

# Antony Parish Council

## AGENDA

NOTICE is hereby given that a meeting of the Antony Parish Council will be held at Antony village hall on Monday 22<sup>nd</sup> April 2024 at 7.00 pm.

- 1. Apologies for absence.**
- 2. Appointment of Chair and Vice chair of Antony Parish Council.**
- 3. County Cllr Ewert Report.**
- 4. Public forum.** Members of the public may raise issues, ask members questions relating to Parish Council business ( time allocated 15mins ).
- 5. Declarations of interest relating to items on the agenda.**
- 6. Approval of Minutes** 11<sup>th</sup> Jan 2024.
- 7. Matters arising from the previous meeting.**
  - 7 a** 68.23 a 59.23 a 47.23 b 24.23 b 7.23 c 123.22 c 107.22 c 87.22 d 69.22 e 49.22 g 27.22 j 14.22 **Wilcove / Antony play area issues. New benches Wilcove / New play equipment Antony.**
  - 7 b** 68.23 b 58.23 b 47.23 d 24.23 d 7.23 e 123.22 e 107.22 g 91.22 **Antony phone box maintenance.**
  - 7 c** 68.23 c 58.23 d 47.23 f 24.23 g 7.23 i 126.22 **Unsafe trees in Antony.**
  - 7 d** 68.23 d 58.23 e 47.23 h 24.23 h 12.23 **Public rights of way in Wilcove.**
  - 7 e** 68.23 g 58.23 m 47.23 q 38.23 **Grating in field / Woodland walk/ Drainage and flooding issues in Wilcove.**
  - 7 f** 68.23 h 62.22 **Replacement convex mirror Wilcove.**
  - 7 g** 69.23 **Antony estate and drainage issues in Wilcove.** Flooding and environmental contamination have been reported in Wilcove due to farming and drainage issues.
  - 7 h** 70.23 **Memorial tree for J Vigus.**

## 8. Planning.

| Planning Applications | 2023/2024                 | Validated     | Comments        |
|-----------------------|---------------------------|---------------|-----------------|
| PA23/00187            | Antony house stables      | 1st Feb 2023  | Approved by CC. |
| PA23/00523            | Caradon view Antony       | 3rd Feb 2023  |                 |
| PA23/04821            | Beach cottage Wilcove     | 17th Apr 2023 | Approved by CC. |
| PA23/03421            | 12 Cove meadow Wilcove    | 1st June 2023 | Approved by CC. |
| PA23/03192            | Higher Tregantle farm     | 1st June 2023 | Approved by CC. |
| PA23/05073            | Pengelly house            | 6th July 2023 | Approved by CC. |
| PA23/05842            | Pole at Sharrow car park. | 6th Sept 2023 | Approved by CC. |
| PA23/07120            | Laun Wilcove              | 20th Nov 2023 | Approved by CC. |
| PA23/08658            | Laun Wilcove              | 20th Nov 2023 | Approved by CC. |
| PA23/09141            | Broomhill tearoom         | 24th Nov 2023 | Approved by CC. |
| PA24/00317            | Antony house East wing    | 15th Jan 2024 | Approved by CC. |

## 9. Spring flood outside Maryfield house.

## 10. Solar funding grant for Antony ( Village defibrillator/ flooring for village hall).

## 11. Wilcove hedge / bench trimming issue.

## 12. Wilcove mooring lease.

## 13. Finance .

### 13 a Unity Bank update.

### 13 b Payments to be approved.

#### Payments to be approved April 2024

|   |  |                  |
|---|--|------------------|
| Lynher valley partnership Noticeboard rent<br>Wilcove |  | £15.00           |
| LVP Wilcove moorings and foreshore rent               |  | £441.00          |
| LVP Play area rent                                    |  | £35.00           |
| LVP Bus shelter rent                                  |  | £25.00           |
| Enhancescapes Ltd safety mirror installation          |  | £50.00           |
| Calc subscription                                     |  | £309.68          |
| B Wenmoth   |  | £240.00          |
| Total   |  | <b>£1,115.68</b> |
|   |  |                  |

