

## MEETING NO. 1061

### Minutes of the FEOCK PARISH COUNCIL MEETING held on Tuesday 4<sup>th</sup> February 2014 at Feock Parish Council Offices, Devoran at 7.15pm.

#### Members Present:

WARDS	CARNON DOWNS	DEVORAN	FEOCK
	C Kemp	C Carter	C Johnson
	B Richards	B Shankland	E West
	M Kemp (Chair)		R Andrew (Vice Chair)
	J Langdon		T Smithies

**In Attendance:** Debra Roberts, Parish Clerk & Responsible Finance Officer  
No members of the public.

#### CHAIRMAN: Councillor M Kemp

#### 1. INTRODUCTION

The Chairman welcomed everyone to the meeting.

#### 2. APOLOGIES

Apologies had been received from Cllr Dominic Kiernander, Cllr Vanessa Gordon, Cllr Philip Allen, Cllr Colin Blake and Cornwall Councillor Steve Chamberlain.

#### 3. MINUTES OF PREVIOUS MEETING – 13<sup>TH</sup> JANUARY 2014

Cllr Langdon requested that the minutes be amended – Item 15 Drainage problem on Footpath 24 Carnon Downs, to include that the problem was with the drain on the bridge adjacent to Carnon Crescent. Cllr Andrew proposed that the minutes of the council meeting held on 13<sup>th</sup> January 2014, as circulated and with this amendment, be confirmed as a true record, and signed by the Chairman. This was seconded by Cllr West and was carried by the meeting.

#### 4. DECLARATIONS OF INTEREST

Cllr Andrew made the following declaration of interest statement.

“I (Cllr Andrew) declare an interest in planning matters related either directly or in proximity to my land and property in Feock. For the public record, I am an employee of Cornwall Council working on the Localism Agenda. I have been advised by the Monitoring Officer that as a Parish Councillor I have no personal interest in the Neighbourhood Planning Agenda and related issues. However, if during the course of discussions issues are discussed of which I have a personal involvement it may be appropriate to leave the meeting and take no further part in the debate and for it to be recorded in the minutes”

Cllr West declared an interest “I own Come to Good House and therefore I must declare an interest as it is briefly mentioned in my report as an environmental issue”.

Cllr Shankland declared a tentative interest in the Feock Reading Room item and would leave the meeting when this item was being discussed.

Cllrs Smithies and Carter declared an interest in Item 18 – Request from Devoran Parochial Church Council to assist with funding of churchyard maintenance.

#### 5. PUBLIC PARTICIPATION

There were no members of the public present.

#### 6. MATTERS ARISING FROM PREVIOUS MINUTES

**Defective lamp post no. A420 on Belmont Terrace**

The Clerk had reported this to Cornwall Council but had not had confirmation that the work had been completed.

**ACTION: CLERK TO CHECK WITH CORNWALL COUNCIL IF WORK COMPLETE**

**Dog Waste Bin Location Map**

The Clerk had produced a map showing the dog waste bins in the parish and circulated this to all members.

**Brambles/gorse cutting back at Carnon Downs Park**

The Clerk reported that this work had now been completed. Cllr West commented that the residents who had reported this were very pleased that the work had been completed. Cllr Langdon reported that there were two trees in the corner of the park (furthest away from Bissoe Road) which were getting very large and in the summer when in leaf were blocking light, children had also been seen climbing them which could be a safety issue. The Council needed to consider whether to remove these trees. Cllr Langdon also asked that the gorse on the wall around the park in future be kept to around 18" high once it had grown back.

**Flooding in Knights Meadow, Carnon Downs**

The Clerk advised that this had been reported to Cornwall Council and she was awaiting photos of the damage/flood from the owners to forward to Cornwall Council. Cllr Richards commented that it appeared that the flood had been caused by run off from Park Wood Hill and pointed out that landowners have a responsibility not to interfere with drainage in case this causes flooding.

**Retallack Playing Field Trees**

The Clerk reported that a Tree Surgeon had briefly inspected the trees and advised that there was only one that appeared to need attention, which was a stem of a Sycamore which was creaking. The Tree Surgeon had advised that it would be sensible to have tree inspection reports completed on any trees on land that we own as we are responsible for it. The hedge was a mix of Elm, Thorn, Sycamore and Hazel. The Tree Surgeon had recommended halving the Elms and Sycamores which would then thicken up.

**Methodist Chapel Parking**

The Clerk had received an email from Cllr Kiernander who had given his apologies for the meeting. He had tried several times to contact the Methodist Chapel but had not been able to speak to anyone as yet. He had also been asked by local residents about possibly creating parking at the bottom of the S bend by the pub so there is more space for unloading kayaks etc in the summer months, and this would also create pub parking. This to be considered under the Traffic Regulation Order, Sustainable Transport and Neighbourhood Plan work. Cllr Johnson said she would try to contact the Chapel.

**ACTION: Cllr Johnson to contact the Chapel**

**Adoption of Roundabouts**

Cllr Johnson had spoken to Radio Cornwall who sponsor the Carnon Gate roundabout which was currently looking neglected. They did not have any funds to maintain it and would be happy for the Parish Council to take it over. The Clerk advised she had spoken to CORMAC who advised that roundabouts could not be adopted but could be sponsored. If CORMAC were approached by an organisation who wished to sponsor a roundabout the Parish Council would be informed and given the chance to sponsor it themselves if they wished. The Carnon Downs roundabout was not available as it was being sponsored by a private company. Cllr Langdon commented that previously when it had been enquired about adopting roundabouts that Cornwall Council had said that there were health and safety issues for the Parish Council in relation to maintaining them. The Clerk advised that there was a fee to sponsor a roundabout included the cost of Cornwall Council contractors maintaining it.

**7. MATTERS FOR REPORT FROM OUTSIDE BODIES**

Cllr Richards reported that new Neighbourhood Watch signs had been put up in Carnon Downs.

## 8. CURRENT REPORTS

### Cornwall Council

There was no report as Cllr Steve Chamberlain had given his apologies.

### Devon and Cornwall Police

PCSO Tom Care was unable to attend the meeting and had provided the Clerk with his full report (attached at Appendix 1). The Clerk read out the report, there had been 4 reported crimes in January and 24 calls resulting in police logs.

## 9. FINANCIAL SUMMARY & ACCOUNTS FOR PAYMENT

The Accounts for payment for January were presented to the Chairman for authorisation and signature.

The Clerk gave the following financial summary for the month of January

Total outgoings	£8678.44
Total income	£92.79 refund Business Rates for Market Hall now that Pre-school have moved in

Current account bank balance and bank reconciliation +£24,751.08

The Clerk said that a request for a Small Grant had been received from Carnon Downs Old Cornwall Society, the budget for this year had been spent. The Clerk advised that she would contact the Society to advise them that we would be using participatory budgeting and would contact them again later in the year when the scheme was in place. The Clerk would also contact Devoran Pre-School who had also requested a Small Grant form to advise them of this.

### Profit & Loss report to date

Shows to date for the year for current account:-

Income	£125,922
Expenditure	£109,033
Balance	+£16,889 until end of March 2014

The new Internal Auditor had carried out an interim audit inspection and the Clerk gave a summary of the recommendations. There was nothing of concern to note.

**ACTION: Clerk to contact Carnon Downs Old Cornwall Society / Devoran Pre-School**

## 10. LOCAL WARD REPORTS

### Feock – Cllr West

Cllr West gave the following report.

Councillor Blake informs me that we are waiting for the TPO Officer to look at the area on the higher side of West Pill Lane. The dead trees in the Retallick Playing Field hedge are not dangerous and are some distance from the road but should be removed. The bigger dead trees which could block the road if they fell are not on council property. Quite a few councillors have looked at the Reading Room and Councillor Blake has shown a builder around who is going to give us a rough estimate for re-plastering the inside walls which have deteriorated because of damp ingress. However it is not as bad as we thought it would be. There is no news on the Church Hall as yet.

Most of us know that unfortunately the small café at Four Turnings has been closed permanently, before this the shop sold solar panels.

Lots of cones, highway barrier boards and a small mechanical digger have been left for at least a couple of months in the car park opposite this shop at Four Turnings – if this belongs to Cornwall Council, perhaps the digger could be used to clear the drainage culverts that have been neglected at Come to Good.

The recent weather has caused dangerous conditions on the road (Tregye Road) from Four Turnings to Carnon Downs particularly at Come to Good, due to the water flowing down both sides of the valley and washing large stones and debris onto the road in a number of places. There are two drainage culverts that should allow water to flow off the road, one between CTG farm and CTG House and the other at the very bottom of the road by the stream, but neither of these have been recently maintained by Cornwall Council and both are often blocked by debris and silt being washed down the hill mostly from the Four Turnings end. We have been attempting to clear both culverts recently since mid December but this task is Cornwall Council's responsibility and it should be a Council priority to make this road safe, clear and avoid the risk of flooding properties at Come to Good.

