



# Madron Parish Council

Chairman: Councillor Clare Roberts

Website: [www.madron.org](http://www.madron.org)

Clerk to the Council - Mrs J Ellis  
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Trannack Farm, St Erth,  
Hayle,  
TR27 6ET

## Madron Parish Council Ordinary Meeting to be held at Landithy Thursday 02<sup>nd</sup> May 2024 after the Annual Parish Meeting.

Dear Councillor,

You are requested to attend the meeting at the time and date shown above.

Mrs J Ellis, Clerk

### AGENDA

1. To elect a chairman for the year 2024/2025
  2. To receive the acceptance of office of the chairman
  3. To elect vice-chairman for the year 2024/2025
  4. To receive acceptance of office and updated register of interests form from councillors
  5. Apologies
  6. Declaration of interest on items on the agenda
  7. Dispensations
  8. To appoint councillors with specific responsibilities for: -
    - a. Footpaths and Public Rights of Way
    - b. Finance / Audit committee.
    - c. Staffing Committee
    - d. Playing Field Committee
- Any other appointments as deemed necessary
9. **Acceptance of Minutes** - Ordinary meeting held on the 04<sup>th</sup> April 2024
  10. **Public Participation**
  11. **Chairman's comments**
  12. **Councillor's Questions and Comments** - (24 hours' notice to clerk under Standing Order 16(h) advisable)
  13. **Cornwall Councillor Comments**
  14. **Planning Applications:**

PA24/00149 - 41 Old Court Kenegie Manor Gulval Penzance TR20 8YN - Planning Permission for use of an existing building for holiday purposes.

PA24/02375 - Fox Farm Gulval Penzance - Extension to existing motorhome park.

PA24/02615 - Land North Of Lower Trevaylor Cottage Gulval Penzance TR20 8UR - Creation of access and construction of timber stables and tractor/equipment store (minor amendment to Council Ref. PA23/05618)
- Penzance Town council – neighbourhood development plan – to review any comments
15. **Clerk's Report and Correspondence**

Badgers Cross – to receive an update.

Finger Post damage Gear Lane – to receive an update on repairs from Cllr Richard Mann.

CIL – To discuss CIL funds the council holds
  16. **Internal Auditors Report** – To note report of the Internal Auditor
  17. **Annual Governance Statement** – To approve and authorise Section 1 of the 2023/2024 return.
  18. **Annual Return** – To approve and authorise Section 2 of the Accounting Statements 2023/2024 return.
  19. **AGAR** – To approve and resolve that Madron parish council has no conflict of interest with BDO LLP
  20. **Notice of Public Rights and publication of unaudited annual governance and accountability return** - dates for inspection will be the 03<sup>rd</sup> June 2024 to 12<sup>th</sup> July 2024.
  21. **To review and adopt the following policies:**

- a) To review and adopt the Standing Orders
- b) To review and adopt the Financial Regulations
- c) To review and adopt the financial risk assessment
- d) To review and adopt the non- financial risk assessment
- e) To review and adopt the Grant policy and application form
- f) To review and adopt the Complaints handling procedure
- g) To review and adopt the Data Protection Policy
- h) To review and adopt the code of conduct policy
- i) To review and adopt the privacy policy
- j) To review and adopt the Reserves Policy
- k) To review and adopt the Internal Control Policy.

**22. Payments** - To approve the following accounts for payment –

Mrs Jodie Ellis, clerk	Salary	£1,108.73
Mrs Jodie Ellis, clerk	Office Allowance	£30.00
	Disbursements	£23.79
HMRC	Clerk Tax / NI	£371.09
Cornwall Pension Fund	Clerk LGPS	£286.75
Cornwall ALC	CALC and NALC subscription 24/25	£684.00
SWPSI	Monthly ROSPA Inspection and fence repairs	£1150.00
Biffa	Bin Emptying	£36.79
Rialtas Business Solutions Ltd	Rialtas software 24/25	£332.40
Maverick Industries Ltd	24 Acoustic Background Noise Survey Playing field	£3300.00
Clear Insurance Management Ltd	Insurance 2024	£607.40

**23. King George V –**

Skate Park project – to receive an update on funding and planning application.

**24. Any other Business for the next agenda**

**25. Time and Date of Next Meeting** – Thursday 06<sup>th</sup> June 2023 at 7.30pm at Landithy.