

## Minutes 8 November 2023

Draft

Time: 7.30pm

Location: St Keyne Village Hall PL14 4RF

**Present:** Cllrs Kevin Shovelton (Chair), Angela Woodman, Jonathan Ellis, Mark Featherston; Sarah Whiting, Patricia Hopwood; Lindsey Ellis; Roger Cook. There were no members of the public present. Also, present Cornwall Cllr Armand Toms. Parish Clerk John Hesketh.

### 122/2023 Chair's Welcome & Housekeeping

### 123/2023 Apologies

Received from Cllr Blackwell and Cornwall Councillor Jane Pascoe.

### 124/2023 Declarations of interest

No declarations of interest made, or dispensations requested.

### 125/2023 Public Participation

Cornwall Cllr Armand Toms reported that: his proposal to Cornwall Council to divide the A38 into three sections of work was progressing, driven by road safety and the personal and economic cost of accidents.

### 126/2023 Minutes of meeting

It was **Resolved** to approve the minutes of the meeting held on 11 October 2023. Proposed Cllr Whiting. Seconded Cllr Featherston. All agreed.

### 127/2023 Matters Arising

A Update on launching a 'Green Issues' group in the Parish. Chair reported that he was arranging to meet the Chair of Menheniot Green to share experience and best practice.

B Installation of new noticeboard at the St Keyne Lawn Cemetery

A contractor has been found to install the new noticeboard, expected to be before Christmas.

### 128/2023 Correspondence

A Email from Cornwall Air Ambulance thanking councillors their recent donation.  
Received and noted.

### 129/2023 Planning

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

B Any applications received by Cornwall Council by the time of the meeting. Information only.  
None received.

C Planning decisions made by Cornwall Council. None made.

### 130/2023 Finance

It was **Resolved** to approve the schedule and agree payment. Proposed Cllr Whiting. Seconded Cllr Lindsey Ellis. All agreed. Cllr Whiting will authorise online payments.

## A Direct Bank Payments

Date	Payee	Description	Pay	£
13/11/2023	Gallager	Annual insurance		£ 976.84
13/11/2023	Earth Anchors	Cemetery noticeboard		£ 1,110.00
13/11/2023	Trewidland Village Hall	Venue hire		£ 12.00
13/11/2023	Graham Crabb	Ground maintenance		£ 2,140.00
27/11/2023	HMRC	PAYE		£ 74.00
27/11/2023	Salary	Clerk		£ 295.46
Total				£ 4,608.30

## B Bank Reconciliation.

At the close of business on 31 October 2023, the parish council held £48,296.60 in its accounts.

## C To agree renewal of insurance cover for 2023/24

It was Resolved to approve the renewal of insurance with Gallagher Insurance. Proposed Cllr Jonathan Ellis. Seconded Cllr Shovelton. All agreed.

*Action: Clerk to inform insurance brokers.*

## D To approve the budget for 2024/2025.

The Chair referred to the project plan for a parish magazine, and explained what the start-up costs and regular costs would be. These can be accommodated in the current print budget and a separate project budget has been included in the proposal for 2024/25.

It was **Resolved** to support the new Informer newsletter as detailed in the project plan. Proposed Cllr Woodman. Seconded Cllr Hopwood. All Agreed.

*Action: Chair to convene a meeting of the working group to produce a first edition for December 2023.*

It was **Resolved** to accept the budget as detailed in the briefing note. Proposed Cllr Whiting. Seconded Cllr Cook. All agreed

## E To approve the precept for 2024/2025

It was **Resolved** to approve a precept of £12,618 for the financial year 2024/25. Proposed Cllr Woodman. Seconded Cllr Lindsey Ellis. All agreed. This precept is the same as the current year.

**Action:** Clerk to inform Cornwall Council and calculate and publish the Band D equivalent charge.

## 131/2023 Chair's Report

### A Road safety on B3252

The Chair, together with Cllrs Whiting and Jonathan Ellis met with Will Glassup, Manager of Cornwall Council Highways on 27 October 2023 at Bylane End to discuss current road safety concerns. Mr Glassup explained the legal and financial constraints he had to work under, but agreed to support the proposal to install new warning signs and road markings, subject to budget. He will also set up three speed monitoring devices as soon as possible, and repeat the exercise in summer 2024.

*The full report may be viewed on the council's website.*

*Action: Chair to write to CC Road Safety Team and to local Police Inspector to explore further safety measures*

### B Footpaths

Reported that the new Smugglers Way footpath has received funding for new signage and launch publicity. The network links existing paths and does not require any building or construction work. Discussions are under way with the Devon & Cornwall Rail Partnership to support the initiative. The Footpath Working Group will meet before the end of January 2024 to review progress on other footpaths within the Parish.

## 132/2023 Councillors Reports

### A Cllr Hopwood

Reported that: the parish council's Facebook page was successfully launched on 12 October 2023, and has 52 people following, reaching 723 impressions. Analysis of the reach of recently published topics shows that the most popular were: Road Safety (update on discussions with CC about the

B3252); Streetlight dimming in St Keyne (CC has implemented a dimming of streetlights between midnight and 5am); consultation of proposals to change the tolls levied on Tamar Crossings. The Chair thanked Cllr Hopwood for her work on this social media account and encouraged councillors to follow the council's work and promote it among their networks.

**133/2023 Clerk's Report**

A Annual Civic Calendar 2023

It was **Resolved** to accept the schedule and location of public meetings in 2024, with a permanent amendment to the start time of 7pm. Proposed Cllr Shovelton. Seconded Cllr Jonathan Ellis. All agreed.

*Action: Clerk to publish new calendar and promote changes.*

B LCAS Quality Award

Clerk reported that his review of documents that were part of the original LCAS Foundation were broadly correct and up to date, but noted that action would need to be taken to increase the public profile of the council, and a schedule of councillor training agreed.

**134/2023 Date of next meeting**

A 10 January 2024 7pm St Keyne Village Hall

**135/2023 End of meeting 21.30**

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