

## MINUTES OF ORDINARY MEETING POUNDSTOCK PARISH COUNCIL HELD ON WEDNESDAY 05-JUNE 2024

An Ordinary Meeting of Poundstock Parish Council was held on Wednesday 15-May 2024 at 7.00 p.m. in the Gildhouse. In attendance were Cllrs. Stephen Blake in the Chair, and Cllrs. Max Faulkner, Tom O'Sullivan and Graeme Swatton,

1. Apologies for Absence to note persons present and receive any apologies for absence with reason.  
**Apologies were received and accepted from Cllrs. Michelle Carter, Steve Haynes, Eric Harris and Pamela Idelson.** 238/24
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. 239/24
3. Council to consider requests for Dispensations from Members concerning items on the agenda.  
None received. 240/24
4. Public Open Session - Matters raised by members of the public on an agenda item: 241/24  
A concerned member of the public addressed the Council, highlighting that the overgrown gorse on a public right of way is obstructing access. Another member of the public spoke about the recent pothole repairs on the hairpin bend at Millook, noting that the loose chippings left on the highway are causing severe problems for motorcyclists and cyclists, with one accident already reported due to loss of control.
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 Annual Council Meeting held on 15-May 2024 were a true and accurate record and were signed by the Chair (1 abs).** 242/24  
(b) No matters arising.
6. Correspondence to discuss and resolve a course of action: 243/24  
Correspondence schedule was reviewed and **NOTED.**
7. Planning Matters:  
(a) Planning Applications to discuss and make a consultee comment: -  
**PA24/03465** Proposal: Change of use of existing building from annexed accommodation to 1 Swelle Cottages to self-contained annexe/holiday accommodation at 1 Swelle Cottages PA24/03465.  
**RESOLVED** No Objections. 244/24  
(b) Any applications received from Cornwall Council by the time of the meeting. Information only. 245/24  
(c) Planning Decisions – NOTED <https://www.poundstock-pc.gov.uk/planning-applications> 246/24
8. Finance to discuss and resolve a course of action with associated expenditure:  
(a) Internal Audit - RESOLVED to approve the Internal Audit, unanimous. 247/24  
(b) External Audit AGAR 2023/24 - To consider and APPROVE the following: -  
(i) Section 1 - Annual Governance Statement 2023/24  
**RESOLVED to answer yes to questions 1-8 and APPROVE the Annual Governance Statement 2023/24 for the year ending 31-March 2024.** 248/24  
(ii) Section 2 - Accounting Statement 2023/24.  
**RESOLVED to APPROVE the Annual Statement 2023/24.** 249/24  
(iii) Bank Reconciliation 2023/24.  
**RESOLVED to APPROVE the 2023/24 year end bank reconciliation.** 250/24  
(iv) Variations of 15% and above (Box 2 & Box 4) between 2022/23 and 2023/24.  
**RESOLVED to APPROVE variations of 15% and above (Box 2 & Box 4) between 2022/23 and 2023/24.** 251/24

|   |               |
|---|---------------|
| (v) Asset Register 31-Mar 2024.<br><b>RESOLVED to APPROVE the Asset Register.</b>   | <b>252/24</b> |
| (vi) Earmarked Reserves.<br><b>RESOLVED to APPROVE Earmarked Reserves.</b>  | <b>253/24</b> |
| (c) Review Internal Control - Q4 Jan-Mar 2024 - Received and <b>NOTED.</b>  | <b>254/24</b> |
| (d) Budget Analysis - Q4 Jan-Mar 2024.<br><b>RESOLVED to APPROVE the Budget Analysis Q4 Jan-Mar.</b>  | <b>255/24</b> |
| (e) To resolve to approve payment of outstanding accounts.<br><b>RESOLVED to make payments as scheduled.</b>  | <b>256/24</b> |
| It was <b>NOTED</b> on behalf of the Council, the Chair extended thanks to the Clerk for the enormous amount of work carried out in finalising the year-end accounts.   |               |
| <u>9. Agenda items to discuss and resolve a course of action and associated expenditure:</u>  |               |
| (a) To consider the next steps for a new hall for Poundstock - The Chair and Vice-chair held a meeting on site with the architects, who will be progressing designs for the new hall.   | <b>257/24</b> |
| (b) To consider next steps for the public toilets in Widemouth Bay - Deferred, pending receipt of double glazing quotes.  | <b>258/24</b> |
| (c) To review progress following resolution 189/24 including the email sent to Davina Pritchard on 16-May 2024 (Cllr. Tom O’Sullivan) - It was noted a reply had been received from Davina Pritchard regarding the concerns raised on planning issues, agreeing to a meeting at a mutually convenient date, following the general election.   | <b>259/24</b> |
| (d) To consider parishioner concerns about Coombe Lane (Cllr. Tom O’Sullivan) - Following lengthy discussions, it was <b>RESOLVED for Cllr. Tom O’Sullivan to follow up on the concerns raised regarding this matter as appropriate.</b>  | <b>260/24</b> |
| <u>10. To receive written reports and authorise any action:</u>   | <b>261/24</b> |
| (a) <u>Poundstock Ward Member’s Report:</u> No report.  |               |
| (b) <u>Chair’s Report:</u> No report.   |               |
| (c) <u>Clerk’s Report:</u> No report.   |               |
| <u>11. NDP Steering Group to receive reports and authorise any action and expenditure: -</u><br>The NDP draft document is ongoing.  | <b>262/24</b> |
| <u>12. Councils Representatives to receive reports from Outside Bodies -</u> No reports.  | <b>263/24</b> |
| <u>13. Portfolio Reports to receive written reports and authorise any action and expenditure -</u> No reports.  | <b>264/24</b> |
| <u>14. Items for Information -</u> None.  | <b>265/24</b> |
| <u>15. Notification of meeting and suggested items for the agenda:</u><br>Date of next meeting Wednesday 19-June 2024.  | <b>266/24</b> |
| <u>16. Casual Vacancies –</u> None received.  | <b>267/24</b> |
| <u>17. PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960</u><br>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. | <b>268/24</b> |

18. Close the Meeting -The Chair closed the meeting at 20:26.

**269/24**

Chairman \_\_\_\_\_

Dated \_\_\_\_\_

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**FINANCE SCHEDULE 05-JUNE 2024**

**RECEIPTS**

|                                |                      |                  |
|--------------------------------|----------------------|------------------|
| HMRC                           | VAT Return 2023-2024 | £4,550.91        |
| <b>TOTAL INCOME 05/06/2024</b> |                      | <b>£4,550.91</b> |

**EXPENDITURE**

|                                     |  |                |
|-------------------------------------|--|----------------|
| British Gas Business                | Invoice 808137758 - Public Toilets 23-Mar to 01-May 24 | £83.74         |
| Mat Sampson                         | Emergency Call Out - Public Toilets 09-Apr 24          | £120.00        |
| <b>TOTAL EXPENDITURE 05/06/2024</b> |  | <b>£203.74</b> |