

# 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 **Wednesday 16th July 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.

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"><li>- Disclosable pecuniary interests</li><li>- Non-registrable interests</li><li>- Declarations of gifts</li><li>- Applications for dispensations</li></ul>
3.	Allow up to 15 Minutes for members of the public to address the council.
4.	Cornwall Councillor update
5.	Planning - <b>TO RESOLVE</b> to comment 'to support' 'to object' or 'to make no comment' on the on the applications below on the Cornwall Council planning portal:  Ref. No: PA23/09911: <a href="#">Listed Building Consent for:- Installation of new heating system and log burner</a> Trelawneys Barn Great Fursnewth St Cleer Liskeard Cornwall PL14 6RS  Ref. No: PA25/04344 <a href="#">Conversion of existing garage/store to a 2 bedroom dwelling with associated parking and garden</a> - East Tremar Barn Tremar Liskeard Cornwall PL14 5HF  and any other planning applications received before 12pm on 16.07.25
6.	Chairman's Announcements
7.	<b>TO RATIFY</b> all decisions / motions made at the previous full council meeting 25.06.25
8.	Clerk report <ul style="list-style-type: none"><li>- 7 / 8 councillors have completed code of conduct training - last one booked in for Sept</li><li>- Member of the public emailed to say that the public toilets were the nicest smelling that they had ever visited, and one of our regular hires have said they have noticed the Pavilion is much cleaner, so thank you to our new cleaners Spick and Span</li></ul>
9.	Reports <ul style="list-style-type: none"><li>- Representative meetings - Commoners association</li><li>- Health and Safety<ul style="list-style-type: none"><li>- <b>TO RECEIVE</b> June's report received for the Pavilion, Horizon Play Park, Sportsground / skate park / Gym equipment / public toilets / allotments</li></ul></li><li>- Police<ul style="list-style-type: none"><li>- Since 5/6/25 to 2/7/25 there have been the following crimes in the St Cleer area that are disclosable.<ul style="list-style-type: none"><li>- Assault-ABH</li><li>- Dog out of control</li></ul></li></ul></li></ul>

## ST CLEER PARISH COUNCIL

10.	<p>Matters arising from previous minutes</p> <ul style="list-style-type: none"> <li>- Cllr Laybury has been added to Unity bank account</li> <li>- Tree survey tree surgery work carried out 02.07.25</li> <li>- Green pavilion maintenance jobs carried out - Thanks to Adrian Dennis who also repaired some plaster work FOC</li> <li>- Good system for clerk reaching out to Councillors to help with tasks and we have got a few things done</li> <li>- Have entered contract again with South West Hygiene for emptying Sanitary bins for 3 years</li> </ul>
11.	<b>TO REVIEW AND APPROVE</b> previous full council public and confidential meeting minutes from 25.06.25
12.	<p><b>FINANCE</b></p> <ul style="list-style-type: none"> <li>a - <b>TO RECEIVE</b> monthly councillor reconciliation check report from June month - no anomalies</li> <li>b - <b>TO RECEIVE</b> budget report from F&amp;GP 02.07.25 and <b>DISCUSS</b> green highlighted items</li> <li>c - <b>To RECIEVE</b> previous months June's bank reconciliations</li> <li>d - <b>TO NOTE</b> clerk spend £6.90 on big bags and £14.89 on toilet roll as per financial regulation 9.5</li> <li>e -<b>TO NOTE</b> Xero Subscription is increasing by £4 per month from 1st September, to be £37+VAT a month</li> <li>f - <b>TO APPROVE</b> payment Schedule for July 2025</li> </ul>
13.	<p><b>TO REVIEW AND APPROVE</b> policies as recommended by the finance and general purposes committee</p> <ul style="list-style-type: none"> <li>- a - Corporate Risk Assessment update</li> <li>- b - Allotment Tenancy Agreement and Management procedure recommended by F&amp;GP Committee</li> <li>- c- Finance &amp; General Purposes Terms of Reference update</li> </ul>
14.	<b>TO RECEIVE</b> applications for Co-option
15.	<b>To DISCUSS</b> a member of the public's request for the Parish council to consider making a stretch of path into usable pavement between the end of Tremar lane and Shortacross in Tremar, and <b>AGREE</b> any associated action
16.	<p>Allotments</p> <ul style="list-style-type: none"> <li>- a - <b>To DECIDE</b> procedure for managing vacant allotment plots in relation to weed control until a new tenant is in place, and any associated spend.</li> <li>- b- <b>To CONSIDER</b> costs for waterproofing of allotment community shed - approx £205</li> </ul>
17.	Date of next meeting: 27th August - Extraordinary meeting
18.	<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>
19.	<b>TO CONSIDER</b> quote for emergency lights 3 hour drain test
20.	<b>TO APPROVE</b> SLA for Facilities and grounds contractor
21.	<b>To REVIEW</b> quotes submitted for the Facilities and Grounds Contractor, and <b>AGREE</b> associated actions and spend
22.	<b>TO CONSIDER</b> quotes to install twin rider replacement, <b>APPOINT</b> a contractor for installation, and <b>AGREE</b> and associated spend and action
23.	<b>TO CONSIDER</b> quotes for tree surgery work behind the MUGA
24.	<b>To CONSIDER</b> quotes to replace 6 x lights at the Pavilion
25.	<b>To RECEIVE</b> update on cost / funding available for GoCollaborate to be used for public engagement, first project to be the Skate park, and <b>AGREE</b> any associate spend
26.	<b>To DISCUSS</b> and <b>AGREE</b> amendment to Football SLA

Meeting called by: Chair Cllr Jon Prinn

Agenda Signed by: Katie-Marie Goodwright – Clerk / RFO  
 clerk@stcleerparishcouncil.gov.uk

Date: 09.07.25