

ST CLEER PARISH COUNCIL

TO MEMBERS OF THE COUNCIL:

Cllrs. Prinn, Horsfield, Harbord, Piper, Pearce, Sargeant, Laybury and Gymer

Dear Members,

I hereby give you notice that a full Council Meeting of St Cleer Parish Council will be held on 26th June **2025** at **6pm** 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.

Reference	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.	Planning - TO RESOLVE to comment 'to support' 'to object' or 'to make no comment' on the on the applications below on the Cornwall Council planning portal: <ul style="list-style-type: none">- and any other planning applications received before 12pm on 25.06.25
6.	Chairman's Announcements <ul style="list-style-type: none">- 23rd June Youth club rounders fundraiser for skate park 7.15pm- Reminder: No dogs on the sports fields. The field has a Public Space Protection (Dog Exclusion) Order in force, where fines can be up to £1000. New signs have been installed at entrances to the field- We have 5 vacant councilor seats that are available to be filled by cop-option, applications welcome
7.	Clerk report <ul style="list-style-type: none">- Clerk holiday booked 21st - 25th July- All audit documents for the 24/25 financial year were published on the website, and required external audit documents submitted to BDO on the 3rd June. Documents published on website are:<ul style="list-style-type: none">- Annual Governance and Accountability Return 2024/25 Form 3 - Page 1 - 5- BDO No Conflict of Interest Form- Final Internal Audit Report- Internal Audit Control Objective Not Achieved Summary- Bank Reconciliation- Explanation of Significant Variances- Exercise of Public Rights- Defib course held on 5th June- around 14 people attended- Defib at pavilion was deployed but unused 5th June- Local Councils Planning Essentials course 1 /3 - Attended by Clerk and 3 councillors- Code of Conduct course completed by 6/8 Councillors- Footpaths have been cut - 2nd cut will be later in the summer
8.	Reports <ul style="list-style-type: none">- Representative meetings - CAP 23rd June- Health and Safety - TO RECEIVE the Legionella risk assessment

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	<ul style="list-style-type: none"> - Police Report - Since 3/5/25 to 4/6/25 there have been the following crimes in the St Cleer area that are disclosable. <ul style="list-style-type: none"> - Assault, Road Rage, Harassment, Public Order, Malicious Communication
9.	<p>Matters arising from previous minutes</p> <ul style="list-style-type: none"> - Whyfield accountants are aware of Clerk Absence policy that if required, they can grant CllrHarbord access to Xero - Reply was sent to Cormac RE bridlepath 21 proposal as per previous meeting minutes, Cormac's reply forwarded to all councillors
10.	TO REVIEW AND APPROVE previous full council public and confidential meeting minutes
11.	TO REVIEW Clerks additional 10 hours per week allowance
12.	TO CONSIDER adding an additional councillor to the HSBC and Unity accounts as a signatory
13.	<p>FINANCE</p> <ul style="list-style-type: none"> a - TO RECEIVE budget report b - TO RECEIVE previous months bank reconciliation c - TO NOTE Clerk spent £42.42 on first aid items as advised by our H&S company, and £35.17 on folders, paper, and barrier tape, as per financial regulations 9.5 d - TO NOTE - South West hygiene fees have increased 4% from£ 19.41 to £20.19 per bin empty, as per or contract which allows for an annual increase e - TO CONSIDER costs for CALC training - Chairing skills and councillor skills - £35 each f - TO CONSIDER invoice from JLA for replacement fire extinguisher from Feb 2025 £43.43 + VAT g - TO CONSIDER additional charge of £39.90 for post crete for gate installation invoice from Dave Miller h - TO APPROVE payment Schedule for June 2025
14.	TO RECEIVE the final Internal Audit Report from Cornwall Council for 24/25's financial year, and the 'no' responses provided against the Internal Control Objectives
15.	TO REVIEW council meeting start times
16.	TO DISCUSS if councillors would like to assist the clerk with various tasks where requested
17.	TO CONSIDER costs for 3 x vacant allotment plots to be strimmed - total £110
18.	TO CONSIDER a pre approved amount for strimming vacant allotment plots that the clerk can authorise by request of the Allotment Association
19.	Date of next meeting: 16th July 2025
20.	*Proposal to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)*
21.	TO CONSIDER quote from Playdale for the Horizon Play park twin rider replacement parts, and APPOINT a contractor for installation
22.	TO CONSIDER quotes for additional tree works around the MUGA and sports fields
23.	TO CONSIDER quote from Go Collaborate to increase public engagement - propose skatepark consultation as the first project, AND AGREE associated actions
24.	TO CONSIDER quotes for emptying of the sanitary bins at the Pavilion and the public toilet - current contract ends 1st July
25.	TO CONSIDER boiler service quote £140+ VAT
26.	TO CONSIDER quote for pitch cutting from a new provider, and to AGREE associated actions

Meeting called by: Chair Cllr Jon Prinn

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

Date:18.06.25

clerk@stcleerparishcouncil.gov.uk