

# LANIVET PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ONE FOR ALL LANIVET PARISH COMMUNITY CENTRE, LANIVET

ON THURSDAY, 16<sup>TH</sup> JUNE 2022 AT 7.00PM

Present: Cllr. D. Batten (Chairman)  
Cllr. T. Hancock  
Cllr. A. Barnaby  
Cllr. T. Grose  
Cwll. Cllr. Mrs. J. Cruse

Mrs. J. Burdon (Parish Clerk)  
Cllr. Miss P. Bolton  
Cllr. Mrs. H. Akehurst  
Cllr. Mrs. J. Stickland  
6 Members of Public

Cllr. A. Harris  
Cllr. C. Vercoe  
Cllr. D. Williams  
Cllr. S. Jennings

Minute	AGENDA ITEMS	Action
	<p><b>Public Forum:-</b> Six Members of public attended the meeting. One member of public requested 20mph speed limit signage and humps in Lamorick, as a few weeks ago there was almost a terrible accident. Chairman requested information is put together with police reference number of recent van in garden and be sent to Cornwall Councillor Mrs. J. Cruse to follow up, copying in the police. Cornwall Councillor Mrs. J. Cruse to send contact for police <b>Action:</b> Clerk/Cornwall Councillor Mrs. J. Cruse.</p> <p>Member of Withiel Parish Council attended to see how the meeting was run.</p> <p>Two members of public raised the parking and traffic issues outside of Lanivet School being very dangerous. Chairman reported this was investigated previously and double yellow lines are not permitted. Councillor Miss P. Bolton reported at Nanstallon the Head Teacher stood outside and spoke to parents advising where they could park, and this seemed to be successful. Chairman is happy for the Head Teacher to attend a Parish Council Meeting or meet with Councillors, if this could help in any way. Members of public also attended in respect of matters under the Cemetery, advising they have sent emails expressing their concerns. Councillor D. Williams was concerned that the rules are not being abided by. Chairman advised this needs to be discussed in Committee this evening.</p>	<p><b>Clerk/ Cwll. Cllr. Mrs. J. Cruse</b></p>
131/22	<p><b>Apologies:-</b> Councillor D. Austin</p>	
132/22	<p><b>Members Declaration of Interest and Dispensation Requests:-</b> Councillors D. Batten and A. Harris declared a non-registerable interest under Paragraph 3.5A in the Lanivet Sport &amp; Recreation Trust.</p> <p>Councillors D. Williams and A. Harris declared a non-registerable interest under Paragraph 3.5A in the Lanivet Charities.</p>	
133/22	<p><b>Minutes of the Monthly Parish Meeting held on Thursday 12<sup>th</sup> May 2022:-</b> Resolved the Minutes of the Monthly Parish Meeting held on the 12<sup>th</sup> May 2022 as circulated were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor A. Barnaby; Seconded: Councillor Miss P. Bolton)</p>	

134/22	<p><b>Matters Arising from the Monthly Parish Meeting held on Thursday 12<sup>th</sup> May 2022:-</b></p> <p><b>Page 2 Min.124/21 BT Pole:-</b> Clerk asked Councillors if the pole had been removed. It was noted that it was still in place and notices are on advising removal imminent. <b>Action:</b> Cornwall Councillor Mrs. J. Cruse.</p> <p><b>Page 2 Min.91/22 Annual Insurance Premium:-</b> Clerk reported CALC had confirmed that generally it would be for the Parish Council to get a range of quotes for specific cover required as circumstances between Parish Councils will vary considerably <b>Action:</b> Clerk to research.</p> <p><b>Page 3 Min.112/22 Query on CIL Funding:-</b> Cornwall Councillor Mrs. J. Cruse had reported that Cornwall Council assumes Lakeview will be responsible for a CIL Payment under planning.</p> <p><b>Page 3 Min.112/22 Average Speed Cameras:-</b> There was no update from Cornwall Councillor Mrs. J. Cruse <b>Action:</b> Cornwall Councillor Mrs. J. Cruse.</p> <p><b>Page 6 Min.116/22 Section 106 Funding for Tremore Development:-</b> There was no update from Cornwall Councillor Mrs. J. Cruse <b>Action:</b> Cornwall Councillor Mrs. J. Cruse.</p> <p><b>Page 7 Min.120/22 Oak Tree Planted by Cornwall Councillor:-</b> Update received advising the oak is an oak, and it was the one requested and grows in a very narrow upright shape, which is a consideration of where it is placed.</p> <p><b>Page 7 Min.122/22 Photographing of Burial Records:-</b> Clerk reported a response had been received from John Evans advising he would provide a copy of the register for uploading to their database. They have noted the wording as requested advising this information is given by the kind permission of the Parish Council. It was noted they have a 50-year cut off for burials so therefore, no burials will be noted after 1972 but it does renew each year. Councillors were in agreement with this information <b>Action:</b> Clerk.</p>	<p><b>Cwll. Cllr. Mrs. J. Cruse</b></p> <p><b>Clerk</b></p> <p><b>Cwll. Cllr. Mrs. J. Cruse</b></p> <p><b>Cwll. Cllr. Mrs. J. Cruse</b></p> <p><b>Clerk</b></p>
135/22	<p><b>Monthly Cornwall Councillor Report:-</b> Councillor Mrs. J. Cruse reported as follows:-</p> <ul style="list-style-type: none"> <li>• I hope you all enjoyed the Jubilee weekend; it was wonderful to see so many happy residents and showed our respect and love for our Sovereign.</li> <li>• So, following on from the damage of the bridge at Ruthernbridge I have determined from Rachel Tatlow that Cornwall Council do not support the policy of placing CCTV at frequently damaged points to enable recovery of costs. It so happens that we had evidence at Hellandbridge and Pulsicky Hill provided by the public Therefore it does seem reasonable for the Parish Councils to pay out for CCTV as the prices are £385.00 for installation and £25.00 a day (from Tolvadden) and from Cornwall Council £7,500.00 - £15,000.00 to install and monitor. I have brought this up with Philip Desmond (Portfolio for Transport) as it seems unreasonable for Cornwall Council to keep paying out for damages to bridges, etc when they could (with CCTV evidence) recover costs from companies doing the damage. At the moment we are relying on private cameras or videos taken on phones.</li> </ul>	

