



**A-barth Onan Hag Oll! Representing One and All**

## **REPORTS FOR APRIL 2023 MEETING**

**SEG Report to SPC 18-4-2023**

**Electric Vehicle event at Stithians Showground.**

There is an EV event planned for the Stithians Showground on 27<sup>th</sup> May. I have been asked if I would share my EV experience with attendees and if I know of anyone else who would also like to share their experience. Phil has said he would help with this.

Cornwall Council's Sarah Shoraka (Drive EV2 Project Officer) has also asked if SEG would like to tell people about other green initiatives happening in Stithians including the Heat the Streets project. I have suggested to Sarah that Kensa Utilities might be interested in having a stand in the marquee and have asked KU if they would like to do this. I think it could be another great opportunity to promote KU's initiative to reduce the upfront cost of ground source heat pumps. I'm waiting on replies from both KU and Sarah.

**Heat the Streets**

I'm trying to find more people that would be interested in the visit arranged for 20<sup>th</sup> April for Jonathan Watson and colleague from Bishop Stanton (Devon) to see HtS project etc. Dave Brown (Kensa Utilities) has said they will have someone available but because the drillers are ahead of schedule, will not know if viewing drilling will be possible until the week before.

**Community car**

The car was supposed to be out on loan for another two-month period but so far, the car has sat at home waiting to be collected. When the car was returned last time, I thought the range was beginning to drop off, and I'm sure to a certain extent it is, but when I checked the tyre pressures all four tyres were down by 20%. This would have made a significant difference to the range. However, I still think using the car as a community car is no longer practical.

**Public EV charge point**

Considering our disappointing response from Cornwall Council regarding an on-street EV charge point (ie. The contract between SWARCO and CC) my thought was that we might have to look at installing in the rugby field car park again. However, then Jane sent out Cornwall Council's Town and Parish Council Newsletter and in it there is *information about grants for Town and Parish Councils to install their own charge points. See [UK Government's On-Street Residential Charge point Scheme guidance](#). In this link it says Local authorities have a crucial role to play in enabling the transition to EVs in their areas, including:*

- *proactively supporting and delivering the rollout of electric vehicle chargepoints*
- *helping to ensure the transition is integrated into wider local transport and community needs.*

We, Stithians, are way ahead of this with funding and installer ready to go. Maybe we should ask for a meeting with Cornwall Council to clarify why we can't go ahead.





## **Clerk's Report for Meeting on 18<sup>th</sup> April 2023**

### **10.1 Final Accounts for 2022/23**

#### **Summary of Decisions Required (Details in report):**

- 1. To approve the final accounts for the 2022/23 Financial Year as detailed in the report.**
- 2. To approve the allocation of the remaining budget of £5,608.46 from 2022/23 to the Pavilion Replacement Fund.**

#### **Report:**

##### **Final Accounts for 2022/23:**

As Members are aware, it is normal practice to report the Council's current financial position at this point on the agenda. In April, however, the final accounts for the previous financial year take precedence. I can confirm that we have received the first instalment of the Precept for 2023/24 and that there are sufficient funds in the account to pay the invoices presented for authorisation at Item 17.

The following financial Reports, as of 31<sup>st</sup> March 2023 are attached:

Bank Reconciliation  
Summary Report  
Reserve Balance  
Asset Register  
PWL B Balance  
Calculation of Interest for year 22/23

These reports have been submitted to the internal auditor, the audit will be concluded after the date of this meeting, therefore his report will be considered at the May meeting.

#### **Allocation of Outstanding Funds from 22/23:**

The Expenditure Budget was £1,130.65 underspent and Income Budget showed an excess of £4,858.86 the total being £5,989.61, which transfers into the General Fund, this now stands at £44,910.19. Earmarked Reserves account for a further £146,368.08.

Once the Interest payments detailed in the attached report have been allocated to the relevant reserves it will leave a balance of £5,608.46. Under Minute 06/03/13(2), it was resolved that any underspend should be transferred to the Pavilion Replacement Fund, whilst last year Members resolved to allocate the funds to the Playing Field Development Reserve, given the substantial investment in the Playing Field in 22/23, I would propose that this year it is allocated to the Pavilion Replacement Reserve, this would bring the reserve up to £55,053.21, with an additional allocation of £8,000 from the 23/24 Budget – the total would stand at: £63,053.21.

## **AGENDA ITEM 10.1 & 10.3**

Copies of the Asset Register and a Statement of the various PWLB Loans are attached to this report.

As Members have previously been made aware, the total value of the Council's assets for audit purposes does not change year on year unless an asset is either disposed of or acquired. This year, Members will observe that there is an overall increase following the acquisition of the benches & picnic tables, a figure of £1.00 has been added in relation to Gribbas Corner.

If Members have any queries on the final accounts, please advise me of them prior to the meeting so that I can prepare a suitable response.

**10.2: Consider response to Cornwall Council Public Spaces Protection Order (Alcohol Consumption in Designated Public Spaces).** - Full Report for consideration attached.

### **10.3: Neighbourhood Development Plan**

#### **Decision Required:**

**To resolve whether or not to proceed with the preparation of a Neighbourhood Development Plan.**

#### **Report:**

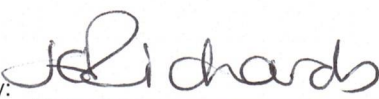
Members may recall that there have been a number of discussions regarding the production of a Neighbourhood Development Plan. A Steering Group was formalised in 2017 and initial consultation and reports prepared, no formal meetings have been held since July 2020.

J E Richards:

**Clerk / RFO,  
6<sup>th</sup> April 2023**



# Stithians Parish Council

Prepared by:   
 Name and Role (Clerk/RFO etc)

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
 Name and Role (RFO/Chair of Finance etc)

Date: \_\_\_\_\_

<b>Bank Reconciliation at 31/03/2023</b>			
<b>A</b>	Cash in Hand 01/04/2022		189,054.58
	<b>ADD</b> Receipts 01/04/2022 - 31/03/2023		128,725.75
	<b>SUBTRACT</b> Payments 01/04/2022 - 31/03/2023		317,780.33
			126,502.06
	<b>Cash in Hand 31/03/2023</b> (per Cash Book)		<b>191,278.27</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 31/03/2023	0.00	
	Lloyds Instant 31/03/2023	189,389.66	
	Lloyds Current Account (Treasurer: 31/03/2023	1,888.61	
			<b>191,278.27</b>
	Less unrepresented payments		
			191,278.27
	Plus unrepresented receipts		
	<b>Adjusted Bank Balance</b>		<b>191,278.27</b>
<b>A = B Checks out OK</b>			

**Stithians Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

13 April 2023 (2022-2023)

**Ear Marked Reserves**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
								+/- Under/over spend
3	Playing Field - Rugby Club (MOL	825.18	817.63	-7.55				-7.55 (-0%)
8	CIL		802.02	802.02				802.02 (N/A)
81	Hire of Tennis Court	150.00	474.00	324.00				324.00 (216%)
82	Bowling Club - Use of Field (MO	275.00	275.00					(0%)
93	Computer & IT							(N/A)
94	Purchase equipment authorised							(N/A)
95	Playing Field Maintenance							(N/A)
96	Donations to Playing Field Devel							(N/A)
97	Authorised expenditure from Inst							(N/A)
100	Election Costs 21/22					8,040.68	-8,040.68	-8,040.68 (N/A)
110	Donations / Resources for QPJ		2,616.64	2,616.64		1,876.70	-1,876.70	739.94 (N/A)
112	Pavilion Replacement					728.33	-728.33	-728.33 (N/A)
113	Scarecrow Festival		1,002.66	1,002.66		1,002.66	-1,002.66	(N/A)
115	Playing Field Footpath 2022					16,615.90	-16,615.90	-16,615.90 (N/A)
116	Benches & Tables for Parish		4,807.00	4,807.00		4,807.00	-4,807.00	(N/A)
118	Enhanced LMP		14,915.00	14,915.00		11,495.00	-11,495.00	3,420.00 (N/A)
119	Donations for Play Equipment		175.00	175.00				175.00 (N/A)
SUB TOTAL		1,250.18	25,884.95	24,634.77		44,566.27	-44,566.27	-19,931.50 (-1594%)

**Environment Maintenance Coi**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
								+/- Under/over spend
10	EMC Highway Verge Maintenan				1,478.22	1,478.16	0.06	0.06 (0%)
11	EMC Litter Clearance				1,855.80	1,855.80		(0%)
12	EMC Haverigg Cemetery Mainte				633.52	633.48	0.04	0.04 (0%)
13	EMC Lower Churchyard Mainte				950.28	950.28		(0%)
14	EMC Closed Churchyard Mainte				1,161.45	1,161.48	-0.03	-0.03 (0%)
15	EMC Meadowsid Cemetery Ma				2,099.30	2,133.41	-34.11	-34.11 (-1%)
20	EMC Toilet Cleaning				2,577.50	2,577.48	0.02	0.02 (0%)
25	EMC Footpath Maintenance				2,428.49	2,428.44	0.05	0.05 (0%)
29	EMC Longdowns Bus Shelter Cl				316.76	316.80	-0.04	-0.04 (-0%)
31	EMC Crelow Fields Caretaking				580.73	580.68	0.05	0.05 (0%)
32	EMC Crelow Fields Grass Cutti				580.73	580.68	0.05	0.05 (0%)
33	EMC Crelow Fields Hedge Trim				369.55	369.60	-0.05	-0.05 (-0%)
34	EMC Weed Treatment				475.14	475.20	-0.06	-0.06 (-0%)
35	EMC Cleaning of Notice Boards				103.10	103.08	0.02	0.02 (0%)
66	EMC Maintenance of Speed Sigi				622.93	622.92	0.01	0.01 (0%)
67	EMC Playing Field Grass Cutting				4,132.10	4,132.32	-0.22	-0.22 (-0%)
68	EMC Playing Field Hedge Trimm				527.93	527.88	0.05	0.05 (0%)
69	EMC Playing Field Caretaker				7,813.41	7,693.44	119.97	119.97 (1%)
SUB TOTAL					28,706.94	28,621.13	85.81	85.81 (0%)

**Environment, Highways & Foc**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
								+/- Under/over spend



# Stithians Parish Council

## Summary of Receipts and Payments

13 April 2023 (2022-2023)

All Cost Centres and Codes

16 Meadows Cemetery Maintenance	500.00	260.00	240.00	240.00 (48%)
18 Meadows Cemetery NNDR	800.00		800.00	800.00 (100%)
19 Water Supply Cemetery	100.00	208.78	-108.78	-108.78 (-108%)
21 Litter Clearance Materials	100.00	23.99	76.01	76.01 (76%)
22 NNDR Toilets	400.00		400.00	400.00 (100%)
23 Toilets - Electricity	450.00	298.72	151.28	151.28 (33%)
24 Water & Sewage Toilets	450.00	244.19	205.81	205.81 (45%)
26 Toilet Repairs & Maintenance	500.00	455.85	44.15	44.15 (8%)
27 Village Green Status Costs	300.00		300.00	300.00 (100%)
28 Emergency Plan	300.00		300.00	300.00 (100%)
30 Bus Shelter Repairs & Maintenance	700.00	203.29	496.71	496.71 (70%)
36 Maintenance of Grit Bins	500.00	56.26	443.74	443.74 (88%)
65 Extra Footpath Maintenance & W	600.00	71.00	529.00	529.00 (88%)
90 General Maintenance		42.47	-42.47	-42.47 (N/A)
91 Preparing Cremation Plots	200.00		200.00	200.00 (100%)
104 Toilet Cleaning Materials	300.00	252.30	47.70	47.70 (15%)
105 Maintenance of Noticeboards - N	100.00	100.00		(0%)
106 Maintenance of MSAS - Material	100.00	85.84	14.16	14.16 (14%)
114 War Memorial		900.00	-900.00	-900.00 (N/A)
<b>SUB TOTAL</b>	<b>6,400.00</b>	<b>3,202.69</b>	<b>3,197.31</b>	<b>3,197.31 (49%)</b>

## Finance & Administration

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
37	Grants & Donations				300.00	400.00	-100.00	-100.00 (-33%)
38	Grant to MVRG				100.00	100.00		(0%)
39	Public Relations				200.00	50.00	150.00	150.00 (75%)
40	Spotlight				500.00	160.98	339.02	339.02 (67%)
41	Website Maintenance				1,210.00	1,185.00	25.00	25.00 (2%)
42	Cemetery Admin System				348.00	348.00		(0%)
43	Hall Hire Stithians Centre				550.00	420.00	130.00	130.00 (23%)
44	Election Expenses							(N/A)
50	Admin Expenses				700.00	1,164.18	-464.18	-464.18 (-66%)
51	PAYE Support & Maintenance							(N/A)
52	CALC / NALC Subscription				571.00	570.44	0.56	0.56 (0%)
53	SLCC Subscription				300.00	278.66	21.34	21.34 (7%)
54	ICCM Membership				100.00	95.00	5.00	5.00 (5%)
55	Data Protection Fee				50.00	35.00	15.00	15.00 (30%)
56	Internal Audit Fees				420.00	441.00	-21.00	-21.00 (-5%)
57	External Audit Fees				400.00	400.00		(0%)
58	Chairman's Allowance				100.00	100.00		(0%)
59	Subsistence & Travel for Membe				100.00		100.00	100.00 (100%)
60	Insurance				2,700.00	3,050.85	-350.85	-350.85 (-12%)
61	Training Staff & Councillors				440.00		440.00	440.00 (100%)
62	Neighborhood Development Plan				500.00		500.00	500.00 (100%)
63	Contingency Fund				500.00	529.12	-29.12	-29.12 (-5%)
101	SCRIBE Accounting Annual Mair				564.00	564.00		(0%)
102	Field In Trust Membership					65.00	-65.00	-65.00 (N/A)
109	NALC Subscription				129.00	128.53	0.47	0.47 (0%)
117	Clerks Working from Home Allow					156.00	-156.00	-156.00 (N/A)
120	Postage					38.00	-38.00	-38.00 (N/A)

# Stithians Parish Council

## Summary of Receipts and Payments

13 April 2023 (2022-2023)

All Cost Centres and Codes

<b>SUB TOTAL</b>							
				10,782.00	10,279.76	502.24	502.24 (4%)

### General Reserve

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
99 Dog Fouling Campaign							(N/A)
111 Queens Platinum Jubilee Event							(N/A)
<b>SUB TOTAL</b>							(N/A)

### INCOME

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Precept	79,500.00	79,500.00					(0%)
2 Cemetery Fee's	2,200.00	6,150.00	3,950.00				3,950.00 (179%)
4 PCC	791.64	791.90	0.26				0.26 (0%)
5 Toilet Rent (Wellness Hut)	1,800.00	1,800.00					(0%)
6 Bank Interest	30.00	381.15	351.15				351.15 (1170%)
7 LMP	2,852.41	2,973.69	121.28				121.28 (4%)
9 Council Tax Support Grant (CTS	830.38	830.83	0.45				0.45 (0%)
83 CC Closed Churchyard Maintena	571.60	595.66	24.06				24.06 (4%)
84 Wayleaves	28.00	29.45	1.45				1.45 (5%)
85 Electricity Charges for Tennant	300.00	394.21	94.21		95.49	-95.49	-1.28 (-0%)
86 Playing Field							(N/A)
87 Donations to Council							(N/A)
89 VAT Claim							(N/A)
92 Administration & Finance		2,010.95	2,010.95				2,010.95 (N/A)
<b>SUB TOTAL</b>	<b>88,904.03</b>	<b>95,457.84</b>	<b>6,553.81</b>		<b>95.49</b>	<b>-95.49</b>	<b>6,458.32 (7%)</b>

### Planning

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
107 Planning Travelling & Subsistence				50.00		50.00	50.00 (100%)
108 Planning Training / Seminars				100.00		100.00	100.00 (100%)
<b>SUB TOTAL</b>				<b>150.00</b>		<b>150.00</b>	<b>150.00 (100%)</b>

### Playing Field

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70 Water Playing Field (Bowling Clu				300.00	-14.96	314.96	314.96 (104%)
71 General Maintenance Expenses				1,800.00	4,273.67	-2,473.67	-2,473.67 (-137%)
72 Annual Staining / Painting of Eq				750.00		750.00	750.00 (100%)
73 Lease from Glebe				750.00	600.00	150.00	150.00 (20%)
74 Annual Safety Inspection				240.00	200.00	40.00	40.00 (16%)
75 Electricity for Footpath Lighting				300.00	265.84	34.16	34.16 (11%)



**Stithians Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

13 April 2023 (2022-2023)

80 Signage				200.00	57.29	142.71	142.71 (71%)
<b>SUB TOTAL</b>				<b>4,340.00</b>	<b>5,381.84</b>	<b>-1,041.84</b>	<b>-1,041.84 (-24%)</b>

**Playing Field Development Projects**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
76	PWLB Loan 1 New Playing Field				2,290.64	2,290.46	0.18	0.18 (0%)
77	PWLB Loan 2 New Playing Field				1,389.26	1,389.26		(0%)
<b>SUB TOTAL</b>					<b>3,679.90</b>	<b>3,679.72</b>	<b>0.18</b>	<b>0.18 (0%)</b>

**Staff Costs**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
45	Clerks Salary NETT				15,500.00	16,321.97	-821.97	-821.97 (-5%)
46	Clerks HMRC Employer				1,100.00	1,561.62	-461.62	-461.62 (-41%)
48	Clerk HMRC Employee				3,500.00	3,582.31	-82.31	-82.31 (-2%)
49	Clerks Pension ERs Contributor							(N/A)
<b>SUB TOTAL</b>					<b>20,100.00</b>	<b>21,465.90</b>	<b>-1,365.90</b>	<b>-1,365.90 (-6%)</b>

**Stithians Centre Development**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
78	PWLB Loan 3 Stithians Centre				1,566.72	1,566.72		(0%)
79	PWLB Loan 4 Stithians Centre				1,566.74	1,566.74		(0%)
<b>SUB TOTAL</b>					<b>3,133.46</b>	<b>3,133.46</b>		<b>(0%)</b>

**Summary**

<b>NET TOTAL</b>	<b>90,154.21</b>	<b>121,342.79</b>	<b>31,188.58</b>	<b>77,292.30</b>	<b>120,426.26</b>	<b>-43,133.96</b>	<b>-11,945.38 (-7%)</b>
<b>V.A.T.</b>		<b>7,382.96</b>			<b>6,075.80</b>		
<b>GROSS TOTAL</b>		<b>128,725.75</b>			<b>126,502.06</b>		

**Stithians Parish Council**  
**Reserves Balance up to 31st Mar 2023**  
**2022-2023**

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
Playing Field Development	34,962.02	11,407.44	16,615.90		29,753.56
Tennis Court Fencing	6,816.27	2,000.00			8,816.27
Pavilion Replacement	45,167.05	5,006.03	728.33		49,444.75
Legacies	10,572.37				10,572.37
Clerks Gratuity					0.00
Computer Fund	158.50	-158.50			0.00
Community Fund	424.42				424.42
Institute Fund	39,875.12	-9,000.00	8,040.68		22,834.44
Longdowns Play Area	7,500.00	1,000.00			8,500.00
Contested By-Election	3,245.00				3,245.00
Fingerposts	1,120.00				1,120.00
Monies Held for Lantern Parade	139.18				139.18
CIL Receipts	55.80			802.02	857.82
Water Pump Plaques	139.50	-139.50			0.00
QPJ Event 2022		-739.94	1,876.70	2,616.64	0.00
Donations for Play Equipment A		7,065.27		175.00	7,240.27
Scarecrow Festival			1,002.66	1,002.66	0.00
Benches for Parish			4,807.00	4,807.00	0.00
Enhanced LMP			11,495.00	14,915.00	3,420.00
<b>Total Earmarked</b>	<b>150,175.23</b>	<b>16,440.80</b>	<b>44,566.27</b>	<b>24,318.32</b>	<b>146,368.08</b>
<b>TOTAL RESERVE</b>	<b>150,175.23</b>	<b>16,440.80</b>	<b>44,566.27</b>	<b>24,318.32</b>	<b>146,368.08</b>
<b>GENERAL FUND</b>					44,910.19
<b>TOTAL FUNDS</b>					191,278.27



Stithians Parish Council						
Fixed Assets and Long Term Investments						
Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity
Charges						
Environment, Highways & Footpaths						
Crellow Fields Amenity Area	20/10/2016	1.00	1.00			
Accessories for MSAS	25/01/2022	82.50	82.50			
Meadowside Cemetery	23/09/2016	15,600.00	15,600.00			
Baby Changing Unit	08/04/2022	132.82				
Memorial Seat	2018	850.00	850.00	Church Corner		
Public Conveniences	01/04/2006	1.00	1.00	Church Road		
Grit Bins	16/12/2021	62.89	62.89	Costcutter		
Picnic Bench	March 2020	400.00	400.00	Crellow Fields		
Notice Board - Crellow Lane	2017	2,351.00	2,351.00	Crellow Lane		
Bus Shelter	2007	5,000.00	5,000.00	Crellow Lane / New Roac		
Bus Shelter	2008	8,500.00	8,500.00	Foundry Hill		
Memorial Seat	2005	400.00	400.00	Foundry Hill		
Benches at Gribbas Corner		700.00	700.00	Gribbas Corner		
Gribbas Corner	01/03/2023	1.00		Gribbas Corner		
Bus Shelter	2008	1,000.00	1,000.00	Longdowns		
Noticeboards	17/03/2022	462.08		Longdowns		
Bus Shelter	2006	2,000.00	2,000.00	Longdowns		
Memorial Seat	2019	800.00	800.00	Meadowside Cemetery		
Memorial Seat	2012	900.00	900.00	New Road		
Pressure Washer	16/05/2021	979.00	979.00	Playing Field		
Notice Board Stithians Centre	2009	500.00	500.00	Stithians Centre		
Mobile Speed Activation Sign	2019	1,900.00	1,900.00	Various -moved regularly		
		42,623.29	42,027.39			
Finance & Administration						
Chairman's Chain of Office	2002	1,273.00	1,273.00			
Printer / Copies / Scanner	04/03/2021	270.00	270.00	Clerk's Office		

Stithians Parish Council

Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
2 drawer filing cabinet	2003	80.00	80.00	Clerk's Office			
New Laptop	04/01/2023	529.12	529.12	Clerk's Office			
4 drawer filing cabinet	March 2021			Clerks Office			
		2,152.12	2,152.12				
Playing Field							
Purchase of Chain Harrow	27/04/2022	206.17					
Bench (Recycled Plastic)	12/10/22	505.00	505.00	Bus Stop (Opposite Spa :			
Picnic Bench	2020	400.00	400.00	Crellow Fields Amenity Ai			
Zip Wire	2019	5,800.00	5,800.00	Playing Field			
Youth Shelter	2013	10,000.00	10,000.00	Playing Field			
Storage Container	2020	1,850.00	1,850.00	Playing Field			
Old Playing Field		50,000.00	50,000.00	Playing Field			
Portacabin		5,000.00	5,000.00	Playing Field			
Circular Bench	22/03/2023	3,220.00	3,220.00	Playing Field			
Sports Field Pavilion		75,000.00	75,000.00	Playing Field			
Bowls Pavilion		80,000.00	80,000.00	Playing Field			
Playground Equipment	2000	30,000.00	30,000.00	Playing Field			
Swings	2006	1,500.00	1,500.00	Playing Field			
Toddler Play Area	2019	47,000.00	47,000.00	Playing Field			
Children's Goal Posts	2018	700.00	700.00	Playing Field			
Climbing Frame (Pentagon Play)	2020	6,695.00	6,695.00	Playing Field			
Octagonal Picnic Table (Adult - Recycled Plasti	19/10/2022	820.00	820.00	Playing Field			
Bench (Recycled Plastic)	12/10/22	505.00	505.00	Playing Field			
Octagonal Picnic Table (Child's Recycled Plasti	19/10/2022	730.00	730.00	Playing Field			
Bench (Recycled Plastic)	12/10/22	505.00	505.00	Playing Field			
Notice Board	Nov 2021	510.00	510.00	Playing Field			
Bench (Recycled Plastic)	12/10/22	505.00	505.00	Rugby Field			



Stithians Parish Council						
Fixed Assets and Long Term Investments						
Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity
Bench (Recycled Plastic)	12/10/22	505.00	505.00	Rugby Field		
Notice Board	2021	510.00	510.00	Rugby Field Car Park		
		322,466.17	322,260.00			
Grand Total:		367,241.58	366,439.51			

**CALCULATION OF INTEREST FOR YEAR 2023 - 2024**

**Harold Phillips & Albert Collins Legacies**

Principal	£	10,572.37
Interest Rate	0.07	% As applied to Business Call Account
Term	12	Months
INTEREST	£	7.40

**Remaining Interest to be allocated to Reserve Accounts**

Total Interest Received	£	381.15	<b>Figure Updated from</b> <a href="#">SCRIBE</a>
H Phillips Interest	£	7.40	<a href="#">Credited directly to Playing Field Development Fund</a>
Remaining Intetest	£	373.75	Allocated to Reserves below

Reserve	Balance	Interest	
<a href="#">Playing Field Development Fund</a>	£ 34,962.02	£ 109.80	To be Credited to Playing Field Reserve on 1st April 2023
<a href="#">Pavilion Replacement Fund</a>	£ 45,167.05	£ 141.85	To be Credited to Pavilion Replacement Reserve on 1st April 2023
<a href="#">General Reserve</a>	£ 38,879.35	£ 122.10	To be Credited to General Reserve on 1st April 2023
Total	£ 119,008.42	£ 373.75	

0.00 Check!! If 0, OK!!

**BALANCE TAKEN FROM RESERVE BALANCE REPORT AS 31ST MARCH**



United Kingdom  
Debt Management  
Office

OFFICIAL

T 020 7862 6610  
E [pwlb@dmo.gov.uk](mailto:pwlb@dmo.gov.uk)  
[www.dmo.gov.uk](http://www.dmo.gov.uk)

PWLB lending facility

BALANCE OUTSTANDING AS AT 31 Mar 2023

6 April 2023

STITHIANS PARISH COUNCIL(CORNWALL)

LOAN REFERENCE NUMBER	REPAYMENT DATES	LOAN TYPE	REPAYMENT METHOD	PRINCIPAL BALANCE OUTSTANDING (£)
PW491512	02 Apr - 02 Oct	FIXED	ANNUITY	£4,993.06
PW494365	04 Mar - 04 Sep	FIXED	ANNUITY	£6,891.40
PW488146	02 Apr - 02 Oct	FIXED	ANNUITY	£7,157.75
TOTAL OUTSTANDING BALANCE:				19,042.21
TOTAL NUMBER OF LOANS:				3

This report reflects scheduled transactions only, as such, early or late repayments are not reflected. Please contact [pwlb@dmo.gov.uk](mailto:pwlb@dmo.gov.uk) if you have any queries.





A- barth Onan Hag Oll! Representing One and All

**Cornwall Council Public Spaces Protection Order (Alcohol Consumption in Designated Public Spaces) Proposed renewal of the current order for October 2023.**

**Decisions Required:**

**To consider information supplied and agree responses to the questionnaire supplied.**

**REPORT:**

Cornwall Council has invited Council to comment on the renewal of the county-wide Public Space Protection Order (PSPO) prohibiting street drinking associated with Anti-Social behaviour.

The current PSPO expires on 1<sup>st</sup> October 2023 and they are seeking to renew it for 3 years until 1<sup>st</sup> October 2026. The PSPO gives the police and authorised Officers of the Council powers to confiscate alcohol from a minority of drinkers whose excessive drinking causes problems for others in public spaces.

Details are as follows:

“The county-wide Designated Public Place Order (DPPO) was first introduced in 2010. The purpose of the DPPO was to ensure that the consumption of alcohol in a public place did not cause disorder, nuisance or annoyance to members of the Public.

The 2014 Act automatically transitioned the existing DPPO into a Public Space Protection Order (PSPO) on 20<sup>th</sup> October 2017, and this is required to be reviewed every three years.

**Background**

The PSPO is designed to ensure the law-abiding majority can use and enjoy public spaces without experiencing Anti-Social behaviour. These powers are not intended to disrupt peaceful activities and are used explicitly for addressing nuisance or annoyance associated with the consumption of alcohol in a public place. It is not a criminal offence to consume alcohol within a designated area. An offence is only committed if the individual refuses to comply with an authorised officer's request to stop drinking.

