



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE ANNUAL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER CAR PARK ON
MONDAY, 17th May 2021 @ 6pm

Minute	AGENDA ITEMS	Action
96/2021	Present – Cllrs. Gisbourne (Chair), Ms Boswell-Munday, Crowdy, Davis, Gilbert (Vice Chair), Medland, Mould (CC/PC), Richards and Mrs Thompson (Clerk).	
97/2021	Election of Chairman – Cllr. Gisbourne was ELECTED Chair for 2021/22.	
	Chairman’s Welcome and Public Forum – the Chair opened the meeting and welcomed those present.	
98/2021	Apologies – Cllrs. Williams.	
99/2021	Members’ Declarations – a. <i>Registerable Declarations of Interests</i> – none. b. <i>Non-registerable interest</i> – none c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – none	
100/2021	Election of Vice Chairman – Cllr. Gilbert was ELECTED Vice Chair for 2021/22	
101/2021	Vacancy – the casual vacancy on the Parish Council had been advertised on the notice boards and website.	
102/2021	Acceptance of Office – a. <i>Members</i> – Members duly signed their Acceptance of Office form. Members gave their permission for their contact details to be published on the website, etc. b. <i>Chair</i> – the Chair duly signed his Acceptance of Office. c. <i>Vice Chair</i> – Vice Chair duly signed her Acceptance of Office.	Clerk
103/2021	Register of Financial Interests Forms – Members to complete and return it to the Clerk by 7 th June 2021.	
	Apologies for Absence – duplicate entry see 98/2021 above.	

104/2021	<p>Council Committees/Appointments to Outside Bodies – the following appointments to be made:</p> <ul style="list-style-type: none"> a. <i>Emergency Officer</i> – Cllr. Richards was ELECTED to the post. b. <i>Footpaths Liaison</i> – Cllr. Mould was ELECTED to the post. c. <i>Highways Liaison</i> – Cllr. Gisbourne was ELECTED to the post. d. <i>Playing Fields Committee</i> – Cllrs. Gilbert and Medland were ELECTED to the Committee. e. <i>Police Liaison</i> – Cllr. Gilbert was ELECTED to the post. f. <i>St Minver Cemetery Committee</i> – Cllrs. Gisbourne, Mould and Medland were ELECTED to the Committee. g. <i>Daymer Bay Community Interest Company</i> – post not needed. h. <i>St Minver Pre-School Liaison</i> – Cllr. Gilbert was ELECTED to the post. i. <i>St Minver Football Club Liaison</i> – Cllr. Richards was ELECTED to the post. j. <i>CC Planning Partnership</i> – Cllr. Boswell-Munday was ELECTED to the post. k. <i>Polzeath Beach Management Group</i> – two representatives. Cllrs. Boswell-Munday and Medland were ELECTED to the Committee. NOTE – Cllr. Mould is a Member of the Group as the CC representative. 	
105/2021	<p>End of Year Accounts 2020/21 –</p> <ul style="list-style-type: none"> a. <u>Internal Auditor's Report</u> – Members RECEIVED their Internal Auditor's report and noted that no recommendations for changes / improvements had been made. b. <u>Annual Governance Statement 2020/21</u> – Members considered and APPROVED the statement. Copy emailed previously. c. <u>Accounting Statement for 2020/21</u> – Members received and APPROVED the 2020/21 accounts, prior to submission to the External Auditor. Copy emailed previously. 	
106/2021	<p>Bank Signatures – Cllr. Gisbourne explained the background and efforts that were being made to:</p> <ul style="list-style-type: none"> a. Create a new bank account for use of the Polzeath Management Group, and b. Introduce BACS payments to the main PC account. 	
107/2021	<p>Meeting Closed – 6.20pm.</p>	

Signature: (Cllr. Gisbourne)
Parish Council Chair

Date: 7th June 2021