

WITHIEL PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 2ND OCTOBER 2024 AT 7.00PM

Present	Cllr. M. Davies (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. Ms. J. Shearer (Vice-Chair)
	Cllr. Mrs. W. Symons	Cllr. E. Piper	Cllr. R. Wilson
	Cllr. S. Coy	1 Member of Public	

Minute	AGENDA ITEMS	Action
177/24	Apologies:- Councillor Ms. A. Lake, Cornwall Councillor Mrs. J. Cruse.	
178/24	<p>Public Forum (Members of the public are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. The designated time will be 15 minutes and no longer than 5 minutes per person, the time may be extended at the discretion of the Chair):- One member of public in attendance who raised item 7 Highway Issues with regards to HGV Signage. Chairman advised that Cornwall Councillor Mrs. J. Cruse is following up Action: Clerk to follow up with Cornwall Councillor Mrs. J. Cruse for an update.</p> <p>Item 19 Voltaise funding, he wanted a brief on the applications, Chairman gave a brief update on the funding which was given to the Parish Council to give out to local organisations which is currently held with Cornwall Council, then there was a renewal application and further Voltaise funding was given directly to the Parish Council this time, which will go to community and environmental projects/groups. It was noted there are two funds of Voltaise funding, the first held for several years by Cornwall Council had no limits and the large application last month was approved under that scheme. Therefore, we then approved to remove the £1,000 cap on the new Voltaise funds held directly by the Parish Council that will be used when the funding held by Cornwall Council has been used up.</p>	Cwll. Cllr. Mrs. J. Cruse/ Clerk
179/24	<p>Members Declaration of Interest in items raised on the Agenda/Requests for Dispensation:- Councillors Ms. J. Shearer and R. Wilson declared a non-registerable interest under Paragraph 3.5A in respect of the Camel Valley CAP. Councillors Ms. J. Shearer and S. Coy declared a non-registerable interest under Paragraph 3.5A in respect of the solar grant payment for Withiel PCC. Councillor S. Coy reported from the new Financial Regulations there is an item in relation to the precept and we need to ensure all members have paid their Council Tax as they would not be able to discuss.</p>	
180/24	Monthly Cornwall Councillor Report:- Apologies received from Councillor Mrs. J. Cruse.	
181/24	<p>Confirmation of Minutes of the Monthly Meeting held on the 4th September 2024:- Resolved to approve the Minutes of the Monthly Meeting held on the 4th September 2024 as circulated which were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor S. Coy; Seconded: Councillor Ms. J. Shearer) All in Favour</p>	

	Withiel News and Views	£300.00	Annual Donation	Clerk
	BDO LLP	£252.00	External Audit Fee	
	Withiel Women's Institute	£750.00	Voltaise Solar Grant	
	Withiel PCC	£4,566.43	Voltaise Solar Grant	
	Salaries and Expenses	£278.51	October 2024	
	HMRC – Income Tax	£63.20	October 2024	
	Max Simpson	£199.00	2 nd Half Footpaths Cut	
	Receipt:- Cornwall Council	£4,000.00	2nd Half Year Precept	
	Receipt:- Cornwall Council	£5,316.43	Voltaise Grant Funds	
	Receipt:- HSBC – Gross Interest	£46.88	September 2024	
	Clerk reported Voltaise funding held by Cornwall Council currently stands at £4,017.90 for information, to be used before we use our new Voltaise funding.			
	Notice of Conclusion of audit by External Auditor:- Clerk read conclusion report from External Auditors – Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The smaller authority has disclosed that it made property provision during the year 2023/2024 for the exercise of public rights, by answering 'Yes' to Section 1, Assertion 4. However, the Internal Auditor has reported that the notice was dated prior to the Council approval and has not made proper provision and therefore, should have answered 'No' to this assertion. Other matters not affecting out opinion which we draw to the attention of the authority – In the prior year, the smaller authority was exempt from review, therefore, we have not reviewed any evidence to support the prior year comparatives on the Agar. Clerk reported the notice of Conclusion and other notices as relevant were put on the Website and Noticeboard by the 30th September as per regulations (Proposed: Councillor Mrs. W. Symons; Seconded: Councillor E. Piper) All in Favour Action: Clerk.			Clerk
187/24	To review the appropriateness of the overall internal audit arrangements between Barbara Goraus and Withiel Parish Council:- Resolved to with information received we have reviewed appropriateness of the overall internal audit arrangements as satisfactory (Proposed: Councillor E. Piper; Seconded: Councillor S. Coy) All in Favour. Paperwork received from Barbara Goraus and circulated to all Councillors showing competency, appropriateness, independence and all required for these three items.			
188/24	To consider the Internal Auditor's independence and competence and to re-appoint Barbara Goraus as the Internal Auditor for 2024/2025:- Resolved to appoint in consideration of independence and competence (Proposed: Councillor E. Piper; Seconded: Councillor S. Coy) All in Favour.			
189/24	To note the letter of engagement for Internal Audit Services between Barbara Goraus and Withiel Parish Council and approve the audit proposal:- Resolved to accept letter of engagement previously received and minuted (Proposed: Councillor E. Piper; Seconded: Councillor S. Coy) All in Favour.			

