

# GERMOE PARISH COUNCIL

www.germoeparishcouncil.org.uk

C.F.P.Chapman  
Clerk to the Council  
Chy Lean  
St Keverne Road  
Mawgan  
Helston TR12 6AY

telephone 01326 221648  
parish.clerk3@btinternet.com

Minutes of the Annual Meeting of Germoe Parish Council held on Thursday May 4, 2023 immediately following the Annual Parish Meeting in Balwest Methodist Schoolroom.

**Present:**

Cllr Mrs G.Praed	Cllr Mrs V.Marshall
Cllr Mrs K.Doeser	Cllr M.Peters
Cllr G.Bell	
Cllr Mrs J.Goddard	Mr C.Chapman (Clerk)

**Visitors:** There were no visitors.

The Chairman welcomed Members to the Annual Meeting

## 1 ELECTION OF CHAIRMAN

Cllr Mrs Doeser proposed, Cllr Mrs Marshall seconded and it was agreed that Cllr Mrs Praed be elected to the Chair of Germoe Parish Council for the year 2023 – 2024.

## 2 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Mrs Praed read aloud and signed the statutory Declaration of Acceptance of the Office of Chairman of Germoe Parish Council for the year 2023 – 2024 in the presence of the Clerk and the Council.

## 3 APOLOGIES FOR ABSENCE

CCllr Keeling sent his apologies for absence.

## 4 DECLARATIONS OF INTEREST

### in items on the agenda

Cllr Bell declared a non-disclosable interest in Agenda item 17 (PA23/02828)

### of gifts (received as a result of being a member of the Council) of a value greater than £50

There were no declarations of gifts relating to membership of the Council of a value greater than £50.

## 5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Cllr Mrs Doeser proposed, Cllr Bell seconded and it was agreed that the minutes of the meeting held on Thursday April 6, 2023 are a true record and the Chairman signed them as such.

## 6 MATTERS ARISING AND NOT COVERED ELSEWHERE ON THIS AGENDA

There were no matters arising which are not covered elsewhere on this agenda.

## 7 PUBLIC PARTICIPATION

There were no members of the public present.

## 8 CORNWALL COUNCILLOR'S COMMENTS

In the absence of CCllr Keeling there was no report.

## 9 ELECTION OF VICE-CHAIRMAN

Cllr Mrs Marshall proposed, Cllr Bell seconded and it was agreed that Cllr Mrs Doeser be elected to be Vice-Chairman of Germoe Parish Council for the year 2023 – 2024.

## 10 STANDING ORDERS

The Chairman proposed, Cllr Bell seconded and it was agreed that Germoe Parish Council should re-adopt Standing Orders as last fully revised in July 2018.

## 11 FINANCIAL REGULATIONS

Cllr Mrs Doeser proposed, Cllr Mrs Marshall seconded and it was agreed that Germoe Parish Council should re-adopt Financial Regulations as last reviewed and revised in September 2018.

Chairman's initials.....

## 12 RISK ASSESSMENT DOCUMENT

Cllr Mrs Doeser proposed, Cllr Bell seconded and it was agreed that Germoe Parish Council should re-adopt the Risk Assessment document as first adopted in March 2015 and last reviewed in June 2018.

## 13 APPOINTMENT OF COUNCILLORS TO POSTS OF RESPONSIBILITY

### Bank signatories

It was agreed that Cllr Mrs Praed and Cllr Mrs Doeser should continue to act as signatories for Germoe Parish Council's bank account.

### Financial Scrutineer

It was agreed that Cllr Mrs Doeser should scrutinise the accounts on a half-yearly basis.

### Notice-boards

It was agreed that the following Councillors should be responsible for the following notice-boards

Balwest	Cllr Mrs Goddard
Great Work	Cllr Mrs Marshall
Nevada House	Cllr Mrs Doeser
Germoe	Cllr Bell
Newtown	Cllr Bell
Tresowes Green	Cllr Mrs Doeser

### Footpaths and bridleways

It was agreed that Cllr Bell and Cllr Peters should be responsible for footpaths and bridleways.

### Planning

It was agreed that Cllr Bell and Cllr Mrs Doeser should, in the first instance, be responsible for considering planning observations.

### Helston and South Kerrier Area Community Network Panel

It was agreed that Cllr Mrs Doeser should represent Germoe Parish Council at meetings of the Helston and South Kerrier Community Area Partnership Meeting. Cllr Peters will also attend those meetings.

### Germoe School

It was agreed that Cllr Mrs Marshall and Cllr Peters should liaise with the Germoe School authorities.

### Press Liaison and Social Media Officer

It was agreed that Cllr Bell should act as the Press Liaison and Social Media Officer.

### Defibrillators

It was agreed that the following Councillors should be responsible for the following defibrillators

Balwest	Mr Blencowe (if he is agreeable)
Germoe	Cllr Bell
Trewithen Terrace	Cllr Mrs Marshall

## 14 PARISH COUNCIL MATTERS

### Appointment of the Internal Auditor for the year to March 31, 2024

It was agreed that Mr J.P.Richards (formerly Kerrier District Council's Senior Auditor) should continue to act as Germoe Parish Council's internal auditor.

## 15 PARISH MATTERS

### Projects within the Parish

Members suggested that the Parish Council might like to consider

- re-painting the names on the War Memorial
- siting flowering planters throughout the parish
- Local Needs housing
- refurbishing the notice-boards.

## 16 PLANNING

### To make observations on planning applications including the following

PA23/02285 Mr D.Fryer – Listed Building Consent:- Install electric vehicle (EV) charge point – Larkspur Cottage, Germoe Lane. Cllr Mrs Doeser proposed Cllr Mrs Goddard seconded and it was agreed that this application should be returned with the observation *Germoe Parish Council supports this application.*

*Having earlier declared a non-disclosable interest (the applicant is a family member) in the following application, Cllr Bell remained in the room but took no part in the discussion or the voting*

PA23/02828 Miss G.White – Erection of local needs dwelling and installation of septic tank without compliance with condition 1 (approved plans) of decision notice PA08/00346/F dated 29.04.2009 and PA22/01460 dated 11/05/2022 –

Chairman's initials.....

Nettle Cottage, Germoe. Cllr Mrs Doeser proposed Cllr Mrs Goddard seconded and it was agreed that this application should be returned with the observation *Germoe Parish Council notes that this proposal seeks permission for work which has already been carried out contrary to the specific requirements of the S106 attaching to PA08/00346/F dated 29.04.2009. It makes no further comment.*

PA23/03175 Mr Taylor – Non-material amendment in relation to decision notice PA21/12500 dated 29/04/2022 for reduction in length of the extension – Bowji Barn, Great Work. Cllr Mrs Doeser proposed Cllr Mrs Marshall seconded and it was agreed that this application should be returned with the observation *Germoe Parish Council would question whether or not this application can be considered as a non-material amendment, but nevertheless would support the application.*

### **Decisions**

PA23/00857 APPROVED – Demolition of previously approved barn conversion and construction of replacement dwelling – Greenbank Farm, Tresowes Hill – *noted*

PA23/01405 APPROVED – Reserved Matters application for access, appearance, landscaping, layout and scale following Outline Approval PA20/01898 dated 16/07/2020 for the erection of an agricultural worker's dwelling to replace existing residential caravan – Tresowes Farm, Tresowes, Ashton – *noted*

PA23/01701 APPROVED – Proposed extension and annex – Tremorvu Holidays, Tresowes Hill, Ashton – *noted*

PA23/01650 APPROVED – Replacement of the existing roof tiles, rooflights; addition of two sun-tunnel with extension to create a 20cm overhang; add external wall insulation and white horizontal concrete wood-effect cladding boards, remove existing chimneys and replace with a single flue on the south-east end; raise existing flat roofs to accommodate insulation – Quilkyn Hollow, Tresowes – *noted*

## **17 GERMEO PARISH COUNCIL'S INSURANCE POLICY**

Members reviewed the terms of Germoe Parish Council's Insurance Policy and the offer from Aviva to insure the council for the following liabilities at an annual premium of £ 368.92

With a policy excess of £125, the items covered are:

### ***Negotiated minimum cover under this policy***

Employers Liability	£ 10,000,000
Public liability	£ 10,000,000
Fidelity	£ 50,000
Libel and slander	£ 250,000
Officials' indemnity	£ 500,000
Personal accident (up to)	£ 100,000
Money (up to)	£ 25,000
negotiable	£ 2,500
Commercial legal protection	£ 250,000
Business interruption	£ 50,000
Street Furniture	£ 24,000
War Memorial	£ 24,000

Additionally, when on Parish Council business, all volunteers are automatically covered.

Cllr Mrs Marshall proposed, Cllr Mrs Goddard seconded and it was agreed to insure Germoe Parish Council through Aviva Insurance Ltd and to pay the premium demanded of £368.92

## **18 FINANCE**

The Clerk presented Councillors with a statement of Germoe Parish Council's financial position as at May 5, 2022. A copy of that statement is attached to these minutes.

Members considered a request for a financial contribution towards the cost of a coronation celebratory pic-nic for members of the community. Following discussion, Cllr Mrs Doeser proposed, Cllr Bell seconded and it was agreed to underwrite the cost of the pic-nic to the sum of £50.

Members were asked to declare all conflicts of interest with BDO LLP (the external auditors). There were no such declarations.

The Clerk reported that Mr Peter Richards, Germoe Parish Council's Internal Auditor, has approved and signed the Annual Return for the year to March 31, 2023 making no comments, observations or suggestions.

Parish Councillors considered the Statement of Assurance required for the Annual Return for the year ended March 31, 2023. Cllr Mrs Doeser proposed, Cllr Mrs Goddard seconded, all others in favour that Germoe Parish Council should answer "Yes" to each of the questions posed by the Statement of Assurance which forms part of the Annual Return for the year ended March 31, 2023.

*Chairman's initials.....*

The Clerk presented the accounts for the year April 1, 2022 – March 31, 2023. Cllr Mrs Doeser proposed, Cllr Mrs Goddard seconded, all others in favour that Germoe Parish Council accepts the accounts for the year April 1, 2022 – March 31, 2023.

Members considered a resolution that Germoe Parish Council, having a turnover for the year 2022 – 2023 of less than £25,000 should declare that it is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015. Members noted that this means that the Internal Auditor's report alone is sufficient for the Year's accounts to be signed off and that there is no requirement for a Limited Assurance Review to be undertaken by an External Auditor. Following discussion, Cllr Mrs Doeser proposed, Cllr Bell seconded and it was agreed that for the financial year 2022 – 2023 Germoe Parish Council will declare itself an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015.

The following accounts were presented for consideration:

	<b>GROSS</b>	<b>VAT</b>
J.P.Richards (internal auditor)	£ 165.00	
R.Sanders		
Greens and benches	£ 870.00	£ 145.00
Colin Chapman		
Salary (April)	£ 277.21	
telephone	£ 20.60	
office expenses	£ 22.88	
Travelling	£ 10.00	
use of home as office	£ 20.00	
	total	£ 350.69

Cllr Mrs Doeser proposed, Cllr Mrs Goddard seconded and it was agreed that the above three accounts should be paid.

Members noted the following receipt

Precept 1 <sup>st</sup> instalment	£ 6,250.00
------------------------------------	------------

## **19 REPORT OF CLERK AND CORRESPONDENCE**

The Clerk had nothing further to report.

## **20 MEMBERS' QUESTIONS**

Members noted that an increasing number of drivers of large vehicles miss the blue advisory notice attached to the 20mph sign at the crossroads and press on through the village and up towards Balwest and Trewithen Terrace causing damage to both property and the highway verge. The Clerk undertook to contact Cornwall Highways about this.

## **21 CHAIRMAN'S COMMENTS**

The Chairman thanked members for again expressing their confidence in her.

## **22 MATTERS FOR INCLUSION AT FUTURE MEETINGS**

No matters for inclusion at future meetings were tabled.

## **DATE AND TIME OF NEXT MEETING**

Thursday June 1, 2023 at 7.00pm in Balwest Methodist Schoolroom.

Signed.....

Dated.....

*Chairman's initials.....*