

# Forrabury & Minster Parish Council



Minutes : 26<sup>th</sup> January 2012

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**Present** Cllr Ferrett, Cllr Hockin, Cllr Findlay, Cllr Jarvis, Cllr Irving Little, Cllr Day, Cllr Dawson, Cllr Rodda

**21.01 Apologies** – Cllr Brewer,

**21.02 Declarations of Interest** – None Received

**21.03 Public Participation** – 0 members of the public present

**21.04 Planning**

**A) To consider planning applications received**

Application No.	PA11/10803
Proposal	Construction of ramped access to property and creation of new opening
Location	23 Langfords Meadow, Boscastle, PL35 0AN
Applicant	Mrs Laura Hewland N/A

Cllr Dawson proposed the council support the above application. Seconded by Cllr Jarvis. All in Favour. **Resolved**

**B) To consider any other planning applications received by time of meeting**

Applications PA12/00478 & PA12/00479 have been received. The clerk recommended the council consider these at the next meeting to ensure adequate public notice.

**21.05 Policies and Procedures**

Standing Orders - The Parish Council currently operates in accordance with Model Standing Orders for Local Council. A draft copy of Standing Orders specific for Forrabury & Minster Parish Council were discussed in depth. The Clerk was asked to seek further guidance on retaining notes etc. of meetings after the Council had approved the minutes.

Complaints Procedure – Cllr Jarvis proposed the draft Complaints Procedure be adopted by the Council with the inclusion on the following text ‘*Should the complaint be deemed inappropriate for the Council to consider it will direct the complainant to the Unitary Authority.*’  
Seconded by Cllr Rodda. All in favour. **resolved**

Grant Aid Policy – The council asked the Clerk to make amendment’s to the draft document – removing the time constraints and including ‘asking applicants to attend the meeting at which the application will heard’.

Financial Regulations – Cllr Hockin proposed the draft Financial Regulations be adopted by the Council. Seconded by Cllr Findlay. All in Favour. **Resolved.**

**Date of next meeting - Thursday 9<sup>th</sup> February 2012**

Adrian Prescott (Clerk)

Signed Chairman.....*D.J. Ferrett*.....