

Maker with Rame Parish Council



Minutes of the meeting held at 7pm on Thursday 10th June 2021 in Maker with Rame Community Hall.

Those present: Cllrs Ferguson, Fox, Green, Kidd, Lingard, Murray, Newcombe, Ryan, Sutcliffe and Weale (Chairman).

In attendance: C Allen (Acting Parish Clerk), Cornwall Cllr Ewert and 15 members of the public.

178/21 Apologies Cllr Ireland.

179/21 Cornwall Cllr Ewert outlined her work with Cornwall Council since the election.

She highlighted her work on childcare provision, early years work, housing issues, working with the local police and CC's general planning committee.

180/21 Chairman's report.

Cllr Weale commended the members of the Council on their hard work and commitment since the election. He noted that the Parish Council (PC) was still in its 'understanding' phase, but was moving forward.

The main objective was to focus on the Neighbourhood Development Plan and to identify the needs of the community.

The Chair explained that the PC will work by appointing various Sub Committees, whose focus will be to deliver the opportunities and benefits of the endorsed NDP, with proposals which will then be presented to the full PC for approval. Sub Committees may be delegated powers to make decisions on behalf of the full PC, otherwise, they will inform and advise the PC. These Sub Committees can utilise Working Groups, which can include members from the community, embracing their knowledge and enthusiasm.

The PC is committed to being open and transparent and wishes to collaborate with the local community.

The PC rescinded the ban imposed on several local residents prior to the election.

The Chair stressed that there would be a no tolerance policy to intimidation and harassment of the members of the PC.

The Chair understood there was an outstanding Freedom of Information (FOI) request, which had resulted in the PC being reported to the ICO, which was being investigated and addressed by the PC.

The Chair welcomed the newly appointed Locum clerk Caroline Allen.

181/21 Open forum.

Mr Steenhagen wished the PC good luck but would like the PC to address the legacy issues he had previously raised and hoped the PC would resolve the issue of the FOI request and the ICO enquiry.

Mrs Young requested that the PC writes letters to the individuals banned prior to the election.

Action: Cllr Weale agreed to personally undertaken this.

Mr Collins commented that he hoped the PC would have an open and inclusive relationship with community. He would like an answer to the concerns he raised in a letter to the PC.

Action: Cllr Weale will respond Mr Collins' letter in due course.

The Chair thanked the floor for their comments and reiterated the open forum at each meeting is the vehicle to raise local views and issues.

Public forum finished at 7.20pm.

182/21 Declarations of interests relating to items on the Agenda. None.

183/21 Covid measures in the meeting were duly noted.

184/21 Cllr Weale explained that the **toilets** were now open.

185/21 The Minutes of the previous meeting held on 20th May 2021 were reviewed and approved by the full Council and signed by the Chair.

186/21 Items 8 and 9 on the Agenda were rescinded as the **Year end Accounts** were approved and signed off by the Internal Auditor on 10th June prior to the meeting.

Action: Clerk to distribute the Year end Accounts and Agar paperwork to the members of the PC to review. Clerk to call an Extraordinary meeting on Monday 28th June at 7pm in the Rame Community Hall to formally approve the Year end Financial reports and the Annual Governance and Accountability Statements.

187/21 Request for additional Bank signatories on the Current Account.

The Cllrs Ferguson, Lingard, Kidd, Newcombe and Weale all agreed to become signatories on the account.

Approved by the full council.

188/21 Payments reviewed and approved by the full Council.

Maker with Rame Parish Council Payments for Approval June 2021

			Gross	Vat	Ex Vat
07/06/2021	Zoom	DD	£14.39	£2.40	£11.99
09/06/2021	BT Community hall broadband	DD	£108.03	£18.05	£89.98
10/06/2021	Calc handbook		£6.33		£6.33
10/06/2021	Cattewater Swim markers		£348.00	£58.00	£290.00
10/06/2021	Calc handbook		£51.14		£51.14
10/06/2021	SWW Toilets square		£61.74		£61.74
10/06/2021	SWW Toilets Cleave		£183.98		£183.98
10/06/2021	Toilet cleaning G Tucker		£620.00		£620.00
10/06/2021	Grass cutting Jenness		£373.00		£373.00
10/06/2021	Grass cutting Lingard		£373.00		£373.00
10/06/2021	Bulb Toilet lighting	DD	£261.66	£2.84	£258.82
10/06/2021	Complete business toilet supplies		£47.54	£7.92	£39.62
10/06/2021	HMRC 2020-21		£685.52		£685.52
10/06/2021	HMRC 2021-22		£129.33		£129.33
10/06/2021	C Allen Stationery supplies an postage		£41.28	£2.64	£38.64
10/06/2021	ICT equipment		£25.92	£4.33	£21.59
10/06/2021	T Cant Mobile phone		£184.40	£30.74	£153.66
10/06/2021	T Cant Travel		£93.60		£93.60
10/06/2021	T Cant clerking		£660.00		£660.00
14/06/2021	Microsoft I cloud storage		£1.99		£1.99
30/06/2021	Temporary Clerk salary June 2021 Tba*				
???	Playground inspection fee £150 + Vat				
10/06/2021	Clive Murphy Audit		£438.00		£438.00
	Awaiting invoice hardcopy				
Total			£4,708.85	£126.92	£4,581.93

* Subject to invoice and salary rates agreed by Staffing comm to be signed by Chair and one Cllr.

Working from home allowance £ 24.00 pm as per HMRC. guidance.

Printing costs per month £ 8.00. HP instant ink contract.

Travel at 0.45 p per mile.

Action: Clerk to book a Playground inspection asap.

189/21 The Management report as at 10th June

Maker with Rame Parish Council RECEIPTS AND PAYMENTS 2021/22 as 10/6/2021

Brought Forward **Actual**
2021 / 22
£166,506.87

RECEIPTS

Precept	£39,080.00
CTS Grant	£444.59
Boat park	£1,233.34
Toilet Donations	£0.00
VAT refund	£1,930.99
Mount Edgumbe	£0.00
Bank Interest	£0.00
Lmp	£0.00
Donation	£250.00
Grant	£0.00
Total Income	£42,938.92

PAYMENTS

VAT	£419.17
Playground maintenance and repairs	£0.00
Maintenance other	£0.00
Salaries	£3,973.29
Nest	£148.32
HMRC	£814.85
Clerk exp	£435.86
Training/ Subscriptions	£475.61
Grass Control	£2,006.00
Zoom	£23.98
Community hall broadband	£89.98
Hall Rent	£0.00
Dog Warden	£0.00
NDP website	£0.00
Misc	£0.00
Audit fee	£438.00
Grants Section 137	£0.00
Ico	£0.00
Ict licenses/ hosting fee etc Website	£1,277.01
Toilet cleaning	£1,920.00
Toilet supplies	£706.27
Toilet lighting	£776.05
Toilet water	£245.72
Toilet rates	£1,374.75
Toilet maintenance	£0.00
Street lighting	£388.71

Swimming buoys	£290.00
Insurance	£0.00
Election	£0.00
Total Payments	£15,803.57
Profit/ (Loss)	£27,135.35
Funds available 10/6/2021	£193,642.22

190/21 The Staffing Committee proposed that Caroline Allen be appointed as the Acting clerk on a short term contract until 30 Nov 2021, prior to a permanent appointment being made later in the year. Mrs Allen accepted the post in the short term. Approved by full PC.

191/21 Cornwall Council have distributed an updated **Code of Conduct Policy** with a view to all Parishes Councils reviewing and adopting it in the near future. The clerk has distributed it to the members. To be reviewed and approved at the July meeting by the PC.

192/21 MwrPC Secure Domain and website initiative.

The proposal is to set up a platform for the PC. An independent review of IT working and security was agreed in principle by the full Council.

Action: Cllr Fox, Ireland, Kidd, and Ryan to follow up and bring back a proposal to the full Council in July/August.

193/21 Appoint a working group to review and revise the **Standing orders** for subsequent review by the full PC.

Action: Members appointed, Cllrs Green (Lead), Ryan, Ferguson to report back to the full Council in July/Aug.

194/21 Appoint a working group to review and revise the **Community Emergency Plan** for subsequent review and approval by the full PC.

Action: Members appointed Cllr Kidd, Murray and Weale to report back to the full Council in July/Aug.

195/21 Appointment of Sub-Committees.

Finance and economy.

Cllrs Ferguson, Lingard, Kidd, Newcombe and Weale (Lead). Approved by full Council.

Planning, traffic and infrastructure.

Cllrs Ferguson, Green,Ireland,Lingard,Ryan, and Sutcliffe (Lead). Approved by full Council.

Public services (toilets and refuse) and Health and safety.

Cllrs Kidd (Lead), Sutcliffe and Weale. Approved by full Council.

Environment and Conservation.

Cllrs Fox, Ferguson, Green (Lead), Sutcliffe and Ryan. Approved by full Council.

Recreation and Community (Clubs and Play area).

Cllrs Fox (Lead), Ireland, Kidd, Lingard, and Newcombe. Approved by full Council.

196/21 Question from the floor. Mrs Reid asked if local experts and resident could be included on these committees?

The Standing orders are currently being reviewed and amended to reflect public and expert involvement where appropriate.

197/21 Question from the floor. Mr Steenhagen asked if communication about planning applications will be open.

All Planning and sub-committee meetings are open to the public. Agendas will be placed on noticeboards and website a minimum of 3 working days before the scheduled meeting.

198/21 The Chair explained that the PC had received 4 **planning applications** in the transition period between clerks and the deadline for the PC to comment had lapsed.

The full PC has now undertaken a training session in planning given by Ms Baker. Further training will take place in June. In retrospect none of the applications gave cause for concern.

199/21 PA20/03747 – Planning application for a dwelling on land adjacent to Rame Cottages.

Following the outcome of the Judicial Review, Cornwall Council Planning Committee will review this previously submitted application on 12th July. The PC have been invited to give a 3 minute presentation at this meeting. It is their intention to attend.

The PC agreed to review all the paperwork concerning this application, although there is no legal obligation for them to do so.

The PC will review the application on Monday 28th June 2021, when this item will be on the Agenda.

200/21 The PC agreed to hold a **meeting in August 2021** given the current workload.

201/21 Community Event on 24 July 2021 and meet your Council.

Action: Cllrs Fox and Newcombe to organise a meeting with local clubs and residents to put on this event.

The PC agreed to support this event.

202/21 The Parish meeting 21 Sept 2021 will allow the Sub-Committees to report back to the community and begin to formulate a strategic plan.

203/21 Items to note/ Correspondence:

The PC received £ 250 refund from the Community Garden Committee, who had not spent the previous year's grant in full. Noted.

Toilet honesty box funds of £ 33.50 are awaiting banking. Noted.

Action: Clerk to bank monies.

204/21 Gateway Cluster Network meeting on 16th June 2021.

Action: Cllr Sutcliffe agreed to attend on behalf of the PC.

205/21 AGM Rame Transport User group 22nd June 2021.

Action: Cllr Lingard agreed to attend on behalf of the PC.

206/21 Email from Jas Bains 9/6/2021 requesting the PC look into various parking concerns in the two villages.

Action: Planning Sub-Committee to review and take advice from Cllr Ewert.

207/21 Freedom of Information request.

It was proposed that a working group to look into this.

Action: Cllr Ferguson, Green and Weale, to collate available information and ascertain current status of the request/complaint to ICO.

208/21 AOB.

- Cllr Murray has been in communication with the Air Ambulance to find a suitable landing site within the parish.
- Complaints about the tree planting and the state of the Coombe Park Orchard.
Action: Recreation and Community Sub-Committee and Cllr Fox to follow up and update the PC at the July meeting.

209/21 Date of next meeting Thursday 8th July 2021 7pm.

The meeting was closed at 8.17pm

Signed..... Date: 8th July 2021

DRAFT