	<p>He said he would discuss this with the Officers.</p> <ul style="list-style-type: none"> <li>• I have been contacted by residents regarding the accident at Lamorrick and have spoken with Rachel Tatlow about this. She is waiting to get all the evidence in to see what caused the accident. I did advise the resident to attend Parish Council to air his concerns. Rachel Tatlow also sent me the feasibility study which you all received prior to the current works and the reasoning behind what was put in place.</li> <li>• I received notice that a request has been received for Nanstallon Methodist Church building to be added to the Councils' list of building of Community value.</li> <li>• In May I proposed a Motion at Full Council requesting we declare consideration for disturbance to coastal and marine wildlife. This is following on from a report by the Cornwall Wildlife Trust which indicates a threefold increase in wildlife disturbance. My proposals will be discussed and considered by Cabinet as they do involve some cost to the Council.</li> <li>• Pre-School – Wainhomes contacted her a while ago and were offering their office near Boundary Lane to Bodmin Town Council, but she believes it could now possibly come to the Under 5's Pre-School in Lanivet.</li> <li>• She has also been contacted about some woods that are for sale in Lanivet. She understands it will be favourably looked at. It is hoped it will be sold to someone like Cornwall Wildlife Trust.</li> <li>• Any highways issues could be brought forward to her, and she will speak with the Traffic Officers in Bodmin.</li> <li>• Community Network Meeting held last night and biggest items to come forward are traffic programmes. Unfortunately, the funding has reduced.</li> </ul> <p>Chairman thanked Cornwall Councillor Mrs. J. Cruse for her report and attending the meeting this evening. Cornwall Councillor Mrs. J. Cruse left the meeting at 7.35pm.</p>	
<p>136/22</p>	<p><b>Highway Issues/Footpath Issues/Damaged Signs in the Parish (Including Maintenance of Verges in the Parish and update on report from Cormac; (b) Culverts in land at Lanivet):-</b></p> <p><b>Highway Issues:-</b> Councillor Miss P. Bolton reported on behalf of a member of the public regarding the corner on Boundary Road, between Borough View and the hospital, traffic is going fast, and he is having problems pulling out and she would forward on to Rachael Tatlow of Cormac.</p> <p>Councillor A. Harris reported on resident at Tremore blocking the lane with stones but there is a right of way for a footpath which the Parish Council maintains. Councillor A. Harris and Clerk to liaise regarding exact location <b>Action:</b> Clerk to forward to Cornwall Councillor Mrs. J. Cruse and Rachael Tatlow of Cormac.</p> <p><b>Maintenance of Verges in the Parish:-</b> To be updated when information received.</p> <p><b>Culverts in land at Lanivet:-</b> To be updated when information received.</p> <p><b>Footpaths:-</b> Change of Right of Way at Lamorrick, Lanivet – Clerk reported there had been no progress to report. The case is a long way down the list.</p>	<p><b>Clerk/ Cwll. Cllr. Mrs. J. Cruse</b></p>

