

## St Teath Parish Council

Minutes of the Full Council Meeting of St Teath Parish Council held on Thursday, 6 February 2025 in the Community Centre, St Teath at 7.00pm

**Present:** Cllr Kerri Kitto (Chairman), Cllr Linda Setiawan and Cllr Will Kitto.

**In attendance:** Julie Fairman (Parish Clerk), Cllr Dominic Fairman

Item No.		Action by
1	<b>Welcome</b> Cllr Kerri Kitto welcomed everyone to the meeting.	
2	<b>Apologies for absence</b> Cllr Geoff Gale, Cllr Grace Stewart, Cllr Jo Fleet	
3	<b>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.</b> Cllr Will Kitto declared an interest in respect of St Teath Football Club. Cllr Kerri Kitto declared an interest in the Carnival Committee.	
4	<b>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)</b> The Headteacher of St Teath Primary School and parishioner attended to raise concern over parking around the school. Cllr Kerri Kitto reiterated that the Council had raised similar concerns with Cornwall Council and advised that the school and parents submit complaints to Cornwall Council to help raise awareness of the issue. It was also mentioned that the bus transport from St James Smith was equally arriving at exactly the same time that the primary school day ends which is causing even more strain on the parking situation. Cllr Kerri Kitto reminded everyone that the Council had raised this with the Trust when the new timings were announced. A parishioner raised the need for the gatepost to be repaired at the Football Club which the Council was able to advise was in hand.	
5	<b>To receive and approve the Minutes of the Full Council Meeting held on 12<sup>th</sup> December 2024</b> It was <b>RESOLVED</b> that the minutes of the Full Council Meeting held on Thursday 12th December 2024 be adopted and signed as a true and accurate record. Cllr Kerri Kitto then signed the minutes.	
6	<b>Councillor Resignation</b> It was <b>NOTED</b> that Cllr Nev Turner had tendered his resignation as Councillor in December. The Council wishes to thank him for his years of service and support. Cllr Kerri Kitto <b>PROPOSED</b> that the Council did not recruit for co-option at this stage due to the upcoming Council Elections in May 2025. This was <b>SECONDED</b> by Cllr Will Kitto and unanimously <b>APPROVED</b> .	

7	<p><b>Clerk's Report</b> The Clerk advised that she had received the Cornwall Council LMP agreement for 2025 – 2026 and the Council had received the full payment for the 2024 – 2025 year. She then outlined the timeline leading up to the Council Elections in May.</p>	
8	<p><b>Parish Councillors' Reports</b> Cllr Kerri Kitto updated the meeting on her attendance of Cornwall Council's meeting regarding the Planning Reform, revised NPPF and Call for Sites. She has also observed some fence panels have been blown down around the Village Green and <b>PROPOSED</b> that the Council contacts the developer of the adjacent housing estate to help ascertain who is responsible for their replacement. This was <b>SECONDED</b> by Cllr Will Kitto and unanimously <b>SUPPORTED</b>.</p>	
9	<p><b>Cornwall Council report – Cllr Dominic Fairman</b> No report given.</p>	
10	<p><b>Planning Matters and Planning Applications</b> All matters and applications received to date have been dealt with as per the Council's approved procedure to collate comments virtually and submit to meet the tight Cornwall Council consultation deadlines.</p>	
11	<p><b>Finance Matters</b></p> <ul style="list-style-type: none"> <li>• <b>To approve expenditure payments.</b> Payment of the January 2025 schedule of five expenditure payments were <b>RATIFIED</b> and the 14 expenditure payments for February 2025 circulated for payment. These were <b>PROPOSED</b> for payment by Cllr Kerri Kitto, <b>SECONDED</b> by Cllr Linda Setiawan and <b>UNANIMOUSLY APPROVED</b> for payment.</li> <li>• <b>To note income</b> No income was received.</li> <li>• <b>To approve any transfers of funds</b> No transfers undertaken.</li> <li>• <b>To note account balances</b> The bank balances with Unity Trust were <b>NOTED</b>.</li> <li>• <b>To review 2025 Community Sparks Fund applications</b> Four applications have been received and have been reviewed by the Council. It was agreed to award funding to Timepiece, the Carnival committee and to enable the purchase of bingo calling machine to be available for all village events. Cllr Linda Setiawan <b>PROPOSED</b> that these awards be made in April as per the Sparks Fund timeline. This was <b>SECONDED</b> by Cllr Will Kitto and <b>UNANIMOUSLY SUPPORTED</b>.</li> <li>• <b>To discuss and resolve to approve the proposed Budget for 2025-2026</b> The Clerk tabled a proposed Budget with two final amendments in relation to reducing the budget line for Insurance and increasing the Office Expenses budget line to ensure it will cover expected bank charges. Cllr Kerri Kitto <b>PROPOSED</b> that the Council now <b>APPROVE</b> this Budget. This was <b>SECONDED</b> by Cllr Will Kitto and <b>UNANIMOUSLY SUPPORTED</b>.</li> </ul>	<p>CLERK</p> <p>CLERK</p>
12	<p><b>Devolution</b> Cllr Kerri Kitto updated the meeting that Stephens Scown has now been appointed to provide legal support to the Council regarding the devolution of the Pre-school and Football Club building and associated grounds. Cllr Kerri Kitto <b>PROPOSED</b> that the Council now progress with its strategic plan for the area and obtain planning permission costs for discussion at the next Full Council meeting. This was <b>SECONDED</b> by Cllr Will Kitto and <b>UNANIMOUSLY SUPPORTED</b>.</p>	<p>WK</p>
13	<p><b>Biodiversity</b> No report received. The Council would like to ask representatives of relevant local groups to come and present their thoughts at upcoming meetings.</p>	<p>CLERK</p>

