

St Mellion Parish Council Meeting

Tuesday 12th September 2017 at 7pm in the Church Hall, St Mellion

Minutes

In attendance

Cllr Ian Waite (IW), Chair; Cllr Alan Twist (AT), Vice Chair; Cllr Hugh Campbell (HC); Cllr Alan Cookson (AC); Cllr Steve Crook (SC); Christine Douglas (CD), Clerk to the Parish Council.

Police Superintendent Ian Drummond-Smith, Devon and Cornwall Police (left after item 3).

Kevin Thomas (Area Manager) and Traci Parker (Business Development Manager) Cornwall Fire, Rescue and Community Safety Service Headquarters (CCTV and Grant Funding) (left after item 3).

Cornwall Councillor Jim Flashman (left at item 7.3).

Five members of the public (one left after item 4.5; two left during item 5.5; two left during item 10a).

1. Councillor matters

1.1 To receive apologies for absences Cllr Bridie Kent (BK) - work commitment.

1.2 To receive declarations of pecuniary interests None.

1.3 To receive declarations of non-registrable interests None.

1.4 To approve written requests for dispensations None.

2. Previous Parish Council meetings (11th July 2017)

2.1 To approve the minutes

It was proposed by IW, seconded by AT and **RESOLVED**

That the pre-circulated minutes were a true reflection of the Parish Council meeting held on 11.7.17.

IW signed and dated the minutes.

2.2 To note matters arising from the minutes

The Parish Council's letter to Supt Drummond-Smith dated 13.6.17 has not received an acknowledgement or response from Sheryll Murray MP or the OPCC. CD to request responses.

3. Questions from the public

IW introduced **Police Superintendent Drummond-Smith**, Devon and Cornwall Police. The Supt summarised a typical police day in Cornwall (stabblings, GBH, domestic violence, missing children) and confirmed they had attended 1,634 incidents in the last seven days, 575 of which were recorded crimes. Crime represents 25-30% of all police incidents, thus the majority of police work involves other matters (e.g. road accidents, missing children, mental health crisis, etc.). In the Liskeard Sector, police attended 9,700 incidents in the previous year and 201 incidents in the last seven days, 62 of which were crimes.

The Supt then discussed resource cuts. This started in 2010 with a 20% reduction in central government funding and removal of the rural policing fund for England and Wales (£1.8m). In 2015, the police budget was frozen by central government for five years. The OPCC can raise additional funds through increasing the levy from council tax but this is capped at 2.99% pa. If the precept isn't raised annually, the budget falls in real terms. Police numbers have fallen from 3,500 to 2,900 which is the same as 1994 (before the days of cyber/internet crime which takes up greater resource). At present, the Liskeard Sector has one officer at Looe, Saltash and Torpoint respectively, and three at Liskeard on each shift. Extra resources can be drawn from Plymouth, Launceston, Bodmin; traffic cars; a police dog; and county armed police. Serious crime is the priority with 'volume crime' being handled by telephone 'triage'. The OPCC has announced 100 more officers (38 armed) between now and 2020, plus 50 police staff investigators and 30 statement takers. Liskeard Sector hopes to get some of these.

IW asked about the merger with Dorset Police. The Supt confirmed that the strategic alliance between both forces has already produced significant cost savings in back-room staff (admin, payroll, etc.) of possibly £12.5m. Similar savings could come from merging IT systems and having one Chief, one PCC and one OPCC. SWAST operates in a similar way up to Swindon. The question is how the cost savings will be used.

The Supt suggested T&PCs may be able to 'buy in' police officer overtime in four hour blocks and agreed to forward details to the Clerk.

AT asked about obstructions in Church Lane and parking opposite zig zags outside the school. The Supt confirmed the Highway Code is advisory, not law, although some of the parking shown by AT (in photos) may be breaking the law (for being within 10 metres of a junction). A police officer has to witness the parking, however, and the incident would not be a priority matter. The situation would be the same with dangerous driving in Wollaton Lane.

Joan Allen asked if a specific police officer could be dedicated to 'access only' in Church Lane, perhaps to take vehicle details from residents. The Supt agreed to look into this but said it would require taking an officer off the streets for two hours to write letters, then extra time to visit the driver's house if they breach the TRO again. Also, if there is no evidence/photos of the breach, it won't lead to a prosecution.

AT asked whether CCTV footage could be used as evidence. The Supt said that, to prove the offence, CCTV would have to show the vehicle travelling through all of Church Lane to be sure it hadn't stopped on the way (posting a letter through a door would qualify as access, for example). It would require several cameras and could be quite costly. The Supt suggested a physical barrier and IW confirmed advice on this had been taken from four experts (including the police) with a key issue being drivers having to access the A388 via the dangerous junction with Church Lane. It would require traffic lights and there was no funding for this. Buying in police time for enforcement may be an option, however.

IW welcomed **Kevin Thomas** and **Traci Parker** from Cornwall Fire, Rescue and Community Safety Service Headquarters based at Tolvaddon. The Headquarters are home to the Critical Control Centre that takes all 999 fire calls. The Centre is also linked to the North Yorkshire Fire Service control room. This means if one service is busy, the other can take calls and mobilise the nearest engine (e.g. North Yorks can take calls from Cornwall whilst the Cornwall Service is tackling floods).

Kevin confirmed that the Fire Service has similar budget and staffing pressures as the police and looks to generate additional income by becoming a vendor of 'safety innovation'. A CCTV service has been developed for crime prevention (e.g. to help detect anti-social behaviour). The community and police are beneficiaries of this. Nine towns have CCTV cameras connected to Tolvaddon using fibre optic technology. Helston has seven cameras with data going to a box in the town hall (not accessible by the Town Council) then to Tolvaddon. Cameras operate and record 24/7 with towns choosing the hours when active monitoring takes place (e.g. Truro and Falmouth buy 44 hours monitoring pw). Police requests for footage average 12 pw. The Fire Service takes on the various legislative requirements although final responsibility still rests with the Town Council. The Fire Service spends a great deal of time on adherence and compliance and has received a lot of praise for this.

An alternative for St Mellion (to monitor Church Lane for 'access only' and possibly an AED) could be two cameras and a data box in the church hall that is interrogated on an ad hoc basis but without a link to Tolvaddon. Images from this could be provided to the police.

The Supt stated Church Lane is long and footage of a vehicle entering and leaving doesn't prove an offence unless its whole journey is captured as a vehicle may stop to drop off a parcel at a house, for example. This may require more than two cameras. There is also an issue in taking an officer off the street to deal with it although the highways team could be consulted.

Kevin offered to commission a local firm to complete a free survey based on the requirement to provide evidence. The cameras and the data box in the church hall would be linked using Cornwall Council wireless technology (via microwave - no roadworks required). IW welcomed this. CD to follow up with Traci. Paul Hault asked how this would be linked to Tolvaddon. Kevin confirmed it would not be linked in this case. The data would stay in the church hall and be interrogated on an ad hoc basis.

4. Planning matters

4.1 Section 106 measures: to receive an update on a public consultation for traffic calming and footway in Church Lane, light on The Glebe path and bus shelters

The consultation closed on 3.8.17. CORMAC forwarded a report to Cornwall Council on 14.8.17 which recommends that the measures be progressed. The next step is for CORMAC to prepare a quote for the design phase and an estimate for implementation (to include suggested amendments arising from the consultation such as speed hump siting outside the school and addressing drainage issues outside Darwood). Further update on 10th October.

4.2 Local housing needs assessment: to discuss options for next steps

As per minute 4.2 from the Parish Council meeting on 11.7.17, a meeting with Pillaton Parish Council and CCLT was pursued but the former decided not to progress the matter further. Instead, IW, BW, AC and CD met on 24.8.17 to identify potential next steps for St Mellion (i.e. do nothing and allow a developer to use the outputs; write an informal housing policy; produce a housing policy as part of a NDP; produce a NDO). The pros and cons of each had been pre-circulated and were shown on-screen. Councillors agreed to explore restarting the NDP. IW, BK, AC and CD to meet Zoe Bernard-John (Cornwall Council) on 20th September and report to full Council on 10th October.

4.3 PA17/02216/PREAPP St Mellion International Resort pre-application advice for reserved matter consent in respect of PA14/07300: to discuss application content

Documents had been pre-circulated and were shown on-screen. The pre-app is for reserved matters for the outline permission granted in 2014 (for up to 199 holiday homes). A full application for reserved matters must be submitted by 21.11.17 to preserve the permission. A consultee submission is not required for a pre-app but Cornwall Council will accept a comment from the Parish Council and pass this on to the

applicant. The case officer confirms the pre-app is for two areas only (Horsepool and Woolaton East) rather than three and that the applicant has said they will contact the Parish Council about the matter in due course. Councillors compared the pre-app's site designs with those produced for the 2007 application and agreed on a comment as follows.

It was proposed by IW, seconded by HC and **RESOLVED** (SC abstained)

That the design of the site layouts is clearly residential, particularly compared to those submitted for the original application in 2007 (EN 06 01399 OUT). Communal parking areas have been changed to c. 2 allocated spaces for each dwelling; the dwellings themselves have been changed from blocks of holiday units to detached and semi-detached properties plus rows of terraced houses; and paths through the site now look like made-up roads. The Parish Council is concerned that such layouts are being used to preempt lifting the holiday occupancy condition attached to this permission. It is felt that the site plans should reflect the permission for holiday homes and not a residential development for which permission has not been granted. Any reference to a residential development should be handled under a new and separate planning application.

CD to forward comment to Cornwall Council by 13.9.17.

4.4 PA17/08119 Newton Ferrers solar farm application for non material amendment to PA14/04185 (modifications to equipment site room): to agree a comment

Documents had been pre-circulated and were shown on-screen. This is a non-material amendment to modify the site room to hold monitoring equipment. Councillors had no issues with the application.

It was proposed by IW, seconded by AC and **RESOLVED**

To support planning application PA17/08119 for a non material amendment to PA14/04185 for the solar farm at Newton Ferrers.

CD to confirm to Cornwall Council by 13.9.17.

4.5 Recent planning applications: to note Cornwall Council decisions on PA17/05388, PA17/03810 and PA17/06348

PA17/05388 Tipwell Farm livestock building: approved with conditions. PA17/03810 Greenswell Farm air source heat pump: approved with conditions. PA17/06348 Crocadon Farm polytunnels: EIA screening not required (notification of this application was received after publishing the agenda for the Parish Council meeting on 11.7.17).

5. Highway matters

5.1 Given names for key parish roads (Bealbury Lane; Horsepool Lane; Wollaton Lane): to receive an update

IW confirmed that he is unable to continue collecting residents' signatures for naming Bealbury Lane. AT agreed to take this on. CD to forward paperwork to AT. Further update on 10th October.

5.2 Diocese land matters

5.2.1 Tree cutting on pt9143: to receive an update from Cornwall Council Forestry Team in response to request for assistance from Cornwall Councillor Jim Flashman

The Forestry Team confirms that, unless the land is owned by Cornwall Council, the assessment is chargeable and there is a several month lead-time for private work. CD to continue dialogue with Savills (also note item 6.2).

5.2.2 Licence to permit public access through the Rectory drive and Glebe field: to receive an update

Minute 5.2.2 from the Parish Council meeting of 11.7.17 says Cornwall Legal's assessment of the documents will be pre-circulated for discussion on 12.9.17. The licence has required redrafting, however, to incorporate transferring a strip of land from the Rectory title to the the Glebe field title. Further update on 10th October.

5.3 Road sweeping and weed spraying: to note response from CORMAC re photographic evidence of related issues

Email dated 13.7.17 from Adrian Drake: Cornwall Council doesn't treat weeds but CORMAC does inspect them from a safety perspective. Currently the weeds are not considered a hazard but the inspector will keep an eye on them. IW asked residents to email him or CD with photos of any particularly hazardous weeds they find.

5.4 Church Lane congestion during school runs: to review the school's revised travel plan

The travel plan had been pre-circulated and was shown on-screen. This was a planning condition of PA16/07546 (school extension). A subsequent application (PA17/06771) to discharge this condition has been approved already by Cornwall Council. Notification of PA17/06771 was received after publishing the agenda for the Parish Council meeting on 11.7.17. Councillors had no further questions.

5.5 Relief road feasibility study: to receive an update from Cornwall Council

Email dated 11.9.17 from James Hatton: the analysis is complete and a summary report in progress (the

results are quite technical and need an accompanying explanation). This should be ready to forward to the Parish Council during w/c 18.9.17. A brief summary was shown on-screen including maps of three routes considered in the assessment. The cheapest option came in at an estimated construction cost of £15.4m and a Benefit to Cost Ratio (BCR) of 1.01 which represents low value for money in DfT assessment terms. The remaining two routes have a BCR of below 1 which represents poor value for money from a DfT assessment point of view. Councillors to discuss the finalised report on 10th October.

5.6 Stop sign at Wollaton Lane exit to Horsepool: to note response from CORMAC

Email dated 13.7.17 from Adrian Drake: there are strict criteria for STOP junctions and, unfortunately, this site doesn't fulfil them. Councillors discussed being nearly 'T-boned' at the junction and asked CD to pursue with CORMAC (a) the criteria for a STOP junction, (b) whether a sign can be put on Resort land and (c) other alternatives to mitigate danger at the junction. Further update on 10th October.

5.7 Speeding on Wollaton Lane: to note advice from CORMAC

CD had asked about imposing a 20mph speed limit, making the road 'access only', or downgrading to a bridleway to prevent off-roading through the lane and across the Lynher to Pillaton. Emails dated 4&5.9.17 from Adrian Drake: as long as it is a vehicular highway with a national speed limit, use is lawful. Dangerous driving is a police issue (even if done within the speed limit). Cornwall Council doesn't have funding for a TRO (for a change in the speed limit) which is unlikely to be applied in any event. 20mph limits can only be applied in certain areas (generally residential). The police will not enforce a 20mph limit (but may take action against dangerous driving). A TRO could make issues worse i.e. reduce the likelihood of police support. **Note:** these points were raised with Supt Drummond-Smith under item 3.

5.8 Road dips on A388 in front of The Glebe: to note response from CORMAC

Email dated 13.7.17 from CORMAC: the defect isn't strictly actionable as a pothole yet although the failed trench should not be left for too much longer and the defect is generating significant noise when trafficked (by HGVs mostly). The wheel tracks to be repaired and lining/markings renewed.

5.9 Stile on Pillaton footpath 622/1/1: to note response from CORMAC

CD spoke with the tenant farmer, the Duchy and CORMAC Countryside Team. The issue has been ongoing for more than 18 months. CD put CORMAC in touch with the Duchy and they are working together to address the matter. Further update on 10th October.

5.10 Fly tipping and dog bin emptying at Vernigo Cross (east end of BR4): to note response from Cornwall Council

Email dated 12.7.17: Cornwall Council instructed Biffa to increase bin emptying frequency with immediate effect. On 24.7.17, Cornwall Council installed a fly tipping sign (photos had been pre-circulated and were shown on-screen). The resident who reported the issues has agreed to notify CD if they continue.

5.11 Overgrowth at west end of BR4: to note response from CORMAC

Photos provided by BK had been pre-circulated and were shown on-screen. CORMAC Countryside Team has passed this to the Highways Steward. Further update on 10th October.

6. Transport matters

6.1 Proposed safe passageway for cyclists/pedestrians between Callington and Saltash to receive an update on feasibility study report

The meeting to discuss the draft report was postponed from 20th July to 9th August. IW and CD met representatives from Cornwall Council and CORMAC in St Mellion. CORMAC is finalising the report for Cornwall Council to sign off this month. In the meantime, Steve Foster (Caradon Community Link Officer) is identifying land owners who may be affected by the scheme so IW can approach them informally. Further update on 10th October.

6.2 Northbound bus shelters in village: to discuss options

Councillors discussed altering the school bus stop to take a shelter but this was felt to be too far from the majority of bus users in The Glebe. Councillors also discussed pt9143 as a potential site (either renting or purchasing some land from the Diocese) although the trees would present an issue. Any proposal (including siting and layout) to be submitted to CORMAC for review and approval. Funding from S106 and/or PTU grants to be discussed with Cornwall Council. CD to approach Savills re pt9143.

7. Parish Council finances

7.1 To confirm state of repair of Parish Council assets

AT confirmed no safety defects for the Dunstan Lane grit bins (checked on 1.9.17). SC confirmed no safety defects for all other Parish Council assets (seven outside assets checked and five IT assets checked on 6.9.17). SC confirmed the checks were recorded on the form approved on 16.5.17.

7.2 To approve monthly payment schedules for September 2017

The payment schedules for September 2017 totalling **£2,732.32** for the revenue account and **£0** (zero) for the capital account had been pre-circulated and related invoices shown at the meeting. AC confirmed

he had checked the payment schedules and related invoices prior to the meeting. IW confirmed payroll for July 2017 had been approved by IW and AT before being run, and August 2017 payroll by IW and SC before being run. Cheques for July 2017 salary (£443.27) and payroll fee (£10.14) were signed by IW, BK and AC on 24.8.17. Cheque no. 000042 to St Mellion School for £5.34 had been cancelled (confirmed by Lloyds in letter dated 10.8.17 - pre-circulated and shown on-screen) and a new cheque (no. 000057) raised for the same amount and recorded on the September 2017 payment schedule. A transfer of £661.99 from the revenue to the capital account (for S106 funds that were paid into the wrong account by Cornwall Council) had been approved on 11.7.17 and the transfer made in July 2017. The payment schedule also included a transfer of £754.67 from the revenue to the capital account (for the VAT claim for ye 31.3.17 that HMRC paid into the wrong account). A letter instructing this transfer had been pre-circulated, was shown on-screen and signed at the end of the meeting.

(i) It was proposed by IW, seconded by HC and **RESOLVED**

To instruct Lloyds to transfer £754.67 from the revenue to the capital account.

The related letter was signed by IW, AT and CD at the end of the meeting. CD to send the letter to Lloyds using 'signed for' post.

(ii) It was proposed by IW, seconded by AT and **RESOLVED**

To approve the payment schedules dated 12.9.17 for £2,732.32 from the revenue bank account and £0 (zero) from the capital bank account.

IW signed/dated the payment schedules and cheques were signed at the end of the meeting.

7.3 To receive an update on change of bank mandate

A letter from Lloyds dated 10.7.17 had been pre-circulated and was shown on-screen. This confirms 'Your updated account signatory can all use the account as normal.' The Parish Council now can proceed to set up 'read-only' internet access to both bank accounts. This will allow the Clerk to download statements but not make any financial transactions. The completed application form had been pre-circulated and was shown on-screen.

It was proposed by IW, seconded by SC and **RESOLVED**

To approve the application form for setting up the Clerk's 'read-only' internet access to the Parish Council's revenue and capital accounts.

Three Councillors signed the form at the end of the meeting. CD to post to Lloyds.

7.4 To review the Parish Council's revised financial risk assessment template

A draft dated 31.8.17 had been pre-circulated and was shown on-screen. Councillors noted the greatest financial risks were 'loss of services of the Clerk' and 'inability to take expert advice on financial and/or governance issues'.

It was proposed by IW, seconded by HC and **RESOLVED**

To approve the draft financial risk assessment template dated 31.8.17.

IW and CD to sign the document and add a copy to the procedures manual.

7.5 To note conclusion of external audit for year ended 31.3.17

Documents had been pre-circulated and were shown on-screen. CD confirmed Grant Thornton had raised several queries but not made additional charges for this. The invoice (included on the payment schedule for September 2017) is £240 (inc VAT) vs a budgeted amount of £500 (inc VAT). The relevant notices had been posted on the notice boards and published on the website.

