

**SITHNEY PARISH COUNCIL
ANNUAL PARISH COUNCIL MEETING
TO BE HELD AT TRANNACK SCHOOL
ON TUESDAY 03rd MAY 2016
IMMEDIATELY AFTER THE ANNUAL PARISH MEETING**

Dear Sir/Madam,

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Jodie Ellis, Parish Clerk 07855774357 email sithneyipc@gmail.com

AGENDA

- 1. ELECTION OF CHAIRMAN FOR PARISH YEAR 2016-17**
- 2. TO RECEIVE THE CHAIRMAN'S ACCEPTANCE OF OFFICE**
- 3. TO RECEIVE CONFIRMATION FORMS OF FINANCIAL AND OTHER INTERESTS FROM COUNCILLORS.**
- 4. ELECTION OF VICE-CHAIRMAN FOR PARISH YEAR 2016-2017**
- 5. APOLOGIES FOR ABSENCE**
- 6. DECLARATIONS OF INTERESTS FOR ITEMS ON THIS AGENDA**
- 7. TO CONSIDER APPOINTMENT OF COUNCILLORS WITH SPECIAL RESPONSIBILITIES FOR;**

Public Rights of Way	Cllr. Mrs. Penrose and Cllr. Mc Donald
Regeneration	Cllr. Ms Williams
Audit and Risk Assessment (2)	Cllr. Ms. Williams and Cllr. Mc Donald
Planning Advisory Panel	Cllr's. Ms. Williams, Pascoe, Mc Donald
Communications & CALC	Cllr. Mrs. Penrose
Liaison with Cornwall Council	Cllr. Martin
Waste and Re-Cycling	Cllr's Martin and vacant
Transport & Highways	Cllr. Bickford-Smith
Police and Victim Support	Cllr's. Ms Williams
Sithney School	Trust Governor Cllr. Bickford-Smith
Trannack School	Community Governor – Cllr. A. Pascoe
Affordable Housing	Cllr's. Mrs. Pascoe and vacant
Environment (Mud on Roads)	vacant
Sithney Transport Scheme (S.A.S)	
Any other responsibilities	
- 8. APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODY: - HELSTON FRAMEWORK GROUP – currently**
Cllr. A. Pascoe. **Community Network Panel - Vacant**
- 9. TO CONFIRM APPROVED STANDING ORDERS and sign.**
- 10. TO CONFIRM FINANCIAL REGULATIONS and sign.**
- 11. TO CONFIRM 3 SIGNATORIES FOR SITHNEY PARISH COUNCIL ACCOUNTS AT BARCLAYS BANK**
(Currently PBS/AP/EW)
- 12. TO REVIEW MEETING DATES FOR THE FORTHCOMING YEAR – 2016 currently 7/06, 05/07,02/08, 06/09, 04/10, 01/11, 06/12, 03/01/17, 07/02/17, 07/03/17, 04/04/17 & 02/05/17**
- 13. REVIEW INVENTORY OF LAND AND ASSETS and sign – copy attached**
- 14. REVIEW AND CONFIRM INSURANCE COVER IS ADEQUATE – copy of schedule attached.**
- 15. REVIEW COUNCIL'S/EMPLOYEES MEMBERSHIP OF BODIES – CALC £280.29 (2016/17), SLCC £103 (15/16)**
- 16. CONFIRM CURRENT COMPLAINTS PROCEDURE – As per last year.**
- 17. CONFIRM PROCEDURE FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT AND DATA PROTECTION ACT 1998 - As per last year**
- 18. CONFIRM POLICY FOR DEALING WITH PRESS/MEDIA – As per last year**
- 19. CONFIRM COUNCIL POLICIES AND PROCEDURES INCLUDING S 137 – As per last year**
- 20. ACCEPTANCE OF MINUTES – Ordinary Meeting held at Sithney School on 5th April 2016.**
- 21. MATTERS ARISING FROM THE LAST MINUTES held on 5th April 2016.**

Defibrillators
Litter Bins and Reporting Litter Dropping
- 22. PUBLIC PARTICIPATION**
- 23. CHAIRMAN'S COMMENTS**
- 24. COUNCILLORS' QUESTIONS AND COMMENTS 24 hours notice in accordance with Standing Orders Advisable**
- 25. CORNWALL COUNCILLOR'S COMMENTS**
- 26. PLANNING - To consider recommendations to planning applications received including: -**

Applications:
PA16/03237 - Sithney Community Primary School Crowtown Helston Cornwall - Proposal Multi-use room extension to existing staff room and internal alterations to the reception area.

Appeals:
PA15/02494 – Helston Railway Preservation Society, Trevarno Farm, Prospidnick, Helston - Appendix 1 of the applicants Rebuttal Statement submitted in November 2015, the appellants have included cross-section plans. The

Planning Inspectorate has asked for comments to be submitted by the 4th May 2016 solely on the cross-section plans in Appendix 1.

27. PUBLIC RIGHTS OF WAY

Footpath 230/8/1 – Tregoose to Iron Bridge – Modification Order
Footpath 8/1 – Black Arch to Tregoose – Footpath Signs

28. REPORT OF THE CLERK AND CORRESPONDENCE

Rural Services Network – Rural Opportunities Bulletin
Communities and Devolution – March 2016 Newsletter – Bags of Help Funding from Tesco
Communities and Devolution – Planning Newsletter – April 2016
RSN – Weekly News – 11/04, 18/04, 25/04
Communities and Devolution – Devolution of Public Toilets Update – April 2016
CC - Neighbourhood Planning Training Workshops
Rural Vulnerability Service – Rural Broadband – April 2016
Local Devolution Fund
Rural Services Network – Rural Housing Spotlight
CC – Communities PAC to meet 27.04.16

29. FINANCE

To approve the Receipts and Payments Account for the financial year 2015/2016 for Grant Thornton Return.
To receive the final budgetary control statement.
Internal Audit carried out by Mr David Gallie 12-20th April.
Update Reserves.

To consider the following accounts for payment:

	£
Mrs J Ellis - Clerk Salary	514.95
CALC Membership / Subscription 2016/2017	280.29
Zurich - Insurance Invoice	378.73
David Gallie – Internal Audit Fees	75.00
CASH – Reimbursement of Petty Cash	9.83
Cornwall Council - LGPS – Contributions for Clerk	<u>87.51</u>
	<u>1,346.31</u>

b) Financial Reports by Clerk – Approval of Monthly Report and sign. Risk Assessment and sign.

30. Co-Option

31. School Governors Report

32. TIME AND DATE OF NEXT MEETING - Tuesday 7th June 2016 at Sithney School.