

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 Wednesday 26th February 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

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

	Item
1.	Persons Present/Apologies To note persons, present and receive apologies for absence.
2.	Receive any Declarations of Interest from Members/Dispensations <ul style="list-style-type: none"> - Disclosable pecuniary interests - Non-registrable interests - Declarations of gifts - Applications for dispensations
3.	Allow up to 15 Minutes for members of the public to address the council.
4.	Cornwall Councillor update
5.	Review applications for Co-option
6.	Planning Ref. No: PA25/01004 - <u>Alterations to village shop and conversion of first floor to residential flat</u> - Land North Of Trecarne View Penhale Lane St Cleer Cornwall PL14 5FS Ref. No: PA25/01000 - <u>Modification of S106 Agreement in relation to Decision Notice PA20/09665 dated 13.05.2022</u> - Land North Of Hendra Close Darite Cornwall PL14 5FE Ref. No: PA25/00991 - <u>Non material amendment in relation to Decision Notice PA20/09665 dated 13/05/22 - Correction of drawing P859-10 and replacement issue of Drawing P859-10A</u> - Land Adjacent To Hendra Close Darite, Cornwall PL14 5FE Ref. No: PA25/00745 - <u>Removal of an existing outbuilding and construction of a high quality single storey, pitched roof building, housing a private yoga space with associated shower room and sauna.</u> - Oakfield Darite Liskeard Cornwall PL14 5JS APPEAL - PA24/02565 - Proposed erection of two holiday units - Decision - REFUSED 26.07.24. - Opportunity for Council to add further comment
7.	Chairman's Announcements <ul style="list-style-type: none"> - Annual Parish Council meeting and Annual Parish meeting will be 14th May from 6pm
8.	Clerk report <ul style="list-style-type: none"> - no need to upgrade Xero to 'Grow' Plan as accountant now taking over Payroll - previously agreed minute ref 27.11.24-21
9.	Reports <ul style="list-style-type: none"> - Health and Safety <ul style="list-style-type: none"> - WT Consultancy starting checks in February for the Pavilion, Horizon Play Park, Sportsground / skate park / Gym equipment
10.	Matters arising from previous minutes <ul style="list-style-type: none"> - email sent to go bus 02.02.25 - reply received and sent to councillors
11.	Review and accept previous full council meeting minutes <ul style="list-style-type: none"> - a - Confidential Minutes - b - Public Minutes
12.	Finance report and agree Payment Summary <ul style="list-style-type: none"> - a - Payment Schedule - b - Monthly councillor reconciliation report from previous month - no anomalies found
13.	Consider grant application from Common Moor Village Hall - up to £7000
14.	Consider grant application from Cornwall Heritage Trust - £400
15.	a - To consider Cllr Harbord to set up Internet banking with HSBC

ST CLEER PARISH COUNCIL

	<ul style="list-style-type: none"> - Only one signatory can start the set up of Internet banking so the Clerk would need to be present to maintain financial controls. <p>b - Additionally, allow the Clerk read only access to the HSBC account</p> <ul style="list-style-type: none"> - This would also allow the account to be linked to the Xero accounting system.
16.	Consider adding WT consultancy to pre-approved regular payments list <ul style="list-style-type: none"> - £550 VAT a month
17.	Council to consider applying for LMP grant for 2025 from Cornwall Council - £1827.52
18.	Consider quote from Training Express to provide 24/7 access to a variety of training courses for all councillors and clerk - £560+VAT
19.	To consider quotes for grit to be stored at the pavilion
20.	<p>To consider the quote from Rospa for annual safety inspections reports at £296+ VAT for</p> <ul style="list-style-type: none"> - Horizon Play park - Pavillion Playing Field and Goals - Pavilion Outdoor Gym
21.	To consider quote from accountants to enable Clerk to set up Xero in most efficient way for new budget - £50 / £60 per hour
22.	Consider rescission motion "To renew the defib maintenance fee with Duchy Defibs for the defib located at the Market Inn for £325+VAT for 1 year"
23.	Consider quote from duchy Defibs to renew the defib maintenance fee for the defib located at the Market Inn for £325+VAT for 1 year
24.	<p>Consider clerks application for a free defib from the British Heart Foundation to be placed at Common Moor Village Hall</p> <ul style="list-style-type: none"> - Includes defib, cabinet, and installation - Council will be the guardians and responsible for maintenance fee £325+ VAT per year with Duchy Defibs - Common Moor Village hall happy to pay for the electric required
25.	To receive draft reply answers for the ' <u>Strengthening the Standards and conduct framework for local authorities in England</u> ' from the working group, and agree answers to be submitted to the online consultation
26.	Consider and approve meeting schedule for 2025 - 2026
27.	<p>Review revised grant application form to cover all grant applications</p> <ul style="list-style-type: none"> - Review in 2 years
28.	<p>Review F&GP committee terms of reference (<i>changes highlighted in yellow</i>)</p> <ul style="list-style-type: none"> - Review in 1 years
29.	<p>Review councillor induction pack</p> <ul style="list-style-type: none"> - Review in 2 years
30.	<p>Review Subject Access Policy</p> <ul style="list-style-type: none"> - Review in 2 years
31.	*Proposal to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)*
32.	Consider amendment to previously approved quote for concreting the entrance to the pavilion minute ref 22.01.25 - 39
33.	Consider quotes to unblock drains / conduct drainage survey
34.	Consider quotes for tree survey
35.	Discuss options for a new Pavilion entrance gate and consider quotes
36.	<p>Review list of current, previous, and new regular maintenance tasks around the Parish</p> <ol style="list-style-type: none"> a. Council to consider if they would like to add any tasks to the list b. Council to consider if they would like to reinstate any of the previously contracted / new tasks c. Council to discuss how they would like to manage the regular maintenance tasks they would like to undertake moving forward i.e employment, one or various contractors for clerk to review and present and next meeting

Meeting called by: Chair Jon Prinn

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

Date: 19.02.25

clerk@stcleerparishcouncil.gov.uk