

# North Tamerton Parish Council

Tuesday 13<sup>th</sup> May 2025

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The meeting of North Tamerton Parish Council was held on the above date at 7:30pm, in Victory Hall.

**Councillors Present:**

Chair Cllr B Harper, Vice-chair Cllr Willetts, Cllr S Harper, Cllr Whitmill, Cllr Wallace.

**Also in attendance:** Clerk Julie Gray, M Williams.

5 members of the public were present for the meeting.

M Williams opened the meeting and welcomed everyone.

**Welcome Parish Councillors & Councillor's Declarations.**

**5.25/1:**

M Williams welcomed the returning Councillor and as this was the first meeting since local government elections a warm welcome was extended to the new members. M Williams also thanked the previous Councillors for their efforts over the last twelve months and also thanked K for their work on the notice board.

Each Councillor signed an Acceptance Declaration, witnessed and signed by the Clerk and an acceptance of documents by email form.

Cllr Swift did not attend and forfeited her seat. There are two vacancies now available for co-option and the vacancies will be advertised in the Tamerton Times and on the website.

**Election of Chair & Chair's Declaration.**

**5.25/2:**

M Williams called upon the Councillors to nominate a Chair. Cllr Whitmill nominated Cllr B Harper for Chairman, seconded by Cllr Willetts with unanimous approval. Cllr B Harper accepted and the Chairman's Declaration was signed and witnessed.

M Williams stepped down and Cllr Harper took the chair. Cllr B Harper stated he had lived in the area for twenty years and had the utmost respect for and enjoyed the village. The Chair also welcomed the Councillors and thanked K, who is stepping down from the noticeboard, that the noticeboard works had been exceptional. The Chair congratulated Cllr Chopak on her re-election into office.

**Election of Vice Chair.**

**5.25/3:**

Cllr Whitmill nominated Cllr Willetts for Vice-chairman, seconded by Cllr S Harper, with unanimous approval.

**Record and Approve Apologies.**

**5.25/4:**

There were no apologies.

**Confirm the Minutes of the previous Meeting.**

**5.25/5:**

The Council unanimously resolved to suspend Standing Order 12 to agree the accuracy of the minutes. It was unanimously resolved to approve the minutes and ratify all decisions made at the meeting held on Monday 10<sup>th</sup> March 2025. The Chair, Cllr B Harper, signed them.

Signed: \_\_\_\_\_Chairman. 16/06/2025

## **Register of Interest Forms.**

### **5.25/6:**

Every member is required to complete a Register of Disclosable Pecuniary Interests. This must be completed no later than 28 days after taking office. This is a public register and the information will be posted on the website of Cornwall Council.

## **Declarations.**

### **5.25/7:**

- (i) There were no declarations.

## **Dispensations.**

### **5.25/8:**

- (i) There were no dispensation requests.

## **Matters Arising.**

### **5.25/9:**

- (i) None.

**\*Agenda 10: Public Participation was moved to Agenda Item 22a\***

## **Public Participation.**

### **5.25/10:**

## **Report from Cornwall Councillor.**

### **5.25/11:**

Cllr Chopak sent her apologies.

## **Correspondence.**

**5.25/12:** – all correspondence circulated via email.

- (i) None.

## **Planning.**

### **5.25/13:**

#### **a) Decision Notices/Updates:**

- (i) PA25/01528 | Prior notification of agricultural or forestry development for a new building to be used for a workshop and machinery storage | Trehendra Boyton Launceston Cornwall PL15 9RN.  
**Prior approval not required.**
- (ii) PA25/00319 | Listed Building Consent to take down and rebuild a partially collapsed cob end wall of an attached barn, to avoid the complete collapse of the wall and associated damage (part retrospective) | Well Farm North Tamerton Holsworthy Cornwall EX22 6RX.  
**APPROVED.**

#### **b) Planning Applications/Appeals:**

*Any late planning applications received will be discussed but not decided under this section.*

- (i) None.

Signed: \_\_\_\_\_Chairman. 16/06/2025

**To receive oral or written reports and authorise any action.**

**5.25/14:**

a) Chairman / Councillor

The Parish Council had arranged a celebration of VE Day. The event went very well. The Hall was decorated, the memorial was cleaned and a wreath was laid.

Cllr B Harper stated the objectives of the Council are to maintain services, investigate public transport issues, devise a useful emergency plan, keep costs down and utilise the Community Benefit Fund for the parishioner's benefit. He hopes to work together with the community for project ideas and devise a 5–10-year plan.

b) The Clerk.

- Following the recent elections, Cornwall Council are offering Planning Essentials training for local councils. This training in National, Local and Neighbourhood Planning Policy, Development Management and Enforcement and Compliance is being offered online.
- The election expenses return and Declaration must be delivered to the Returning Officer at Cornwall Council within 28 days of polling day. If anyone fails to deliver them, they may be fined if they sit or vote on the Council. A failure to meet this deadline is a criminal offence.
- All Councillors must complete Code of Conduct training within 6 months of taking office. For those elected in May 2025 the deadline is 5th November. The Clerk will check whether this is a legal requirement.

**Councillors Portfolio Review.**

**5.25/15:**

This was deferred until the next meeting.

The Clerk will obtain the log in details etc from the previous Councillor for the defibrillator or request that they be sent to Cllr B Harper. Training in the use of a defibrillator will be looked into.

Cllr B Harper will try to attend the next Community Area Partnership Meeting.

**Annual Accounts.**

**5.25/16:**

The annual accounts were circulated and noted. They will be published on the website.

**Audit 2024/25.**

**5.25/17:**

This authority certifies that the Parish Council is exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

**a) Internal Audit Update.**

The Internal Audit Report was circulated and noted.

**b) Section 1 – Approve 2024/2025 Annual Governance Statement.**

The statement was reviewed and unanimously approved.

**c) Section 2 – Approve 2024/2025 Accounting Statements.**

The Councillors considered and approved the accounts. The Chair, Cllr B Harper, signed the accounts.

**d) Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return**

The Clerk announced the exercise of public rights commences on 3<sup>rd</sup> June until 14<sup>th</sup> July.

Signed: \_\_\_\_\_ Chairman. 16/06/2025

### **e) Certificate of Exemption.**

North Tamerton Parish Council certifies that they satisfy the conditions of an exemption. The Clerk and the Chair, Cllr B Harper, signed the exemption.

The Clerk will submit the exemption to the external auditor and publish the documents on the website.

### **CALC Membership.**

#### **5.25/18:**

The Councillors unanimously agreed to cease membership with the Cornwall Association of Local Councils.

### **Asset Register.**

#### **5.25/19:**

The asset register was reviewed. The land owned by the Council is not listed therefore the Clerk will add these. The Shooting Cup is with North Petherwin, as they won the Parish Shoot. The Clerk will request its return by next Autumn.

### **Insurance renewal.**

#### **5.25/20:**

The renewal cost is £214. The Clerk will contact the insurance company to investigate as to what is actually covered.

### **Community Benefit Fund (CBF) Review.**

#### **5.25/21:**

The s.106 agreement concerning what projects the CBF could be used for was found. Cllr B Harper received legal advice on the s106 agreement. The Councillors met and reviewed the previous policy, the s106 agreement, the suggested new draft and drafted a new CBF policy. It was unanimously agreed to adopt the drafted policy.

Cllr S Harper proposed that the original application form be used for applications. Cllr B Harper seconded. Unanimous.

The Clerk will upload the policy and the application form to the website.

### **Finance & Legislation.**

#### **5.25/22:**

- a) Ratification of payments totalling £1,000.38 as per April - May schedule minus the CALC membership; plus £9.72 stationary invoice. It was unanimously resolved to ratify the payments.
- b) To note Bank reconciliations at 1/05/25 of £6,583.53 and £28,348.32.
- c) To note Income & Bank Balances as per the schedule and reconciliations.

### **Public Participation.**

#### **5.25/22a:**

A member of the Hall Committee asked whether a member of the Council will represent the Council on the Hall Committee. Not at this time but this will be revisited when the Council has more members.

A member of the public asked whether the defibrillation training will be open to all. This will be open to all parishioners.

A member of the public stated that there are acoustics issues in the Hall.

A member of the public asked whether requests for suggestions for CBF spending will be put in the Tamerton Times. Yes.

### **Urgent Matters raised with the Chairman since the Agenda was published.**

#### **5.25/23:**

None.

Signed: \_\_\_\_\_ Chairman. 16/06/2025

**Date of next meeting and note items from Councillors for the Agenda.**

**5.25/24:**

16<sup>th</sup> June 2025 @ 7.30pm

Meeting Dates

Standing Orders

Roads

Insurance

Use of facilities and foot traffic

Defibrillator

Information Board

Meeting closed at 8.45pm

**PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960 S1(2) & S1(6)**

During the meeting it may arise that publicity would be prejudicial to the public interest by reason of the confidential or special nature of the business to be transacted and the press and public will be instructed to withdraw.

When this arises, the Chair will recommend to consider passing the following resolution: "to resolve that in view of the confidential or special nature of the business to be discussed, the public are excluded and instructed to withdraw."

Signed: \_\_\_\_\_Chairman. 16/06/2025