190/24	Annual Documentation to be reviewed – Financial Regulations:- Resolved to approve annual documentation as circulated by the Clerk with her recommendations (Proposed: Councillor M. Davies; Seconded: Councillor S. Coy) All in Favour Action: Clerk.	Clerk
191/24	Broken Bench Seat by the Bus Shelter in Withiel:- Councillor R. Wilson reported he has taken on board to repair himself with volunteers and it will be ready fairly soon. The concrete should hopefully be good for another 20 years or so. As far as he is concerned it is a community effort.	
192/24	Camel Valley Community Area Partnership:- Councillor Ms. J. Shearer reported there was no report this month but the next item on the agenda is in relation to the CAP and we need to review month by month and update accordingly.	
193/24	Template from Cornwall Council for current projects, issues and/or questions:- Resolved to include the following (a) Flooding issues to be reviewed; (b) State of passing places to be reviewed; (c) Edge of roads damaged by water throughout the parish which are dangerous to be reviewed (Proposed: Councillor Mrs. W. Symons; Seconded: Councillor Ms. J. Shearer) All in Favour Action: Clerk.	Clerk
194/24	Parish Councillor Training Requirements:- Councillor R. Wilson reported he attended the refresher course on planning. It was mostly on planning laws, enforcement, new housing targets. Current rate Cornwall is building 2,600 properties a year and want to get up to a new target of 4,454 per year Action: Councillor R. Wilson to send information to Councillor Mrs. J. Shearer for the News and Views report.	Cllr. R. Wilson
195/24	News and Views Report – To include an item regarding applications from the Voltaire Fund:- Resolved to include an item with relevant information in the News and Views as separate item from the Parish Council report (Proposed: Councillor R. Wilson; Seconded: Councillor E. Piper) All in Favour Action: Councillor Ms. J. Shearer.	Cllr. Ms. J. Shearer
196/24	Correspondence – Clerk listed correspondence and actions required:- <ol style="list-style-type: none"> 1. NALC – Chief Executive’s Bulletin 2. Cornwall Council - Town and Parish Council Newsletter 6th September 2024 3. Cornwall Council - Affordable Housing Newsletter - September 2024 4. CALC – Star Council Awards 2024 5. Cornwall Rural Community Council – Clean Cornwall Newsletter 6. Office of the Police & Crime Commissioner – Councillor Advocate Seminar: Policing Update. Please submit your questions in advance 7. Office of the Police & Crime Commissioner – The Commissioner's weekly column 8. The Rural Bulletin – 10th September, 17th September, 24th September, 2nd October 2024 9. NALC – Events 10. CALC – News Round up 10th September 2024 11. CALC - Forward planning for elections 2025 12. NALC - Website 13. NALC – Newsletter 14. CALC - NALC Legal update and information sharing Highways/Traffic Management Training 15. Cornwall Council - Forest for Cornwall Autumn Newsletter 2024 16. Great Western Railway - Upcoming Network Rail improvement works this Autumn 	

	<p>17. Cornwall Council – Community Area Partnership online survey</p> <p>18. Cormac - Radon Monitoring & Asbestos Management Services</p> <p>19. NHS Cornwall & Isles of Scilly - Help improve future services, the way we communicate and engage local people</p> <p>20. Office of the Police & Crime Commissioner - Police and Crime Commissioner's weekly column</p> <p>21. CALC – A framework for Leisure Briefing Presentation slides from Cornwall Council Culture, Leisure & Libraries</p> <p>22. Office of the Police & Crime Commissioner - Devon and Cornwall Police & Crime Commissioner launches consultation on her third Police and Crime Plan</p> <p>23. Cornwall Council – Pension Credit</p> <p>24. Office of the Police & Crime Commissioner - Police and Crime Commissioner's weekly column</p> <p>25. Bodmin Police Station – October Newsletter for Bodmin</p> <p>26. Cornwall Air Ambulance – Heli2 Appeal (letter sent regarding our policy)</p> <p>27. Clerks & Councils Magazine (Councillor R. Wilson)</p> <p>28. CALC – Training Update – October 2024</p> <p>29. CALC – Planning Training Sessions on 15th October and 6th November 2024</p>	
197/24	<p>Any Urgent Matters the Chair considers relevant for this meeting:- Chairman reported that Councillor S. Coy announced his potential plans for retirement in November. However, he has prudently looked at this and will wait until May 2025, so we do not have to possibly pay for two elections. It was noted that elections are coming up next year and this could be noted in the News and Views report for information. Councillor S. Coy would like Councillor E. Piper to take over as representative of the Village Hall (Proposed: Councillor M. Davies; Seconded: Councillor Ms. J. Shearer). Next meeting date was 16th October 2024 at 7.00pm in the Withiel Village Hall Action: Clerk to confirm.</p>	Clerk
198/24	<p>Date of next Meeting:- Next meeting would be held on Wednesday 6th November 2024 at 7.00pm in the Withiel Village Hall.</p> <p>Final Meeting for the year is confirmed as the 4th December 2024. Apologies from Councillor S. Coy for the December meeting.</p> <p>There being no further business to discuss the meeting closed at 8.07pm.</p>	

Signature:

Chair

Date: 6th November 2024