

ANTONY PARISH COUNCIL AGENDA

NOTICE is hereby given that a meeting of the Antony Parish Council will be held on 11th August 2020 Wilcove Village Hall at 6.30pm.

1. Apologies for absence.

2. Declarations of interest relating to items on the agenda.

3. Minutes of the previous meeting Tuesday 25th Feb 2020.

4. Matters arising from the previous meeting - to be discussed at next meeting.

4a 91.19b 85.19 b 73.19 b 59.19c 45.19 c 30.19 d 24.19 **Wilcove Community Playground.**

4b 91.19 d 85.19 d 73.19 d 59.19 j 52.19 **Wilcove Footpath sign – Horson to Antony Drive.**

4c 91.19 f 85.19 f 79.19 c **Woodland walk signs.**

4d 91.19 g 85.19 g 79.19d **Memorial bench for D Pidgen.**

4e 94.19 **Antony and Craffhole Circulatory scheme.**

4f 99.19 a **Woodland Trust trees scheme.**

4g 99.19 b **Relocation of bus bay in Antony village.**

4 h 99.19 c **Website update requirements.**

4 i 99.19 d **6 Pengelly Close taxi company**

5. Planning.

Planning Applications			
		Submission date	Decision
PA19/10737	Old cottage Antony	10th Dec 2019	Refused
PA19/11078	Antony house boiler	30th Jan 2020	Approved
PA19/08049	19 Cove meadow Wilcove	30th Sept 2019	
PA20/04314	Carew Arms Change of Use	8th June 2020	Withdrawn
PA20/04444	Higher Tregantle farm	1st June 2020	Approved
PA20/05332	Whitehall farm	21st July 2020	

6. Police Incidents. The website has been changed. This will not be on the Agenda in future as there is no detailed information by Parish anymore.

7. Policies for review.

7a Standing Orders.

7b Financial Regulations.

7c Financial Risk Assessment.

8. Finance. 2019-20 Year end Reports

8 a. Payments approved March 2020.

Payments Approved via post March 2020		Gross	Vat	Ex Vat
V R Vigus Wilcove play area hedge	101519	£165.00		£165.00
Antony Estate noticeboard rent	101520	£15.00		£15.00
Antony Estate Wilcove Play rent	101521	£35.00		£35.00
C Allen Clerking March	101522	£315.31		£315.31
V R Vigus Antony playground repairs	101523	£232.17		£232.17
Antony Estate Antony bus shelter rent	101524	£25.00		£25.00
Henan Yinfeng Plastic co hazard tape	101525	£19.54	£3.26	£16.28
Total		£807.02	£3.26	£803.76

8b Asset Management Report 2019/20.

	ASSET REGISTER	Purchase	Stock value
	as at 31/3/2020	Value	Insured
Pre Apr-15	Play equipment in Antony	£7,199	£17,824
Pre Apr-15	Bus Shelter	£8,958	£9,319
Pre Apr-15	Public seats	£1,780	£2,065
Pre Apr-15	Play equipment in Wilcove	£6,500	£10,716
Pre Apr-15	Signs	£85	£85
Pre Apr-15	Telephone box x 2	£2	£3,090
Oct-15	Computer/ Printer/Backup pen drive	£579	£536
Jul-15	Neighbourhood watch signs	£80	£80
Oct-15	Wilcove Sign	£304	£304
May-16	Playground eq	£2,010	£4,138
May-16	2 x Noticeboards	£852	£800
Jun-18	Printer	£95	£95
Write off	Printer	-£70	
Jun-18	Safety Mirror	£42	£42
May-19	Bench	£199	£200
	TOTAL	£28,615	£49,294

8c. Solar Benefit Fund 2019/20.

Solar Farm Community Benefit Fund

Community benefit fund 1/4/2019 bfwd £9,142.80
Income received 16/01/2020 £3,083.20

Apr 19 Antony Plants	£64.95
May-19 Bench Antony	£224.17
May-19 Woodland Walk Wilcove	£950.00
July 19 Wacker quay Tamar Trust	£300.00
Total expenditure 2019/20	£1,539.12

Amount available 31/3/2020 £10,686.88

Antony allocation available £4,588.88

Wilcove allocation available £6,098.00

8d . Bank reconciliation 2019/20.

Bank statement 31/03/2020	Current	£19,140.75
Bank statement 31/03/2020	Deposit	£6,595.90
Uncleared items		-£807.02
TOTAL FUNDS AVAILABLE 31/3/2020		£24,929.63
Solar benefit funds available 31/3/2020		£10,686.88
PARISH COUNCIL FUNDS AVAILABLE 31/3/2020		£14,242.75
(Excluding Solar Community benefit fund)		

Total Income received 2019/20 £ 16,740.14

Total expenditure 2019/20 £ 10,206.30

BANK RECONCILIATION 2019/20	CHEQUE	Payments	Receipts	Total	Transactions/
Payee and details		Dr	Cr	Funds	Cheque
Bank Accounts bfwd 31/3/2019				£18,963.57	Issued
C Allen Clerking March 19	101392	£277.78		£18,685.79	31/03/2019
M Bulmer Grass control Mar 19	101432	£100.00		£18,585.79	31/03/2019
J Vigus Antony grass control Mar 19	101431	£115.00		£18,470.79	31/03/2019
Antony Estate rent	101433	£75.00		£18,395.79	31/03/2019
					Issued
Cornwall Council			£6,250.00	£24,645.79	05/04/2019
CTS GRANT			£106.60	£24,752.39	05/04/2019
Savills Wilcove Moorings 2018/19	101434	£441.00		£24,311.39	05/04/2019
Calc subscription cheque lost in post	101435	£0.00		£24,311.39	05/04/2019
T Lobb Playground fixings	101436	£11.50		£24,299.89	05/04/2019
D Coward plants Antony	101437	£64.95		£24,234.94	05/04/2019
P A Densham playground help	101438	£15.00		£24,219.94	01/05/2019
Chat	101439	£25.00		£24,194.94	01/05/2019
First Responders	101440	£25.00		£24,169.94	01/05/2019
C Allen clerking	101441	£305.80		£23,864.14	01/05/2019
L Parsons grass control	101442	£40.61		£23,823.53	01/05/2019
L Parsons grass control	101443	£13.61		£23,809.92	01/05/2019
M Bulmer grass control	101444	£200.00		£23,609.92	01/05/2019
D Coward bench Antony	101445	£269.00		£23,340.92	01/05/2019
M Bulmer grass control	101446	215.00		£23,125.92	01/06/2019
L Parsons grass control	101447	13.61		£23,112.31	01/06/2019
Carter excavations	101448	1,140.00		£21,972.31	01/06/2019
C Allen clerking May	101449	327.79		£21,644.52	01/06/2019
J Padmore Audit	101450	60.00		£21,584.52	19/06/2019
J Vigus grass control	101451	50.00		£21,534.52	07/06/2019
Scott Dickens	101452	55.00		£21,479.52	07/06/2019
L Parsons grass control	101453	161.61		£21,317.91	07/06/2019
D Coward plants Antony	101455	31.96		£21,285.95	09/07/2019
M Bulmer grass control	101456	200.00		£21,085.95	19/06/2019
C Allen clerking June	101457	295.30		£20,790.65	30/06/2019
L Parsons grass control	101458	113.61		£20,677.04	09/07/2019
Playground Inspection	101459	156.00		£20,521.04	09/07/2019
Wilcove Moorings			£491.00	£21,012.04	11/06/2019
Hmrc Vat			£345.47	£21,357.51	18/06/2019
Interest			£1.75	£21,359.26	03/06/2019
Calc subscription	101460	£237.25		£21,122.01	30/07/2019
M Bulmer grass control	101461	190.00		£20,932.01	30/07/2019
C Allen clerking July	101462	302.50		£20,629.51	30/07/2019
Tamar Community Trust	101463	300.00		£20,329.51	30/07/2019
Scott Dickens	101464	80.00		£20,249.51	31/08/2019
L Parsons grass control	101465	300.61		£19,948.90	31/08/2019

J Vigus grass control	101466	55.00		£19,893.90	31/08/2019
M Bulmer grass control	101467	205.00		£19,688.90	31/08/2019
C Allen Clerking Aug 2019	101469	302.62		£19,386.28	31/08/2019
L Parsons grass control	101468	40.61		£19,345.67	05/09/2019
Cornwall Council			£6,250.00	£25,595.67	05/09/2019
CTS GRANT			£106.60	£25,702.27	05/09/2019
Western web	101470	£109.20		£25,593.07	07/09/2019
C Allen Clerking Sept 2019	101471	£324.31		£25,268.76	30/09/2019
M Bulmer grass control	101472	£190.00		£25,078.76	30/09/2019
Antony Estate Bus shelter rent *	101473	£0.00		£25,078.76	30/09/2019
Scott Dickens Antony Grave yard	101474	£105.00		£24,973.76	23/10/2019
C Allen Clerking Oct 2019	101475	£300.70		£24,673.06	31/10/2019
Interest			£1.75	£24,674.81	02/09/2019
G Shepherd Playground eq	101476	£21.38		£24,653.43	17/10/2019
J Vigus grass control	101505	15.00		£24,638.43	26/11/2019
L Parsons grass control	101506	80.61		£24,557.82	26/11/2019
M Bulmer grass control	101507	95.00		£24,462.82	26/11/2019
Millbrook Parish Council	101508	20.00		£24,442.82	26/11/2019
C Allen clerking Nov 2019	101509	300.70		£24,142.12	26/11/2019
Antony Village Hall rent	101510	120.00		£24,022.12	26/11/2019
D Coward plants Antony	101511	15.99		£24,006.13	06/12/2019
C Allen clerking Dec 2019	101512	295.30		£23,710.83	01/01/2020
D Coward plants Antony	101513	27.89		£23,682.94	01/01/2020
Interest			£1.75	£23,684.69	01/01/2020
St John Pc Computer			£100.00	£23,784.69	23/12/2019
Came and co	101514	434.61		£23,350.08	07/01/2020
C Allen clerking Jan 2020	101515	296.80		£23,053.28	06/02/2020
Antony Estate Bus shelter rent *	101516	25.00		£23,028.28	06/02/2020
Solar fund payment			£3,083.20	£26,111.48	06/02/2020
C Allen clerking Feb 2020	101517	308.40		£25,803.08	29/02/2020
D Coward playground repair	101518	68.45		£25,734.63	25/02/2020
V R Vigus	101519	165.00		£25,569.63	30/03/2020
Antony Estate noticeboard rent	101520	15.00		£25,554.63	30/03/2020
Antony Estate Wilcove Play rent	101521	35.00		£25,519.63	30/03/2020
C Allen Clerking March	101522	315.31		£25,204.32	30/03/2020
V R Vigus Antony playground repairs	101523	232.17		£24,972.15	30/03/2020
Antony Estate Antony bus shelter rent	101524	25.00		£24,947.15	30/03/2020
Interest			£2.02	£24,949.17	30/03/2020
C Allen hazard tape	101525	19.54		£24,929.63	30/03/2020

8 e Management Report 2019/20.

2018/19		ANTONY PARISH COUNCIL		Budget	
Audited	RECEIPTS AND PAYMENTS	2019/20 as	2019/2020	2019/2020	
Accounts	Including Solar Community Benefit Fund			Actual	
£	RECEIPTS		£	£	
£13,527	Brought Forward		£18,396	£18,396	
£10,500	Precept		£12,500	£12,500	
£491	Wilcove Moorings		£500	£491	
£157	Grants		£162	£213	
£100	Ict donation		£100	£100	
£0	VAT refund		£350	£345	
£3,083	Solar Benefit fund		£3,083	£3,083	
£7	Bank Interest			£7	
£14,338			£16,695	£16,740	
	PAYMENTS				
£117	VAT		£0	£318	
£196	Playground maintenance and repairs		£500	£483	
£2,989	Salaries		£3,250	£3,168	
£194	Training/ Subscriptions		£400	£217	
£1,720	Antony Grass control		£2,000	£1,342	
£1,786	Wilcove Grass control		£2,000	£1,319	
£180	Hall Rent		£225	£120	
£75	Bus shelter rent		£50	£50	
£70	Antony Play area rent		£50	£0	
£30	Wilcove play area and noticeboard rent		£100	£50	
£441	Wilcove Moorings		£500	£441	
£129	Website / Ict		£250	£108	
£54	Repairs and Maintenance		£100	£0	
£60	Audit fee		£70	£60	
£0	Section 137		£250	£50	
£520	Solar benefit fund		£1,539	£1,539	
£0	Bench D Pidgen		£0	£0	
£423	Insurance		£450	£435	
£486	Admin		£525	£506	
£9,469	TOTAL		£12,259	£10,206	
Profit/(Loss)	£4,868	Profit/ (Loss)	£4,436	£6,534	
Bfwd	£18,396	Carry forward	£22,832	£24,930	
		Represented by:-			
		Current Account Bank statement		£19,141	
		Current Account bank statement		£6,596	
		(less O/s cheques/ O/s Income)		-£807	
		TOTAL		£24,930	
Note Specific reserve		Community Benefit Fund		£10,687	

9 . Financial Reports 2020/21.

9a Bank Reconciliation to 31/7/2020

BANK RECONCILIATION 2020/21 Payee and details	CHEQUE	Payments Dr	Receipts Cr	Total Funds £24,929.63	Transactions/ Cheque Issued
Bank Accounts bfwd 31/3/2020					
Cornwall Council			£6,562.50	31,492.13	05/04/2019
CTS GRANT			£111.54	31,603.67	05/04/2019
C Allen wages April 20	101526	£298.50		31,305.17	30/04/2020
Calc subscription	101527	£256.52		31,048.65	30/04/2020
L Parsons	101528	£85.61		30,963.04	30/04/2020
M Bulmer	101529	£395.00		30,568.04	08/05/2020
Interest			£0.06	30,568.10	30/04/2020
C Alen clerking May 2020	101530	£303.50		30,264.60	30/05/2020
Wilcover Gardeners	101531	£60.00		30,204.60	30/05/2020
Interest			£1.77	30,206.37	08/06/2020
L Parsons Grass control	101477	£120.65		30,085.72	20/06/2020
J Vigus Grass control	101478	£110.00		29,975.72	20/06/2020
C Allen clerking June 2020	101479	£323.65		29,652.07	30/06/2020
D Coward materials playground repairs	101480	£32.22		29,619.85	20/06/2020
L Parsons	101481	55.65		29,564.20	30/06/2020
S Dickens Antony	101482	65.00		29,499.20	30/06/2020
D Coward playground maint	101483	50.94		29,448.26	31/07/2020
M Bulmer	101484	380.00		29,068.26	31/07/2020
J Padmore	101485	75.00		28,993.26	31/07/2020
C Allen clerking July 2020	101486	348.50		28,644.76	31/07/2020
Vat reimbursement			£320.33	28,965.09	25/06/2020
		£2,960.74	£6,996.20		

Bank statement 30/6/2020	Current	£23,956.75
Bank statement 30/6/2020	Deposit	£6,597.73
Uncleared items		-£1,589.39
TOTAL FUNDS AVAILABLE 31/7/2020		£28,965.09
Solar benefit funds available 31/7/2020		£10,626.88
PARISH COUNCIL FUNDS AVAILABLE 31/7/2020 (Excluding Solar Community benefit fund)		£18,338.21

9b Community (Solar) Benefit fund.

Community benefit fund 1/4/2020 b fwd £10,686.88

	Gross	VAT	Net
Wilcove Gardening Club	£60.00		£60.00
			£0.00
			£0.00
			£0.00
Total expenditure 2020/21	£60.00	£0.00	£60.00

Amount available 31/7/2020 £10,626.88

Antony allocation available £4,588.88

Wilcove allocation available £6,038.00

9c Asset Management report no change.

Assets £ 28, 615.

9d Payments Approved.

Payments to be Approved April 2020		Gross	Vat	Ex Vat
C Allen wages April 20	101526	£298.50		£298.50
Calc subscription	101527	£256.52	£21.80	£234.72
L Parsons	101528	£85.61		£85.61
M Bulmer	101529	£395.00		£395.00
Total		£1,035.63	£21.80	£1,013.83
Payments to be Approved May 2020				
Wilcove Gardening Club	101531	£60.00		£60.00
C Alen clerking May 2020	101530	£303.50		£303.50
Total		£363.50	£0.00	£363.50
Payments to be Approved June 2020		Gross	Vat	Ex Vat
L Parsons Grass control	101477	£120.65		£120.65
J Vigus Grass control	101478	£110.00		£110.00
C Allen clerking June 2020	101479	£323.65	£4.20	£327.85

D Coward materials playground repairs	101480	£32.22	£5.37	£26.85
L Parsons Wilcove Grass control	101481	£55.65		£55.65
S Dickens Antony	101482	£65.00		£65.00
Total		£707.17	£9.57	£706.00
Payments to be Approved July 2020				
D Coward playground maintenance	101483	50.94	2.66	48.28
M Bulmer	101484	380.00		380.00
J Padmore	101485	75.00		75.00
C Allen clerking July 2020	101486	348.50		348.50
Total		£854.44	£2.66	£851.78

9 e Income received

Vat reimbursement of £320.33 was processed and received in June 2020.

9 f 2020/21 Management Report 31st July 2020.

2019/20 Auditted Accounts	ANTONY PARISH COUNCIL RECEIPTS AND PAYMENTS 2020/21 as 31st July 2020 Including Solar Community Benefit Fund		Budget 2020/21	Actual 2020/21
£	RECEIPTS		£	£
£18,396	Brought Forward		£24,930	£24,930
£12,500	Precept		£13,125	£6,563
£491	Wilcove Moorings		£491	£0
£213	Grants		£213	£112
£100	Ict donation		£100	£0
£345	VAT refund		£350	£320
£3,083	Solar Benefit fund		£3,083	£0
£7	Bank Interest		£4	£2
£16,740			£17,366	£6,996
	PAYMENTS			
£318	VAT		350	£35
£483	Playground maintenance and repairs		400	£75
£3,168	Salaries		3500	£1,056
£217	Training/ Subscriptions		400	£235
£1,342	Antony Grass control		1580	£470
£1,319	Wilcove Grass control		1380	£742
£120	Hall Rent		225	
£50	Bus shelter rent		50	
£0	Antony Play area rent		50	
£50	Wilcove play area and noticeboard rent		80	
£441	Wilcove Moorings		500	
£108	Website / Ict		650	£26
£0	Repairs and Maintenance		100	
£60	Audit fee		70	£75
£50	Section 137		250	
£1,539	Solar benefit fund		5000	£60
£0	Bench D Pidgen		600	
£435	Insurance		475	
£506	Clerking exp		£525	£187
£10,206	TOTAL		£16,185	£2,961
Profit/(Loss)	£6,534	Profit/ (Loss)	£1,181	£4,035
Bfwd	£24,930	Carry forward	£26,111	
		Represented by:-		
		Current Account Bank statement		£23,957
		Current Account bank statement		£6,598
		(less O/s cheques/ O/s Income)		-£1,589
		TOTAL		£28,965

Note Specific reserve		Community Benefit Fund		£10,627
		Total Funds excluding CB fund		£18,338
		Total Funds to be Carried forward 2020/21		£28,965

10 Annual Audit.

10 a Approval of Annual Governance Statement Appendix 1.

10 b Approve Annual Accounting Statement Appendix 2.

10 c Approve exemption certificate Appendix 3.

10 d Recommendations from the Auditor Appendix 4.

Clerking expenses for annual approval.

As per Hmrc monthly expense of £ 24 for working from home expenses.

£ 4 per month for printing ink as clerk has taken out an annual contract for printing with Hp. This will save the Council approx. £ 100 per annum on ink cartridges.

£ 6.50 monthly Computer maintenance fee taken out with Pc world when computer was purchased in 2016.

2020/21 Annual salary (national pay settlement has not yet been approved by the government and unions).

List of Parish Councillors and their signatures for the Auditor to cross reference on documents.

11. 1 Pengelly Close.

12. Antony Play area including gate and fencing improvements.

13. Wilcove Moorings.

14. Wilcove to Wacker path.

15. Wilcove litter (dog waste).

16. Pengelly Hill footpath.

17. Tregantle yellow lines – Network funding bid.

18. Pengelly Hill Cornish wall.

19.AOB

20. Date of next meeting.