

**Quethiock Parish Council**  
**Minutes of the Annual General Meeting held on 15<sup>th</sup> May 2023**  
**at Quethiock Parish Hall at 7.00pm**

**Present:** Councillors: John Blatchford ( Chair ), Chris Healey, Tim Lynch, Steve Hobbs, Vic Welch, Nigel Gaskell and Alison Jeffrey. Clerk: Matthew Wald.

**Apologies:** None

**1. Declarations of Interest:** Alison Jeffrey – re parish hall

**2. Appointment of Officers:** The following were elected unanimously:

Chairman: John Blatchford ( proposed Cllr Welch, seconded Cllr Jeffrey )  
Vice Chairman: Chris Healey ( proposed Cllr Lynch, seconded Cllr Gaskell )  
Responsible Financial Officer: Matthew Wald ( proposed Cllr Hobbs, seconded Cllr Welch )

**3. Minutes of meeting on 3<sup>rd</sup> April 2023**

The Council approved the draft minutes of the previous meeting ( proposed Cllr Healey, seconded Cllr Lynch )

**4. Matters Arising from meeting of 3<sup>rd</sup> April 2023**

**4.1 Defibrillator in Trehunist:** Cllr Welch reported that he has lined up an electrician and installation outside the Stonemans is feasible. The electrician advises that work on setting up the connection and installing the equipment is best dealt with simultaneously. The Clerk reported that he has written to CHT asking to cancel and refund installation by their electrician. The Chairman asked that he double check that we have not also cancelled the cabinet and that he cabinet is suitable for external use.

**4.2 Refurbishing telephone box in Quethiock:** The Clerk and Cllr Gaskell will sort this out.

**4.3 New Litter bin for Quethiock and fly-tipping signs:** The Clerk reported that these are on order.

**5. Planning:**

There were no applications.

**6. Financial:**

**6.1** The Clerk circulated a summary of the current balances ( attached, Appendix 1 ). He has now received the first 50% instalment of the precept. He expects a Community Benefit sum of c. £4-4.5k in June. Otherwise, there was nothing notable to report.

**7. Accounts, Annual Governance and Accountability Return, etc**

**7.1** The Council considered and approved the March 2023 Risk Assessment, and the 2022-23 Accounts, Audit Report, draft Annual Governance Statement, Accounting Statement, and Certificate of Exemption from Limited Assurance Review for the purposes of the 2022-23 Annual Governance and Accountability Return previously circulated by the Clerk ( proposed Cllr Hobbs, seconded Cllr Jeffrey ).

7.2 Cllr Hobbs drew attention to the description of payment authorisation procedures for STOs and DDs at p.9 of the Internal Auditors' Report, which contained certain inaccuracies. The Clerk will advise the auditors so this can be corrected. The Council discussed the current controls on payments, which require the involvement of the Clerk and two signatories, and considered that they are effective and proportionate.

## **8. Village Hall:**

8.1 Cllr Jeffrey reported that the Hall Committee currently has about £7,600 in hand. The recent Coronation events had been successful despite the weather, and funds had been raised for the PTA, Church and Hall. The Hall is receiving an increasing number of party bookings, and the Hall and School will be holding summer fairs. .

8.2 The revised draft Management Agreement approved at the previous meeting and circulated by the Clerk prior to the meeting was approved and he was authorised to sign and exchange it.

## **9. Community Benefit Fund:**

9.1 Cllr Jeffrey proposed that the Council acquire a further 25-30 odd wooden folding chairs and some further folding tables suitable for use at events outside. The Council approved expenditure on this up to £1,000. Cllr Jeffrey will look into what is available and liaise with the clerk about it. ( proposed Cllr Gaskell,,seconded Cllr Welch ) [ *Subsequently 22 chairs and 4 tables obtained at total cost £498.18* ].

## **10. Public Participation:**

No members of the public were present.

## **11. Any other business**

11.1: Blunts Car Park: The Chairman mentioned the redundant village hall site adjacent to Blunts Car Park. He and his wife have been keeping it as a garden. It was he thinks gifted to the Parish Council many years ago. They are concerned that its long term future should be established. He will provide the Clerk with the relevant documentation ( such as it is ) so he can consider what should be done.

11.2 Community Area Partnerships: There was a discussion about the new "Community Area Partnerships". The following points emerged:

- (a) While there is some scepticism about their likely effectiveness, there was a general feeling that the Council should get involved and see what could be achieved;
- (b) The Chairman, Cllr Gaskell and the Clerk were nominated as potential representatives to attend meetings;
- (c) The CAP has asked "what are our top three priorities ?". The Council identified the following:
  - (i) Maintenance etc of roads and other public rights of way
  - (ii) The difficulty in "getting things done" due to communication problems and the frequently poor quality of repairs
  - (iii) How to find a way round costs constraints which are frequently behind the

above problems.

11.3 First Aid Courses: Cllr Jeffrey reported that Richard Pyshorn is willing to run a ( free ) first aid course.

11.4 Footpath cutting: Cllr Jeffrey reminded the Clerk that this should be dealt with soon.

**There being no other business, the meeting concluded at about 8.50 pm.**

**Next meeting: Monday 17<sup>th</sup> July 2023 at 7pm, in the Parish Hall.**

Signed Chairman.....Dated.....

#### **Appendix 1 – Financial Position for Meeting 15<sup>th</sup> May 2023**

1. The **current cash position** is as follows:

|  |   |
|--|---|
| <b><u>i. Business Bank Instant account:</u></b>                | <b>£ 10,024.69</b> as at 11 <sup>th</sup> April 2023<br>( plus £6.34 interest monthly ) |
| <b><u>ii. Treasurer's ( current ) account:</u></b>             | <b>£15,554.54</b> as at 11 <sup>th</sup> April 2023                                     |
| <u>Less cheques drawn but<br/>unpaid and STOs due May 2023</u> | £(390.78)   |
| <u>Net</u>   | <b>£15,945.32</b>   |
| <b><u>iii. Community Benefit Account:</u></b>                  | <b>£3,675.66</b>  |
| ( of which unallocated: £3125.66 )                             |   |
| <b><u>Total available:</u></b>                                 | <b><u>£29,645.67</u></b>  |

**iv. Further income:** The first 50% instalment of the precept ( £4,564.63 ) has now been received. Last year's LMP payment £604 is still awaited.