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7 May 2025

To all Members of St Teath Parish Council

Dear Councillor

You are hereby summoned to the Annual Council Meeting of St Teath Parish Council to be held in the Community Centre, St Teath on Thursday, 15 May 2025 at 7pm for the purpose of transacting the business stated in the agenda below.

Yours faithfully

Julie Fairman
Clerk & Responsible Finance Officer

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 and on St Teath noticeboards.

DECLARATIONS OF ACCEPTANCE OF OFFICE WILL BE SIGNED BY THE MEMBERS PRIOR TO THE START OF THE MEETING AND BEFORE THEY TAKE THEIR SEAT AT THE TABLE, TO BE WITNESSED BY THE CLERK

AGENDA

- 1. Welcome**
- 2. Apologies for Absence**
To receive apologies for absence and note apologies not received.
- 3. Election of Chairman**
To appoint a Chairman for the newly-formed Council.
- 4. Election of Vice Chairman**
To appoint a Vice Chairman for the newly-formed Council.
- 5. Declarations of Interest**
 - a) Pecuniary Interests: To review and 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.
- 6. 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).
- 7. Full Council Meeting Minutes**
To receive and resolve to adopt the minutes of the Full Council Meeting held on Thursday, 3 April 2025 to allow the presiding Chairman to duly sign.
- 8. Planning Matters and Planning Applications**
To consider and discuss all planning applications, matters of correspondence and approvals/refusals received from the Local Planning Authority.
PA25/02251 – replacement garage and storage building with hobby room above, access steps and decking and extended footpath
- 9. Finance Matters**
To approve expenditure payments.
To appoint a Councillor to oversee the authorisation of the electronic payments.
To note income.
To approve any transfers of funds.
To note account balances.
- 10. To agree Matters for the Next Meeting**
To discuss and propose agenda items for the next Full Council Meeting.

11. Diary Dates

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

12. Full Meeting Closed