	<p>If anyone wants to put in any evidence or write there is nothing to stop them, and this would be added to the file. The Council is only looking for evidence at this stage and it is not the time to object. If people wish to object then this needs to be done at the stage when formal notice is served and that, on current rates of progress, is several years away.</p> <p>Clerk asked Councillors whether we keep this in the minutes going forward as it appears it will be several years? It was agreed to remove from the minutes and put a reminder in the calendar to follow up every 6 months <b>Action:</b> Keep Pending.</p> <p><b>Damaged Signs in the Parish:-</b> None.</p>	Clerk
137/22	<p><b>Planning Applications/Results/Correspondence/Letters of Objection received (Including Possible Planning Application for Under 5's building): -</b></p> <p><b>Planning Applications:-</b></p> <p><b>PA22/04269 – Mr. Brian Winterbaker</b> – Proposed first floor extension to rear of 10 and 10A Truro Road, 10 Truro Road, Lanivet – <b>Support</b> (Proposed: Councillor D. Williams; Seconded: Councillor Mrs. J. Stickland)</p> <p><b>PA22/04615 – Mr. Doyle</b> – Works to a tree subject to a Tree Preservation Order, works are to T1 (Lime tree) – fell to ground level as liable to stem failure, replant with Common Line Standard as indicated on the tree location plan, Malindi, Truro Road, Lanivet – <b>Resolved to go with the County Tree Officers recommendations on this application</b> (Proposed: Councillor A. Barnaby; Seconded: Councillor C. Vercoe)</p> <p><b>PA22/05147 – Parish Clerk, Lanivet Parish Council</b> – Works to a tree subject to a Tree Preservation Order (TPO), works include felling 1 x ash (T13 on attached survey), Lanivet Village Green, Truro Road, Lanivet – <b>Support</b> (Proposed: Councillor S. Jennings; Seconded: Councillor D. Williams)</p> <p><b>PA22/04909 – Steven Waddell &amp; Charlotte Hopkins</b> – Application for change of use of 4 x holiday cottages to residential dwellings, Tregarthen Cottages, Road from Stony Lane to Marshall Road, Nanstallon – <b>Next Agenda, Extension of Time Granted</b></p> <p><b>Planning Results:-</b></p> <p><b>PA22/02547 – David Williams</b> – Works to trees subject to a Tree Preservation Order (TPO), works include felling Sycamore tree in western corner of Church Yard, Church of St. Nivet, Church Road, Lanivet – <b>Approved</b></p> <p><b>PA22/00684/PRE – Stephen R. Walker</b> – Request for new Tree Preservation Order(s) (TPO) namely Beech tree, Street Record, Old Coach Road, Lamorick, Lanivet – <b>Closed – Advice Given</b></p> <p><b>PA22/00634 – Steve Waddell &amp; Charlotte Hopkins</b> – Permanent residential cottage to replace two no holiday used restricted cottages as approved under enacted planning permission PA11/00856, Tregarthen Cottages, Nanstallon – <b>Approved</b></p>	Clerk  Clerk  Clerk  Clerk