Other than problems with the weather, speeding up and down this road is a major hazard and a sleeping policeman road system at the bottom could be of major benefit. Many a time we have been tempted to erect a banner which says "Kill your speed, not wildlife and pets". There have been accidents and some very close misses over the years through excessive speeding.

Cllr Johnson said the car park at Four Turnings has been mapped as part of the Neighbourhood Plan process and the map has the details of the owners shown on it.

**ACTION: CLLR JOHNSON TO ADVISE COUNCIL OF THE OWNERS DETAILS**

**Carnon Downs – Cllr Langdon**

Cllr Langdon reported that the Road Hump warning signs on Mount Agar Road and on the corner of Smithy Lane were becoming obscured by private hedges. Cllr Langdon gave the owners details to the Clerk and she would write to them to ask them to cut their hedges back so the signs could be seen.

As reported earlier in the meeting, the Playing Field hedge has been tidied. There is a bad pot hole on Old Carnon Hill travelling up the hill by the pinch point. The Clerk will report this to Cornwall Council.

**ACTION: Clerk to contact homeowners and Cornwall Council**

**Devoran – Cllr Shankland**

Cllr Shankland reported that the parking issues remain in Devoran, the faded double yellow lines on Devoran Lane have been reported to Cornwall Council.

**11. REPORT ON PLANNING COMMITTEE MEETING**

Cllr Richards gave a report on the latest Planning Meeting. The report is attached at Appendix 2.

A resident has again raised an objection in relation to an application at Little Narabo, Devoran regarding noise. Cornwall Council Planning have approved the application and advised that any noise issues would need to be dealt with by Environmental Health.

There was a discussion regarding the Carnon Downs Local Development order which had been used very little by residents. The general consensus was to review it and hopefully continue this service as it was a useful tool for residents, however this would need a promotional campaign to make the Carnon Downs residents aware of its existence. The Planning Committee would review it and make a recommendation to the full Council.

**12. PROPERTY WORKING PARTY**

It was agreed for Cllr Richards to come to the next Finance and General Purposes meeting to discuss the work on the asset register and insurance.

It was agreed for the Clerk to meet with a representative of the insurance company to go through our insurance policy and also to clarify any Councillors personal liability with CALC prior to the Finance and General Purposes meeting.

**ACTION: Clerk to contact insurance company and CALC**

**Feock Reading Room**

Cllr Shankland left the meeting as he had previously declared an interest in this item.

The Clerk read out an email from a resident expressing an interest to rent the Feock Reading Room to house a Fair Trade Café and community space. The email had also been circulated to the Council by the Clerk.

It was agreed that all residents should be consulted on the future of the Reading Room, it was suggested that this could be achieved through the Neighbourhood Plan consultation exhibitions.

Cllr Shankland returned to the meeting.

Cllr Richards passed around to everyone present copies of Risk Assessments that Cllr Allen had recently completed. It was suggested that members be responsible for keeping an eye on and updating the risk assessments for a number of assets in their Ward and report to the Clerk any remedial work that needed doing and then she could arrange this.

It was agreed that these risk assessments only needed to be completed annually or bi-annually depending on the asset. The play equipment was already regularly inspected by a local company.

It was agreed for Cllr Richards to email the list of assets to members and then members could volunteer which assets they would monitor. It was agreed to provide briefings and pointers to members on what they should look for when inspecting their areas.

**ACTION: Cllr Richards to email list of assets to members for volunteers for each asset/area**

**13. FINANCE & GENERAL PURPOSES WORKING GROUP**

The Chairman advised that the group would meet shortly to finalise the draft budget and it was agreed to meet at the Parish Office at 6.30pm on Tuesday 25<sup>th</sup> February 2014.

**14. TRANSPORT ISSUES**

**Transport Regulation Order Meeting**

The Chairman gave an update on the meeting held with Kea, Mylor and Perranarworthal parishes and their Chairs and Cornwall Councillors. It was much cheaper to put in a joint Traffic Regulation Order (TRO) covering several issues rather than do these individually. All parishes were putting together a list of possible items to be covered by a Traffic Regulation order and would submit to the Clerk for her to compile in one list. This would then be sent to Ben Dickinson (CORMAC) who would give us advice on those that were most likely to be accepted under a TRO. It had been agreed to meet again on Thursday 27<sup>th</sup> March 2014.

Cllr Langdon commented that Cornwall Council were to be commended for changing the sign in Perranwell to direct traffic to the Carnon Gate roundabout, this has reduced traffic through Carnon Downs.

