

## SOUTH PETHERWIN PARISH COUNCIL

Dear Chairman and Councillors,

You are requested to attend the Annual General meeting of the South Petherwin Parish Council to be held on 9<sup>th</sup> May 2018 in the Village Hall at 7.30pm. The agenda for the meeting is shown below together with any other relevant information. Please advise the Clerk if you are unable to attend.

All Parishioners are invited to attend the Annual General meeting at 7.30pm. Please note that recording of the meeting by video &/or audio is permitted in accordance with Parish Council policies.

*RMFrame*

**Rebecca Frame, Parish Clerk**

Email: parishcouncil@southpetherwinpc.org

### **AGENDA and Briefing Notes for the Annual General Meeting to be held on the 9<sup>th</sup> May 2018 in the Village Hall at 7.30pm**

- 1. Representations from Public** (15 minutes allowed in total).
- 2. Apologies from the Councillors.**
- 3. Annual General Meeting of South Petherwin Parish Council**
  - a. Register of Interests. Councillors to advise the Clerk of any changes required to Register of Interests for declaration to Cornwall Council.
  - b. To Appoint a Chairman. Appointee to sign Acceptance of Office.
  - c. To Appoint a Vice Chairman. Appointee to sign Acceptance of Office.
  - d. To Appoint the Responsible Financial Officer.
  - e. Appointment of Employment Committee
  - f. Appointment of working groups
- 4. Councillors' declaration of interest.**
- 5. Minutes of the Council meeting** of the Parish Council meeting, 11<sup>th</sup> April 2018 to be approved.
- 6. Matters arising** from the minutes not appearing elsewhere on the agenda.
- 7. Planning**

**PA18/00668** Various alterations to windows previously approved under PA15/11536. Tredivett Farm Tregada. Mr John Wakeham.

**PA18/00669** Listed Building Consent for Various alterations to windows previously approved under PA15/11536. Tredivett Farm Tregada. Mr John Wakeham.

**PA18/02569** Garage extension attached to the existing garage. 1 Eliot Close Tregadillett. Mr Paul Carmichael.

**PA18/02914** Advertising nearby Trethorne Golf Club. Field Adjacent To A395. Mr Michael Davey.

**PA18/03754** Conversion of existing integral garage to create a hobby room and provision of an office with linking canopy in the garden. Daws House, High Bidders. Mr and Mrs Alex Emson.

  - b. Pre-applications**

**MPA18/00963/PREAPP** Historic building pre-application advice for change of use of redundant agricultural shed for conversion to a customer function and tourist destination with visitor experience. Land South West of Treguddick Manor. Mr John Walters.
  - c. Decisions**

**PA18/00750** Highfield South Petherwin. Mr Steven S Rogers. **Granted (CAADs and LUs only)**

    - d. Enforcements:** None

**8. Finance**

**a. Bank Statement**

		<b>Estimate</b>
Current Account	Balance as at 30 <sup>th</sup> April 2018	£ 17,235.12
Savings Account		<u>£ 1,060.01</u>
Total Balance		£ 18,295.13

**b. Invoices due for payment**

Parish Clerk – R Frame	£194.17
Toilet and bus shelter cleaning - A Peerless	£56.00
Zurich insurance renewal due 1 <sup>st</sup> June 2018	£553.98
CALC subscription	£337.26

**c. Invoices received**

South West water	£27.25cr
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**d. Income received**

CTS Grant April	£109.42
Precept April	£4500.00
VAT Reclaim	£368.56

**e. Audit Appointment**

**9. Highways & Footpaths Matters**

Daws House speeding.

**10. Current & ongoing business**

- a. Risk assessment to be approved.
- b. Toilet repairs and meters.
- c. Data Protection Officer update.
- d. May events.
- e. Annual Parish meeting.

**11. New business**

- a. Community Network Highways Scheme
- b. Churchyard bench.

**12. County Councillor's Report**

**13. Correspondence**

Launceston Community Panel meeting.

**14. Urgent items**

The Annual Parish Meeting will be held on 23rd May 2018 in the Village Hall. Light refreshments will be available from 7pm and the meeting will commence at 7.30pm.

The next meeting of South Petherwin Parish Council will be held on 13<sup>th</sup> June 2018 in the Village Hall.