



23<sup>th</sup> May 2024

Dear Councillor,

You are summoned to attend a meeting of North Hill Parish Council on Monday 3<sup>rd</sup> June 2024 at 7.30pm in the Village Hall.

Please find attached the agenda for our meeting. We ask that if any member of the public has issues, they would like to raise that they contact the clerk prior to the meeting so that we can best manage them.

Please remember that the time allotted for Matters of Community Concern is not a forum to discuss what has taken place during this meeting and that any matter raised here would likely be added to the NEXT meeting agenda for discussion.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Lena Batten'.

Lena Batten, Clerk to the Council

Members of the public are welcome to attend the meeting. However, we would like those attending to register prior to the meeting by emailing the Parish Clerk. Email: [northhillparishcouncil@btinternet.com](mailto:northhillparishcouncil@btinternet.com)

## AGENDA

1. TO RECEIVE APOLOGIES:
2. CODE OF CONDUCT : a) TO RECEIVE DECLARATIONS b) TO GRANT DISPENSATIONS:
3. PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY:
4. TO RECEIVE AND APPROVE THE MINUTES OF THE 9<sup>th</sup> May 2024 FULL COUNCIL MEETING:
5. ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA:
6. TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY DATE OF THIS MEETING:
  - 6.1 PA24/01333 To note for information - Land Adj Illand Nursery, Newtown Road, Congdon's Shop, PL15 7LS Proposal Outline application for the construction of dwelling with all matters except access reserved – Approved.
  - 6.2 PA24/00106 To note for information – Land North West of Penhallow, Chapel Lane, North Hill, PL15 7PQ – Proposal pre application advice for proposed construction of a single storey dwelling - Closed - advice given.
  - 6.3 To note for information - Review of Mineral Planning Permissions: application for Postponement of periodic of mineral planning permissions at Bearah Tor Quarry – Council Ref PA24/01108.

7. TO REVIEW CORRESPONDENCE AND TO AGREED RESPONSES REQUIRED:
  - 7.1 To note for information a new salt bin has been requested, CC report that requests for salt bins are reviewed annually.
  - 7.2 To consider / resolve the request from One Councillor to place another poo bin at Bathpool.
  - 7.3 To consider the request to contribute to the mandate for the meeting due to take place with Highways on the 13<sup>th</sup> June 2024.
  - 7.4 To accept / resolve the quotes received for a new slide.
  - 7.5 To accept / resolve the further quote requested from More Creative for signage for car park.
  - 7.6 To note for information the Asset register has been updated as requested.
  - 7.7 To note for information the Audit paperwork has been sent to BDO for 2023-2024.
  - 7.8 To resolve to register with the Information Commissioners Office. Under the Data Protection Act 1998, every organisation that processes personal information has to register with the Information Commissioner's Office (ICO). DVLA will not share any further information with the clerk without the ICO number.
  - 7.9 To note for information the defib is now fitted at Colin Park Social Club and all relevant information returned to DHSC as requested.
  - 7.10 To receive statistics received from Citizens Advice Bureau for North Hill.
8. TO REVIEW DETAILS FOR NORTH HILL PARISH COUNCIL CEMETERY:
  - To make any further contributions to risk assessment / to planned layout of cemetery.
9. To review / adopt North Hill Parish Council revised Grant Policy (copy enclosed).
10. APPROVAL OF THE LIST OF PAYMENTS / RECEIPTS FOR MAY 2024 & TO RECEIVE MAY 2024 BANK STATEMENT:
  - 10.1 AUTHORISATION OF EXPENSES INCLUDING SALARY:
    - i) £18.00 (PAYE G. Pollard payroll May, dd)
    - ii) £713.96 (Salary inclusive of tax, Lena Batten, May)
    - iii) £43.64 (room rent)
    - iv) £8.00 (bank charges, 19<sup>th</sup> May)
    - v) £36.00 (Cornwall ALC Ltd, training, charring meetings effectively)
    - vi) £894.81 for emptying of dog poo bins 2024-2025, £319.45 of this was for year 2023-2024)
  - 10.2 RECEIPTS:
    - i) £710.75 (VAT reclaimed).
  - 10.3 To receive May 2024 bank statement:
 

Bank Statement as of 28<sup>th</sup> May 2024 - £20,840.31.
  - 10.4 To resolve the clerk can proceed and submit the Lottery Awards application for £10,000.
  - 10.5 To agree total CIL payments received as requested at last meeting.
11. TO REVIEW MONTHLY BUDGET RECONCILIATIONS:
  - 11.1 Budget Sheet Attached.
12. TO REVIEW MONTHLY RAG: (Red, Amber, Green)
  - 12.1 RAG Sheet attached.
13. REPORT FROM CORNWALL COUNCIL WARD MEMBER COUNCILLOR PARSONS:
14. ITEMS FOR INCLUSION AT THE NEXT MEETING:
15. DATE & TIME OF NEXT MEETING:
16. CLOSE OF BUSINESS: