

MINUTES ANNUAL MEETING OF POUNDSTOCK PARISH COUNCIL ON TUESDAY 31 MAY 2022

The Annual Meeting of Poundstock Parish Council was held on Tuesday 31 May 2022 at 7.00 p.m. in The Gildhouse with Cllrs. Robert Gavin, Tom O’Sullivan, Stephen Blake, Max Faulkner, Brian Furse, Eric Harris, Steve Haynes, Gemma Watton and the Clerk present.

Public Present: 36

1. Election of Chairman of the Council to elect the Chairman and accept the Chairman’s Declaration of Acceptance of Office:

RESOLVED Cllr. Robert Gavin be elected Chairman for the ensuing year. **170/22**

A recorded vote was requested, votes for were: Cllrs. Stephen Blake, Max Faulkner, Brian Furse, Eric Harris, Steve Haynes and Gemma Watton.

Votes against: Cllr. Tom O’Sullivan.

2. To receive apologies for absence: **171/22**

Apologies were received and accepted from Cllr. Pamela Idelson.

3. Election of Vice-Chairman of the Council to elect the Vice-Chairman and accept the Vice-Chair’s Declaration of Acceptance of Office.

RESOLVED Cllr. Gemma Watton be elected for Vice-Chair for the ensuing year. **172/22**

5. To receive Declaration of Interest and nature of any Disclosable Pecuniary Interest (DPI) and any Other Significant Interest (OSI). **173/22**

(a) Relating to any items appearing on the agenda – None received.

(b) Gifts over £50.00 – None received.

6. Committee membership to elect the voting Members for the Community Hall Committee for the Council: (5 voting members)

RESOLVED Cllrs. Tom O’Sullivan, Stephen Blake, Max Faulkner, Eric Harris and Steve Haynes. **174/22**

7. Council to consider requests for dispensations from Members concerning items on the agenda.

None received. **175/22**

8. To confirm the roles of Lead Councillors to the following portfolios: -

Cemetery & Closed Churchyard – **RESOLVED** Cllr. Eric Harris. **176/22**

Emergency Procedures – None.

Finance & Internal Control – **RESOLVED** Cllr. Stephen Blake. **177/22**

Highways & Transport – **RESOLVED** Cllr. Brian Furse. **178/22**

Planning - **RESOLVED** Cllrs. Gemma Watton & Tom O’Sullivan.

Police Advocate – **RESOLVED** Cllr. Robert Gavin. **179/22**

A recorded vote was requested, votes for were: Cllrs. Stephen Blake, Max Faulkner, Brian Furse, Eric Harris, Steve Haynes and Gemma Watton.

Votes against: Cllr. Tom O’Sullivan.

Public Rights of Way – **RESOLVED** Cllr. Pamela Idelson. **180/22**
Public Toilets, Car Park & Beach – **RESOLVED** Cllrs. Max Faulkner & Eric Harris. **181/22**

8. To confirm the appointment of members to the Neighbourhood Development Plan Steering Group:
RESOLVED Cllrs. Stephen Blake and Steve Haynes. **182/22**

9. To confirm and the appointment of members as delegates to outside bodies:
Bude Community Network Panel – **RESOLVED** Cllr. Tom O’Sullivan (1 abs). **183/22**
Gildhouse Management Committee – **RESOLVED** Cllr. Eric Harris. **184/22**

The Poundstock Packet – **RESOLVED** Cllr. Robert Gavin. **185/22**
Widemouth Residents Association – **RESOLVED** Cllr. Gemma Watton. **186/22**

10. RESOLVE to ADOPT the following:
a) Standing Orders – **RESOLVED**. **187/22**
b) Financial Regulations – **RESOLVED**. **188/22**

11. Public Participation - Matters raised by Members of the Public on an agenda item: **189/22**
Members of the public present were invited firstly to comments on items included on the agenda.
Those present went on to comment on the crematorium.
The Chair thanked the public for attending the meeting.

12. To resolve that the Minutes of previous Full Council Meeting are an accurate record:
(a)(i) Minutes Full Council APPROVE the Minutes of the meeting held on 26 April 2022 - **RESOLVED** that the minutes of the Ordinary Full Council Meeting were an accurate record with the inclusion of a recorded vote item 144/22. **190/22**

(ii) Minutes Full Council APPROVE the Minutes of the Extraordinary Meeting held on 18 May 2022 – **RESOLVED** the Minutes were confirmed as a true record of the meeting and signed by the Chair. **191/22**

(b) Annual Parish Meeting APPROVE the Minutes of the meeting held on 26 April 2022 **RESOLVED** that the Minutes were confirmed as a true record of the meeting and signed by the Chair. **192/22**

(c) Minutes Community Hall Committee NOTE the draft minutes of the meeting held on 10 May 2022 – **RESOLVED** that the Committee Minutes were **NOTED**. **193/22**

(d) CHC Minutes Recommendations:
(i) To agree which pre-planning application to pursue.
RESOLVED to take no action at this point but re-evaluate when the land becomes available. **194/22**

(ii) To agree questions for dialogue with parishioners.
RESOLVED to continue with opening a dialogue with the residents. **195/22**

13. Correspondence NOTED from the following: - **196/22**
(a) Correspondence had been received regarding toxic emissions.

14. Planning Applications:
(a) Planning Applications to discuss and make a consultee comment on the following applications: -

PA22/04550 Erection of a storage building at Meads Farm A39 between Treskinnick Cross and Wainhouse Corner.

RESOLVED No Objections subject to the condition that the building is only used for private storage purposes ancillary to and in association with the applicants dwelling at Meads Farm. **197/22**

b) Planning decisions available at <https://www.poundstock-pc.gov.uk/planning-applications> **198/22**

15. Finance:

(a) To consider and note the year-end Internal Audit 2021/22.

RESOLVED that the year-end internal audit be **NOTED**. **199/22**

(b) External Audit AGAR 2021/22 – To consider and approve the following: -

(i) Section 1 - Annual Governance Statement 2021/22 for the Annual Return.

RESOLVED to answer yes to questions 1- 8 and approve the 'Annual Governance Statement 2021/22 for the Annual Return for the year ended 31st March 2022. **200/22**

(ii) Section 2 - Accounting Statement 2021/22 for the Annual Return.

RESOLVED to approve the Annual Governance Statement 2021/22. **201/22**

(iii) Bank Reconciliation for the year end 2021/2022.

RESOLVED to approve the 2021/22 year end bank reconciliation.

(iv) Variations of 15% and above (Box 2 & Box 4) between 2020/21 and 2021/2022. **202/22**

RESOLVED to approve the variations of 15% and above (Box 2 & Box 4) between 2020/21 and 2021/2022. **203/22**

(v) Supporting Notes and Asset Register.

RESOLVED to approve the supporting notes and Asset Register. **204/22**

(c) To receive and approve the Income and Bank Balances as per finance schedule.

RESOLVED to agree income and bank balances. **205/22**

(d) To resolve to authorise payments totalling £TBC as per finance schedule and to consider payment of urgent accounts presented by the date of the meeting.

RESOLVED those payments be made to include accounts presented by the date of the meeting. **206/22**

(e) To receive and approve the Quarterly Budget Analysis as at 31/03/2022.

RESOLVED to approve. **207/22**

(f) Insurance Renewal – Policy Document.

RESOLVED to accept renewal insurance policy documents. **208/22**

(g) The Poundstock Packet.

RESOLVED to approve a grant of £500.00. **209/22**

(h) Scouts Cornwall - Bude Troop.

Agreed to defer to the next meeting. **210/22**

16. Agenda Items to discuss and resolve a course of action and associated expenditure:

(a) To consider the draft Code of Practice for the Handling of Complaints Policy.

RESOLVED to adopt the Code of Practice for the Handling of Complaints Policy. **211/22**

(b) Update on Child Poverty in the area (Cllr. Steve Haynes).

Cllr. Steve Haynes has been in contact with the Cornwall Councillors, Community Network Panel and the Town and Parish Councils in the area, as a direct result he will be attending the next Community Network Panel Meeting on 6 June 2022 to address this item on the agenda. He attended a meeting of Bude and Stratton Town Council where an exploration to assist the children of the community in the cost of living is being carried out. All agreed that it is a priority to support struggling families but would be too much for a single parish. **212/22**

(c) Discuss and consider approach to planning application PA21/01480: Construction of a crematorium with associated access, landscaping and infrastructure (Land West of The A39 Poundstock Bude Cornwall EX23 ODE) in light of correspondence received and resolve any further action needed and authorise any associated expenditure (Cllr. Gemma Watton).

Cllr. Gemma Watton gave a summary of what has happened to date on the matter of the crematorium application.

RESOLVED to engage Kris Mitre of Genesis Town Planning to represent Poundstock Parish Council at the Technical Briefing on the Crematorium PA21/01480, at an hourly rate of £195 (plus vat) agreed an upper limit of six hours totalling £1,170.00 (plus vat). **213/22**

RESOLVED to submit the following comment re: PA21/01480 on the planning portal: - The Parish Council wishes to add to its objections and notes that the proposed crematorium is in direct contravention of Policy 16 of the Cornwall Local Plan (Health and Wellbeing) and also the Clean Air for Cornwall Strategy. The Parish Council does not consider that the Applicants have adequately considered the coastal environment including the wind factor and specific locational factors of this specific site. **214/22**

RESOLVED to form a Crematorium Working Group with 5 Councillors being Cllrs. Stephen Blake, Max Faulkner, Steve Haynes, Tom O'Sullivan and Gemma Watton with Gemma Watton as the Lead Councillor. **215/22**

RESOLVED the Crematorium Working Groups be a closed group. **216/22**

RESOLVED the Crematorium Working Group can make its own secretarial arrangements and engage in correspondence with other parishes, Councillors, specialists with knowledge or expertise and the public generally. **217/22**

(d) Bude Community Network Panel Meeting/AGM Monday 6th June 2022 request for Nominations for Panel Chair and Panel Vice Chair.

RESOLVED to Nominate Cllr. Tom O'Sullivan for the position of Chair and Vice-Chair. **218/22**

(e) Notice of Intention - Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic at Leverlake Road, Bude from 04/07/2022 to 07/07/2022 - NOTED. **219/22**

17. To receive written reports and authorise any action: **220/21**

(a) Poundstock Ward Member's Report.

Cornwall Councillor Nicky Chopak spoke of the Cross Border Meeting being held on 10 June 2022 by TEAMS for an update on Stratton MIU. The Bude Community Network Panel AGM is to be held on 6 June

2022 to include a presentation on how the Community Chest Grant has been spent from parishes in receipt of the grant.

(b) Chair's Report – Noted.

(c) Clerk's Report – None.

18. Councils Representatives to receive reports from Outside Bodies: None received. **221/22**

19. Portfolio Reports to receive written reports and authorise any action and expenditure: **222/22**

- Cemetery & Closed Churchyard
- Finance & Internal Control
- Highways & Transport
- Planning
- Police Advocate
- Public Rights of Way
- Public Toilets, Car Park & Beach

20. NDP Steering Group to receive reports and authorise any action and expenditure: **223/22**

Cllr. Stephen Blake reported for the NDP Steering Group – The public consultation is expected to be held in September when the landscape report and results of the survey will be available. The grant application will be submitted shortly, allowing the NDP to move forward without cost the parish. Subject to receiving grant funding external professional advice on technical NDP matters will be engaged. The draft for the next questionnaire will be shared with the Council before its launch, this will involve sending letters to every household informing them of the survey inviting to complete the survey online using Survey Monkey.

21. Items for Information: **224/22**

Notice of Vacancy in Office of Councillor for Poundstock Parish Council due to the resignation of Revd. Ben Lillie.

22. Items for the next Agenda: **225/22**

Crematorium Working Group update.

23. Schedule of Meetings 2022/23:

RESOLVED to adopt. **226/22**

24. Date of the next Ordinary Council Meeting:

28 June 2022.

25. PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960: None. **227/22**

26. Meeting Closed: 21:28 **228/22**

Appendix A: SCHEDULE OF PAYMENTS MADE

EXPENDITURE

T.J. Davies	Cleaning 01-31 May	£1,350.00
The Gildhouse	Hall Hire CHC	£25.00
The Gildhouse	Hall Hire FC 18/05/2022	£30.00
EDF Energy	Invoice T28843607031	£16.28
EDF Energy	Invoice T28843607032	£16.80
Zurich Insurance	Invoice 515366474	£867.62
Reimbursement - R. Pearce NDP	Survey Monkey Invoice 42532463 (1yr)	£384.00
British Gas Business	Invoice 985569101	£320.06
South West Water	Invoice 2077592177	£11.83
T.J. Davies	Invoice 129	£438.00
Staff Costs	Mth 2	£2,548.00
HMRC/PAYE	Mth 2	£1,267.08
All Points Accountancy	Invoice 31/05/2022	£75.00
Poundstock Packet	Grant 2022	£500.00

TOTAL EXPENDITURE 31/05/2022 **£7,849.67**

RECEIPTS

Public Toilets	Showers & Donations	£313.23
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TOTAL INCOME 31/05/2022 **£313.23**