A PSPO cannot be used to restrict the consumption of alcohol where premises are licensed for the supply of alcohol as licensing law already includes safeguards against premises becoming associated with nuisance and Anti-Social behaviour.

The current Order is effective across all locations to which the public have access across the county as per the attached (Annexe 1).

Alcohol related Anti-Social behaviour can quickly escalate and have a significant and lasting impact upon communities. Whilst most residents, visitors or people living and working in the county drink socially and behave responsibly, their right to enjoyment of our public spaces can be threatened by those who behave in Anti-Social manner, The PSPO will allow Police and authorised officers to ask individuals to stop drinking and have their alcoholic drinks confiscated, if they are deemed to be acting antisocially. It is an offence to fail to comply with a request to stop drinking or surrender alcohol including any opened or sealed containers in the area covered by the PSPO.

What about street parties and events in parks?

Events within a public place authorised by a premises license or a Temporary Event Notice (TEN) will be excluded from the Police and authorised council officers PSPO powers.

We are writing to you to seek your views regarding the current Public Spaces Protection Order (Alcohol Consumption in Designated Public Spaces) as we know that local Councils know the issues that affect their localities the most and are well placed to identify how best to respond to local needs.

Cornwall Council would like you to consider the attached questionnaire (Annexe 2) and share any comments that you may have with regard to the existing PSPO, any removal of identified locations or the addition of new locations based on community intelligence linked with Ant-Social behaviour.

Your views are important to us and can be recorded on the attached questionnaire or can be sent direct to: [Antisocialbehaviour@cornwall.gov.uk](mailto:Antisocialbehaviour@cornwall.gov.uk) The closing date for responses is **26<sup>th</sup> May 2023**.

Please ensure that you title your responses **PSPO 2023** so that our team can clearly identify them.

Cornwall Council are proposing to ***“Renew the PSPO under the existing terms”***

Proposals are still at a formative stage (a final decision has not yet been made).

Cornwall Council considers that there is sufficient information put forward in the proposals to allow ‘intelligent consideration’ and that there is adequate time for consideration and response

Conscientious consideration will be given to all the consultation responses before a decision is made”

**Members are requested to consider this information and the responses to the questionnaire attached to this report.**

J E Richards  
Clerk / RFO  
April 2023





**Cornwall Council Public Space Protection Order (Alcohol Consumption in Designated Public Spaces) 2023 - Consultation Feedback Form**

Cornwall Council and its partners welcome your feedback on the proposed renewal of the Public Space Protection Order (PSPO). Please use this form to submit your comments. Please email this form to [Antisocialbehaviour@cornwall.gov.uk](mailto:Antisocialbehaviour@cornwall.gov.uk)

The closing date for responses is 26<sup>th</sup> May 2023.

The details of the PSPO renewal proposal are outlined in The Cornwall Council Public Space Protection Order (Alcohol Consumption in Designated Public Spaces) 2020 which we recommend you read before completing this short survey.

**Privacy Notice**

The data is collected by Cornwall Council as data controller in accordance with the data protection principles contained within the Data Protection Act 2018 and General Data Protection Regulations.

The purpose for collecting the data is to improve the services that Cornwall Council and its partners provide to you. Any personal data collected will not be shared with any third parties. If you have any concerns regarding the processing of your data, then please email: [Antisocialbehaviour@cornwall.gov.uk](mailto:Antisocialbehaviour@cornwall.gov.uk)

Q.1 To what extent do you agree or disagree that the PSPO is effective in managing anti-social behaviour linked to street drinking in your local area?

Very strongly agree	Agree	Neither	Disagree	Very strongly disagree

Q.2 To what extent do you agree or disagree that the areas currently included in the 2020 PSPO are the right areas to be included in the renewal PSPO?



## ANNEXE 2

## Consultation Response Form

Very strongly agree	Agree	Neither	Disagree	Very strongly disagree

Q.3 Have you identified any areas that you would like to add to the proposed PSPO 2023?

Yes	No	Comments (Include new locations here)

Q.4 Have you identified any areas that you would like to remove from the proposed renewal of the PSPO?

Yes	No	Comments (Include the locations here)

Q.5 If you have requested any changes to the proposed PSPO, what impact do you think implementing these changes would have on your local community?

A very positive impact	
A fairly positive impact	
A slightly positive impact	
No impact	
A fairly negative impact	
A slightly negative impact	
A very negative impact	
Don't Know	

Q.6 How concerned are you about anti-social behaviour resulting from street drinking (i.e. drinking in public places) in the area that you live or work?

Very Concerned		Neither		Not at all concerned
5	4	3	2	1

Q.7 Have you witnessed anti-social behaviour that you believe was a result of street drinking (i.e. drinking in public places) in the area that you live or work over the last year?

## ANNEXE 2

## Consultation Response Form

Yes	No	Don't Know

Q.8 If you answered yes to Q7, how often have you witnessed this in the last year?

1-2 times	3-4 times	5 times or more	10 times or more

Q.9 What types of anti-social behaviour have you witnessed in your local area in the last 12 months? (tick all that apply)

Anti-social parking or other vehicle related anti-social behaviour			
Being intimidated or attacked by a stranger			
Being intimidated or attacked by someone that you know			
Doorstep scams and/or illegal trading			
Drug use or dealing			
Groups of people hanging around in a public place			
Noisy neighbours or loud parties			
Harassment			
Verbal Abuse			
Vandalism/Graffiti, Flyposting and other deliberate damage to property or vehicles			
Arson			
People being drunk or rowdy in a public place			
Other		Please specify	

Q.10 Has the anti-social behaviour you have witnessed had a persistent or continuing detrimental effect on the quality of life of people in the local community?

Yes	No	N/A

## ANNEXE 2

## Consultation Response Form

**About You**

What is your sex? Female / Male / Prefer not to say

Is your gender identity the same as the sex you were assigned at birth? Yes / No / Prefer not to say .

Which of the following age bands do you fall into? 11-17 / 18-24 / 25-34 / 35-44 / 45-54 / 55-64 / 65-74 / 75-84 / 85-94 / 95+ / Prefer not to say 24.

Do you consider yourself to have disability? Yes / No / Prefer not to say

If you have answered 'yes', please select the definition/s from the list below that best describes your impairment:

Learning disability or difficulty / Mental health condition / Physical or mobility impairment / Sensory impairment / A long-standing illness or other health condition such as cancer, HIV, diabetes, chronic heart disease or epilepsy / Prefer not to say Information Classification:

Do you look after, or give any help or support to family members, friends, neighbours or others because of either a long-term ill-health, disability or problems related to old age? (do not count anything you do as part of paid employment) Yes / No / Prefer not to say

Which of the following best describes your sexual orientation? Straight or heterosexual / Gay or lesbian / Bisexual / Prefer not to say / Other

How do you describe your religion or belief (if any)? Buddhist / Christian / Hindu / Humanist / Jewish / Pagan / Sikh / None / Prefer not to say

Which of these best describes your ethnic origin? White Cornish / White British / White other / Asian Cornish / Asian British / Asian other / Black Cornish / Black other / Mixed British / Mixed Other / Mixed Cornish

**The person completing this response questionnaire is doing so in what capacity?**

<b>I am a resident of Cornwall</b>	
<b>I work in Cornwall but live out of the county</b>	
<b>I am responding on behalf of a community or voluntary group</b>	
<b>I am responding on behalf of a Town/Parish Council</b>	
<b>I represent or own a business in Cornwall</b>	
<b>Other (Please specify)</b>	

**Thank you for completing this questionnaire.**

Please email this form to:

[Antisocialbehaviour@cornwall.gov.uk](mailto:Antisocialbehaviour@cornwall.gov.uk) and title the email **PSPO 2023**



# **STITHIANS PARISH COUNCIL** **PLANNING APPLICATIONS APRIL 2023 MEETING**

<u>Application No. and Applicant(s)</u>	<u>Address</u>	<u>Proposal</u>	<u>Date Received from Cornwall Council</u>	<u>Date Passed to Planning Portfolio Holder</u>	<u>Stithians Parish Council Recommendation</u>	<u>Date Returned to Cornwall Council/</u>	<u>Date Decision Notification Received from Cornwall Council</u>	<u>Decision of Cornwall Council</u>	<u>Date of Cornwall Council's Decision</u>
PA21/03160 Mr & Mrs N Ferris	Struthal Farm Access to Herniss Farm Herniss	Proposed removal of two static caravans and construction of two 3-bedroomed bungalows with off-road parking and garden amenity area	13/04/21	14/04/21	Supported	21/04/21			
PA22/08047 Mr I Moyle	The Piggery Menerdue Farm	Reinstatement of building shell (former Piggery) to create One Bedroom Residential Dwelling	29/09/22	29/09/22	SUPPORTED	19/10/22	13/04/23	APPROVED	06/04/23
PA22/08705 Mr & Mrs Bosher	West Penhalurick Lancarrow Four Lanes	Conversion and extension of an existing dwelling to form two dwellings.	21/10/22	24/10/22	SUPPORTED	16/11/22			
PA22/08837 Mr N Ferris	Herniss Farm Herniss	Erection of an agricultural building	27/10/22	27/10/22	SUPPORTED	16/11/22			
PA22/09550Kensa Contracting Ltd	Crellow Fields Stithians	Installation of ground source heat array, drilling of no.40 boreholes at maximum depth of 120m and associated works.	04/11/22	06/11/22	SUPPORTED	16/11/22	05/04/23	WITHDRAWN	
PA22/11061 Mr & Mrs K Peart	Redundant Lambing Barn Carnmeor Farm	Demolition of previously approved barn conversion & construction of self-build dwelling & associated works	23/12/22	28/12/22	SUPPORTED	18/01/23			
PA22/09363 Mr N Lake,	The Stone Masons Arms Longdowns	Replace single dwelling house and garage and replace with two semi detached dwellings and parking spaces	09/12/22	28/12/22	NOT SUPPORTED	18/01/23			
PA22/09276 Mr D Hoskins	Land West of Two Acre Farm	Retrospective application for the temporary retention of a static caravan as a rural workers dwelling and 6no. associated pigeon lofts	13/01/2023	16/01/2023	Do not object	18/01/23			
PA23/00110 Feritech Ltd	Feritech Innovation Centre Menerdue Lane	Demolition of existing B1/B8 unit and containers and erection of B1/B8 warehouse together with associated landscaping without compliance of	24/01/23	25/01/23	Supported	22/02/23			

**STITHIANS PARISH COUNCIL  
PLANNING APPLICATIONS APRIL 2023 MEETING**

<b><u>Application No. and Applicant(s)</u></b>	<b><u>Address</u></b>	<b><u>Proposal</u></b>	<b><u>Date Received from Cornwall Council</u></b>	<b><u>Date Passed to Planning Portfolio Holder</u></b>	<b><u>Stithians Parish Council Recommendation</u></b>	<b><u>Date Returned to Cornwall Council/</u></b>	<b><u>Date Decision Notification Received from Cornwall Council</u></b>	<b><u>Decision of Cornwall Council</u></b>	<b><u>Date of Cornwall Council's Decision</u></b>
Cornwall Council Planning Local Protocol		Condition 2 in relation to Decision notice PA20/-3471 dated 16/10/2020			Option 2 Agree to Disagree	01/03/23			
PA23/00772 Mr J Holland	The Paddocks Penhalvean	Certificate of lawfulness for the existing use of the building known as The Old Workshop as a single dwellinghouse	01/02/23	01/02/23	Supported	22/2/23			
PA23/00662 Coastline Maine Services	Green Gables Herniss Lane	Change of use of existing B8 Storage Building to E Use Class (Excluding E(a) and E(b))	06/02/23	06/02/23	Supported	22/2/23	30/03/23	APPROVED	29/03/23
PA23/01415 Mr & Mrs Quincey & Mackay	Tigh Na Mor New Road Stithians	Proposed front extension and upward extension with replacement roof to create new first floor accommodation.	24/02/23	06/03/23	Supported	22/3/23			
PA23/01488 Mr G Shepherd Shepherd Property Group	Hernis Business Park Halvasso	Replace existing asbestos roofs of Units 3 and 4 with proposed aluminium roof material/finish, addition of new skylights to the north roof pitch of Unit 4 and addition of solar PV panels to the south roof pitch of Unit 4. Replacement of existing felt roof with a proposed green roof. Proposed addition of four new office micro studios.	07/03/22	07/03/22	Supported	22/3/23			





### NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING –Monday 3<sup>rd</sup> April 2023

#### Decisions required:

1. To agree content, actions and associated expenditure detailed in notes.

Present: Cllr P. Blease, Cllr Mrs J Thomas, T. Martin – EMC Contractor, J. Richards - Clerk

	ITEM	ISSUE	PLAN / ACTION	UPDATES	
1	BMX Track	Works to be completed to reinstate and improve the jumps on the BMX track	to link in with proposed Footpath around playing field	05/04/23	Spoil from footpath construction placed on track - to be flattened / constructed on completion of footpath Footpath Project currently on hold due to weather conditions <b>Quote for work received from R Sanders</b>
2	Pavilion	Proposed refurbishment	To investigate requirements / costs	03/04/23	<b>Meeting held on 28<sup>th</sup> February, further investigation to be carried out</b> <b>Costings being sought</b>
3	Enhanced LMP Project	Review potential footpaths to benefit from payment		03/04/23	3 pieces of work outstanding: <ul style="list-style-type: none"> <li>• Repair access path on footpath 231/8/1/2</li> <li>• Repair/improve stile on 231/1/2</li> <li>• Gate on path 231/20/1</li> </ul> Work planned for w/c: 06/03/23 TM to purchase 20 stakes Quote for £50 received from Bob Sanders to replace blocks – accepted – March Meeting <b>Work currently on hold due to weather / ground conditions</b>



	ITEM	ISSUE	PLAN / ACTION	UPDATES	
4	Longdowns Crossing			03/04/23	No further update
5	Meadowside Cemetery	Lawn Cemetery – regulations	Maintenance of area – turf to be laid. Plants removed.	03/04/23	Work delayed due to inclement weather.
6		Instillation of additional concrete beams	4 rows, A - D installed initially, now using the 3 <sup>rd</sup> row, row C. Would seem appropriate to start seeking quotes for an additional 6 beams, rows – E to J.	03/04/23	<b>R Sanders informed that quote accepted. To notify when work is to proceed.</b>
7	New Playing Field Footpath Memorial Stone	Granite stone		16/01/23 03/04/23	Will Thomas agreed to install stone <b>Weather!</b>
8	Footpath Goonlaze Area	Footpath no to be confirmed: either 231/45, 46 or 47 Hedge overgrowing into footpath, issue compounded as footpath has now been fenced by landowner	JER To contact landowner to request that the boundary wall be cut back to allow access. Footpath 231/47/2	08/11/22	<b>JER - Brief conversation with landowner – to confirm</b>
9	Play Equipment	Spring Covers to Rocker Bike & Elephant Rocker splitting	.	16/01/23	To be monitored for further wear and tear.
		Sputnik –	.	03/04/23	Replacement seats installed. <b>TM to purchase paint to 'touch up' paintwork,</b>
		Roundabout	<b>Age-appropriate wear &amp; tear. To be monitored weekly and discuss with Playground Inspector in April 2023</b>	03/04/23	<b>JR to chase Southwest Playground Inspections for confirmation of date of inspection – email sent – awaiting confirmation</b>
	16/01/23	Wooden Train & Carriage Wood splintering on wheel arch	<b>TM to complete repair</b>	06/02/23 06/03/23 03/04/23	Replacement wheel arches under construction. TM advised that train deteriorating further and further damage identified. JR to obtain quote from Wicksteed for replacement train to match carriage. <b>Quote obtained = £3,295 + VAT, &amp; delivery</b>

	ITEM	ISSUE	PLAN / ACTION	UPDATES	
10	Footpaths	Various – reported by JT. 231/27/1  231/12/3	Issues with 2 x gates (Roseath & Laity Moor) – as these were installed by Cornwall Council – JR to report damage to Countryside Access and await response.  TM to replace damaged / missing sign.		
	06/02/23	Footpath 231/10/1 Reports of issue with accessibility to stiles	JR to write to landowners on each boundary to request remedial work to be carried out and advise of any assistance that may be available from Countryside Access.		
	06/02/23	Footpath 231/11/1 Reports of on-going issues with landowner's dogs and access through farm	<b>JR sent update to Countryside Access.</b>	03/04/23	<b>JT to make contact with Ramblers Association to ask if they can assist / offer advice.</b>
11	Wellness Hut	Damp / Condensation  Report of Light / Extractor Fan running constantly	<b>JR</b> To investigate cost of PIV Unit  <b>PB</b> to contact electrician to investigate cause	04/04/23	<b>Sensor adjusted – now working correctly.</b>
12	Gribbas Corner	Suggested that the area could have a 'facelift' as part of the King Charles III Coronation celebrations	<ul style="list-style-type: none"> <li>• Tidy up area</li> <li>• Replace Bench</li> <li>• New Plaques commemorating the Coronation of King Charles III</li> </ul>		
13	Litter Bins	Replace remaining 'oil drum' bins with same as those purchased earlier in year	<b>JR</b> to confirm cost and advise.		
14	Cormac / Open Reach	Number of signs from previous works left around the village	<b>JR to report to Cormac and ask for them to be collected</b>		
15	Cycle Rack	TM will be removing cycle rack from another site, if suitable would it	Proposed to install on Playing Field Car Park behind the Clothing Bank		



	ITEM	ISSUE	PLAN / ACTION	UPDATES	
		be of use on Playing Field			
16	Area adjacent to entrance Hendra Close	Overgrown hedge / brambles obscuring view	TM to submit quote to cut back growth	05/03/23	Quote from TM - £50.00

Next Meeting TBC .





A- barth Onan Hag Oll! Representing One and All

## **Decisions Required:**

**To note content and approve actions proposed.**

## **REPORT:**

### **Report & Actions from 3rd Meeting on 22nd March 2023**

Committee: Phil Blease (PB), Judith Twigger (JT1), Denis Nightingale (DN), Joy Thomas (JT2), Howard Jones (HW), Will Thomas, Claire Sylvester.

**\*\*** Depicts attendees

**\*\*** Depicts action points

Brilliant progress in the first few weeks. Well done all concerned.

### **1 - Project Overview**

This will be an event organised by Stithians Parish Council (SPC) and assisted by The Stithians Centre Management Committee (TSC) and the School.

The main focus of the celebrations should be community orientated events over 3 days starting Saturday 6<sup>th</sup> May 2023.

The programme for the weekend as follows :-

- Saturday, communal screening the live stream of the Coronation in TSC. Refreshments will be served café style. Dedication ceremony for the new path in the playing field after the Coronation & official planting & dedication of Copper Beech tree donated by Nicola Whitbread Jordan family. Sadly Stithians band not available.
- Sunday, community lunch marketed as "Picnic in the Park". Fall back if weather poor "Picnic in the Centre". Invite user groups and trade stands in the park.
- Sunday evening, we can stream the live concert from Windsor. This is an amazing opportunity to stream some of the world's top performers to the Stithians Centre FOC. This needs to be a ticketed event to control numbers agreed a nominal £5 ticket price with under 16s free. JT1 will organise a bar service.
- Monday (Bank Holiday) volunteer to help your community. Suggest we act as a conduit to marry up volunteers with deserving people in need. Guidance below suggests this will be more formal than first envisaged with the need to set up steering committees and DBS checks on volunteers etc. Agreed we should promote the need for a long term volunteering community and we would use the Monday to seek & recruit people to form the steering committee. Probably need a couple of

volunteers to invite interested parties to come for a chat to understand what is likely to be involved going forward based on information in the links below and the recently launched app.

<https://communitylincs.com/projects/good-neighbours-schemes-helping-community/>

<https://goodneighbours.org.uk/set-up-a-group/>

Overall the objective would be to provide community events that will be enjoyed and remembered by the community for years to come.

Financially, the objective would be to cover the cost of the event and provide a quality Memorial bench to be located at Gribbas Corner to replace the existing Jubilee Bench which is reaching the end of its natural life. This would have a dedication plaque acknowledging the Coronation & the previous Jubilee Bench. PB to source bench, check dimensions and work on wording to be agreed.

For the Queens's Jubilee (1953) Janet Gluyas planted a Copper Beech Tree in the corner of the playing field. It would be great if we can replicate that event by planting another Copper Beech possible where the current "landmark tree" is planted. Tree to be planted by Janet and a child from the school HW to arrange child. A 2.2m Copper Beech is being donated by Nicola Whitbread Jordan and her family. Dedication plaques to be provided at both Copper Beech trees. PB to work on wording for approval.

Any surplus funds raised to be used to support community projects/charities. The Christmas Lights Appeal, The Playing Field Improvement Fund and The Stithians Centre.

## **2 - Participation of local groups**

JT1 has approached local groups. Five had said yes they would like to participate, 3 very interested and 7 yet to respond. We thought that the local groups may like to put something on to help raise funds for their own causes. This could be a tombola, face painting, BBQ or anything they can think of to raise funds and maybe recruit new members. This would be on the Sunday in the park (weather permitting).

## **3 - Sponsors**

35 letters have been sent out to local Companies. The following have replied and agreed to sponsor at the indicated level.

Feritech                      £500

Kernow Furniture        £100

Avalon Sciences Ltd     £100

Still early days as letter only went out last Friday.

Judith I think we have artwork from Feritech & Kernow, may need to seek it from Avalon unless we can copy from their email letterhead?

## **4 - Staffing**

We need to consider and identify staffing/volunteer requirement as the events develop. Initial thoughts are identifiable stewards in relation to any temporary alcohol licences, general stewards to help and assist the smooth running of the event and a couple of first aiders.

## **5 - Actions and sundry items**

Public Liability Insurance SPC's policy will cover this event.

Decorations, bunting flags etc – School have bunting available. Need to consider how and when to put up. Perhaps the weekend before the event to help raise awareness.

We have secured project, amp, speakers etc from Krodji for the duration of the weekend. PB will collect and return.

JT1 produced Logo/Poster branding for the events which was approved by all. JT1 will publicise event going forward. Need to add sponsors logos.

Cllr P Blease

28<sup>th</sup> March 2023





A - barth Onan Hag Oll! Representing One and All

## **Authorisation of Payments –April 2023**

### **Decisions Required:**

1. To authorise the payment of invoices received & regular payments due for the period, 17<sup>th</sup> March 2023 to 11<sup>th</sup> April 2022, Voucher Numbers: 362 – 369 & 1 - 15 as detailed in the attached reports dated 13<sup>th</sup> April 2023. Total: £9,655.93.
2. To authorise the Direct Debits due in May 2023 to ICO & Microsoft for £114.99

### **REPORT:**

The attached Payments Awaiting Authorisation Reports dated 11<sup>th</sup> April 2023 , Voucher No's 362 – 369 & 1 – 15 details all invoices received, or payments made since the meeting held on the 21<sup>st</sup> March 2023

### **Explanatory Notes (where applicable)**

<b>Voucher No</b>	<b>Details</b>
7 - 9	Clerk's Salary & HMRC Payment
10 & 12	Details the payment for the Environmental Maintenance Contract payable in 12 equal payments. The total monthly payment is £2,535.78
11	Purchase of Bench for Gribbas Corner – to commemorate King Charles III coronation funded by donations.
14	Duplicate Entry – no costs allocated.

### **Direct Debits Due in May 2023**

<b>Date Due</b>	<b>Amount</b>	<b>Payable to</b>
13/05/2023	£79.99	Microsoft Annual Subscription for Office 365
21/05/2023	£35.00	Annual Data Protection Fee

J E Richards  
Clerk / RFO  
13<sup>th</sup> April 2023

**Stithians Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	PWLB Loan 2 New Playing Fi	04/04/2023		Lloyds Current Accour		PWLB Loans	PWLB	E	694.63		694.63
1	PWLB Loan 3 Stithians Centr	04/04/2023		Lloyds Current Accour		PWLB Loans	PWLB	E	783.36		783.36
2	Electricity for Footpath Lighti	03/04/2023		Lloyds Current Accour	BACS	Electricity Stithians Bowling Cl	Stithians Bowling Club	L	174.85	8.74	183.59
3	CALC / NALC Subscription	01/04/2023		Lloyds Current Accour	BACS	CALC / NALC Annual Subscript	CALC - Cornwall Associator	S	586.73	117.35	704.08
3	CALC / NALC Subscription	01/04/2023		Lloyds Current Accour	BACS	CALC / NALC Annual Subscript	CALC - Cornwall Associator	E	133.38		133.38
4	Hall Hire Stithians Centre	04/04/2023		Lloyds Current Accour		Hire of Hall	The Stithians Centre	E	15.75		15.75
5	Water Playing Field (Bowling	05/04/2023		Lloyds Current Accour	Direct Debit	Water Charges	Everflow	X	6.31		6.31
5	Water Supply Cemetery	05/04/2023		Lloyds Current Accour	Direct Debit	Water Charges	Everflow	X	31.29		31.29
5	Water & Sewage Toilets	05/04/2023		Lloyds Current Accour	Direct Debit	Water Charges	Everflow	X	81.01		81.01
6	Clerks Salary NETT	14/04/2023		Lloyds Current Accour	BACS	Clerks Salary Nett	Clerk / RFO	X	1,398.33		1,398.33
6	Clerks Working from Home A	14/04/2023		Lloyds Current Accour	BACS	Clerks Salary Nett	Clerk / RFO	X	26.00		26.00
7	Clerks HMRC Employer	14/04/2023		Lloyds Current Accour	BACS	Clerks HMRC Employer (NI)	HMRC	X	130.65		130.65
8	Clerk HMRC Employee	19/04/2023		Lloyds Current Accour	BACS	Clerks HMRC Employee Payme	HMRC	X	306.42		306.42
9	Clerk HMRC Employee	19/04/2023		Lloyds Current Accour	BACS	Clerks HMRC Employee Payme	HMRC	X	306.42		306.42
10	EMC Highway Verge Mainten	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	130.58		130.58
10	EMC Litter Clearance	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	163.93		163.93
10	EMC Haverigg Cemetery Mai	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	55.96		55.96
10	EMC Lower Churchyard Main	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	83.94		83.94
10	EMC Closed Churchyard Mair	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	102.59		102.59
10	EMC Footpath Maintenance	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	214.52		214.52
10	EMC Longdowns Bus Shelter	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	27.98		27.98
10	EMC Crelow Fields Caretakii	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	51.30		51.30
10	EMC Crelow Fields Grass Cl.	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	51.30		51.30
10	EMC Crelow Fields Hedge T	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	32.64		32.64
10	EMC Cleaning of Notice Boai	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	9.11		9.11
10	EMC Maintenance of Speed S	19/04/2023		Lloyds Current Accour	Emc Monthly Payment	Environment Management Cor	Tyrone Martin	X	55.03		55.03
11	Donations / Resources for K	11/04/2023		Lloyds Current Accour		Benches / Picnic Tables	Recycled Furniture UK	S	465.00	93.00	558.00
12	EMC Toilet Cleaning	19/04/2023		Lloyds Current Accour	EMC Monthly Payment	Environment Management Cor	Tyrone Martin	X	227.68		227.68
12	EMC Weed Treatment	19/04/2023		Lloyds Current Accour	EMC Monthly Payment	Environment Management Cor	Tyrone Martin	X	41.97		41.97
12	EMC Meadowside Cemetery I	19/04/2023		Lloyds Current Accour	EMC Monthly Payment	Environment Management Cor	Tyrone Martin	X	185.44		185.44
12	EMC Playing Field Grass Cutt	19/04/2023		Lloyds Current Accour	EMC Monthly Payment	Environment Management Cor	Tyrone Martin	X	365.00		365.00
12	EMC Playing Field Hedge Trir	19/04/2023		Lloyds Current Accour	EMC Monthly Payment	Environment Management Cor	Tyrone Martin	X	46.63		46.63
12	EMC Playing Field Caretaker	19/04/2023		Lloyds Current Accour	EMC Monthly Payment	Environment Management Cor	Tyrone Martin	X	690.18		690.18
13	Bus Shelter Repairs & Mainte	19/04/2023		Lloyds Current Accour	BACS	Wayleave Longdowns Bus She	Mr E L Oppy	X	1.00		1.00

**Stithians Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
14	Bus Shelter Repairs & Mainte	11/04/2023		Lloyds Current Accour		Wayleave Longdowns Bus She	Mr E L Oppy	X			
15	Website Maintenance	13/04/2023		Lloyds Current Accour	BACS	Website Hosting & Support Pa	Vision ICT	S	1,150.00	230.00	1,380.00
Total									8,826.91	449.09	9,276.00