

# **St Mellion Parish Council Meeting**

**Tuesday 13th September 2016 at 7pm**

**St Mellion Church Hall**

## **Agenda**

- i. Appointment of Chair for term until May 2017
- ii. Appointment of Vice Chair for term until May 2017
1. Councillor matters
  - 1.1 To receive apologies for absences
  - 1.2 To receive declarations of pecuniary interests
  - 1.3 To receive declarations of non-registrable interests
  - 1.4 To approve written requests for dispensations
2. Previous Parish Council meetings (12th July & 12th August 2016)
  - 2.1 To approve the minutes
  - 2.2 To note matters arising from the minutes
3. Questions from the public
4. Planning matters
  - 4.1 Section 106 measures: to review CORMAC's design for traffic calming and footway works in Church Lane
  - 4.2 PA14/04185 solar farm at Newton Ferrers: to receive an update on road remediation near Clapper Bridge
  - 4.3 PA16/06080 erection of detached dwelling with garage at The Yard, Dunstan Lane: to note decision by Cornwall Council
  - 4.4 PA16/07546 classroom extension at St Mellion VA C of E School: to agree comment to Cornwall Council
  - 4.5 Queries on holiday home occupancy conditions in Policy 7 of the emerging Cornwall Local Plan: to note response from Cornwall Council
  - 4.6 Planning training for clerks: to note details
5. Highway matters
  - 5.1 Given names for key parish roads
    - 5.1.1 To receive an update on naming Church Lane
    - 5.1.2 To receive an update on naming Bealbury Lane
    - 5.1.3 To receive an update on naming Wollaton Lane
  - 5.2 Tree cutting on pt9143: to note response from Savills
  - 5.3 Clapper Bridge traffic restrictions: to note CORMAC's installation of new signs
  - 5.4 Signpost repair and refurbishment: to receive an update
  - 5.5 Royal Mail post box replacement: to note locations and timescales
6. Transport matters
  - 6.1 Proposed safe passageway for cyclists/pedestrians between Callington and Saltash
    - 6.1.1 Funding for feasibility study: to receive an update on LDF application
    - 6.1.2 Survey of users: to receive an update on Survey Monkey questionnaire
    - 6.1.3 Correspondence with Sheryll Murray MP: to receive an update
  - 6.2 Bus shelters for St Mellion
    - 6.2.1 Non-advertising shelters: to receive an update on funding sources
    - 6.2.2 Land for northbound bus stop in village: to receive an update

## 7. Parish Council finances

- 7.1 To confirm state of repair of Parish Council assets
- 7.2 To note conclusion of audit for ye 31.3.16
- 7.3 To receive an update on switching bank account from HSBC to Lloyds
- 7.4 To note cheques signed outside of a Parish Council meeting
- 7.5 To approve monthly payment schedule for September
- 7.6 To agree signatories for payroll approval
- 7.7 To approve quarterly cash book and bank reconciliation
- 7.8 To approve actual receipts and payments vs budget for precept for ye 31.3.17
- 7.9 To review funds available to the Parish Council and potential uses
  - 7.9.1 Trial of community benefit grant application process by Bealbury Chapel
  - 7.9.2 Parish map for the website
  - 7.9.3 Feasibility study for relief road
  - 7.9.4 Other suggestions arising

## 8. Parish Council governance

- 8.1 To approve revisions to Financial Regulations to incorporate requirements of the Public Contracts Regulations 2015
- 8.2 To review approved revisions to Standing Orders to incorporate requirements of the Public Contracts Regulations 2015
- 8.3 To receive an update on criminal record checks for Parish Councillors
- 8.4 To receive an update on a policy for copyright compliance
- 8.5 To review guidance on retaining Parish Council documents
- 8.6 To review amendments to the procedures manual
- 8.7 To review NALC's LTN 41 Responsibilities of Councils as Landowners
- 8.8 To approve updated Legal SLA with Cornwall Council

## 9. Premises licensing: to receive an update on recent applications

## 10. Consultations

- 10.1 Licensing Act 2003 Review
- 10.2 Electoral Review of Cornwall Council and 2016 Governance Review
- 10.3 Business Rates Retention Policy
- 10.4 Proposed removal of 180 public call boxes in Cornwall

## 11. General correspondence

## 12. Items for next Parish Council meeting agenda

### **Closed session**

To discuss personnel matters.

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