	<p><b>PA22/04270 – Park Holidays UK Limited</b> – Non-material amendment (NMA2) in relation to Decision Notice PA10/05936 (NMA PA14/07963) dated 25/11/2010 for amendments to the approved layout and construction of 36 golf lodges, Lakeview Country Club, Lanivet – <b>Withdrawn</b></p> <p><b>PA22/03304 – Mr. &amp; Mrs. Cooper-Kimpton</b> – Proposed side extension and side infill replacing existing conservatory, Morwenna Road from Bodreath to Ty Cornel, Nanstallon – <b>Approved</b></p> <p><b>Planning Correspondence:-</b> Cornwall Council – PA20/09223 – Change of use of land to a private Gypsy site, Land North of Higher Rosewarick, Lanivet – Appeal to Ministry of Housing, Communities and Local Government as Cornwall Council’s decision was failed to determine <b>Action:</b> Clerk to follow up on decision shown on the website which states failed to determine, Cornwall Council to clarify.</p>	<b>Clerk</b>																																																												
<b>138/22</b>	<p><b>Accounts &amp; Any Applications for Grants &amp; Donations (Including Update on presentation to update Town and Parish Councils on the County Deal, proposed under the Government levelling up Agenda):-</b> The Parish Council approved payment of the following accounts for June 2022 as per Financial Regulations (Proposed: Councillor A. Barnaby; Seconded: Councillor Miss P. Bolton)</p> <table border="1" data-bbox="209 954 1366 1715"> <tr><td>The Lawn Ranger – Grasscutting</td><td>£1,170.99</td><td>April 2022</td></tr> <tr><td>The Lawn Ranger – Grasscutting</td><td>£878.58</td><td>May 2022</td></tr> <tr><td>Complete Weed Control</td><td>£82.60</td><td>May/June 2022</td></tr> <tr><td>Chown China Limited</td><td>£2,747.52</td><td>Queens Jubilee Mugs</td></tr> <tr><td>Miss Stephanie Horton – Toilets</td><td>£161.00</td><td>9/5/22-25/5/22</td></tr> <tr><td>Booker Limited</td><td>£144.11</td><td>Toilet Consumables</td></tr> <tr><td>British Gas</td><td>£83.26</td><td>7/4/22-6/5/22</td></tr> <tr><td>Miss Stephanie Horton – Toilets</td><td>£161.00</td><td>25/5/22-8/6/22</td></tr> <tr><td>The Lawn Ranger – Grasscutting</td><td>£1,203.93</td><td>May 2022</td></tr> <tr><td>Lloyds Bank – Service Charges</td><td>£7.00</td><td>June 2022</td></tr> <tr><td>Hudson Accounting Limited</td><td>£225.00</td><td>Internal Audit 2021/2022</td></tr> <tr><td>DMC-IT – Website Updating</td><td>£37.50</td><td>May 2022</td></tr> <tr><td>SPG Roofing Limited</td><td>£72.00</td><td>Toilets Repairs</td></tr> <tr><td>Booker Limited</td><td>£7.79</td><td>Toilet Consumables</td></tr> <tr><td>Mrs. J. Burdon Salary &amp; Expenses</td><td>£523.74</td><td>June 2022</td></tr> <tr><td>CC Pension Scheme</td><td>£161.60</td><td>June 2022</td></tr> <tr><td>Inland Revenue – Income Tax</td><td>£113.20</td><td>June 2022</td></tr> <tr><td><b>Receipt:</b> Wedlake Funerals</td><td>£1,295.00</td><td>Heard</td></tr> <tr><td><b>Receipt:</b> HMRC</td><td>£852.75</td><td>Year End VAT Claim</td></tr> <tr><td><b>Receipt:</b> R.J. Bray &amp; Son</td><td>£765.00</td><td>Interment (Masters)</td></tr> </table> <p><b>Debit Card application:-</b> Clerk reported we were still waiting for the debit cards to arrive, nothing had been heard, she would follow up <b>Action:</b> Clerk.</p> <p><b>Update on presentation to update Town and Parish Councils on the County Deal, proposed under the Government levelling up Agenda:-</b> Chairman reported meeting is still to be held.</p> <p>Councillor D. Williams declared a non-registerable interest in respect of the following application and suggested a decision is not made on this until the Friends of the Church have reviewed.</p>	The Lawn Ranger – Grasscutting	£1,170.99	April 2022	The Lawn Ranger – Grasscutting	£878.58	May 2022	Complete Weed Control	£82.60	May/June 2022	Chown China Limited	£2,747.52	Queens Jubilee Mugs	Miss Stephanie Horton – Toilets	£161.00	9/5/22-25/5/22	Booker Limited	£144.11	Toilet Consumables	British Gas	£83.26	7/4/22-6/5/22	Miss Stephanie Horton – Toilets	£161.00	25/5/22-8/6/22	The Lawn Ranger – Grasscutting	£1,203.93	May 2022	Lloyds Bank – Service Charges	£7.00	June 2022	Hudson Accounting Limited	£225.00	Internal Audit 2021/2022	DMC-IT – Website Updating	£37.50	May 2022	SPG Roofing Limited	£72.00	Toilets Repairs	Booker Limited	£7.79	Toilet Consumables	Mrs. J. Burdon Salary & Expenses	£523.74	June 2022	CC Pension Scheme	£161.60	June 2022	Inland Revenue – Income Tax	£113.20	June 2022	<b>Receipt:</b> Wedlake Funerals	£1,295.00	Heard	<b>Receipt:</b> HMRC	£852.75	Year End VAT Claim	<b>Receipt:</b> R.J. Bray & Son	£765.00	Interment (Masters)	<b>Clerk</b>
The Lawn Ranger – Grasscutting	£1,170.99	April 2022																																																												
The Lawn Ranger – Grasscutting	£878.58	May 2022																																																												
Complete Weed Control	£82.60	May/June 2022																																																												
Chown China Limited	£2,747.52	Queens Jubilee Mugs																																																												
Miss Stephanie Horton – Toilets	£161.00	9/5/22-25/5/22																																																												
Booker Limited	£144.11	Toilet Consumables																																																												
British Gas	£83.26	7/4/22-6/5/22																																																												
Miss Stephanie Horton – Toilets	£161.00	25/5/22-8/6/22																																																												
The Lawn Ranger – Grasscutting	£1,203.93	May 2022																																																												
Lloyds Bank – Service Charges	£7.00	June 2022																																																												
Hudson Accounting Limited	£225.00	Internal Audit 2021/2022																																																												
DMC-IT – Website Updating	£37.50	May 2022																																																												
SPG Roofing Limited	£72.00	Toilets Repairs																																																												
Booker Limited	£7.79	Toilet Consumables																																																												
Mrs. J. Burdon Salary & Expenses	£523.74	June 2022																																																												
CC Pension Scheme	£161.60	June 2022																																																												
Inland Revenue – Income Tax	£113.20	June 2022																																																												
<b>Receipt:</b> Wedlake Funerals	£1,295.00	Heard																																																												
<b>Receipt:</b> HMRC	£852.75	Year End VAT Claim																																																												
<b>Receipt:</b> R.J. Bray & Son	£765.00	Interment (Masters)																																																												

	Application from Lanivet Church to purchase a 7-panel mobile concertina screen room divider at a cost of £470.00 plus vat, total of £564.00. It was resolved to respond advising until we receive an official approach from the Church we cannot consider and will hold in abeyance (Proposed: Councillor A. Barnaby; Seconded: Councillor T. Hancock) <b>Action:</b> Clerk.	<b>Clerk</b>
139/22	<b>Approval of Annual Accounts for the year ending 31<sup>st</sup> March 2022:-</b> It was resolved to approve the Annual Accounts and bank reconciliation for the year ending 31 <sup>st</sup> March 2022 as set out, which were duly signed by the Chairman and Clerk (Proposed: Councillor Mrs. J. Stickland; Seconded: Councillor T. Hancock)	
140/22	<b>Approval of Section 1 of Annual Return – Annual Governance Statement 2021/2022:-</b> It was resolved to approve Section 1 of the Annual Return as set out (Proposed: Councillor Mrs. J. Stickland; Seconded: Councillor T. Hancock) <b>Action:</b> Clerk to send to External Auditors and advertise relevant statement advising that the accounts are unaudited at this time, as per regulations.	<b>Clerk</b>
141/22	<b>Approval of Section 2 of Annual Return – Accounting Statements 2021/2022:-</b> It was resolved to approve Section 2 of the Annual Return as set out (Proposed: Councillor Mrs. J. Stickland; Seconded: Councillor T. Hancock) <b>Action:</b> Clerk to send to External Auditors and advertise relevant statement advising that the accounts are unaudited at this time, as per regulations.	<b>Clerk</b>
142/22	<b>Internal Auditors Report for the year ending 31<sup>st</sup> March 2022:-</b> Clerk reported on internal audit carried out and the internal audit response record as follows:- <ol style="list-style-type: none"> <li>1. Appropriate accounting records have been properly kept throughout the financial year. The accounts are maintained on a spreadsheet; they were up to date, in balance and free from material errors.</li> <li>2. This Authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved, and vat was appropriately accounted for. Financial Regulations were last reviewed in November 2021. Payments Within the sample tested all payments were supported by invoices and were contained on payment schedules approved by Members.</li> <li>3. This Authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these. Statutory insurances are in place and the Fidelity Guarantee is adequate at £150K. The Council has reviewed its risk assessment and reviewed the effectiveness of the internal controls in place.</li> <li>4. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored, and reserves were appropriate. The budget and precept were properly approved in November 2021 following the production of estimates. Budget monitoring information was only formally considered by Members when the budget was set and again in February rather than quarterly as required by Financial Regulations. Quarterly monitoring should take place and be reflected in the Minutes <b>Action:</b> Finance Working Party/Clerk. Adequacy of Reserves – After allowing for earmarked reserves of £15,000 the general reserve stands at £30,281; equating to 50% of gross expenditure which is within generally accepted parameters.</li> <li>5. Expected income was fully received, based on correct prices, properly recorded, and promptly banked; and vat was appropriately accounted for. The precept received was checked to the records of the Parish Council and principal authority and found to be in accord.</li> </ol>	<b>Finance Working Party/ Clerk</b>

<p>VAT claims have been submitted; however, the final claim does not balance with the year-end vat debtor in accounts. A reconciliation should be undertaken to ensure that all VAT has been re-claimed <b>Action:</b> Clerk. Burial Income – Testing revealed no issues to report.</p> <p>6. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved, and vat appropriately accounted for. Not operated.</p> <p>7. Salaries to employees and allowances to members were paid in accordance with this Authority's approvals, and PAYE and NI requirements were properly applied. The Clerk's salary is paid in accordance with Member approvals and PAYE provisions have been applied. There are some indications that a contractor may have an employment relationship with the Council requiring PAYE provisions to be applied. Recommendation 1 – The HMRC employment status checker tool should be used to establish whether a contractor should be subject to PAYE provisions <b>Action:</b> Chairman/Vice-Chairman.</p> <p>8. Asset and investments registers were complete and accurate and properly maintained. The asset register has been updated to reflect changes in the year and the total value of assets held has been accurately disclosed to AGAR.</p> <p>9. Periodic and year-end bank account reconciliations were properly carried out. Bank reconciliations are carried out within the accounts spreadsheet – the recommendation regarding the evidencing and minuting of bank reconciliation scrutiny have not been implemented. The year-end bank reconciliation was found to be accurate with no old un-presented payments or balancing entries.</p> <p>10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure) agreed to the cash book, supported by an appropriate audit trail from underlying records, and where appropriate debtors and creditors were properly recorded. The accounts were produced on an income and expenditure basis and were in accord with underlying records. Debtors and creditors were properly disclosed.</p> <p>11. If the authority certified itself as exempt from a limited assurance review in 2020/21, it met the exemption criteria and correctly declared itself exempt. Not applicable.</p> <p>12. The authority publishes information on a free to access website/webpage up to date at the time of the internal audit in accordance with any relevant transparency code requirements. Not applicable.</p> <p>13. The authority, during the previous year (2020-21) correctly provided for the period of the exercise of public rights as required by the Accounts and Audit Regulations. The requisite Notice was published, and the correct number of days for public inspection allowed.</p> <p>14. The authority has complied with the publication requirements for 2019/20 Agar. All publication requirements were met.</p> <p>15. Trust Funds. Not applicable.</p> <p>16. Internet Banking – suggest that the lack of separation of duties should be documented in the Council's Risk Assessment as mitigated as seen fit <b>Action:</b> Clerk.</p> <p>17. Asset Register – New format yet to be fully populated <b>Action:</b> Clerk.</p> <p>18. Signatories – Statement signed at meetings – suggested that cashbook information is added to demonstrate they balance – now pandemic meeting restrictions have ended suggest this is done to demonstrate compliance with Financial Regulations <b>Action:</b> Clerk.</p>	<p>Clerk</p> <p>Chair/ Vice- Chair</p> <p>Clerk Clerk Clerk</p>
--	---

	<p>It was resolved to approve the Internal Auditors Report and action any queries raised (Proposed: Councillor Mrs. J. Stickland; Seconded: Councillor T. Hancock)</p> <p><b>Action:</b> Clerk</p> <p>Item 4 – Clerk will arrange a calendar date with the Chairman and Vice-Chairman to discuss with the Working Party.</p> <p>Item 5 – Clerk reported all VAT had now been claimed accordingly.</p> <p>Item 7 – Chairman and Vice-Chairman to action.</p> <p>Item 16 – Clerk to update annual documents and include on the next agenda for approval.</p> <p>Item 17 - Clerk to update asset register in liaison with the Chairman and Vice-Chairman and include on the next agenda for approval. Internal Auditor requested filling in the Responsible Person Column and add one for location</p> <p>Item 18 - Clerk to update Financial Regulations and include on the next agenda for approval.</p> <p>For internet banking the actual risk identified should be lack of separation of duties as same person is maintaining accounts and releasing the bank payment. At the moment you include bank balances on your monthly accounts report but there is no cash book figure to compare them to so no actual bank reconciliation as such.</p> <p>Chairman was very pleased with the report and congratulated Councillor D. Austin and Clerk.</p>	<b>Clerk</b>
143/22	<p><b>Lanivet Parish Affordable Housing Working Party Update from Chairman:-</b> No update.</p>	
144/22	<p><b>Lanivet Parish Sport &amp; Recreation Trust Update:-</b> Report received from Barry Cornelius as follows:-</p> <p><b>Covid-19 Support</b> - Covid-19 support and support for the infirm and vulnerable is continuing with the electric vehicle in constant use. The usage is increasing due to Wadebridge Concern withdrawing their transport support due to lack of drivers, meaning more trips from the Wadebridge area are being booked. We are in dialogue with Age UK Cornwall about getting more drivers for that area to take the pressure off our vehicle, which has done over 2,000 miles in the last 2 and a half months.</p> <p><b>The One for All Lanivet Parish Community Centre</b> - Normal business is resuming at the Community Centre with our business clients now coming back to face-to-face meetings as well as the community activities. All the major construction work on the community café has been finished, with now only the finishing touches to undertake. It is hoped the café will be open sometime in July (with a fair wind!) The Community Bus is being used on a more regular basis with the Primary School, the Netball Club, Memory Café and Choir and Bodmin Age Concern being the main users. It is planned to start a dial a ride weekly trip to Bodmin in July as we have identified a driver. However, we still need volunteer drivers with a D1 on their licence to expand the service.</p> <p><b>Platinum Jubilee</b> - The Community Centre was the hub of celebration activities on the Thursday, with netball, football, a joint Memory Café and Memory Choir event before everyone went down to the Village Green for the Games.</p> <p><b>Ukraine Crisis</b> - During March the Community Centre was a drop off point for clothing etc which was taken to a central depot at St. Blazey.</p>	

