

MINUTES OF ORDINARY MEETING POUNDSTOCK PARISH COUNCIL HELD ON WEDNESDAY 31-JULY 2024

An Ordinary Meeting of Poundstock Parish Council was held on Wednesday 31-July 2024 at 7.00 p.m. in the Gildhouse.

1. To note persons present and receive any apologies for absence with reason: **324/24**

In attendance were Cllrs. Stephen Blake in the Chair, and Cllrs. Michelle Carter, Eric Harris, Steve Haynes, Tom O’Sullivan and Graeme Swatton.

RESOLVED to accept apologies with reasons for absence given by Cllrs. Max Faulkner Pamela Idelson.

2. To receive declarations of registered and non-registered disclosable pecuniary interests and non-registerable interests.

Relating to any items appearing on the agenda: - None received. **325/24**

3. Council to consider requests for Dispensations from Members concerning items on the agenda.

None received. **326/24**

4. Public Open Session - Matters raised by members of the public on an agenda item: **327/24**

A concerned member of the public voiced their worry over the removal of a section of hedge on the highway to create separate entrance and exit points with a fence in between for the Slip and Slide activity, citing potential negative impacts on local wildlife.

5. To resolve that the Minutes of the previous Full Council Meeting are an accurate record:

(a) Minutes of Full Council:

RESOLVED that the Minutes of the Council Meeting held on 17-July 2024 were a true and accurate record and were signed by the Chair. **328/24**

(b) No matters arising. **329/24**

6. Correspondence to discuss and resolve a course of action: **330/24**

Correspondence schedule was reviewed and the following items were **NOTED:**

(i) A reminder of the NC-CAP Wellbeing Public Event this Saturday at the Parkhouse Centre, from 11:00am to 3:00pm. This event is open to the public and aims to improve awareness of the health and wellbeing support currently available in North Cornwall.

(ii) It was noted Mrs. Brenda Alison has submitted a challenge to the AGAR for the third consecutive year which has been copied to the PPC for information. It was noted with concern, that there will be cost implications to the public purse resulting from the external auditor’s involvement in this matter.

7. Planning Matters:

(a) Planning Applications to discuss and make a consultee comment: - None received. **331/24**

(b) Any applications received from Cornwall Council by the time of the meeting. Information only. **332/24**

PA24/03824 Location: Backalong Beach House Combe Lane Widemouth Bay Bude Cornwall EX23 OAA

Proposal: Proposed rear single storey extension along with small side porch and minor internal alterations. Garden room and outdoor shower to the front of the property off the driveway.

PA24/05010 Location: Land West Of Southfield Vicarage Lane Poundstock Bude Cornwall EX23 OAU Proposal: Proposed new dwelling.

(c) Planning Decisions – **NOTED** <https://www.poundstock-pc.gov.uk/planning-applications> **333/24**

Following discussions, it was **RESOLVED that Cllr. Michelle Carter, as the Planning Portfolio Holder, shall be designated as the first point of contact for all planning application queries. The Clerk shall also remain available for such enquiries.** **334/24**

8. Finance to discuss and resolve a course of action with associated expenditure:

(a) To note income, banking and investment statements - **NOTED.** **335/24**

(b) To resolve to approve payment of outstanding accounts.
RESOLVED unanimously, to make payments as scheduled. **336/24**

(c) To discuss the available amount of Community Infrastructure Levy (CIL) funds to be spent before the expiry date - It was **NOTED** the sum of £1,976.28 in CIL funds received must be spent before the expiry date in 2025. **337/24**

(d) There was an urgent item taken by the Chair. It has been identified that Box 7 of the AGAR Statement of Accounts for the year 2023/24 is incorrect as it shows the total expenditure for the current and previous years rather than the total of income less expenditure. The Council's external auditor BDO have requested the the Council restate the figure and resubmit the AGAR as soon as possible. The Chair emphasised that all figures presented to the Council during the meeting held on 05-June were accurate and correct. The discrepancy identified was due to a typographical error that occurred when the figures were transcribed into the relevant boxes. **In order to comply with the instruction from the external auditors, BDO, it was unanimously RESOLVED the Council restates Box 7 on the AGAR to reflect the correct figures: £297,995 for the previous year £548,556 for the current year and promptly resubmit the restated return; this decision be ratified at the next meeting of the Council.** **338/24**

9. Agenda items to discuss and resolve a course of action and associated expenditure:

To consider next steps for a new hall for Poundstock. The public consultation for the new hall is now underway, launched by a two page article in the parish magazine 'Poundstock Packet'. The Chair thanked the Packet for writing a fantastic article. The information was also shared on social media and the Council's website, where full details of the concept designs were also available. Household survey cards are to be hand delivered by Councillors to every household in the parish, and a public event will be held at The Beach House on 14-September 2024 from 2-5pm. **Following discussions, it was RESOLVED for Redsmart UK to print the cards for the household survey at a cost of £65.00 plus vat.** **339/24**

(b) To consider next steps for the public toilets in Widemouth Bay. The work agreed upon at the last meeting regarding the public toilets is currently underway. However, it has been noted that excessive amounts of toilet paper are being used, leading to frequent blockages. To address this, the cleaners will be asked to use more suitable biodegradable paper. Additionally, the drain outside has lifted and requires urgent attention. **Following discussion, it was RESOLVED that immediate repairs will be made to the damaged drain cover.** **340/24**

(c) Update PROW 28 Combe Lane (Cllr. Tom O'Sullivan). Cllr. Tom O'Sullivan provided an update. Following the last meeting, correspondence was sent to the Countryside Access Team, and we are currently awaiting a reply. **341/24**

(d) To discuss the new gateways into Widemouth Bay (Cllr. Max Faulkner). Having given apologies for her absence, Cllr. Chopak provided a verbal report to the Chair, indicating that following the last meeting, she has made various enquiries but has not received a reply to date. **342/24**

(e) To discuss implementation of a new accounts software package to enhance financial management and reporting. **Following discussion, it was RESOLVED to approve and adopt the implementation of the Scribe Accounts Package to manage the financial process, the cost includes an inception charge of £299.00 plus vat and a monthly fee of £42.00 plus vat.** **343/24**

10. To receive written reports and authorise any action: **344/24**

(a) Poundstock Ward Member's Report: Cllr. Chopak sent her apologies for her absence.

(b) Chair's Report: See Finance Minute Ref: 338/24.

(c) Clerk's Report: No report.

11. NDP Steering Group to receive reports and authorise any action and expenditure: - **345/24**
The NDP draft document is ongoing.
12. Councils Representatives to receive reports from Outside Bodies - No reports. **346/24**
13. Portfolio Reports to receive written reports and authorise any action and expenditure: **347/24**
Police Liaison Portfolio Holder, Cllr. Graeme Swatton will be putting up Antisocial Behaviour (ASB) campaign Posters across the parish. He also expressed an interest in attending an upcoming Police Advocate meeting to be held at Exeter Racecourse on Wednesday 11-September 2024. It was RESOLVED that Cllr. Swatton's mileage expenses for this meeting be covered.
14. Items for Information - None. **348/24**
15. Notification of meeting and suggested items for the agenda: **349/24**
Date of next meeting Wednesday 04-September 2024 and 18-September 2024.
16. Casual Vacancies – None received. **350/24**
17. PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960
During the meeting it may arise that publicity would be prejudicial to the public interest by reason of the confidential or special nature of the business to be transacted and the press and public will be instructed to withdraw. When this arises, the Chair will recommend to consider passing the following resolution; "to resolve that in view of the confidential or special nature of the business to be discussed, the public are excluded and instructed to withdraw - None. **351/24**
18. Close the Meeting - The Chair closed the meeting at 19:54 **352/24**

FINANCE SCHEDULE 31-JULY 2024

BANKING & INVESTMENT STATEMENTS

CCLA	Statement 30/06/2024	£87,041.84
Call Account	Statement 30/06/2024	£92,442.94
Current Account	Statement 19/07/2024	£328,312.57
Reserve Account	Statement 19/07/2024	£61,358.23

RECEIPTS

Cornwall Council	Widemouth Toilets 24/25	£15,000.00
TOTAL INCOME 31/07/2024		£15,000.00

EXPENDITURE

Source for Business	Invoice 5086596777 Public Toilets Water 07-Mar to 30-Jun 24	£1,057.69
British Gas Business	Invoice 812994906 Public Toilets Electric 02-Jun to 01-Jul 24	£115.34
T.J. Davies Cleaning	Invoice 035 - Cleaning Public Toilets - July	£1,800.00
Staff Costs	Mth 4	£829.20
HMRC	PAYE/NIC Mth 4	£219.67

TOTAL EXPENDITURE 31/07/2024		£4,021.90
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