

GERMOE PARISH COUNCIL

www.germoeparishcouncil.org.uk

April 25, 2019

To all Parish Councillors

Members of the Public

and Press

C.F.P.Chapman
Clerk to the Council
Chy Lean
St Keverne Road
Mawgan
Helston
TR12 6AY
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You are hereby summonsed to attend the Annual Meeting of Germoe Parish Council in Balwest Methodist Schoolroom on Thursday May 2, 2019 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, 2020

15 PARISH MATTERS

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

To make observations on planning applications received

Decisions

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 in the sum of £343.55

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, 2018 to March 31, 2019

To approve payment of invoices received including the following

	GROSS	VAT
J.P.Richards (Internal Auditor)	£ 148.50	
Colin Chapman		
Salary (April)	£ 241.92	
travelling	£ 37.00	
telephone	£ 24.20	
office expenses	£ 33.01	
use of home as office	£ 20.00	
	total	£ 356.13

To note the following receipt

CC Precept (1 st instalment)	£ 4,700.00
CC CTS grant (1 st instalment)	£ 74.30

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 6, 2019 at 7.00pm in in Balwest Methodist Schoolroom.

Germoe Parish Council

17 GERMOE PARISH COUNCIL'S INSURANCE POLICY

Came and Company invites us to renew our insurance with AXA Insurance Ltd in the sum of £343.55 which includes Insurance Premium Tax of 12% and the Broker's fee of £50. The premium last year was £335.00 (for interest, in 2003/04 the premium was £375.04 and the precept was £4,600).

With a policy excess of £250, the items covered are:

Mandatory cover

Public liability	£10,000,000
Employers Liability	£10,000,000

Legal Liabilities

Money	
non-negotiable	£ 250,000
negotiable	£ 2,500
Employee dishonesty	£ 150,000
Commercial legal protection	£ 500,000
Officials' indemnity	£ 500,000

Optional cover

Libel and slander	£ 500,000
Property damage (War Memorial)	£ 7,013.81
Property damage notice boards at Great Work, Nevada House, Balwest and Churchtown	£ 5,365.91
Defibrillators and cabinets	£ 5,000.00

Also included in the cover at no extra charge on the premium are the following

Hirers' Liability	£ 5,000,000
Keyman Cover	£ 250.00 per week (max 10 weeks)
Personal accident (16-80)	
capital benefit (up to)	£ 100,000
temporary total disablement (per week)	£ 500.00

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

Other than the War Memorial, nothing else listed on the Asset Register is covered by insurance. Some while ago, the Audit Commission stated that we should minute a formal resolution to the effect that other than for the War Memorial and the notice boards at Great Work and Nevada House, Germoe Parish Council self-insures all its other assets.

We are required to pay this cheque on or before June 1, 2019, the date of renewal