

# St Teath Parish Council

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26 April 2023

To all Members of St Teath Parish Council

Dear Councillor,

You are hereby summoned to the Annual Meeting of St Teath Parish Council to be held in the Community Centre in St Teath on Tuesday, 2 May 2023 at 7pm for the purpose of transacting the business stated in the agenda below.

Yours faithfully,

Julie Fairman  
Clerk & Responsible Finance Officer  
St Teath Parish Council

**Annual Meeting of the St Teath Parish Council will be held on Tuesday, 2 May 2023  
in the Community Centre, St Teath at 7.00pm.**

Members of the press & public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.

If members of the public join the meeting after the Public Participation item on the agenda, they may not be permitted to speak.

Under the Local Government Act (LGA) 1972 Sch 12 10 (2)(b), the Council is unable to make any decisions on matters not listed within the agenda.

Under the Local Government Act (LGA) 1972 s101, supported by *Regina V Secretary of State for the Environment ex parte London Borough of Hillingdon 1986* case law, no one councillor can make a decision on behalf of the Council.

Agendas & Minutes of St Teath Parish Council Meetings are available to view via [www.stteathparishcouncil.gov.uk](http://www.stteathparishcouncil.gov.uk) and on St Teath noticeboards.

## AGENDA & SUMMONS

- 1. Election of Chairman for 2023/24**  
To elect a Chairman
- 2. Chairman Declaration of Acceptance of Office**  
To receive the signed Declaration of Acceptance of Office of the newly elected Chairman
- 3. Election of Vice Chairman for the year 2023/24**  
To elect a Vice Chairman
- 4. Vice Chairman Declaration of Acceptance of Office**  
To receive the signed Declaration of Acceptance of Office of the newly elected Vice Chairman
- 5. Apologies for Absence**  
To receive apologies for absence and note apologies not received.
- 6. Declarations of Interest**
  - a) Pecuniary Interests: To receive Declarations of Pecuniary Interests as declared on the Register of Interests.
  - b) Non-registerable Interests: To receive Declarations of Non-registerable Interests.
  - c) Dispensations: The Clerk will consider and report on any requests for dispensation in line with the Council's Code of Conduct.
  - d) Gifts & Hospitality: To declare any gifts or hospitality in line with the Council's Code of Conduct.
- 7. Public Participation**  
To hear from members of the public who wish to make representations, answer questions and give evidence in respect of the business on the agenda. A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. (Meeting then closes to the public).
- 8. Full Council Meeting Minutes**  
To receive and resolve to adopt the minutes of the Full Council Meeting held on Thursday, 6 April 2023 to allow the presiding Chairman to duly sign.
- 9. Clerk's Report**  
To receive a verbal report from the Clerk on any matters arising from previous minutes, meetings attended by officers and future dates for the diary. For information only.
- 10. Parish Councillor's Reports**  
To include an update on any meetings attended by Members as representatives of the Parish Council and to note future dates for the diary. For information only.
- 11. Cornwall Councillor Report**  
To receive the monthly report from Cornwall Councillor Dominic Fairman and ask questions on the content.
- 12. Planning Matters and Planning Applications**  
To consider and discuss all planning applications, matters of correspondence and approvals/refusals received from the Local Planning Authority.
  - a) PA22/01300/PREAPP Knights Mill Cottage, Knights Mill, St Teath - Pre application advice to combine two separate dwellings to one large dwelling**

**13. Standing Orders**

To resolve to update the aforementioned document.

**14. Financial Regulations**

To resolve to approve the continued use of the current Financial Regulations – Accounts & Audit Regulations 2015.

**15. Review of Arrangements**

To resolve to approve the continuation of the current arrangements (including legal arrangements) with other local authorities, not for profit bodies and businesses - Localism Act 2011.

**16. The General Power of Competence**

To resolve that St Teath Parish Council continue to meet the criteria stated in legislation and are therefore eligible to use The General Power of Competence – Localism Act 2011 s1-8.

**17. Code of Conduct**

To resolve to re-adopt the Code of Conduct for the forthcoming year – Localism Act 2011.

**18. Financial Arrangements**

To resolve to appoint Linda Coles as the Internal Auditor for 2023/24.

**19. Asset Register Review**

To receive a verbal report from Cllr Kerri Kitto on the asset register review and resolve any action required.

**20. Insurance Review**

To receive a verbal report from Cllr Geoff Gale on the insurance review and resolve any action required.

**21. Finance Matters**

To approve expenditure payments.

To note income.

To approve any transfers of funds.

To note account balances.

To receive an update on banking arrangements.

**22. Parking and Traffic Calming around School**

To receive information, discuss and resolve a course of action as appropriate.

**23. Disabled Parking Bay request**

To receive information, discuss and resolve a course of action as appropriate.

**24. Clock Tower**

To receive information, discuss and resolve a course of action as appropriate.

**25. Devolution**

To receive information, discuss and resolve a course of action as appropriate.

**26. Grass Cutting Tender**

To receive information, discuss and resolve a course of action as appropriate.

**27. Bus Shelter**

To receive information, discuss and resolve a course of action as appropriate.

**28. Equipment update**

To receive information, discuss and resolve a course of action as appropriate.

**29. Correspondence**

To review all correspondence received via post or email.

**30. Training and Meeting Attendance**

To receive information, discuss and resolve a course of action as appropriate.

**31. To agree Matters for the next meeting**

To discuss and propose agenda items for the next Full Council Meeting.

**32. Diary Dates**

To advise of the date for the next Full Council Meeting and any other appropriate meetings.

**33. Annual Meeting Closed**