<b>14</b>	<b>Funding Opportunities</b> Cllr Kerri Kitto <b>PROPOSED</b> that the Council submits a funding application aimed at increasing accessibility of the village green as part of Cornwall Council's Community Capacity Fund. This was <b>SECONDED</b> by Cllr Will Kitto and <b>UNANIMOUSLY SUPPORTED</b> .	<b>KK</b>
<b>15</b>	<b>Equipment</b> Cllr Kerri Kitto <b>PROPOSED</b> that work be undertaken to make the sand pit in the play area safe and more durable. This was <b>SECONDED</b> by Cllr Will Kitto and <b>UNANIMOUSLY SUPPORTED</b> . Cllr Will Kitto advised that work is being undertaken to repair the rotten gatepost adjacent to the Football Club. The Clerk advised that new pads had been purchased for the defibrillator at the Football Club.	<b>LK/WK</b>  <b>WK</b>
<b>16</b>	<b>Clocktower</b> The Clerk has heard from the company repairing the clock tower's mechanism and was pleased to advise that this will be re-installed later this month.	
<b>17</b>	<b>Correspondence</b> The Clerk advised there is a new Public Rights of Way enquiry email address – <a href="mailto:PROW@cornwall.gov.uk">PROW@cornwall.gov.uk</a> . The Council has received a letter from St Teath Allotments Association asking for written support in its transfer to a new banking provider. Cllr Kerri Kitto <b>PROPOSED</b> that the Council provide assistance where possible and in line with our ownership of the Allotments would now attend the Association's AGM meetings. This was <b>SECONDED</b> by Cllr Will Kitto and <b>UNANIMOUSLY SUPPORTED</b> .	<b>CLERK</b>
<b>18</b>	<b>Training and Meeting Attendance</b> All Councillors will need to attend Code of Conduct training following the Council Elections in May.	
<b>19</b>	<b>To agree Matters for the next Meeting</b> The following items to be added to the agenda for the December meeting: <ul style="list-style-type: none"> <li>• Vulnerable Residents</li> <li>• Parking</li> <li>• Devolution</li> <li>• Funding Opportunities</li> <li>• Equipment</li> <li>• VE Day Celebrations</li> </ul> All agenda submissions to be received by 24 February 2025.	
<b>20</b>	<b>Diary Dates</b> <b>24 Feb</b> <b>Deadline for receipt of agenda submissions</b> <b>6 Mar 7pm</b> <b>Full Council Meeting</b>	
<b>21</b>	<b>Full Meeting Closed</b> The meeting closed at 20.45pm	

Signed:

Date: