

# ST CLEER PARISH COUNCIL

TO MEMBERS OF THE COUNCIL:

Cllrs. Prinn, Morris, Horsfield, Harbord, Smith, Piper, Pearce, Sargeant and Laybury

Dear Members,

I hereby give you notice that a Full Council Meeting of St Cleer Parish Council will be held on **22nd January 2025 at 7pm in the Pavilion, Sports Field, St Cleer.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours Sincerely,  
Katie-Marie Goodwright – Clerk / RFO

Press and public are invited to attend the meeting. Members of the public wishing to put a question to the Council can do so, 24 hours prior to the start of the meeting in writing to the Clerk - [clerk@stcleerparishcouncil.gov.uk](mailto:clerk@stcleerparishcouncil.gov.uk)

Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

Reference	Item
1.	Persons Present/Apologies To note persons, present and receive apologies for absence.
2.	Receive any Declarations of Interest from Members/Dispensations <ol style="list-style-type: none"> <li>a. Disclosable pecuniary interests</li> <li>b. Non-registrable interests</li> <li>c. Declarations of gifts</li> <li>d. Applications for dispensations</li> </ol>
3.	Allow up to 15 Minutes for members of the public to address the council.
4.	Cornwall Councillor update
5.	<p><b>Planning</b></p> <p>Ref. No: PA24/09754 : <a href="#">Submission of details to discharge conditions 4 and 6 in relation to Decision notice PA20/09665 dated 13.05.2022</a> - Land Adjacent To Hendra Close Darite PL14 5FE</p> <p>Ref. No: PA24/09288: <a href="#">Prior approval for barn conversion and the construction of a permeable shingle driveway. An extension will be built on the hardstanding to the rear of the building.</a> - Merrymeet Vineyard Merrymeet Liskeard Cornwall PL14 3LP</p> <p>Ref. No: P25/00093: <a href="#">Works to Trees covered by a Tree Preservation Order (TPO) - Various works to thin Beech trees competing with neighbouring Oaks</a> - Golitha Falls Liskeard Cornwall PL14 6RX</p>
6.	Chairman's Announcements <ul style="list-style-type: none"> <li>- Councillor vacancy has arisen</li> </ul>
7.	Clerk report <ul style="list-style-type: none"> <li>- Unity bank interest is reducing from 2.6 / 2.63% to 2.5 / 2.52%</li> <li>- Request received and completed from the Valuation Office about the Pavilion ownership - required assistance from solicitors and fee is in the payment schedule</li> <li>- Defibrillator at the Market Inn has had a bleed control kit installed at no charge, costs covered by charity Front Line Emergency Equipment Trust (FLEET)</li> <li>- Agreed maintenance works on the pavilion have begun</li> </ul>
8.	Reports <ul style="list-style-type: none"> <li>- Health and Safety               <ul style="list-style-type: none"> <li>- December reports received for the Pavilion, January reports received for the Pavilion and Horizon Play Park</li> </ul> </li> </ul>
9.	Matters arising from previous minutes <ul style="list-style-type: none"> <li>- Re Junction in Tremar (What3words location: dusty.wages.daredevil) discussed at last meeting on safety concerns, correct action to be taken is for our CAP representative to propose the action at the next meeting - Cllr Piper and Cornwall Councillor Phil Seeva have been contacted about this</li> </ul>
10.	Applications for Co-option <ul style="list-style-type: none"> <li>- none received by reminder that there are 4 vacancies available for co-option</li> </ul>
11.	Review and accept previous full council meeting minutes
12.	Finance report and agree Payment Summary <ul style="list-style-type: none"> <li>- Payment Schedule</li> <li>- Report on monthly reconciliation report from previous month</li> <li>- Review Budget report</li> </ul>

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13.	Receive recommendation from F&GP committee to approve the revised asset register, to include insurance summary
14.	To review insurance renewal quote for buildings and contents, and cyber security
15.	To consider removing Cheaper Waste from pre-approved payments list - contract ends in January 2025
16.	To consider adding Whyfield accountants to regular payments list - £20+Vat per month for payroll
17.	Review Clerk additional 10 hours per week (due for review 1st Feb)
18.	To consider the Clerk to attend in person CALC training on “ Minutes and Agendas” 11.03.25 10am - 4pm, to cover mileage and travel time to Carn Brea, Redruth. - course £75+ VAT
19.	To retrospectively approve Clerk 0.67p per hour pay increase as per local government services pay agreement annual review in November 2024
20.	Consider relocation of some dog waste bins across the Parish for better placement, and permit clerk time to investigate options with Cornwall Council
21.	Retrospectively approve clerk’s application to Cornwall Council for the Local Maintenance Partnership grant of £1805.97
22.	Consider quote from Duchy Defibs to renew subscription for maintenance of defibrillator located at The Market Inn £325+VAT
23.	Discuss increase in bus fares from St Cleer to Liskeard - From 2nd January 2025 a return journey has risen from £3.50 to £6.00 for 1 adult
24.	Consider request for a commemorative bench to be placed at the common opposite Polwrath Terrace
25.	Request an additional councillor to join the HR committee
26.	Review and adopt policy as recommended by F&GP committee: Freedom of Information and Publication scheme policy - to be reviewed in 2 years
27.	Review and adopt policy as recommended by F&GP committee: Internal Controls policy - to be reviewed in 1 year
28.	Review and adopt policy as recommended by F&GP committee: Declaring Interests and Dispensations policy - to be reviewed in 2 years
29.	Review and adopt policy as recommended by F&GP committee: Policy for dealing with abusive persistent and vexatious matters - to be reviewed in 2 years
30.	Review and adopt policy as recommended by F&GP committee: Lone working Policy - to be reviewed in 3 month
31.	Review and adopt policy as recommended by F&GP committee: Transparency code Policy - to be reviewed in 2 years
32.	Consider how the council would like to respond to the Government’s <a href="#">Strengthening the standards and conduct framework for local authorities in England consultation</a>
33.	Consider using a key safe at the Pavilion
34.	Consider naming of the 16-unit development adjacent to Hendra Close - Developers propose to continue with “ Hendra Close” Council to comment their thoughts / suggestions.
35.	Date of next meeting: 26.02.25
36.	<b>*Proposal to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)*</b>
37.	Review quotes for H&S maintenance checks contract and agree contractor
38.	Review quotes for maintenance work around the Parish discussed at previous meeting, decide what work is to be undertaken and when, and approve contractor
39.	Discuss cleaning contract - 3 month review
40.	Receive recommendations from HR committee about clerk 6 month review regarding probation and pay

Meeting called by: Chair Jon Prinn

Agenda Signed by: Katie-Marie Goodwright – Clerk / RFO

Date: 17.01.25

clerk@stcleerparishcouncil.gov.uk