

Morwenstow Parish Council

Minutes of the monthly Parish Council Meeting held on
Wednesday 18th March 2020 at 7.30pm in the Community Centre

Actions

1.18/03 Attendance: Cllrs.:Hobbs (Chair), Boundy, Braund, Colwill, Francis, Phipps, Rogers and Savage and the Clerk.

2.18/03 Apologies were accepted from Cllr. Tilbey and Cllr. Richards
Absent without apology: C Cllr. Dolphin

3.18/03 The minutes of the meeting held on 19th February 2020 were agreed and signed as a true record of the meeting.

4.18/03 Matters Arising from the Minutes and updates– **for information only:** The Bude area CNP Highways scheme was being progressed to statutory consultation. We have speakers lined up for the Annual Parish Meeting however, it is very unlikely that this will go ahead. It is also certain that some parts of the V E Day celebrations will be cancelled and we await further details. Cornwall Council have confirmed that Formal Notice will be served on the occupant of caravan/trailer at Woolley. Cllr. Hobbs is still waiting for Cornwall Council to get back to him regarding the siting of the bus shelter and a decision regarding a dangerous tree.

5.18/03 Dispensations/Disclosures for items on the agenda: Cllr. Francis disclosed an interest in item 7.18/03 as related to a person submitting a tender to clean the C C public toilets. Cllr. Hobbs disclosed an interest in item 7 18/03 as related to a person submitting a tender to clean the toilets at Duckpool.

6.18/03 Parish maintenance and matters to include: quote for 'no dogs' signs at playing fields: Cllr. Savage has the ordering of the signs for the playpark area in hand. The Clerk has agreed an emergency repair of the wall by the bus shelter at Shop as it has been hit by a car yet again and is in a dangerous state. Cllr. Boundy brought along the map of the parish that has been framed, to be hung in the meeting room at the Community Centre. It was resolved that a pack of pockets at a cost of £16.00 would be purchased to hang alongside the map to contain information sheets. **RS KB**

7.18/03 To discuss quotes received for: Toilets; SWCP; LMP; playpark, playpark hedge; Aunt Amy's garden: Tenders for the footpath cutting had been received. It was resolved to accept the quotes. One tender had been received for the SWCP cutting. It was resolved to accept the quote. One tender for the playpark cutting had been received. It was resolved to accept the quote. No tender received yet for the playpark hedge cutting. PSJ Garden Services confirmed that they will maintain Aunt Amy's Garden again this year for the same amount as previous years. Resolved to accept the offer. All contractors to complete necessary paperwork and provide risk assessments, health and safety policies and proof of public liability insurance. Toilets: Cllrs. Francis and Hobbs took no part in this discussion. One tender had been received for the cleaning of the public toilets outside the Community Centre. It was for the same amount as last year. It was resolved to accept the quote. One tender had been received for the cleaning of the toilets at Duckpool. It was for the same amount as last year. It was resolved to accept the quote. Cllr. Boundy to check with Jeff Cherrington when the toilets should be opened. **KB**

8.18/03 To review policies and practices:

(a)Model Code of Conduct	reviewed 18 3 2020
(b)Model Complaint Handling Policy	reviewed 18 3 2020
(c)Model Financial Regulations	reviewed and resolved to adopt 18 3 2020
(d)Model Standing Orders	reviewed 18 3 2020
(e)Privacy and Terms of Use Policy	reviewed 18 3 2020
(f)Safeguarding Policy	reviewed 18 3 2020
(g)Statement of Internal Control	reviewed 18 3 2020
(h)Grants Policy	reviewed 18 3 2020
(i)Health and Safety Policy	reviewed 18 3 2020
(j)Risk Register	reviewed and resolved to approve 18 3 2020
(k)Effectiveness of Internal Controls	reviewed and resolved to approve 18 3 2020
(l)Risk assessments for confirmation	Risk assessment record sheets checked and approved: Playpark inspection sheets from Cllrs. Francis and Colwill; Toilet inspection sheets from Cllrs. Francis and Boundy; Tree inspection sheets from Cllr. Hobbs.

