

29th March 2025

Dear Councillor,

You are summoned to attend a meeting of North Hill Parish Council on Monday 7th April 2025 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,



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: clerk@northhillparish.org.uk

**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 3rd MARCH 2025 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 To note for information - PA25/00982 - The Shippen, Lower Newtown Farm, Coads Green, PL15 7LT

 Proposal Construction of new garage within the existing parking area to allow for parking of twovehicles. Installation of new recessed PV solar panels to south-facing roof pitches of the garageand house - approved.

6.2 To discuss / consider information received that a two storey building has been erected at Hillside, Berrio Bridge and no planning application has been received.

6.3 To note for information - PA25/00884 - Land Adj Landreyne Barn, Penhole Road, Coads Green, Launceston, PL15 7LZ - Proposal Reserved Matters application for appearance, landscaping, layout and scale (details following outline consent PA23/06822 dated 18.10.2023 for the construction of 1 dwelling) – approved.

7. ANY APPLICATIONS RECEIVED BEFORE THE DATE OF THIS MEETING: None.

8. TO REVIEW CORRESPONDENCE AND TO AGREED RESPONSES REQUIRED:

8.1 To note for information North Hill Parish Council have now opted in to automatic annual ROSPA

 Inspections to take place in April every year, commencing April 2025.

8.2 To agree / resolve dates for all Councillors to attend Code of Conduct training to be completed

 Within six months of 1st May 2025.

8.3 To consider / resolve whether to take out extended warranty on the Elan city speed camera at a cost

 Of £199.00 plus VAT per annum for a three year period.

8.4 To note for information Highways will add signage works to the post April request list for the road

 From Kingbear to Blackcoombe.

8.5 To note for information the clerk as now purchased a tank printer and opened an account with Viking

 Allowing VAT to be reimbursed.

8.6 To note for information Parnalls Solicitors have responded to state that Sarah Tarrant has left the

 Company and a new solicitor had been allocated the case.

8.7 To consider / resolve the quotes received for a composite bench to be placed in memory of Cllr B.

 Ruby.

8.8 To note for information the Cyber awareness presentation booked for Wednesday 23rd April at

 7.00pm at North Hill Village Hall, adverts have been distributed.

8.9 To discuss the football pitch as requested by one Councillor.

9. TO REVIEW DETAILS FOR NORTH HILL PARISH COUNCIL CEMETERY:

 Currently no details to review, Cemetery Committee will arrange a further meeting following the Annual Parish Meeting to be held on the 15th May 2025.

10. APPROVAL OF THE LIST OF PAYMENTS / RECEIPTS FOR MARCH 2025 & TO RECEIVE 28th MARCH 2025 BANK STATEMENT:

10.1 AUTHORISATION OF EXPENSES INCLUDING SALARY:

 i) £18.00 (PAYE G. Pollard payroll March, dd)

 ii) £759.20 (Lena Batten, March Salary / tax)

 iii) £43.64 (room rent)

 iv) £1.55 (Lena Batten, postage to bank)

 v) £25.00 (purchase of M&S Voucher Lena Batten for facilitation of defib)

 vi) £447.54 (Viking, tank printer)

 vii) £246.00 (Duchy defibs, annual monitoring fee)

 viii £505.80 (CALC Annual subscription)

 ix) £500.00 (Unity Bank to open account)

 x) £28.80 (TEEC website)

10.2 RECEIPTS: None.

10..3 To receive bank statement:

 Bank Statement as of 28th March 2025 £13,627.91.

10.4 To formally record no conflicts of interest for the purpose of the internal audit.

10.5 To review / approve Asset register for North Hill Parish Council (copy enclosed).

10.6 To review the internal controls and / or use of insurance cover, and risk management arrangements.

10.7 To receive / approve the finding of the internal audit report and Annual Governance Statement.

10.8 To receive / set the commencement date for the exercise of public rights.

10.9 To receive / approve the accounting statements.

10.10 To resolve that North Hill Parish Council meets the criteria for 2024-25 to claim exemption.

10.10 To agree / resolve the clerk to change all incoming funds from C.C.C. precept, CIL, LMP and HMRC VAT reimbursements over to the new bank account and the date for this to happen.

10.11 To agree / resolve the clerk to remove the £1.13 in the savings account into the current account with HSBC in preparation for closure of bank.

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: