



CALSTOCK PARISH COUNCIL

Miss Sue Lemon

Clerk to the Council

Tamar Valley Centre

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Drakewalls

Gunnislake

Cornwall

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Wednesday 10 May 2017

Dear Member

You are summoned to the **Annual Meeting** of Calstock Parish Council which will be held on **Wednesday 17 May 2017** in the Tamar Valley Centre at 7.00pm.

Yours sincerely

SJ Lemon

Clerk

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.

A G E N D A

1. Election of Chair/Vice Chair for 2017/2018
2. Declaration of acceptance of office/Register of Interest*
3. Apologies
4. Declarations of members' interests in agenda items
5. Public participation (limited to 15 minutes)
6. Feedback on Parish Council Elections from Clerk's Office
7. Approve Minutes of last meeting 12 April 2017*
8. Note minutes and associated actions, recommendations and expenditure of Committee Meetings*:
 - Planning Committee – 05-04-17, 19-04-17 & 03-05-17
 - Cemetery Chapel Project Team – 12-04-17 & 26-04-17



- Amenities Committee – 05-04-17

9. Matters Arising:

- Action List*
- Toilets Update
- Neighbourhood Plan Update
- 5-day Planning Update - PA17/02547

10. Councillor Attendance*

11. Appointment of members to all committees*

12. Appointment of Chairman to Existing/New Committees (and Vice Chair if necessary) Burial, Footpaths, Recreation, Planning, Amenities, and F&GPP

13. Review of the terms of reference for committees

14. Review of representation on or work with external bodies and arrangements for reporting back*

15. Confirmation of arrangements of insurance cover in respect of all insured risks and approval of Insurance Renewal Policy

16. Annual insurance premium to be approved – 3 year deal with Zurich

17. Instruct F&GPP to review the following points and make recommendations on each to the Council:

- Review of delegation arrangements to committees, sub-committees, staff and other local authorities
- Review and adoption of appropriate standing orders and financial regulations
- Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities
- Review of inventory of land and assets including buildings and office equipment
- Review of the council's and/or staff subscriptions to other bodies
- Review of the council's complaints procedure
- Review of the council's procedures for handling request made under the Freedom of Information Act 2000 and the Data Protection Act 1998
- Review of the council's policy for dealing with the press/media

18. Determine the time and place of ordinary meetings of the full council up to and including the next annual meeting*

19. Approval of the Annual Governance Statement

20. Certify that the year ended 31 March 2017 accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure

21. Police report

22. New Correspondence



- Harrowbarrow and Metherell Community Association
 - Gunnislake Public Hall – Cornwall Council
 - Devolution Fund – agreed and paid
 - Request for funding from Calstock Footpath Association (£250)
 - Request re Tamar Way footpath
23. Pop Up shop in Calstock – Fran Walker, Parishioner
 24. Recommendation from Neighbourhood Plan Committee that the Council approves the proposed budget to produce the plan and moves the £25,000 from its earmark reserves to the Committee budget and adds an additional £5,000 to the budget from this year's accounts to act as contingency
 25. Recommendation from Amenities that after May 24th, 2017 the Council provides 4 free moorings on the river for use by visiting vessels with a maximum stay of 24 hours at a cost of £750 per mooring in the first year and £250 per mooring in subsequent years. An invitation has been issued to the boatyard to provide the council with a presentation at the next meeting.
 26. Fosters' Field update
 27. 5 Day Planning Consultation (standing item): PA17 02735 (Handel Wood) – Cornwall Council refuse the application
 27. General Power of Competence: "The Council resolves from 18 May 2017, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 No. 965, to adopt the General Power of Competence".
 28. Cornwall Council report
 29. Accounts
 30. Reports from members representing the Council on the Committees or at meetings of other organisations
 31. Dates of Future Committee Meetings – Planning Committee Meeting 24 May 7pm and Co-option Meeting after Planning
 32. Urgent Information

Part 2 – If required

After resolution to exclude the Press and Public to consider items which the Council considers being of a confidential nature

*Indicates information enclosed

#Information is available on Councillor Website

Please note: anyone participating in the meeting may be filmed, recorded, photographed or otherwise reported about.