	<b>Summary</b> - Once again, the Trust would like to thank the Parish Council for its continued support, and we look forward to long awaited opening of the Community Café.	
145/22	<b>Community Network Panel Meeting Update:-</b> No update as Chair was unable to make the meeting last night. If the Parish Council is happy for him to pursue other Town and Parishes, he would be happy to do so.	
146/22	<p><b>Lanivet Village Green/Play Equipment/Car Park/Bus Shelters (Including Parking of Vehicles in the Car Park):-</b> Chairman thanked everyone that was involved in putting on the Jubilee Event on the Village Green. He was thrilled to see the number of people that turned up.</p> <p>Email from the Church requesting to use the Village Green by a Medieval Re-enactment group on Saturday 14<sup>th</sup> August. It was resolved to give permission to use and ask for any advertising, so that people will see they will be on site, if there are any possible health and safety issues for them to cordon off the necessary areas, asking for a copy of their insurance (Proposed: Councillor A. Harris; Seconded: Councillor A. Barnaby) <b>Action:</b> Clerk.</p> <p><b>Lanivet Car Park:-</b> Chairman reported on the vehicles parking in the Car Park, it was noted it is owned and maintained by the Parish Council. Chairman suggested a height barrier, to be opened during the day and closed at night. Chairman also suggested changing the wording on the sign into the car park. We could start charging or ban all commercial vehicles. He would like input from Councillors and suggested a Working Party follows up. It was suggested that notices be posted to home addresses. Councillor Miss P. Bolton suggested speaking directly with the owners of the large vehicles (Proposed: Councillor Miss P. Bolton; Seconded: Councillor D. Williams) <b>Action:</b> Councillors Miss P. Bolton/Mrs. J. Stickland.</p> <p><b>Bus Shelters:-</b> No update.</p> <p>Clerk still waiting to hear from Outdoor Play <b>Action:</b> Keep Pending.</p>	<p><b>Clerk</b></p> <p><b>Cllrs. Miss P. Bolton/ Mrs. J. Stickland</b></p> <p><b>Clerk</b></p>
147/22	<b>Camel Trail Update:-</b> No update.	
148/22	<p><b>Cemetery Matters (Including (a) Any applications for memorials, inscriptions; (b) Update on letters in respect of unauthorised surrounds and items; (c) Health &amp; Safety Check on Cemetery, especially on walls and grass paths in Cemetery):-</b> No memorial applications received.</p> <p>Clerk to look back through minutes to confirm the approval of the Orchard memorial and cover slab and send to Councillors <b>Action:</b> Clerk.</p> <p><b>Health &amp; Safety Check on Cemetery, especially on walls and grass paths in Cemetery:-</b> Chairman reported on the health and safety issues, one being the railings that would be required. There are cracks on the walls. The trees the hedge is owned by the landowner in the adjacent field. Chairman reported we will need to look at this when we are discussing the budget this year.</p>	<b>Clerk</b>

	<p><b>Updates on letters in respect of unauthorised surrounds and items:-</b> Following representations from several families the Chairman stressed to fellow Councillors the need for a practical and pragmatic solution that both showed a sympathetic concern to all users of the cemetery and a care for the safety of the council's contractors and third parties. <b>It was resolved that:-</b> Where families have already placed temporary surrounds and other items on the grave, they will be required to maintain that area in a neat and tidy state giving due care and attention to other users of the cemetery. They will also be required to inform the Clerk of any changes to their contact details held by the Parish Council. If at any time it is clear the grave is not being maintained, then the Clerk will inform the family that they will need to remove all said temporary items at their own cost and the grave will be grassed over by the Parish Council. A reasonable notice period will be given to the family to allow them either to tidy the grave so that no further action is taken or to remove the items prior to the Parish Council grassing over the grave. After requests by several family members the Parish Council has agreed that its contractor will no longer strim the grass in the immediate area of the grave but rather only mow the grass as close as they can reasonably achieve. It was stressed that this only applies to current temporary items. The new documents being sent out require families to adhere to the current regulations allowing only a headstone and no other items or structures either temporary or permanent. Chairman proposed once the minutes have been agreed, an email will be sent to residents with a copy of the extract from the minutes explaining the process agreed <b>Action:</b> Clerk/Chairman/Councillors.</p>	<p><b>Cllrs. Clerk/ Chair</b></p>
149/22	<p><b>Public Conveniences Update:-</b> No update.</p>	
150/22	<p><b>The Queen's Platinum Jubilee Beacons and other activities:-</b> Councillor A. Harris reported thanked everyone for the weekend which was a great success and thanks to Councillor Miss P. Bolton for assisting.</p> <p>Councillor Miss P. Bolton expressed thanks to George Kestell for all events arranged by him in the village of Nanstallon.</p> <p><b>Mugs for Queens Jubilee:-</b> Chairman reported he has the mugs, he has presented to Under 5's, Nanstallon and Lanivet Schools. Councillor A. Barnaby to hold outstanding mugs for distribution and Clerk to send relevant invoices <b>Action:</b> Clerk/Councillor A. Barnaby.</p> <p>Chairman thanked Councillor A. Harris for his assistance with ordering and collecting the mugs.</p>	<p><b>Clerk/ Cllr. A. Barnaby</b></p>
151/22	<p><b>Lanivet Parish Historic Buildings (Including (a) Lanivet &amp; District Under Fives Church Hall and proposals; (b) Nanstallon Chapel Update and Email from Community Link Officer):-</b></p> <p><b>Nanstallon Chapel Update:-</b> Councillor Miss P. Bolton reported there will be a meeting on Saturday morning.</p> <p>Email received from the Community Link Officer in respect of the Nanstallon Chapel advising they had received a request to consider this asset in the Council's List of Community Value.</p>	

	Clerk had sought further information and Parish Council to consider whether we wish to support the application to nominate Nanstallon Methodist Church as an Asset of Community Value and provide any additional evidence/information which will be of use in considering the application, e.g., evidence of recent or current community use. It was agreed to support and Clerk to forward relevant information from Councillor Mrs. H. Akehurst <b>Action:</b> Clerk	<b>Clerk</b>
152/22	<b>Community Task Force:-</b> Councillor A. Harris reported the idea was people in the parish have helped raise funds for work, the only concerns are possible health and safety issues. One item currently is the Church Hall flooring. Councillor D. Williams reported he had recently made some repairs on the entrance to the Under 5's. Clerk to ask CALC where the Parish Council stands with having a Community Task Force of volunteers <b>Action:</b> Clerk.	<b>Clerk</b>
153/22	<b>Great Western Railway – Community Fund Open for bidding:-</b> It was resolved to leave in abeyance.	
154/22	<b>Newsletter Reports/Parish Council Website:-</b> Clerk reported Facebook and the Website continue to be updated monthly. Chairman reported the newsletter has gone out.	
155/22	<p><b>Correspondence:-</b></p> <ol style="list-style-type: none"> <li>1. Cornwall Council – Town &amp; Parish Council Newsletter – 9<sup>th</sup> June 2022</li> <li>2. CALC – Chief Executive's Bulletin</li> <li>3. CALC – News Round-up from CALC – 13<sup>th</sup> May 2022</li> <li>4. Great Western Railway – Timetable Change</li> <li>5. Ocean Housing – Stakeholder Survey</li> <li>6. Cornwall Council – Free Virtual Climate Literacy and Climate Decision-making public engagement training opportunities for Parish, Town and City Councils</li> <li>7. NALC – Newsletter</li> <li>8. NALC – Events</li> <li>9. CALC – Star Council Awards</li> <li>10. Lanteglos by Fowey Parish Council – Complaint Letter – Change from Cornwall Council in respect of allocation of social housing</li> <li>11. Great Western Railway – Invitation to apply for potential funding</li> <li>12. Cornwall Council – Meet the Leader of Cornwall Council</li> <li>13. Cornwall Council – Lanivet Jubilee Events</li> <li>14. Cornwall Council – Bodmin Jubilee Events</li> <li>15. NALC – Join NALC's first-ever hybrid conference</li> <li>16. Great Western Railway – Update on RMT ballot for industrial action</li> <li>17. Cornwall Community Trust Land Trust – May News</li> <li>18. NALC - Chief Executive's Bulletin</li> <li>19. Cornwall Council – Blisland Jubilee Events</li> <li>20. Paul Holden – Buildings at risk summer update</li> <li>21. CALC – Cornwall Council Briefing for Town &amp; Parish Councils on the County Deal</li> <li>22. David Attwell – Lanivet Churchyard Cross – Talk and Management Proposals. Councillor A. Barnaby and D. Williams reported they attended a meeting last night which was excellent, and the tree in question will be reduced down in due course, although they would like the Parish Council to confirm their support for taking the yew tree down. Chairman reported a planning application is to be submitted for discussion <b>Action:</b> Clerk.</li> <li>23. Great Western Railway – Rail Strikes</li> <li>24. Exeter University – Institute of Cornish Studies Enquiry</li> </ol>	<b>Clerk</b>

	<p>25. Julie Hunter – History of residents of property</p> <p>26. National Highways – A30 Bodmin Bypass</p> <p>27. In-tend Limited – Electronic Requirements</p> <p>28. Cornwall Council – Bodmin Community Network Panel and AGM – Wednesday 15<sup>th</sup> June 2022; 5.30pm-7.00pm</p> <p>29. CALC – Training Dates: Being a Good Chair/Code of Conduct</p> <p>30. CALC – Briefing: Protect Duty Implications, Event Safety and Emergency Management</p> <p>31. Great Western Railway – Strikes – Impact on Devon and Cornwall</p> <p>32. Great Western Railway – National Rail Contract awarded to GWR</p> <p>33. NALC – Dementia Survey</p> <p>34. CALC – Cormac Workshop Engagement Events planned for Autumn</p> <p>CALC – Information on proposed planning changes</p>	
156/22	<b>Urgent Parish Matters with prior liaison with Chairman (Items for Information Only and items for the next agenda):-</b> None.	
157/22	<p><b>Date of Next Meeting and Meetings for 2022:-</b> Thursday 14<sup>th</sup> July 2022 at 7.00pm to be held in the One for All Lanivet Parish Community Centre. Apologies from the Chairman for the next meeting, he has asked the Vice-Chairman.</p> <p>There being no further business to discuss the meeting closed at 9.02pm.</p>	

Signature: .....

Chairman

Date: 14<sup>th</sup> July 2022