9.18/03 To discuss progress of funding for new playpark equipment: Several grants have been applied for relating to different pieces of equipment and it is now a matter of waiting for decisions. Thanks to Denise for all the work she is putting into this.

10.18/03 To discuss Cornwall Council Climate Change DPD: Response to be sent; over 800 is too large; no more in areas where there are already too many i.e. the North of the Parish; think about more offshore wind farms; community benefits to be part of the approval; cheaper electricity for residents; automatic removal if no electricity produced within a 12 month period; each application to be assessed on its own merits. **SJ**

11.18/03 Clerk's Annual Review: See appendix 1

12.18/03 Correspondence

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| 1. CALC | Coronavirus update |
| 2. CALC | NALC consultation on dormant assets |
| 3. CALC | Community Governance Review from Cllr. Malcolm Brown |
| 4. Cornwall Council | Housing SPD adopted |
| 5. Cornwall Council | Filling the Gap |
| 6. Cornwall Council | Temporary road closure Morwenna Rd to Woodville Rd 14th-17 th April |
| 7. Community Partnership NHS | Stratton Community Treatment Centre update |
| 8. Community Network Panel | Health and Care Forum 19 th March |
| 9. Mr Hill | Parish enquiry |
| 10. Bude Solutions | Website enquiries |
| 11. Various | Regular newsletters |

All the above were noted. Item 7 to go in Hamlets. Item 8 meeting has now been cancelled. Item 9 Council thanked Alan Rowland for responding to Mr Hill. Item 10 Clerk to contact for more information.

13.18/03 Finances: To agree cheques and direct debit for payment and confirm current statement of accounts and schedule with bank statements.: All cheques and direct debit agreed for payment and cheques signed by 2 signatories. All invoices checked and signed by Chairman. All Councillors agreed spreadsheet of accounts with bank statements. Signed by 2 Councillors. Resolved to approve all.

Lonsdale	Hamlets	£ 97.05
S Francis	Toilet cleaning & sundries	£ 322.06
S Joyner	Salary and consumables	*D P Act
M C C	Room rent & storage	£ 76.00
H Rogers	Delivering Hamlets to distributors	£ 63.00
Aquiss	C C broadband	£ 34.00

14.18/03 Members Reports – for information only: Cllr. Boundy reported that Cornwall Council were putting drains in along David's Lane. Cllr. Savage reported that the hedges either side of the road between Chapel Corner and Yaffles Bridge were overgrown and hanging over the road causing large vehicles into the middle of the road. Clerk to report to Cornwall Council. **SJ**

15.18/03 Coronavirus Action plan: After discussion it was resolved that the Parish Council would form an emergency response team to help those residents that were vulnerable and 'at risk', with things such as shopping, collecting prescriptions, dog walking or just being a friendly voice at the end of the phone during a period of isolation. A message would be sent out via the Morwenstow Facebook page and the Clerk would send an email round to all the contacts of the groups/organisations in the Parish for them to cascade to all their members asking them to pass this message on to anyone that might fall into the vulnerable category. The people needing assistance would contact either the P C Chairman or the Clerk in the first instance for a volunteer to be alerted. A decision will be made as to whether Hamlets will be postponed until further notice after the April issue. There is a shortage of volunteers able to deliver the magazines and we also don't want anyone to take any unnecessary risks as a number of the distributors are in the vulnerable age group. There are no events to publicise at present. The Government will be making decisions on the holding of Council meetings and we will have to be guided by their decisions. The Annual Parish Meeting and the Annual Meeting of the Parish Council are statutory meetings that must be held within statutory deadlines. The government is due to be issuing guidelines on the holding of these meetings shortly. Instructions will also be issued regarding the annual audit. Legislation allows for the council to delegate to an officer but not individual members and CALC have suggested that the council should adopt a broad delegation which will allow it to continue to operate outside of meetings until such time as the advice changes. It was resolved that 'Morwenstow Parish Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity during the period of the pandemic Coronavirus, informed by consultation with members of the council'.

16.18/03 Any Other Business the Chairman considers urgent: None

There being no further business the Chairman closed the meeting at 8.25 pm