

## **ANTONY PARISH COUNCIL**

**Minutes** of meeting of the Antony Parish Council Tuesday 11<sup>th</sup> August 2020 at Wilcove Community Hall at 6.30pm.

**1.20 Those present :** Cllrs R. Carter, Lady D Coward, G Shepherd , P Knott , P Bulmer, T Lobb, and Clerk for Antony Parish Council.

**2.20 Apologies for absence :** None.

**3.20 Declarations of interest relating to items on the agenda:** Cllr Knott is a member of the Wca committee. Cllr Carter has submitted a recent Planning application currently with Cornwall council for approval. Cllr Carter is employed by Carter Excavations.

**4.20 Minutes of the previous meeting Tuesday 25<sup>th</sup> Feb 2020** were reviewed and approved by all the Council members.

**5.20 Matters arising from the previous meeting .**

**5.20a** 91.19b 85.19 b 73.19 b 59.19c 45.19 c 30.19 d 24.19 **Wilcove Community Playground.**

Due to Covid the matting has not been removed.

**Action:** Cllr Carter to obtain quote for removal of matting.

Councillors discussed the issue of maintenance in the play area.

Councillors discussed the issues of adults using the play equipment in the play area.

**Action:** Cllr Coward to speak to the adults concerned.

The Annual inspection will take place in Sept.

**Action:** Clerk to provide details of Play equipment maintenance firms .

R Butcher has given Cllrs proposed play equipment items and offered to raise funds to purchase it when Covid restrictions are lifted. She also offered to help with other local residents to undertake necessary repairs if required.

**Action :** Cllr Knott to contact family who erected the bench as it requires some maintenance.

**5. 20b** 91.19 d 85.19 d 73.19 d 59.19 j 52.19 **Wilcove Footpath sign – Horson to Antony Drive.**

**Action :** Cllr Shepherd Sign post erection still outstanding.

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

**Action:** Due to Covid Wca have not been contacted about this. Cllr Knott to follow up.

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

The family are happy for a bench to be erected in memory of Cllr Pidgen. A budget of £ 1,000 has been approved for this purchase from the Solar benefit fund. Additional costs will be required to erect it.

**Action:** Cllr Bulmer to order the bench and Carter Excavations to provide quote for providing the base.

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

Awaiting feedback from Mr O Neill from Cornwall highways. Consultation should begin in Sept.

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

**Action:** Cllr Knott Carter and Shepherd to identify places in the village to plant the trees.

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

Awaiting for the Rame transport user group to convene in the Autumn.

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

**Action:** Clerk to instruct Western Web to undertake this upgrade , to make it legally compliant.

**5.20 I 99.19 d 6 Pengelly Close taxi company.**

**Action:** Clerk to inform Cornwall Housing that the tenants at the above address appear to have purchased multiple vehicles for their business venture causing parking problems in the village and causing noise for local residents late at night.

**6.20 Planning.**

**The 2019-20 Planning applications were reviewed.**

An additional application received on 11<sup>th</sup> August was reviewed at the meeting and approved as it was a lapsed application from 2017.

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**7.20 Police Incidents.**

No local data can be provided by the Police now as their website has been changed.

## 8.20 Policies for review.

### Standing Orders.

### Financial Regulations.

### Financial Risk Assessment.

Some minor adjustments have been made due to Covid restrictions and comments made by the internal auditor Mrs Padmore.

The Council approved these policies.

## 9.20 Finance Full year Accounts 1/4/2019 - 31/3/2020.

### 9.20 a Payments approved March 2020.

Payments Approved		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
<b>Total</b>		<b>£807.02</b>	<b>£3.26</b>	<b>£803.76</b>

The Council formally approved the payments for March 2020.

### 9.20 b Asset Management Report 2019/20.

The Asset Management report dated 31/3/2020 was formally approved by the Council.

### 9.20 c. Solar Benefit Fund 2019/20 as 31/3/2020.

The Solar Benefit fund report was approved by the Council.

## 9.20 d . Bank reconciliation 2019/20.

The Bank reconciliation report as 31/3/2020 was approved by the Council.

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 ( Excluding Solar Community benefit fund)		£14,242.75

Total Income received 2019/20 £ 16,740.14

Total expenditure 2019/20 £ 10,206.30

## 8.20 e Management Report 2019/20 as 31/3/2020.

The report was reviewed and approved by the Council.

## 9.20 Financial Reports 2020/21.

### 9.20 a Bank Reconciliation to 31/7/2020

The Bank reconciliation report was reviewed and approved by the Council.

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

### 9.20 b Community (Solar ) Benefit fund.

The report dated 31/7/2020 was reviewed and approved by the Council.

## 9.20 c The Asset Management report no change 31/7/2020.

Assets £ 28, 615.

