

A Letter of thanks from Cornwall Hospice Care

B Letter of thanks from Cornwall Air Ambulance

C Letter of thanks from Liskeard & Looe Foodbank

Councillors noted letters of thanks

62/2020 Planning Matters

A To agree the parish council's response to Cornwall Council consultations on new planning applications. None received.

B Planning application received after agenda published. None received.

C Planning applications approved by Cornwall Council. None received.

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D Planning applications refused by Cornwall Council. None refused.

63/2020 Finance

The Parish Council will consider the authorisation of payment of the following accounts.

A Direct Bank Payment & Receipts.

Councillors agreed to approve the schedule with an additional payment of expenses £33.26 to a resident involved in volunteering work.

ACTION Cllr Page to authorise online payments

Date	Payee	Description	Pay	£
03/04/2020	A2Z Printing	PPSA		£ 65.00
03/04/2020	E Pascoe & Son	Lawn cemetery		£ 432.00
15/04/2020	Plusnet	Broadband		£ 45.00
20/04/2020	Cornwall Hospice	Donation		£ 75.00
20/04/2020	Cornwall ALC	Membership		£ 75.00
23/04/2020	Liskeard Foodbank	Donation		£ 500.00
12/05/2020	RoSPA	Safety report		£ 164.40
26/05/2020	HMRC	PAYE		£ 61.80
26/05/2020	John Hesketh	Salary		£ 247.86
				£ 1,666.06

Bank Receipts Schedule

Date	Payer	Description	£
02/04/2020	Cornwall Council	Precept & CTS	£ 6,218.43
All bank receipts this period			£ 6,218.43

B Bank Reconciliation.

At the close of business on 30 April 2020, the council held £52,210.61 in its bank accounts.

C Budget Outturn Q4 2019/20

Councillors noted the report

D COVID-19 Community Fund

Councillors agreed a maximum budget of £2903 be set aside from the general reserve.

ACTION: Clerk to draw up guidance notes for applicants and post notices

64/2020 Councillors' Reports

A Cllr Jane Page

Maintenance report and playground inspection

Deferred to next public meeting after public spaces reopen

B Community Emergency Plan

Cllr Shovelton updated councillors on the CEP and its recent application.

Prescriptions

The prescriptions collection and delivery partnerships with the Rosedean and Oaktree Surgeries are working well. Over 60 residents are included in the weekly prescription deliveries. Our volunteers also collect and deliver one-off prescriptions for people who need that.

Shopping

Our volunteers are continuing to do the shopping for a small number of residents.

This service appears to be working well too.

Volunteers

We've received great feedback from residents about our volunteers.

Trewidland

We have established an effective partnership with Parish Councillors in Trewidland to include Trewidland residents in our prescription collection.

Going forward...

We may well need to adjust our strategy of support for our residents in the light of any changes that the Government might make to the present lockdown restrictions.

As the Government is expected to outline these possible adjustments on Sunday 10

May we should be prepared to consider what changes we should make in St Keyne at the earliest opportunity during the following week.

65/2020 Chair's Agenda Items

A Community Governance Review

The current lockdown was imposed one day before the consultation ended on 24 March, and the Review Panel are concerned that some parish councils who had stopped public meetings before this date may not have commented on the published proposals. There may be a delay in progressing to publication of final proposals and their final vote and subsequent adoption by May 2021. A statement will be issued by Cornwall Council in due course.

B Lawn Cemetery

Update on proposals to create a memorial garden in the St Keyne Lawn Cemetery.

Cllr Sally Lewis reported that: unable to visit garden centres to choose a memorial tree until lockdown is lifted; grave markers for reserved plots have been produced and waiting delivery.

Items outstanding: water tank; notice board; path design; changes to regulations. Grant received from Cllr Phil Seeva means that we have the two benches ready for installation. Quotes for stone wall from local stone masons as follows: Cornwall Groundworks (Michael Cole) £5830; DPS (Daren Spear) £5200; Brendon Champion £3945.75. Decision on all matters deferred until next public meeting.

66/2020 Clerk's Report

Business continuity and future virtual meetings

New regulations are that the Annual Parish Meeting (scheduled for 12 May) is postponed until you are able to hold it. The Annual Meeting of the Parish Council is similarly postponed. The holders of the posts of Chair and Vice Chair remain until May 2021 or sooner if a public meeting can be called.

New regulations applicable until May 2021 allow the parish council to use virtual meetings as an alternative to public space meetings. Clerk is examining the options for audio-only and video conferencing.

67/2020 Date of next meeting

9 June 2020 at St Keyne Village Hall.

68/2020 End of meeting 19.50