M Bulmer subject to invoice  
 L Parsons subject to invoice  
 C Allen clerking Apr /May subject to invoice  
 Repair to Antony phone box budget £500 subject to invoice.  
 Memorial tree max budget £150 subject to invoice.  
 Installation costs for new noticeboards.  
 Audit fee subject to invoice max £100  
 Any additional invoices submitted prior to 12/4/24

### 13 c Approval of Solar benefit fund report as 31<sup>st</sup> March 2024.

#### Solar Farm Community Benefit Fund as at 31/3/2024

|  |                  |
|--|------------------|
| Antony allocation available 31/3/2024  | £3,972.75        |
| Wilcove allocation available 31/3/2024 | £133.15          |
| <b>Total Solar fund available</b>      | <b>£4,105.90</b> |

#### **Expenditure 2023-2024**

Net

|  |                  |
|--|------------------|
| Cllr Coward Coronation Tree for Antony         | £24.99           |
| Tartendown nursery Coronation tree for Wilcove | £130.00          |
| Wilcove gardening group                        | £100.00          |
| Cllr Shepherd Defib poster sealant             | £9.71            |
| D Coward plants for Wilcove                    | £95.89           |
| Tamar Community trust                          | £400.00          |
| Wilcove planters                               | £245.78          |
| WCA donation                                   | £4,000.00        |
| Wilcove gardening group                        | £100.00          |
| <b>Total expenditure 2023/2024</b>             | <b>£5,106.37</b> |

### 13 d Approval of Asset Register report as 31<sup>st</sup> March 2024.

**ASSET REGISTER**  
as at 31/03/2024

Purchase  
Value

Stock value  
Insured

|            |                                    |                |                |
|------------|------------------------------------|----------------|----------------|
| Pre Apr-15 | Play equipment in Antony           | £7,199         | £21,923        |
| 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         | £10,803        |
| Pre Apr-15 | Signs                              | £85            | £85            |
| Pre Apr-15 | Telephone box x 2                  | £2             | £3,090         |
| Oct-15     | Computer/ Printer/Backup pen drive | £579           |                |
| Jul-15     | Neighbourhood watch signs          | £80            | £80            |
| Oct-15     | Wilcove Sign                       | £304           | £304           |
| May-16     | Playground eq                      | £2,010         | £4,455         |
| May-16     | 2 x Noticeboards                   | £852           | £800           |
| Jun-18     | Printer                            | £95            |                |
| Write off  | Printer                            | -£70           |                |
| Jun-18     | Safety Mirror                      | £42            | £42            |
| May-19     | Bench                              | £199           | £199           |
| Oct-20     | Bench                              | £1,047         | £1,047         |
| Nov-20     | Signs Covid                        | £96            | £96            |
| Dec-20     | Grit bins                          | £450           | £540           |
| Jun-21     | Replacement swing seats            | £367           | £367           |
| Jun-21     | Write off swing seats              | -£250          |                |
| Sep-21     | Play equipment Antony              | £7,031         | £6,192         |
| Dec-21     | Dog signs                          | £4             | £4             |
| Mar-22     | Wilcove play eq                    | £5,764.00      | £5,764         |
| Mar-22     | Computer /printer                  | £669           | £669           |
| Mar-22     | Computer/printer write off         | -£674          |                |
| May-22     | Signs                              | £146           | £146           |
| Jul-22     | Defibrillators x 2                 | £2,800         | £5,000         |
| Sep-22     | Signage                            | £11            | £11            |
| Sep-23     | Mirror damaged                     | -£42           | -£42           |
| Sep-23     | Mirror replacement                 | £50            | £50            |
| Sep-23     | Mirror fitting                     | £17            | £17            |
| Sep-23     | Donation of play eq to Antony      | £1             | N/A            |
| Jan-23     | Wilcove planters                   | £246.00        |                |
|            |                                    |                |                |
|            | <b>TOTAL</b>                       | <b>£46,348</b> | <b>£73,009</b> |

### 13 c Bank Reconciliation 2023/24 to be approved.

| BANK RECONCILIATION 2023/24<br>31/03/2024<br>Payee and details | CHEQUE | Payments<br>Dr | Receipts<br>Cr | Total<br>Funds |
|--|--------|----------------|----------------|----------------|
| Adjusted bank accounts 31/3/2023                               |        |                |                | £22,120.29     |
| Antony estate rents  |        | £516.00        |                |                |
| C Allen clerking April 2023                                    | 101665 | £496.10        |                | 21,624.19      |
| Calc annual subscription                                       | 101666 | £300.66        |                | 21,323.53      |
| Cllr Coward Coronation tree for Antony                         | 101667 | £29.99         |                | 21,293.54      |
| Tartendown nursery Coronation tree for Wilcove                 | 101668 | £156.00        |                | 21,137.54      |
| Cllr Shepherd sealant defib posters                            | 101669 | £11.65         |                | 21,125.89      |
| Wilcove community hall Coronation celebrations                 | 101670 | £250.00        |                | 20,875.89      |
| Antony village hall Coronations celebrations                   | 101671 | £250.00        |                | 20,625.89      |
| Wilcove gardeners  | 101672 | £100.00        |                | 20,525.89      |
| Scott Dickens Churchyard strimming                             | 101673 | £250.00        |                | 20,275.89      |
| Precept  |        |                | £7,000.00      | 27,275.89      |
| M Bulmer grass control   | 101674 | £345.00        |                | 26,930.89      |
| Wilcove Community Association rent                             | 101675 | £80.00         |                | 26,850.89      |
| J Murray travel expenses                                       | 101676 | £15.75         |                | 26,835.14      |
| Leadville Parsons grass control Wilcove                        | 101677 | £165.68        |                | 26,669.46      |
| John Vigus   | 101678 | £132.00        |                | 26,537.46      |
| R Hancock audit  | 101679 | £75.00         |                | 26,462.46      |
| C Allen clerking May 2023                                      | 101680 | £539.23        |                | 25,923.23      |
| Leadville Parsons grass control Wilcove                        | 101681 | £205.68        |                | 25,717.55      |
| Leadville Parsons grass control Wilcove                        | 101682 | £50.68         |                | 25,666.87      |
| Interest   |        |                | £33.11         | 25,699.98      |
| C Allen clerking June 2023                                     | 101683 | £502.24        |                | 25,197.74      |
| Plants for boat  | 101684 | £95.89         |                | 25,101.85      |
| M Bulmer grass control   | 101685 | £480.00        |                | 24,621.85      |
| Calc Book  | 101687 | £12.40         |                | 24,609.45      |
| C Allen clerking July 2023                                     | 101686 | £495.10        |                | 24,114.35      |
| J Vigus wilcove grass control                                  | 101688 | £96.00         |                | 24,018.35      |
| C Allen Aug 2023   | 101689 | £492.85        |                | 23,525.50      |
| WCA rent   | 101690 | £20.00         |                | 23,505.50      |
| Bell ringers cheque returned to APC                            | 101659 | -£500.00       |                | 24,005.50      |
| Replacement cheque for Antony Bells                            | 101692 | £500.00        |                | 23,505.50      |
| Tamar Community trust  | 101691 | £400.00        |                | 23,105.50      |
| M Bulmer grass control   | 101693 | £365.00        |                | 22,740.50      |
| L Parsons grass control  | 101694 | £120.68        |                | 22,619.82      |
| Western web hosting fee  | 101695 | £126.00        |                | 22,493.82      |
| C Allen reimb Microsoft office fee                             | 101696 | £79.99         |                | 22,413.83      |
| C Allen misc items mirror signs post paper                     | 101697 | £88.70         |                | 22,325.13      |
| WMA fees   |        |                | £491.00        | 22,816.13      |
| Precept  |        |                | £7,000.00      | 29,816.13      |

|  |        |                   |                   |           |
|--|--------|-------------------|-------------------|-----------|
| P Vigus Antony grass control               | 101698 | £36.00            |                   | 29,780.13 |
| C Allen - mirror fitting                   | 101699 | £19.99            |                   | 29,760.14 |
| Lynher valley partnership bus shelter rent | 101700 | £25.00            |                   | 29,735.14 |
| C Allen clerking Sep 2023                  | 101702 | £487.05           |                   | 29,248.09 |
| Interest                                   |        |                   | £42.64            | 29,290.73 |
| St John Ict donation                       |        |                   | £100.00           | 29,390.73 |
| L Parsons grass control                    | 101701 | £550.00           |                   | 28,840.73 |
| C Allen clerking Oct 2023                  | 101703 | £486.85           |                   | 28,353.88 |
| M Bulmer grass control                     | 101704 | £345.00           |                   | 28,008.88 |
| S Dickens Antony grass control             | 101705 | £230.00           |                   | 27,778.88 |
| S Fergus playground repairs                | 101706 | £1,355.60         |                   | 26,423.28 |
| M Bulmer grass control                     | 101707 | £115.00           |                   | 26,308.28 |
| Millbrook PC NDP                           | 101709 | £15.20            |                   | 26,293.08 |
| C Allen clerking Nov 2023                  | 101708 | £468.15           |                   | 25,824.93 |
| C Allen clerking Dec 2023                  | 101710 | £714.96           |                   | 25,109.97 |
| Vat  |        |                   | £319.50           | 25,429.47 |
| Interest                                   |        |                   | £55.56            | 25,485.03 |
| AJGIBL INSURANCE                           | 101711 | £660.08           |                   | 24,824.95 |
| Torpoint TCC                               | 101713 | £50.00            |                   | 24,774.95 |
| C Alen clerking Jan 24                     | 101712 | £543.07           |                   | 24,231.88 |
| Solar benefit fund                         |        |                   | £3,083.20         | 27,315.08 |
| S Philpott planters                        | 101714 | £245.78           |                   | 27,069.30 |
| D Ralph grass control                      | 101715 | £160.00           |                   | 26,909.30 |
| WCA donation                               | 101717 | £4,000.00         |                   | 22,909.30 |
| Noticeboards                               | 101718 | £2,438.40         |                   | 20,470.90 |
| Wilcove gardening club                     | 101719 | £100.00           |                   | 20,370.90 |
| C Allen clerking Feb 2024                  | 101720 | £522.40           |                   | 19,848.50 |
| DCW benches for Wilcove                    | 101721 | £840.00           |                   | 19,008.50 |
| Unity bank                                 | 101722 |                   |                   | 19,008.50 |
| Unity bank                                 | 101723 |                   |                   | 19,008.50 |
| Unity bank                                 |        |                   |                   | 19,008.50 |
| Clerking March 24                          | 101724 | £531.04           |                   | 18,477.46 |
| L Parsons grass control                    | 101725 | £45.68            |                   | 18,431.78 |
| M Bulmer grass control                     | 101726 | £345.00           |                   | 18,086.78 |
| Interest                                   |        |                   | £63.74            | 18,150.52 |
| Interest unity                             |        |                   | £0.64             | 18,151.16 |
| Unity charge                               |        | £0.99             |                   | 18,150.17 |
|  |        |                   |                   |           |
| <b>Total</b>                               |        | <b>£21,767.84</b> | <b>£18,125.01</b> |           |

|   |         |                   |
|---|---------|-------------------|
| Barclays Bank statement 31/3/2024               | Current | £5,483.19         |
| Barclays Bank statement 31/3/2024               | Deposit | £12,158.21        |
| Unity Bank statement 31/3/2024                  | Current | £499.01           |
| Unity Bank statement 31/3/2024                  | Deposit | £500.64           |
| <b>Uncleared items</b>                          |         | <b>-£490.68</b>   |
| <b>TOTAL FUNDS AVAILABLE 31/3/2024</b>          |         | <b>£18,150.37</b> |
| Solar benefit funds available 31/3/2024         |         | £4,105.90         |
| <b>PARISH COUNCIL FUNDS AVAILABLE 31/3/2024</b> |         | <b>£14,044.47</b> |
| ( Excluding Solar Community benefit fund)       |         |                   |

### 13 d Appointment of Rosemary Hancock as internal auditor for 2023/24 Accounts.

### 13 e 2023/24 Annual Governance and Accountability return ( AGAR).

- Approve statement of annual gross income for the year.
- Approve statement of annual gross expenditure for the year.
- Approve the certificate of exemption.

## 13 f Approval of Management report 2023/24 to be approved.

2022-2023

ANTONY PARISH COUNCIL

| Audited        | RECEIPTS AND PAYMENTS 2023-24 as 31st March 2024 | Budget         | Actual         | Budget         |
|----------------|--|----------------|----------------|----------------|
| Accounts       | Including Solar Community Benefit Fund           | 2023/24        | 2023/24        | 2024/25        |
| £              | RECEIPTS   | £              | £              | £              |
| £19,539        | Brought Forward                                  | £22,120        | £22,120        | £18,150        |
| £13,125        | Precept  | £14,000        | £14,000        | £14,000        |
| £491           | Wilcove Moorings                                 | £491           | £491           | £0             |
| £82            | Grants   | £0             | £0             | £0             |
| £100           | Ict donation                                     | £100           | £100           | £100           |
| £1,971         | VAT refund                                       | £1,000         | £320           | £1,000         |
| £3,083         | Solar Benefit fund                               | £3,083         | £3,083         | £3,083         |
| £1,425         | Donations  | £0             | £0             | £0             |
| £30            | Bank Interest                                    | £10            | £196           | £10            |
| <b>£20,308</b> | <b>TOTAL RECEIPTS</b>                            | <b>£18,684</b> | <b>£18,190</b> | <b>£18,193</b> |
|                | <b>PAYMENTS</b>                                  |                |                |                |
| £844           | VAT  | £1,000         | £682           | £1,000         |
| £639           | Playground/ noticeboard maintenance and repairs  | £1,000         | £1,433         | £1,500         |
| £5,228         | Salaries   | £5,600         | £5,600         | £6,000         |
| £352           | Training/ Subscriptions                          | £400           | £267           | £400           |
| £1,015         | Antony Grass control/plants                      | £1,600         | £1,524         | £1,600         |
| £1,891         | Wilcove Grass control/plants                     | £2,500         | £2,513         | £2,500         |
| £0             | Hall Rent  | £250           | £100           | £250           |
| £50            | Bus shelter rent                                 | £50            | £25            | £50            |
| £0             | Antony Play area rent                            | £50            | £0             | £50            |
| £50            | Wilcove play area rent and noticeboard rent      | £85            | £0             | £85            |
| £441           | Wilcove Moorings                                 | £441           | £0             | £0             |
| £170           | Website / Ict equipment/software                 | £300           | £187           | £300           |
| £0             | Chairmans fund                                   | £300           | £0             | £300           |
| £275           | Audit fee  | £300           | £75            | £300           |
| £650           | Section 137                                      | £500           | £50            | £500           |
| £3,644         | Solar benefit fund                               | £5,000         | £5,106         | £7,189         |
| £122           | Misc/ Signs                                      | £250           | £0             | £250           |
| £0             | Noticeboard/ Benches                             | £0             | £2,732         | £0             |
| £1,000         | Royal celebrations                               | £500           | £500           | £0             |
| £0             | Election reserves                                | £1,375         | £0             | £1,375         |
| £645           | Insurance  | £750           | £660           | £750           |
| £710           | Clerking exp                                     | £650           | £704           | £700           |
| <b>£17,727</b> | <b>TOTAL PAYMENTS</b>                            | <b>£22,901</b> | <b>£22,160</b> | <b>£25,099</b> |
| <b>£2,581</b>  | <b>Profit/ ( Loss)</b>                           | <b>-£4,217</b> | <b>-£3,970</b> | <b>£11,245</b> |
| <b>£22,120</b> | <b>Carry forward</b>                             | <b>£17,903</b> | <b>£18,150</b> | <b>£11,245</b> |

## 14. Wilcove foreshore planting.

15. Provisional date of next meeting Wilcove Community Hall Thursday 23rd May 2024 at 7pm.