Cllr Langdon also commented that parking on the pavement by the Dentist Surgery in Carnon Downs was making it very difficult for users to exit the car park safely and there had been near misses.

The Chairman commented that the issue was there being enough enforcement on these type of issues. Cllr Andrew commented that some parishes employ their own Enforcement Officer through Cornwall Council and perhaps this could be done with the neighbouring parishes.

**Sustainable Transport Working Group**

Cllr Andrew reported that the first meeting of this group had been held and we had a list of approx 70 issues. Some were easy to fix, some were long term projects and needed funding and others would come under TROs.

The group is meeting again on Monday next week. The Chairman requested a list of those items for possible TRO to be sent to the Clerk so that these could be added to the list. Cllr Andrew commented that the main parking issues were the S Bend in Devoran and the Spar shop in Carnon Downs.

#### **15. NEIGHBOURHOOD PLAN**

Cllr Carter said that the Steering Group had not been able to agree to meet with Landowners at this time and this was unfortunately holding up the project. The issues were that the majority of the Steering Group did not feel we had enough information on housing need to hold these meetings. The initial timescale was 6 months for the project and now that more information was available on Neighbourhood Plans it had become very apparent that this was a very unrealistic timescale. Most plans were taking between 18 and 24 months to complete. The Community Questionnaire was very long and the data entry took a long time due to the number of results and amount of comments to be entered. The Clerk, Cllrs Carter, Richards and the Chairman, together with a community representative from the Steering Group, Nick Johnson, were meeting to discuss the project on Friday with a view to establishing a more realistic project end date. It was agreed that we did need to meet with Landowners to enable the residents to be able to give their opinion on which sites they preferred for possible development. Cllr Shankland felt we needed a clear statement of policy on housing before we met with landowners and that the process needed to be transparent.

The Chairman said that we needed to push the project forward at the correct pace and accept that we might need to allocate additional funds to enable the project to be completed successfully. Cllr Richards commented that there were different planning rules depending on the type of development, for example affordable housing may be able to be built on exception sites.

Cllr Andrew commented that it was very important to demonstrate community engagement and involvement which are present we had and were able to demonstrate.

The Chairman said we needed to deliver the Neighbourhood Plan by the end of December 2014. Cllr West was concerned about additional cost on top of what had already been allocated. The Chairman said that there may be additional funding available and we may also be able to access advice.

#### **16. OUR PLACE FUNDING**

Cllr Andrew explained that this was a government scheme launched on 28<sup>th</sup> January 2014 and was for delivery of public services and looking at how Councils deliver these. £3K was available in the first year, £10K in the second and £20K in the third for ground breaking projects. There was a discussion regarding the issue of non maintenance of minor roads that came up at the Community Network Area meeting and if a 'lengthsman' could be employed/contracted perhaps with neighbouring parishes. Cllr Andrew commented that if we could create employment this would open up other funding to us. The Clerk has the application form link and the application needs to be put in asap as the funding is being allocated as applications are received, not following a deadline.

Cllr Richards proposed that Cllr Andrew and the Clerk be authorised to put together a bid and submit this. This was seconded by Cllr Smithies.

Cllr Shankland proposed a motion that in principle a budget needs to be set aside for Neighbourhood Plan projects. This was seconded by Cllr Smithies.

The Chairman asked Cllr Shankland for the financial details of the projects, when these were decided, so that this could be built into the budget.

**ACTION: CLLR ANDREW AND CLERK TO SUBMIT BID**

#### **17. MEETING VENUES**

The Clerk had circulated a suggested list of meeting dates and venues for the coming year. Cllr Johnson said that she felt it was a good idea to hold meetings in all the villages so that residents could come to the

meetings and surgeries. Cllr Langdon was concerned about the additional cost of hiring venues when we had an office in Devoran that we could use for free. The Chairman proposed that we hold the meetings as set out on the attached (Appendix 2) for the remainder of the year to see how well attended they were by the public and then review this again towards the end of 2014. This was seconded by Cllr Smithies.

Changes agreed were to hold all meetings in Devoran Parish Offices, with the exception of Feock Church Hall for June meeting, Penpol Chapel for July meeting and Carnon Downs in November.

**ACTION: Clerk to book halls**

#### **18. REQUEST FROM DEVORAN PAROCHIAL CHURCH COUNCIL**

The Clerk had circulated a letter from Devoran Parochial Church Council regarding financial assistance with maintaining the graveyard for 2014 (which for 2013 was £420). Cllr Langdon proposed that this financial assistance was granted to Devoran and Feock Church (when request received) as this has always been done in the past. This was seconded by Cllr Shankland. A vote was held and the motion carried. It was agreed to review all contributions to maintenance of Churchyards annually, together with all other expenditure as part of the budget setting process.

#### **19. 100 YEAR COMMEMORATION OF OUTBREAK OF WW1**

The Clerk had circulated with the agenda a letter from Devoran Parochial Church Council regarding marking the commemoration. Cllr C Kemp said she would find out from Devoran Community Association if they were planning on marking this and would report back to the next meeting.

**ACTION: Cllr C Kemp to contact Devoran Community Association**

Cllr Smithies said that Devoran School were interested on working on a project where local numbered footpaths could be given names linked to those who lost their lives in WW1 from the parish and also the previous local names for the footpaths to be used. Cllr Shankland suggested a rededication ceremony in Devoran Park.

Cllr Richards said there were two names missing from the Devoran Church War Memorial and it would be appropriate if these could be added to the memorial before the commemoration. There was a discussion regarding who owned the war memorials, neither the Parish Council nor the Church own the Devoran memorial, and the Parish Council own only the granite plinth of the Feock memorial. It was agreed to go ahead and add these names as it was felt that whoever the owners were they would not mind this being done to ensure that everyone lost was remembered.

It was agreed for Cllr Richards to obtain a quotation from a stone mason regarding this.

**ACTION: Cllr Richards to contact stone mason for quotation**

#### **20. ANY OTHER BUSINESS**

Cllr Johnson thanked everyone who came along to support the Bookswap and said that it had been very successful. It would be open during Parish Council office hours.

**UNDER THE S100A LOCAL GOVERNMENT ACT 1972 (as amended) MEMBERS OF THE PUBLIC LEFT THE MEETING.**

There being no further business the meeting closed at 10.00pm.

**DATE OF NEXT MEETING: TUESDAY 4<sup>TH</sup> MARCH 2014, Market Hall, Devoran at 7.15pm.**

There were 4 reported crimes within the Parish for January 2014;

1. GT/14/12 – On 02/01/14 a recycling box was reported stolen from a property on Old Carnon Hill, Carnon Downs. The box is still missing.
2. GT/14/79 – between Wednesday 8th and Sunday 12th January a Trimaran was damaged in Pill Creek. I carried out enquiries and at this time no offender has been dealt with in relation to this crime.
3. GT/14/147 – Breach of restraining order, this crime has been detected and it revolves around a domestic relationship breakdown.
4. GT/14/165 – Possession of Class B cannabis. A vehicle was stopped at 23:45 hours for driving offences at Devoran roundabout, a passenger in the vehicle has been dealt with for the possession of a small amount of herbal cannabis.

During January we received 24 calls resulting in police logs being created. There was one report of boy/girl racers again on Sunday 12th January at 22:45 hours. Unfortunately the perpetrators had left the area prior to police attendance. There are no glaring issues to highlight this month, although over this weekend a kayak, blue and white in colour was stolen from a property in Devoran and anyone with information in relation to this crime is asked to contact police quoting crime reference GT/14/246. I would also like to mention the theft of a sat nav from a vehicle (left unlocked) in Halvarras Road, Playing Place, the item was stolen during the second half of January and it is now such an uncommon occurrence I think it is worth mentioning to yourselves in the neighbouring parish.



**Planning determinations for the following applications had been made since the last meeting on 16<sup>th</sup> December 2013**

582 2 Manse Road, Carnon Downs PA13/09269 – Conditional approval  
583 The Wrigglers, Restronguet Point, Feock PA13/09046 – Consent granted  
584 12 Trevallion Park, Feock PA13/10365 - Conditional Approval  
587 8 Trevallion Park, Feock PA13/10614 - Conditional Approval  
588 Former Feock Parish Council Building, Four Turnings, Feock PA13/10589 - Conditional Approval  
589 6 Kelliworth, Feock PA13/11098 – Consent granted  
591 Little Narabo, Devoran PA13/11421 - Conditional Approval

The following applications were considered and there were no reasons for the Parish Council to raise any objections.

594 47 Knights Meadow, Carnon Downs, TR3 6HU **PA14/00099**  
595 Creek Waters, Restronguet Point, Feock, TR3 6RB **PA14/00221**  
596 Riverbank, Restronguet Point, Feock, TR3 6RB **PA14/00207**  
597 Good Hope, Green Close, Feock, TR3 6SF **PA14/00203**  
598 The Old School, Churchtown, Feock, TR3 6SA **PA14/00333**  
599 3 Greenbank Terrace, Devoran TR3 6PH **PA13/11653**  
600 Appensleigh, Feock TR3 6SD **PA14/00366**  
601 28 Chycoose Parc, Devoran TR3 6NT **PA14/00429**  
602 Trevannick, 9 Wellington Plantation, Penelewey, Feock TR3 6QP **PA14/00356**

The Chairman updated the Committee on enforcement issues nos.EN13/02697 and EN13/02810 and advised that Planning Enforcement had referred the concern over widening of a Bridleway in Devoran to the Countryside Ranger.

**PROVISIONAL MEETING VENUES & DATES**

**APPENDIX 3**

<b>Meeting date and suggested venue</b>	<b>Carnon Downs Councillor to do Ward update</b>	<b>Feock Councillor to do Ward update</b>	<b>Devoran Councillor to do Ward Update</b>
Tues 4 <sup>th</sup> March <b>Devoran</b>	Mike Kemp	Caroline Johnson	Claire Carter
Mon 7 <sup>th</sup> April <b>Devoran</b>	Bob Richards	Colin Blake	Vanessa Gordon
Tues 6 <sup>th</sup> May – AGM <b>Devoran Market Hall</b>	Cathy Kemp	Tim Smithies	Dominic Kiernander
Monday 2 <sup>nd</sup> June <b>Feock</b>	Philip Allen	Rob Andrew	Ben Shankland
Tuesday 1 <sup>st</sup> July <b>Penpol</b>	John Langdon	Lis West	Claire Carter
Monday 4 <sup>th</sup> August <b>Devoran</b>	Mike Kemp	Caroline Johnson	Ben Shankland
Tuesday 2 <sup>nd</sup> September <b>Devoran</b>	Bob Richards	Colin Blake	Claire Carter
Monday 6 <sup>th</sup> October <b>Devoran</b>	Cathy Kemp	Tim Smithies	Vanessa Gordon
Tuesday 4 <sup>th</sup> November <b>Carnon Downs</b>	Philip Allen	Rob Andrew	Dominic Kiernander
Monday 1 <sup>st</sup> December <b>Devoran</b>	John Langdon	Lis West	Ben Shankland

**MINUTES FROM CLOSED SESSION - UNDER THE S100A LOCAL GOVERNMENT ACT 1972 (as amended) MEMBERS OF THE PUBLIC LEFT THE MEETING.**

**12. PROPERTY WORKING PARTY**

**Insurance**

Cllr Richards had reviewed the asset register and there were some items that we owned missing and therefore not insured and this needed urgent attention.

The Clerk has contacted the insurers to clarify that Point Quay is covered by our public liability insurance. Our insurance company have advised that it will only be covered if the Point Quay Association are a sub committee of the Council. It was suggested a Councillor sit on Point Quay Association to cover this. The Finance and General Purposes Committee are looking at this matter urgently.

**Feock Reading Room**

There was a discussion regarding appropriate rent if the Council rented the property to a community group, there were differing views, some members felt that this property should be treated no differently to the Market Hall which was let at a commercial rent, other members felt that if it was to a community group then the rent may need to be lower to enable this to be sustainable.

**21. REPORT OF AUDIT AND FINANCIAL ISSUES**

The Chairman advised that the information from the External Auditors had not been supplied and this had been promised by the end of February. The External Auditors have qualified the accounts for 2012/13. Legal advice had been sought and we had been advised not to make a decision regarding the gratuity until this information from the External Auditors had been received. The Chairman advised that he had received a letter from Unison regarding the gratuity issue and he would respond to Unison on this matter. The Chairman hoped this issue would be resolved at the March meeting.

**22. REVIEW OF CODE OF CONDUCT DECISION NOTICE**

The Chairman advised that the Decision Notice and draft Public Censure document had been circulated to all members. This document has been approved by Simon Mansell at Cornwall Council. The Chairman asked for comments on the document. Cllr Andrew asked what would happen now with this document. The Chairman advised that it should be displayed on the website, noticeboard and issued as a press release. There was a discussion regarding sending this document to the local press and it was agreed that the document would only be displayed on the noticeboards and website and that no further comment would be made on this matter. Cllr Smithies proposed that the Code of Conduct Public Censure be approved. This was seconded and the motion carried.

**ACTION: Clerk to display on the website and noticeboards**