



St Teath Parish Council

Minutes of the Full Council Meeting of St Teath Parish Council held on Thursday, 2nd November 2023 in the Community Centre, St Teath at 7.00pm

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

In attendance: Julie Fairman (Parish Clerk), three members of the public (part)

Item No.		Action by
1	<p>Apologies for absence None.</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. None.</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) One member of the public thanked the Parish Council for the very kind Community Sparks grant and asked when payment was due which he was informed would be following proposal of the payment schedule at this meeting. Two members of the public represented themselves as a new business in the area and explained the service they wish to offer.</p>	
4	<p>To receive and approve the Minutes of the Full Council Meeting held on 5th October 2023 It was RESOLVED that the minutes of the Full Council Meeting held on Thursday, 5th October 2023 be adopted and signed as a true and accurate record. Cllr Kerri Kitto then signed the minutes. Cllr Kerri Kitto also PROPOSED that the new Social Media and Electronic Communication and Grant Making Policies presented at the 5th October meeting now be ADOPTED. This was SECONDED by Cllr Geoff Gale and unanimously supported by the Council. Clerk to upload on to the Parish Council website.</p>	CLERK
5	<p>Clerk's Report The Clerk reported that all of the recipients of the Community Sparks funding had been advised. Further communication had taken place regarding the traffic calming progress. A new Financial Regulations governance document had been written ready for adoption at this meeting and a meeting attended with Chris Monk from CORMAC to set up the Local Management Plan for the Parish. Further work had been undertaken to prepare the Budget for 2024 – 2025 and support given to the current CIL proposal. Preparations were put in place ready for the Clocktower Ballot held this afternoon and the Clerk also shared information from both the Open Spaces and Levelling Up training that had been attended this month.</p>	

	Cllr Kerri Kitto PROPOSED that the new Financial Governance Policy be adopted, which was SECONDED by Cllr Jo Fleet and unanimously SUPPORTED by the Council. Clerk to upload on to the Parish Council website.	CLERK
6	Parish Councillors' Reports Cllr Geoff Gale reported on the meeting with Chris Monk from CORMAC and Cllr Kerri Kitto reported on attending a meeting with Cllr Dominic Fairman and SUSTRANS regarding the proposed Quiet Lane Project.	
7	Cornwall Council report – Cllr Dominic Fairman Cllr Dominic Fairman thanked the Council for their support of the Quiet Lanes project proposal and asked if the Council would now facilitate the proposal in to the Community Capacity Fund. The Council was happy to oblige as long as this did not affect its other possible grant applications through the Fund. Cllr Dominic Fairman to confirm this in writing. Cllr Nev Turner PROPOSED that the Council lead the new proposal, which was SECONDED by Cllr Kerri Kitto and unanimously SUPPORTED by the Council.	DF
8	Planning – to receive a report on the following applications and any further applications received between the publication of the agenda and the meeting: <ul style="list-style-type: none"> a) PA23/08152 Bramble Meadow, land west of Treburgett Farm, St Teath – proposed agricultural and horticultural storage building Cllr Nev Turner PROPOSED that this should be SUPPORTED and this was SECONDED by Cllr Kerri Kitto. b) PA23/08151 Bramble Meadow, land west of Treburgett Farm, St Teath – retrospective application for the siting of 2 x polytunnels Cllr Kerri Kitto PROPOSED that this should be SUPPORTED and this was SECONDED by Cllr Will Kitto. c) PA23/08159 Bramble Meadow, land west of Treburgett Farm, St Teath - application for the siting of 2 x polytunnels Cllr Kerri Kitto PROPOSED that this should be SUPPORTED and this was SECONDED by Cllr Will Kitto. d) PA23/08323 Middle Hendra, St Teath – prior notification for extension to existing agricultural track The Council noted that Cornwall Council had responded that no prior notification had been required. 	
9	Finance Matters <ul style="list-style-type: none"> • To approve expenditure payments. The November schedule of 12 expenditure payments was circulated by the Parish Clerk. These were PROPOSED for payment by Cllr Kerri Kitto, SECONDED by Cllr Nev Turner and unanimously APPROVED. This schedule included the 6 Community Sparks Fund payments plus the \$137 payment of a one-off support grant to Cornwall Air Ambulance. • To note income None received. • To approve any transfers of funds None. • To note account balances The bank balances with Unity Trust banks of 2 November were NOTED. • To discuss proposed Annual Budget outline The Clerk tabled an updated budget outline for 2024/25 and asked that the Full Council now review so that it can be approved and confirmed ahead of the Precept deadline. Cllr Tracey Kingdon PROPOSED that a separate Finance Meeting be held once the Chair and Vice Chair had reviewed the outline. This was SECONDED by Cllr Kerri Kitto and unanimously supported by the Council. 	

	The Parish Clerk also strongly suggested that the Full Council review their Precept as this had not been increased for several years and with costs rising across the board this would be a sensible move to take.	ALL
10	Traffic Calming Cllr Kerri Kitto reported that the Public Consultation had now taken place and the locations for the three VAS traffic speed monitoring equipment had been recommended. Further progress was now awaited from CORMAC.	
11	Clocktower The Parish Clerk reported that just over 100 people had either turned out or sent representation to the public ballot held this evening to vote for which window option should be included in the refurbishment programme planned for the New Year. 72 votes were received for the stained glass option and 21 for the opaque glass option. Cllr Nev Turner PROPOSED that as result, the stained glass option now be incorporated into the works and a local stained glass craftsman appointed which was SECONDED by Cllr Jo Fleet.	KK
12	Footpaths Cllr Geoff Gale reported that following the Parish Clerk's diligence, the Parish was now back in the Local Management Plan for the footpaths in the area and the meeting with CORMAC had given the Council a much better understanding of the schedule for cutting. We now have a year to finetune the schedule for the benefit of the Parish. Cllr Kerri Kitto PROPOSED that the Parish contractor now be updated and this was SECONDED by Cllr Will Kitto.	GG
13	Equipment Cllr Geoff Gale reported that work had been completed to the damaged wall adjacent to the Village Green entrance and Cllr Jo Fleet reported that the hedge had now been cut back outside the property in Trehannick Close. Cllr Geoff Gale also reported that the bench in Whitewells had been damaged. Discussion then took place over the merit of replacing a number of benches, including this one, as part of increasing the overall accessibility within the Village Green. Cllr Kerri Kitto PROPOSED that a proposal be created for possible Community Growth Funding and this was SECONDED by Cllr Geoff Gale. The Parish Clerk tabled the opportunity for a further free defibrillator to be installed in the village. Cllr Nev Turner PROPOSED that the Council discuss this with the Church Hall committee which was SECONDED by Cllr Tracey Kingdon. The Parish Clerk to also check the provision of our annual defibrillator service contract.	CLERK CLERK CLERK
14	Correspondence 3/10 Cornwall Council Polling station review 3/10 Bodmin Indoor Bowls Club Invite to use facilities 4/10 CAP Minutes from Sept meeting 4/10 Cornwall CLT Invite to Housing Crisis event 10/10 Scott Mann MP New postal address 11/10 CAP Launch event invite 12/10 Tamar Toll Action Group Support request 12/10 Allotment Assoc Sparks response 12/10 Community Gardeners Sparks response 12/10 Grasscutters Sparks response 12/10 Carnival Committee Sparks response 12/10 Christmas Lights Committee Sparks response 12/10 Football Club Sparks response 12/10 Rosewater Supper Club Sparks response 12/10 Cornwall Council Budget presentation	

	13/10	British Heart Foundation	Football Club defib query	
	13/10	Cornwall Air Ambulance	Donation thank you	
	17/10	St Teath School	Sparks response	
	18/10	Zero Hour	Climate & Ecology Bill	
	19/10	NALC	Defib opportunity	
	25/10	Cornwall Council	Levelling Up events – 8/11	
	25/10	Cornwall Council	Planning event – 23/11	
	25/10	Cornwall Council	Planning newsletter	
	31/10	Fields in Trust	Status update	
15	Training and Meeting Attendance			
	Cllr Jo Fleet and Cllr Geoff Gale attending Planning training in December. Cllr Kerri Kitto and Cllr Jo Fleet to attend Levelling Up funding training in December. Parish Clerk to attend further Finance and Planning training in December			
16	To agree Matters for the next Meeting			
	The following items to be added to the agenda for the December meeting:			
	<ul style="list-style-type: none"> • Traffic calming • 2024 Budget • Quiet Lanes proposal • Accessibility proposal • Devolution update 			
	All agenda submissions to be received by 27 November 2023.			
17	Diary Dates			
	27 Nov	Deadline for receipt of December Full Council Agenda submissions		
	4 Dec	7pm	Full Council Meeting	
18	Open Meeting Closed			
	The meeting was closed at 20.35.			

Signed:

Date: