



19<sup>th</sup> April 2024

Dear Councillor,

You are summoned to attend a meeting of North Hill Parish Council on Thursday 9<sup>th</sup> May 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 2<sup>nd</sup> April 2023 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 PA24/00117 – To note for information only - 2 Mill Lane Bathpool Launceston Cornwall PL15 7NW - Request for new Tree Preservation Order(s) (TPO) namely for a cherry and a copper beach located on bank at the front of the property - Closed - advice given.
  - 6.2 PA24/01921 – Tolcarne Barn, Tolcarne, Trebartha Estate, PL15 7QX - formation of a swimming pond.
  - 6.3 PA24/02009 – To note for information only – Land East of Moorview, Coads Green, Launceston, PL15 7LY - proposal Application for Non-Material Amendment to PA21/10932 for Proposed

residential development of four dwellinghouses with garages/car parking, namely 1) Alteration to window of Plot 1. 2) Alteration of internal layout of Plot 1. Application approved.

7. TO REVIEW CORRESPONDENCE AND TO AGREEED RESPONSES REQUIRED:
  - 7.1 To receive information returned from Highways in relation to the potential opening on the Bathpool junction of the B3254.
  - 7.2 To confirm both vehicles in North Hill Village Hall car park have been reported to DVLA.
  - 7.3 To note the cost of tarmacking of one other village hall was £19184.00 plus VAT and consider next steps regarding the tarmacking of North Hill Parish Council Hall car park.
  - 7.4 To report current progress of National Lottery grant application.
  - 7.5 To consider / resolve the costs of signage quotations for the car park.
  - 7.6 To discuss / resolve questions requested from EV rural charging.
  - 7.7 To note for information receipt of PO for the cutting of St Torney's Churchyard at £335.35 for 2024.
  - 7.8 To note for information receipt of PO for footpath grant at £650.72 for 2024.
  - 7.9 To discuss ROSPA reports received in relation to annual checks for both play areas. (copy enclosed).
  - 7.10 To consider representation to attend the Biodiversity Net Gain online briefing taking place.
8. APPROVAL OF THE LIST OF PAYMENTS / RECEIPTS FOR APRIL 2024 & TO RECEIVE APRIL 2024 BANK STATEMENT:
  - 8.1 AUTHORISATION OF EXPENSES INCLUDING SALARY:
    - i) £90.00 (PAYE G. Pollard payroll Jan-March, pd monthly, dd)
    - ii) £713.96 (Salary inclusive of tax, Lena Batten, April)
    - iii) £43.64 (room rent)
    - iv) £8.00 (bank charges)
    - v) £478.98 (CALC annual membership subscription)
    - vi) £128.47 (Kompan, operational inspection February 2024)
    - vii) £34.20 (Amazon Ink)
    - viii) £100.00 (ICCM annual membership subscription)
    - ix) £387.46 (Zurich annual insurance)
    - x) £196.80 (ROSPA annual inspection)
  - 8.2 RECEIPTS:
    - i) £1874.77
    - ii) £8625.00
  - 8.3 To receive April 2024 bank statement:  
Bank Statement as of 29<sup>th</sup> April 2024 - £22,329.07
  - 8.4 To formally record no conflicts of interest for the purpose of the internal audit.
  - 8.5 To review / approve Asset register for North Hill Parish Council (copy enclosed).
  - 8.6 To review the internal controls and / or use of insurance cover, and risk management arrangements.
  - 8.7 To receive / approve the finding of the internal audit report and Annual Governance Statement.
  - 8.8 To receive / set the commencement date for the exercise of public rights.
  - 8.9 To receive / approve the accounting statements.
9. TO REVIEW MONTHLY BUDGET RECONCILIATIONS:
  - 9.1 Budget Sheet Attached.
10. TO REVIEW MONTHLY RAG: (Red, Amber, Green)
  - 10.1 RAG Sheet attached.
11. REPORT FROM CORNWALL COUNCIL WARD MEMBER COUNCILLOR PARSONS:
12. TO REVIEW DETAILS FOR NORTH HILL PARISH COUNCIL CEMETERY:
  - 12.1 To discuss / resolve the information received from "Cemetery Development and Environmental Solutions – The CDS group" and agree next steps.

13. To review / adopt North Hill Parish Council revised Grant Policy (copy enclosed).
14. ITEMS FOR INCLUSION AT THE NEXT MEETING:
15. DATE & TIME OF NEXT MEETING:
16. CLOSE OF BUSINESS: