

# GERMOE PARISH COUNCIL

www.germoeparishcouncil.org.uk

April 25, 2018

To all Parish Councillors

Members of the Public

and Press

C.F.P.Chapman  
Clerk to the Council  
Chy Lean  
St Keverne Road  
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You are hereby summonsed to attend the Annual Meeting of Germoe Parish Council in Balwest Methodist Schoolroom on Thursday May 3, 2018 at 7.00pm for the purpose of transacting the following business.

C.F.P. Chapman

## AGENDA

- 1 **ELECTION OF CHAIRMAN**
- 2 **CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**
- 3 **APOLOGIES FOR ABSENCE**
- 4 **DECLARATIONS OF INTEREST**
  - a) in items on the agenda
  - b) of gifts (received as a result of being a member of the Council) of a value greater than £25
- 5 **CONFIRMATION OF THE MINUTES OF THE LAST MEETING**
- 6 **MATTERS ARISING AND NOT COVERED IN THIS AGENDA**

It should be noted that no decisions may be made under this heading
- 7 **PUBLIC PARTICIPATION**
- 8 **CORNWALL COUNCILLOR'S COMMENTS**
- 9 **ELECTION OF VICE-CHAIRMAN**
- 10 **STANDING ORDERS**

To re-adopt Germoe Parish Council's Standing Orders (last substantially revised in November 2013)
- 11 **FINANCIAL REGULATIONS**

To re-adopt Germoe Parish Council's Financial Regulations (last substantially revised in November 2014)
- 12 **RISK DOCUMENT**

To re-adopt Germoe Parish Council's Risk Assessment Document (first adopted in March 2015)
- 13 **ELECTION OF COUNCILLORS TO POSTS OF RESPONSIBILITY**
  - i) Bank signatories
  - ii) Financial Scrutineer
  - iii) Notice-boards
  - iv) Footpaths and bridleways
  - v) Planning
  - vi) Helston and the Lizard Community Network Panel
  - vii) Germoe School
  - viii) Press Liaison

**14 PARISH COUNCIL MATTERS**

To appoint the Internal Auditor for the year to March 31, 2019

**15 PARISH MATTERS**

**CALC**

To consider an invitation to join the Cornwall Association of Local Councils in the sum of £212.03 + VAT

**Projects within the Parish**

To consider whether or not there are currently any small capital projects within the parish which the Parish Council might undertake

**16 PLANNING**

**Decisions**

PA18/02226 APPROVED – Conversion of reception room and garage into ancillary accommodation – Holly Cottage, Tresowes Hill

**17 GERMOE PARISH COUNCIL'S INSURANCE POLICY**

To review the terms of Germoe Parish Council's Insurance Policy and to consider an invitation from Came and Company to renew insurance cover through the firm

To note the fact that assets belonging to Germoe Parish Council other than the War Memorial and the notice boards at Great Work, Nevada House, Balwest and Churchtown are self-insured.

**18 FINANCE**

To note the internal auditor's annual report on Germoe Parish Council's financial statements for the year April 1, 2017 to March 31, 2018

To approve the Statement of Assurance

To receive the accounts for the year April 1, 2017 – March 31, 2018

To approve payment of invoices received including the following

	<b>GROSS</b>	<b>VAT</b>
J.P.Richards (Internal Auditor)	£ 143.00	
Colin Chapman		
Salary (April)	£ 235.23	
travelling	£ 10.00	
telephone	£ 23.00	
office expenses	£ 49.76	
use of home as office	£ 20.00	
	total	£ 337.99

To note the following receipt

CC Precept (1 <sup>st</sup> instalment)	£ 4,600.00
CC CTS grant (1 <sup>st</sup> instalment)	£ 96.37

**19 REPORT OF CLERK AND CORRESPONDENCE**

**20 MEMBERS' QUESTIONS**

**21 CHAIRMAN'S COMMENTS**

**22 MATTERS FOR INCLUSION AT FUTURE MEETINGS**

**DATE AND TIME OF NEXT MEETING**

Thursday June 7, 2018 at 7.00pm in in Balwest Methodist Schoolroom.