## 920 d The following payments were reviewed and approved.

<b>Payments Approved April 2020</b>		<i>Gross</i>	<i>Vat</i>	<i>Ex Vat</i>
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
<b>Total</b>		<b>£1,035.63</b>	<b>£21.80</b>	<b>£1,013.83</b>
<b>Payments Approved May 2020</b>				
Wilcove Gardening Club	101531	£60.00		£60.00
C Alen clerking May 2020	101530	£303.50		£303.50
<b>Total</b>		<b>£363.50</b>	<b>£0.00</b>	<b>£363.50</b>
<b>Payments Approved June 2020</b>		<i>Gross</i>	<i>Vat</i>	<i>Ex Vat</i>
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
<b>Total</b>		<b>£707.17</b>	<b>£9.57</b>	<b>£706.00</b>
<b>Payments Approved July 2020</b>				
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
<b>Total</b>		<b>£854.44</b>	<b>£2.66</b>	<b>£851.78</b>

**9.20 e Income of £ 320.33 received was reviewed and approved.**

**9.20 f 2020/21 Management Report dated 31<sup>st</sup> July 2020.**

The Financial Management report was reviewed and approved by the Council.

**10.20 Annual Audit.**

**10.20 a** The Annual Governance Statement was reviewed and approved by the council.

**10.20 b** The Annual Accounting Statement was reviewed and approved by the council.

**10.20 c** The Exemption certificate was reviewed and approved by the council.

**10.20 d** Recommendations from the Auditor.

The monthly Clerking expenses were reviewed and approved for 2020/21.

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.

£ 6.50 monthly Computer maintenance fee .

A list of Parish Councillors and their signatures for the Auditor was completed.

**10.20 e** The Internal audit is now complete and will be submitted to the national auditors for review.

**11.20 . 1 Pengelly Close.**

Various representations have been made to Cornwall Housing to undertake an inspection of the said property and grounds.

**12.20 Antony Play area including gate and fencing improvements.**

**Action :** Clerk to contact Carter Excavations for a quote for fencing improvements to the Play area as previous contractor has withdrawn due to health issues.

### **13.20 Wilcove Moorings.**

A boat belonging to local resident is on the foreshore awaiting relocation.

**Action :** Cllr Carter and Shepherd to contact Roger Carter to obtain further details.

### **14.20 Wilcove to Wacker path.**

All footpaths need to be registered by 2026. Cllr Knott has been investigating the history of this footpath with the purpose of registering it and having it reinstated.

**Action:** Cllr Knott to continue with this investigation.

### **15.20 Wilcove litter.**

Dog waste is being put in the Wilcove Inn litter bin. A request has been made to the landlord to provide a separate bin.

**Action :** Cllr Shepherd has now confirmed that having talked to the pub , they confirmed that this bin is emptied daily and there is no necessity to have two bins. Cllr Shephard has deemed this matter is now closed.

### **16.20 Pengelly Hill footpath.**

Approval has been given by Neil Kerlake of Thanckes tanks for a potential footpath route to be made for local residents to use.

**Action:** Cllrs Knott, Carter and Shepherd to evaluate the route and follow this up. It may require a village working party/ volunteers.

### **17.20 Tregantle parking issues – Network funding bid.**

As a result of the warm weather the parking along Military road has become a problem as buses and large vehicles cannot get by the parked cars. Additional visits by traffic enforcement officers are paid for by the Rame cluster of Parish Councils.

Cllr Bulmer has kindly submitted a bid under Phase 4 of the Network Funding initiative on behalf of Antony Parish council. It will be discussed at the next meeting in Sept. Cornwall Council highways advice is being sought to find a resolution to this problem.

The car park situation was discussed.

**18.20** Illegal parking at the Wilcove Jetty in the turning space to discourage group gatherings.

**Action:** Clerk to forward details of A to z signs who produce reasonably priced road signs to Cllr Knott.

**Action:** Cllr Knott to investigate a suitable position for the sign .

## **19.20 AOB**

### **19.20 a Replacement grit bins in Wilcove.**

**Action:** Clerk to obtain quote for new grit bins.

### **19.20 b Community Assets in Antony Parish.**

Discussion was held concerning registering certain key facilities in the Parish as vital Community Assets

Such assets could include both public houses, the allotments both play areas and village halls. This would protect them for 5 years .

**Action:** Cllr Bulmer to investigate and forward details to all members.

### **19.20c Antony Estates.**

**Action:** Clerk to obtain contact details for William Trinnick and invite him to the next meeting.

## **20.20 Covid 19.**

It was noted that a verbal Covid risk assessment was undertaken prior to the meeting to ensure all necessary precautions have been taken to protect those attending the meeting.

**21.20 Date of next meeting. Tuesday 22<sup>nd</sup> Sept at Antony Village hall.**