

**Minutes of the Meeting of the Annual Council Meeting of Ruan Lanihorne Parish
Council held at Ruan Reading Room on Tuesday 9th May 2023 at 7.30pm**

Present Councillors: A Dundon, P Farr, C Martin (Chair) S Paull & T Robinson

In Attendance: Tomas Hill (Clerk)

59/23 ELECTION OF CHAIR FOR PARISH YEAR 2023/2024 – to elect Chair

Cllr Farr proposed, seconded by Cllr Paull and the Council **resolved** to elect Cllr Martin as Chair.

60/23 ELECTION OF VICE CHAIR FOR PARISH YEAR 2023/2024 – to elect Vice Chair if desired

Cllr Paull proposed, seconded by Cllr Farr and the Council **resolved** to elect Cllr Adams as Vice-Chairman.

61/23 APOLOGIES – to receive, note and accept apologies

Cllr Adams and Cllr Cairns submitted their apologies to due conflicting commitments.

Cllr Robinson proposed, seconded by Cllr Dundon and the Council **resolved** to accept their apologies.

62/23 DISPENSATION OF DISCLOSABLE PECUNIARY INTERESTS (DPI) AND ANY OTHER SIGNIFICANT INTERESTS (OSI)) – to receive and note (if any)

None.

63/23 OPEN FORUM: for members of the Parish to make representations to the Council

None.

64/23 CORNWALL COUNCILLOR: to receive Cornwall Councillor report (if present)

Not present.

65/23 APPOINTMENT OF MEMBERS TO OUTSIDE BODIES – to consider any appointments

The Clerk noted that the Truro and Roseland Network Panel which has been attended by Councillors had now changed to Community Area Panels. The Police Liaison Group was also attended by Councillors.

Cllr Dundon proposed, seconded by Cllr Farr and the Council **resolved** that the Chair and Vice Chair attend the Community Area Panel and Cllr Cairns represents the Council on the Police Liaison Group.

66/23 CONFIRM APPROVED STANDING ORDERS, FINANCIAL REGULATIONS AND OTHER POLICIES

The Clerk noted that the Standing Orders, Financials Regulations and all other policies are available on the website.

Cllr Robinson proposed, seconded by Cllr Paull and the Council **resolved** to approve the Standing Orders, Financials Regulations and all other policies.

67/23 REVIEW INVENTORY OF LAND AND ASSETS – to agree Fixed Asset Register

The Clerk had circulated an updated Fixed Asset Register prior to the meeting.

Cllr Robinson proposed, seconded by Cllr Farr and the Council **resolved** to approve the Fixed Asset Register.

68/23 REVIEW OF INSURANCE COVER – to check adequacy and consider renewal

The Clerk noted that the Council's insurance was due for renewal and that the Council is in a Long-Term Agreement (LTA) with Zurich Municipal. The Clerk confirmed that all of the previous year additions had been added.

The Renewal cost is £506.63.

Cllr Paull proposed, seconded by Cllr Robinson and the Council **resolved** to renew with Zurich Municipal.

69/23 REVIEW COUNCIL'S MEMBERSHIP OF OUTSIDE BODIES – CALC

The Clerk stated that the only membership to outside bodies was the Cornwall Association of Local Councils (CALC) which also included membership of the National Association of Local Councils (NALC).

The Clerk noted that the subscription had been paid in the April payments.

Cllr Farr proposed, seconded by Cllr Dundon and the Council **resolved** to renew the Council's subscription to Cornwall ALC Limited (CALC).

70/23 MINUTES OF THE LAST ORDINARY MEETING (Tuesday 21st March 2023) – to confirm accuracy and approve

Cllr Paull proposed, seconded by Cllr Robinson and the Council **resolved** that the minutes were a true and accurate record of the previous meeting.

71/23 MATTERS ARISING FROM THE MINUTES (not on the agenda & for report only)

Per 40/23 PA23/00851 Proposed temporary positioning of mobile home for herdsman/farm worker for '3 year' period - Penhesken Tregony TR2 5TG – approved with conditions.

Per 43/23, Glyn Tucker has been reappointed as the contractor for the next 3 years.

Per 46/23, the grant has been varied to £500.00 from the Bruce Wake Charitable Trust. This will hopefully mean that the disabled access is fully funded by external grant funding.

Per 52/23, a Plum damson tree has been purchased and planted for the coronation.

72/23 CORRESPONDENCE (not on the agenda & for report only if considered)

As per usual, the Clerk had circulated various correspondence to Councillors between meetings.

73/23 PLANNING – to consider the following planning application:
PA23/02369 Replacement of single storey retail unit with two storey building for retail or professional office (Class E) use - Wayside Stores And Post Office Ruan High Lanes TR2 5JR

Councillors considered the planning application.

Cllr Paull proposed, seconded by Cllr Farr and the Council **resolved** no objection but consider that the design should look like a retail premises.

74/23 HIGHWAYS AND PUBLIC RIGHTS OF WAY – to report issues and note updates

Cornwall Council has submitted a consultation for the Council's comments concerning the creation of two bus stops by the Roseland Plant Centre (northbound and southbound).

Cllr Martin proposed, seconded by Cllr Paull and the Council **resolved** to acknowledge the proposal but has significant concerns relating to highway safety and potential usage.

It was noted that there was a proposal for a 20mph speed limit around Ruan Laniorne village.

75/23 AUDIT – to approve Certificate of Exemption for 2022/23

Cllr Robinson proposed, seconded by Cllr Paull and the Council **resolved** to approve Certificate of Exemption for 2022/2023.

76/23 AUDIT – to receive and note the Internal Auditor's Report 2022/23 and reappoint for following year

Cllr Dundon proposed, seconded by Cllr Farr and the Council **resolved** to note the Internal Auditor's Report 2022/23 and re-appoint Melissa Kelly as internal auditor.

77/23 AUDIT – to agree and sign the Annual Governance Statement 2022/23

Cllr Farr proposed, seconded by Cllr Dundon and the Council **resolved** to agree and sign the Annual Governance Statement 2022/23.

78/23 AUDIT – to agree and sign the Accounting Statements 2022/23

Cllr Paull proposed, seconded by Cllr Dundon and the Council **resolved** to agree and sign the Accounting Statements 2022/23.

79/23 DIRECT DEBITS - to agree Direct Debits for 2023/2024

The matter was last considered per 117/22 and the Clerk has added this item to the Annual Council meeting for yearly review.

The Clerk noted that the following Direct Debits were currently paid being Pennon Water Services (paid quarterly dependent on bill) and EDF Energy on a monthly basis.

Cllr Robinson proposed, seconded by Cllr Farr and the Council **resolved** to agree the current direct debits for 2023/2024.

80/23 REGULAR PAYMENTS - to agree regular contractual payments for 2023/2024

The Clerk noted that not all Councillors were responding to interim payments between meetings which were mainly contractual to the Clerk.

Cllr Martin proposed, seconded by Cllr Paull and the Council **resolved** to agree contractual payments to the Clerk and associated payments to HMRC for 2023/2024.

81/23 FINANCE - to include finance report and payments for authorisation (if any)

The Clerk presented the monthly budget monitoring report dated to the 9th May 2023 which was duly noted.

Between meetings, interim payments of £1,222.29 were made relating to the Clerk, HMRC, CALC (subscription and training) and reimbursements regarding the tree for the coronation.

Cllr Farr proposed, seconded by Cllr Martin and the Council **resolved** to sign payments per the May budget monitoring report inset box entitled 'payments for authorisation' to the total sum of £1,133.31.

82/23 REPORTS FROM MEETINGS ATTENDED BY COUNCILLORS – to note reports

None.

83/23 FUTURE AGENDA ITEMS - matters to be included as an agenda item at the next meeting

To consider quotation for a slate plaque for the coronation tree to read as follows: "To commemorate the Coronation of King Charles III 06/05/2023" (approx. A4 size)

Asset checks

84/23 DATE OF NEXT MEETING AND SCHEDULE OF MEETINGS FOR 2023/2024 – to consider dates

Councillors discussed the following schedule of meetings for 2023/2024 noting that on occasion an extraordinary meeting might be necessary especially for planning applications:

4th July 2023 at Ruan Reading Room at 7:30pm.

5th September 2023 at Ruan Reading Room at 7:30pm.

7th November 2023 at Ruan Reading Room at 7:30pm.

2nd January 2024 at Ruan Reading Room at 7:30pm.

5th March 2024 at Ruan Reading Room at 7:30pm.

7th May 2024 at Ruan Reading Room at 7:30pm.

Cllr Robinson proposed, seconded by Cllr Martin and the Council **resolved** to agree the schedule of meetings for 2023/2024.

The meeting closed at 20:55.

Date of next meeting - Tuesday 4th July 2023 at 7.30pm (subject to change).