7.6 To review funds available to the Parish Council and discuss potential uses

7.6.1 To review updated summary

Summary dated 31.8.17 had been pre-circulated and was shown on-screen.

7.6.2 Community defibrillator: to agree next steps

Actions from the minutes of the Parish Council meeting on 11.7.17, as follows.

(i) Paul Williams (RRMC) confirms power is not required for non-lockable cabinets and that insurance must be provided by the owner. Paul notes they have 'several non keypad unlocked cabinets across a number of rural areas that in over two years not one report of theft or vandalism' and 'the South Western Ambulance Service Trust (SWAST) who we work closely with have no locked cabinets and they not encountered any theft or vandalism either.'

(ii) Email from BT dated 14.7.17: an AED cannot be sited in the phone box - '...a kiosk has to be de-commissioned and adopted before it can be used for a defibrillator.'

(iii) Adrian Drake, CORMAC, confirms he can give permission for the AED to be sited next to the phone box. Specifications and a site map have to be provided.

(iv) Email from Zurich dated 11.9.17: there would be no additional premium to insurance cover for two AEDs at £1,225 each (sited next to the village phone box and in Dunstan Lane respectively).

Next steps: IW and SC to confirm exact siting at the village phone box. HC and AT to liaise with St Mellion Park Residents' Association re siting in Dunstan Lane. CD to discuss with CORMAC. Further update

on 10th October.

7.6.3 Restoration/reframing of photographs of WW1 soldiers: to note completion and installation on church hall wall

BK collected the newly framed scans from Kernow Photofix in Redruth and took the originals to the Cornish Studies Library in Redruth on 18.7.17. Cornwall Record Office (CRO) collected the originals and took them to Truro. CD has received depositor paperwork from CRO, completed this and returned it to CRO. The newly framed scans were hung on the church hall wall. Councillors suggested the original frames be donated to charity (CD to confirm this to CRO). CD is working on the four soldiers' stories to be forwarded to CRO, *Mellanus News* and published on the website.

7.6.4 Other suggestions arising

None were suggested.

8. Parish Council governance

8.1 General Data Protection Regulation training: to agree arrangements

Charts on GDPR from Cornwall Legal's recent event had been pre-circulated and were shown on-screen. GDPR comes into force in May 2018 and T&PCs will require training in this. Cornwall Legal has agreed with St Mellion Parish Council to hold two half day (1-5pm) training sessions for 15 delegates at a cost of £51 +VAT per person. The dates are Tuesday 31st October and Thursday 9th November at Callington Town Hall. 13 delegates have signed up so far, including CD and AC from St Mellion. After the training, Cornwall Legal will be able to advise T&PCs on an individual basis (at SLA rates). CD confirmed there is a budget of £250 for training/seminars. Councillors agreed to proceed.

It was proposed by IW, seconded by AT and **RESOLVED**

To fund two places on Cornwall Legal's GDPR training sessions at a cost of £51 +VAT per place.

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

SC confirmed no applications in the last month for St Mellion.

10a. Local Government Boundary Review: to agree representative to read paperwork and attend briefing meetings

Letter from CALC (dated 11.7.17, received 28.7.17) had been pre-circulated and was shown on-screen. This summarises the boundary review process and lead times. CALC suggests a Parish Councillor be nominated to read paperwork and attend briefing meetings. AT agreed to do this. CALC is hosting a conference on the matter on 14.10.17. Councillors are unable to attend this.

10b. Cornwall Council stakeholder survey for 2017: to agree response

A draft response dated 31.8.17 had been pre-circulated and was shown on-screen. Councillors agreed to submit this response to Cornwall Council.

It was proposed by IW, seconded by AT and **RESOLVED**

To submit the draft response dated 31.8.17 to Cornwall Council's stakeholder survey for 2017.

CD to forward the response to Cornwall Council by 15.9.17.

10c. Cornwall Council Neighbourhoods Overview and Scrutiny Committee Waste Collection and Cleansing Contract Inquiry 29.9.17: to agree a comment for CALC

CALC has been asked to attend Cornwall Council's Neighbourhoods Overview and Scrutiny Committee Waste Collection and Cleansing Contract Inquiry 29.9.17 (to provide a T&PC perspective). Five Panel Members will question witnesses/experts to gain knowledge and inform a decision on a preferred service delivery and shortlisted service design for future waste collections after 2020. Thoughts on any aspect of this issue would be appreciated by 25.9.17. Councillors suggested that multiple occupancy dwellings, the elderly and the disabled have issues with current methods for recycling and waste collection. CD to confirm to CALC.

10d. St Mellion article in Cornish Times: to note publication

An article on St Mellion and Pillaton Parish Councils' housing need survey results was published by the Cornish Times on 11.8.17. It also mentioned St Mellion Parish Council's request to be moved from CIL Zone 1 to 3 or 4. A link to the article is on the Parish Council's website. Councillors agreed to forward further articles to the Cornish Times on an exception basis for items of similar importance.

11. General correspondence

(i) Cornwall Council Standards Committee request for membership applications: an overwhelming response has been received from Councillors but less so from members of the public. A further notice to be published on the Parish Council's website.

12. Items for next Parish Council meeting agenda

Financial quarterly review (to be signed by AC); draft IT policy.

Note an extraordinary meeting will be held on Tuesday 19th September at 7pm in the church hall.

The meeting closed at 2203.

I certify that these minutes are a true reflection of the St Mellion Parish Council meeting held on 12th September 2017.

Signed

Name Ian Waite

Position Chair of St Mellion Parish Council

Date 10th October 2017

St Mellion Parish Council						
Payment Schedule REVENUE ACCOUNT						
Date:		Tuesday 12th September 2017				
Payee	Invoice date	Invoice no.	Description	Amount	Cheque no.	Signed by
C Douglas	n/a	n/a	Clerk salary/reimbursements for July 2017	£443.27	000052	AC, BK, IW
Angela Greenhough	1.8.17	1983	Payroll services for July 2017 salary/pension/reimbursements	£10.14	000053	AC, BK, IW
C Douglas	n/a	n/a	Clerk salary/reimbursements for August 2017	£445.21	000054	
Angela Greenhough	1.9.17	2007	Payroll services for August 2017 salary/pension/reimbursements	£10.14	000055	
Cornwall Council	1.8.17	97157584	Criminal record checks x2	£74.00	000056	
CC St Mellion School	20.4.17	00001000012	Printing procedures manual: reissue of cancelled cheque 42	£5.34	000057	
Grant Thornton UK LLP	7.9.17	8732833	Fee in respect of the 2017 Annual Return	£240.00	000058	
St Mellion PC capital account	n/a	n/a	Transfer of S106 funds paid in error by CC into revenue account	£661.99	By letter 11.7.17	CD, AT, IW
St Mellion PC capital account	n/a	n/a	Transfer of VAT refund paid by HMRC into revenue account	£754.67	By letter 12.9.17	
NEST	10.8.17	n/a	Employer + employee contribution to Clerk's pension July 2017	£37.31	DD	n/a
NEST	10.9.17	n/a	Employer + employee contribution to Clerk's pension August 2017	£37.69	DD	n/a
EE Mobile	18.8.17	n/a	Mobile phone air time	£6.28	DD	n/a
EE Mobile	18.9.17	n/a	Mobile phone air time	£6.28	DD	n/a
Total				£2,732.32		
Payment Approval						
Name				Signature		
Position				Date		
St Mellion Parish Council						
Payment Schedule CAPITAL ACCOUNT						
Date:		Tuesday 12th September 2017				
Payee	Invoice date	Invoice no.	Description	Amount	Cheque no.	Signed by
None						
Total				£0.00		
Payment Approval						
Name				Signature		
Position				Date		

St Mellion PC payment schedule 120917