



Madron Parish Council

Chairman: Councillor Clare Roberts

Website: www.madron.org

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

11/24

Minutes of the ordinary Parish council meeting held at Landithy on Thursday 02nd May 2024

Present:

Cllr. C Roberts (Chairman)

Cllr. V Peake

Cllr C Whitton

Cllr. M. Scoble

Cllr A England

Cllr H Eddy (Vice-chairman)

Cllr Richard Mann

Cllr A Thomas

Cllr S Clackworthy (arrived 7.12pm)

Clerk, Mrs J Ellis and no members of the public.

1. Election of Chairman for 2024/2025 - It was proposed and RESOLVED that Cllr Roberts be elected to the office of chairman for the forthcoming parish year.

2. To receive the Acceptance of Office from the Chairman - Cllr Roberts signed her acceptance of office form, and this was countersigned by the clerk.

3. Election of Vice – Chairman for 2024/2025 – It was proposed and RESOLVED that Cllr Eddy be elected to the office of Vice- chairman for the forthcoming parish year.

4. To receive Notification of Financial and Other Interests from councillors – All other Councillors advised no changes.

5. Apologies - Were received from Cllr S Elliott, Cllr Roy Mann, Cllr L Philips and Cllr A George.

6. Declarations of interest on items on this agenda – Cllrs Roberts and Scoble in Item 12 memorial garden.

7. Dispensations – None received.

8. To appoint councillors with specific responsibilities for: -

a. Footpaths and Public Rights of Way – Cllr Richard Mann

b. Finance / Audit committee – Cllr Richard Mann, Cllr M Scoble and Cllr S Elliott.

c. Staffing Committee – Cllr V Peake and Cllr Roy Mann

d. Playing Field – Cllrs Clackworthy, Elliott, England, and Eddy

Any other appointments as deemed necessary –

Police Liaison – Cllr Elliott

Tripcony Trust – Cllr Peake

West Penwith, St Erth & St Ives Community Area Partnership – Cllr A Thomas

9. Acceptance of Minutes - It was proposed and RESOLVED that the minutes of the Ordinary Meeting on the 04th April 2024 were accepted.

10. Public Participation – None.

11. Chairman's comments – Cllr Roberts advised that unfortunately the new Madron parish sign at Heatherbray has been subject to more graffiti. It was noted that the correct cost of the sign was £806.00 and not the £1000 that had been marked on the sign. Thanks to Cllr Phillips for cleaning the sign.

12. Councillor's Questions and Comments - (24 hours' notice to clerk under Standing Order 16(h) advisable)

The memorial garden requires a new gravel soakaway to deal with the rainwater run off from the car park. Landithy Hall managers are going to cover the cost but a donation from the parish council would help. It was agreed a donation would be made once the work is carried out and a cost known.

A parishioner has offered to assist with a village speed watch group. It was agreed to wait until after the new road surface and signs had been installed to see if it is needed.

The Footpath that comes out on Aldreath road has surface potholes, Cllr Eddy to send pictures to the clerk to report to CC.

The feast committee are organising a family fun day for August bank holiday Monday and have asked to use King George V facilities, this was agreed.

13. Cornwall Councillor Comments – Cllr George was absent and sent his apologies by email.

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. The application did not contain many details; however, it was agreed to support the application if it was for year round holiday accommodation.

PA24/02375 - Fox Farm Gulval Penzance - Extension to existing motorhome park – It was agreed that the council had no objection as long as CC are satisfied that the application will have no adverse impact on the landscape and health and safety issues were covered.

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) It was RESOLVED to support the application.

PA24/02473 - Polkinghorne Farmhouse Gulval Penzance - Listed Building Consent: Alteration of a domestic outbuilding. It was RESOLVED to support the application.

PA24/02472 - Polkinghorne Farmhouse Gulval Penzance - Alteration of a domestic outbuilding to include home office and bedroom. It was RESOLVED to support the application.

Penzance Town council – neighbourhood development plan – noted, no comments.

15. Clerk's Report and Correspondence

Badgers Cross – clerk gave an update.

Finger Post damage Gear Lane – thanks to Cllr Richard Mann for repairing and placing back in situ.

CIL – clerk advised that as at the 31st March 2024 this council holds CIL funds of £3951.48, this would go towards the skatepark project if successful.

16. Internal Auditors Report – Clerk has circulated the internal auditors report to Cllrs, and it was RESOLVED to accept this.

17. Annual Governance Statement – To approve and authorise Section 1 of the 23/24 return – The accounts prepared by the clerk as Responsible Financial Officer for the financial year 23/24 have been completed and are available at the meeting. They have been audited by Cllrs Scoble and Richard Mann throughout the year and the Independent Internal Audit completed by Ms Goraus. It was RESOLVED that this council approves the accounts.

18. Annual Return – To approve and authorise Section 2 of the Accounting Statements 23/24 return. The accounts prepared by the clerk as Responsible Financial Officer for the financial year 23/24 have been completed and are available at the meeting. All have approved the accounts and have signed to that effect. It was RESOLVED that this council approves the accounts. Clerk will now forward all details to BDO Ltd for inspection.

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 03rd June 2024 to 12th July 2024.

21. To review and adopt the following policies:

a) To review and adopt the Standing Orders - It was RESOLVED to adopt the standing orders.

b) To review and adopt the Financial Regulations - It was RESOLVED to adopt the Financial regulations.

c) To review and adopt the financial risk assessment - It was RESOLVED to adopt the financial risk assessment.

d) To review and adopt the non- financial risk assessment - It was RESOLVED to adopt the non-financial risk assessment.

e) To review and adopt the Grant policy and application form - It was RESOLVED to adopt the grant policy and application form.

f) To review and adopt the Complaints handling procedure - It was RESOLVED to adopt the complaints handling procedure.

g) To review and adopt the Data Protection Policy - It was RESOLVED to adopt the Data protection policy.

h) To review and adopt the code of conduct policy - It was RESOLVED to adopt the code of conduct policy.

i) To review and adopt the privacy policy - It was RESOLVED to adopt the privacy policy.

j) To review and adopt the Reserves Policy - It was RESOLVED to adopt the reserves policy.

k) To review and adopt the Internal Control Policy - It was RESOLVED to 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

13/24

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
Playing Field Account		
EDF –	Electricity standing charges - Direct Debit	£19.00

23. King George V –

Skate Park project – clerk advised that unfortunately due to the planning not being determined in time we have lost the CLUP funding that was agreed subject to planning. Clerk has asked Cllr George to chase planning to determine the application. Once known clerk will continue to source funding. Unfortunately, the new fence has been vandalised by youths last Saturday evening. The facilities were rented for a successful birthday party last week which will hopefully result in further bookings.

24. Any other Business for the next agenda – none.

25. Time and Date of Next Meeting – Thursday 30th May 2024 at 7.30pm at Landithy.