



St Teath Parish Council

Minutes of the Full Council Meeting of St Teath Parish Council held on Thursday, 5th October 2023 in the Community Centre, St Teath at 7.00pm

Present: Cllr Kerri Kitto (Chairman), Cllr Jo Fleet, Cllr Will Kitto, Cllr Sam Burton and Cllr Nev Turner

In attendance: Julie Fairman (Parish Clerk), one member of the public (part)

Item No.		Action by
1	<p>Apologies for absence Cllr Geoff Gale Cllr Tracey Kingdon Cllr Dominic Fairman</p>	
2	<p>Declarations of Interest. To receive registered and non-registered disclosable interests and non-registerable interests. To advise of any dispensations granted in line with the Code of Conduct. To declare any gifts over the value of £25.00. Agenda item 10, specific applications - Cllr Kerri Kitto, Cllr Sam Burton, Cllr Nev Turner, Cllr Will Kitto, Cllr Jo Fleet</p>	
3	<p>Public Participation – members of the public are invited to speak on items on the agenda or raise items for future agendas. (Meeting then closes to the public) Public member expressed ongoing concern over the parking issues around the village school. The Full Council advised the member to submit comments to the Cornwall Council public consultation that is running currently. Public member also asked for advice over how to deal with brambles coming through from the Ocean Housing site behind and was advised to speak to Ocean Housing direct.</p>	
4	<p>To receive and approve the Minutes of the Full Council Meeting held on 7th September 2023 It was RESOLVED that the minutes of the Full Council Meeting held on Thursday, 7th September 2023 be adopted and signed as a true and accurate record. Cllr Kerri Kitto then signed the minutes.</p>	
5	<p>Clerk's Report The Clerk reported that the deadline for the 2024 Community Sparks Fund had closed with nine applications received which have been prepared for decision at this evening's meeting. Liaison continues with Cornwall Council over the required traffic calming and parking issues in the village and preparations are in place for the Clocktower public ballot next month where everyone in the village will have the chance to have their say on which options will be</p>	

	<p>incorporated in the Clocktower refurbishment programme on Thursday 2 November in the Community Centre (4-7pm).</p> <p>The Clerk also reported that two new governance documents – Grant Making Policy and Social Media & Electronic Communication Policy had been prepared ready for adoption at the November Full Council meeting and had prepared a framework Budget for the PC’s consideration.</p> <p>In addition, the Clerk had been liaising with the owners of the property adjacent to the footpath to the village green after damage to their wall and had also supported the Council in the preparation of both a Levelling Up and CIL proposal submission.</p>	
6	<p>Parish Councillors’ Reports Cllr Geoff Gale attended the recent CAP meeting.</p>	
7	<p>Cornwall Council report – Cllr Dominic Fairman No report received.</p>	
8	<p>Planning – to receive a report on the following applications and any further applications received between the publication of the agenda and the meeting:</p> <p>b) PA23/06835 Knights Mill Cottage - Proposal Proposed combination of two separate dwellings into a single dwelling incorporating extension link.</p> <p>Cllr Kerri Kitto PROPOSED that this should be SUPPORTED and this was SECONDED by Cllr Will Kitto.</p> <p>a) B) PA23/06232 Plot 2 :Land East of Trewennan Hill – Erection of a dwelling together with associated works</p> <p>Cllr Will Kitto PROPOSED that this should be SUPPORTED and this was SECONDED by Cllr Nev Turner.</p>	
9	<p>Finance Matters</p> <ul style="list-style-type: none"> To approve expenditure payments. The October schedule of 11 expenditure payments was circulated by the Parish Clerk. These were PROPOSED for payment by Cllr Kerri Kitto, SECONDED by Cllr Jo Fleet and unanimously approved. To note income The Clerk reported that the PC has received the second tranche of its Precept payment plus a VAT return payment, credit from its insurance company and a compensation payment from Wickstead. To approve any transfers of funds The Clerk suggested that monies are transferred from the current account into the deposit account now that we are banking with Unity Trust Bank, enabling the PC to earn more interest against the accounts’ funds. Cllr Kerri Kitto PROPOSED that this suggestion be actioned which was SECONDED by Cllr Jo Fleet and unanimously approved. To note account balances The bank balances with Unity Trust banks of 5 October were NOTED. To agree process for setting Annual Budget The Clerk tabled a suggested budget outline for the 2024/25 and asked for the Full Council to review and report back any comments so that it can be discussed at the November Full Council meeting and confirmed ahead of the Precept deadline. 	<p>Clerk</p> <p>ALL</p> <p>Clerk</p>

	<ul style="list-style-type: none"> To review recommendation for submitting external funding applications <p>The Parish Clerk reported back on the PC sub committee meeting held this month to ascertain opportunities for Levelling Up funding. A summary document was presented and the PC will now wait on the outcome of its CIL application. Cllr Jo Fleet PROPOSED that this was a sensible course of action which was SECONDED by Cllr Kerri Kitto and unanimously supported.</p>																																																													
10	<p>Community Sparks Fund</p> <p>The Full Council reviewed all nine applications and applied a strict criteria for awarding monies. Cllr Will Kitto PROPOSED the decision to award funds within the 2024/25 Budget which was SECONDED by Cllr Kerri Kitto and unanimously supported. The Clerk to now liaise with each organisation.</p>	Clerk																																																												
11	<p>Traffic Calming</p> <p>The PC has proposed possible locations for the VAS traffic speed monitoring equipment and continues to liaising with the relevant CORMAC representatives over achieving the right calming solutions. The Cornwall Council public consultation is also now open to obtain comments from the Parish and the PC strongly advises all parishioners to submit their thoughts.</p>																																																													
12	<p>Clocktower</p> <p>Plans are progressing for the refurbishment to take place in the New Year. The entire Parish is now invited to vote on which window designs are incorporated in the works – existing opaque or new stained glass designs – through a public ballot in the Community Centre on Thursday, 2 November from 4 – 7pm.</p>																																																													
13	<p>Remembrance Day Commemorations</p> <p>Cllr Kerri Kitto updated on the plans for Sunday, 12 November and advised that wreaths had been purchased in readiness.</p>																																																													
14	<p>Correspondence</p> <table border="0"> <tr> <td>5/9</td> <td>Timepiece</td> <td>Plans for the future</td> </tr> <tr> <td>7/9</td> <td>Cornwall Council</td> <td>Affordable Housing newsletter</td> </tr> <tr> <td>7/9</td> <td>Cornwall Council</td> <td>Forest for Cornwall newsletter</td> </tr> <tr> <td>8/9</td> <td>Cornwall Council</td> <td>Parish & Town Councils newsletter</td> </tr> <tr> <td>8/9</td> <td>CORMAC</td> <td>VAS locations</td> </tr> <tr> <td>11/9</td> <td>CALC</td> <td>Training opportunities</td> </tr> <tr> <td>11/9</td> <td>Resident</td> <td>Footpath concerns</td> </tr> <tr> <td>13/9</td> <td>Clean Cornwall</td> <td>Newsletter</td> </tr> <tr> <td>13/9</td> <td>Cornwall Council</td> <td>Statement of Licensing Policy</td> </tr> <tr> <td>15/9</td> <td>Cornwall Council</td> <td>Wren funding opportunities</td> </tr> <tr> <td>15/9</td> <td>Cornwall Council</td> <td>CAP Good Growth consultation</td> </tr> <tr> <td>17/9</td> <td>Open Spaces Society</td> <td>Training</td> </tr> <tr> <td>20/9</td> <td>CORMAC</td> <td>Traffic calming plans</td> </tr> <tr> <td>20/9</td> <td>Cornwall Council</td> <td>2023 proposed budget consultation</td> </tr> <tr> <td>20/9</td> <td>Resident</td> <td>Defibrillator funding</td> </tr> <tr> <td>25/9</td> <td>Cornwall Air Ambulance</td> <td>Grant request</td> </tr> <tr> <td>27/9</td> <td>Cornwall Council</td> <td>Planning information consent</td> </tr> <tr> <td>28/9</td> <td>Cornwall Community Flood Forum</td> <td>Annual conference invite</td> </tr> <tr> <td>28/9</td> <td>CAP</td> <td>Air Quality engagement sessions</td> </tr> <tr> <td>29/9</td> <td>Fields in Trust</td> <td>New process updated</td> </tr> </table>	5/9	Timepiece	Plans for the future	7/9	Cornwall Council	Affordable Housing newsletter	7/9	Cornwall Council	Forest for Cornwall newsletter	8/9	Cornwall Council	Parish & Town Councils newsletter	8/9	CORMAC	VAS locations	11/9	CALC	Training opportunities	11/9	Resident	Footpath concerns	13/9	Clean Cornwall	Newsletter	13/9	Cornwall Council	Statement of Licensing Policy	15/9	Cornwall Council	Wren funding opportunities	15/9	Cornwall Council	CAP Good Growth consultation	17/9	Open Spaces Society	Training	20/9	CORMAC	Traffic calming plans	20/9	Cornwall Council	2023 proposed budget consultation	20/9	Resident	Defibrillator funding	25/9	Cornwall Air Ambulance	Grant request	27/9	Cornwall Council	Planning information consent	28/9	Cornwall Community Flood Forum	Annual conference invite	28/9	CAP	Air Quality engagement sessions	29/9	Fields in Trust	New process updated	
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15	Training and Meeting Attendance Cllr Jo Fleet and Cllr Geoff Gale attending Planning training. Clerk attending Planning, Finance and Green Spaces training																
16	To agree Matters for the next Meeting The following items to be added to the agenda for the November meeting: <ul style="list-style-type: none"> • Traffic calming • 2024 Budget • Clocktower All agenda submissions to be received by 26 October 2023.																
17	Diary Dates <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">26 Oct</td> <td style="width: 15%;"></td> <td style="width: 70%;">Deadline for receipt of November Full Council Agenda submissions</td> </tr> <tr> <td>2 Nov</td> <td>4 – 7pm</td> <td>Clocktower Parish Ballot in Community Centre</td> </tr> <tr> <td>2 Nov</td> <td>7pm</td> <td>Full Council Meeting</td> </tr> <tr> <td>12 Nov</td> <td></td> <td>Remembrance Sunday</td> </tr> <tr> <td>4 Dec</td> <td>7pm</td> <td>Full Council Meeting</td> </tr> </table>	26 Oct		Deadline for receipt of November Full Council Agenda submissions	2 Nov	4 – 7pm	Clocktower Parish Ballot in Community Centre	2 Nov	7pm	Full Council Meeting	12 Nov		Remembrance Sunday	4 Dec	7pm	Full Council Meeting	
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18	Open Meeting Closed The meeting was closed at 9.05pm.																

Signed:

Date: