

St Teath Parish Council

Minutes of the Full Council Meeting of St Teath Parish Council held on Thursday, 11 June 2026 in St Teath Community Centre. St Teath at 7.00pm

Present: Cllr Kerri Kitto (Chairman), Cllr Kirsty Burton, Cllr Will Kitto, Cllr Geoff Gale and Cllr Linda Setiawan.

In attendance: Cllr David Garrigan, Julie Fairman (Parish Clerk).

Item No.		Action by
1.	Welcome Cllr Kerri Kitto welcomed everyone to the meeting.	
2.	Apologies for absence Cllr Grace Stewart and Cllr Jo Fleet	
3.	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. Cllr Geoff Gale, Cllr Kirsty Burton – St Teath Garden Allotments Association Cllr Will Kitto – St Teath Football Club	
4.	Annual Internal Audit 2025/2026 The Council RESOLVED to adopt the Annual Governance Statement 2025/2026 and RECEIVED the Annual Internal Auditor's Report 2025/2026. Cllr Keri Kitto then signed the documentation.	
5.	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) None present.	
6.	Cornwall Council Report Cllr Garrigan reported on the meeting he'd attended following Cornwall Council's issue of an LDO for septic tanks within the Camel Valley area. The LDO had caused a lot of confusion amongst residents and further communication is now forthcoming to allay any concerns.	
7.	To receive and approve the Minutes of the Full Council Meeting held on 7 May 2026 It was RESOLVED that the minutes of the Full Council Meeting held on Thursday, 7 May 2026 be adopted and signed as a true and accurate record. Cllr Kerri Kitto then signed the minutes as Chair of that meeting.	
8.	Clerk's Report The Clerk has prepared all of the AGAR paperwork for the 2025/2026 annual audit and has been liaising with Cornwall Council regarding the ongoing transfer of land assets to Delabole Parish Council. Time has also been spent on a number of key maintenance projects around the parish.	
9.	Parish Councillor's Reports Cllr Linda Setiawan raised a wide concern over the issue of making an appointment with the Port Isaac medical practice. She has been approached by a number of parishioners, of mixed ages, who are all struggling to make contact with the surgery and asked if the Council could	

	assist. After much debate Cllr Linda Setiawan PROPOSED that a letter be sent to the Practice Manager from the Council asking for a response to the issue as the first stance. This was SECONDED by Cllr Kerri Kitto and UNANIMOUSLY SUPPORTED. Cllr Kerri Kitto updated the Council on the phosphate meeting she attended which sadly does not affect our parish but was useful to understand what is happening in the Camel Valley area in general.	LS
10.	Planning Matters and Planning Applications Cornwall Council Septic Tank LDO This subject was covered elsewhere during the meeting and the Council now awaits Cornwall Council's updated response to help allay parishioners' concerns over the misunderstanding regarding the upgrade of septic tanks in the Camel Valley catchment area. To discuss the new Neighbourhood Priorities Statement opportunity The Council debated the opportunity and the Parish Clerk suggested that a social post and inclusion in the next edition of Timepiece be written to explain to the parish what is required and to see if there was anyone interested in joining a Working Party to complete the document. Cllr Kerri Kitto PROPOSED this idea be actioned, which was SECONDED by Cllr Linda Setiawan and UNANIMOUSLY SUPPORTED.	CLERK
11.	Finance Matters To resolve to approve the Annual Internal Audit Accounting Statement 2025/2026 Council inspected the Annual Internal Audit Accounting Statement 2025/2026 and RESOLVED to approve its contents. Cllr Kerri Kitto then signed the documentation so that the AGAR form could be submitted to the external auditor BDO LLP. To formally note the Public Rights of Inspection period The Council inspected the Public Rights of Inspection Notice and noted the inspection period runs from Monday, 15 June to Friday, 24 July 2026. Notice to be uploaded to the Parish noticeboards and to the St Teath PC website. To approve expenditure payments. The June 2026 schedule of 13 expenditure payments were circulated. The payments were PROPOSED for payment by Cllr Kerri Kitto, SECONDED by Cllr Geoff Gale and UNANIMOUSLY APPROVED. To approve the Councillor responsible for authorising this month's electronic payments It was RESOLVED that Cllr Geoff Gale will authorise the January online payments. To note income None. To approve any transfers of funds None. To note account balances The bank balances with Unity Trust Bank were noted.	CLERK KK/CLERK CLERK GG
12.	Insurance Cllr Geoff Gale updated the Council on a new addition to the Council's insurance policy schedule. After much debate it agreed that further investigation into the amendment which demands weekly inspections of the parish's play equipment.	GG/CLERK
13.	Parish Assets Cllr Kerri Kitto and the Clerk updated the Council on the current situation regarding the transfer of the five land parcels to Delabole Parish Council and it was agreed that this is taking too much time to sort now especially as Cornwall Council is not willing to assist and the Council is inexperienced in the completion of Land Registry documentation. Cllr Kerri Kitto PROPOSED that the paperwork was not accepted and actioned within one month	

	the Council will ask for Cllr David Garrigan to provide support. This was SECONDED by Cllr Geoff Gale and UNANIMOUSLY SUPPORTED .	KK/CLERK
14.	Parish Maintenance <i>To discuss the proposed enhancements for the Village Green paths</i> The Council has been offered a further supplier option for completing the paths. The Parish Clerk to forward both quotes to the Council for consideration. The Parish Clerk has also received a funding opportunity from National Grid offering parish councils the chance to bid for funding to village green infrastructure, biodiversity and access. Cllr Kerri Kitto PROPOSED that an application be submitted. This was SECONDED by Cllr Geoff Gale and UNANIMOUSLY SUPPORTED. <i>To discuss drainage issues for the new football field</i> Cllr Will Kitto is in ongoing discussions with the adjacent landowners to see what solutions can be had. <i>Salt bins</i> The Parish Clerk has sourced new salt bins for the parish and presented the costs to Council for approval. Cllr Kerri Kitto PROPOSED that the existing bin at Valley View be checked and if in good condition, three new bins be purchased for Rosewater Park, Tetherdene and the Square in readiness of the inter season. This was SECONDED by Cllr Linda Setiawan and UNANIMOUSLY SUPPORTED. <i>Footpaths</i> A parishioner and the Parish Clerk are liaising with Cornwall Council to obtain an adequate supply of footpath signs for the parish as so many are missing. Cllr Geoff Gale has also investigated the Enhanced Grant opportunity from Cornwall Council to receive funding to undertake repairs and enhancements to paths within the Parish. Cllr Geoff Gale PROPOSED that he bring a priority list to the July Full Council meeting and liaises with the parishioner who is keen to see improvements to the parish's footpath signage. This was SECONDED by Cllr Linda Setiawan and UNANIMOUSLY SUPPORTED.	CLERK WK CLERK GG
15.	Equipment Update <i>To receive an update on the repair works required following the annual Playground Inspections</i> Cllr Geoff Gale outlined the Amber risk repairs identified and PROPOSED that the Parish Clerk instruct the Parish's Maintenance Contractor to complete these repairs. This was SECONDED by Cllr Kerri Kitto and UNANIMOUSLY SUPPORTED. <i>To discuss repairs required to the rocker and gates</i> The Parish Clerk updated the Council on the fact she is still awaiting quotations for both pieces of work from the original supplier. <i>To discuss latest developments with the Rosewater defibrillator</i> The Parish Clerk updated the Council on the defibrillator being replaced at its original location and the cost of the electricity supply for the unit. A previously agreed, the Parish Clerk to now reimburse the parishioner who is currently paying for this supply. PROPOSED by Cllr Kerri Kitto, SECONDED by Cllr Geoff Gale and UNANIMOUSLY APPROVED.	CLERK CLERK
16.	Devolution – PreSchool Building Cllr Kerri Kitto updated the Council that following further liaison with Cornwall Council, there had been movement on the transfer process and everything should be completed within the next six weeks.	
17.	Biodiversity Parish Clerk to ensure this aspect is covered in the application of the National Grid funding submission.	CLERK
18.	Events Cllr Kerri Kitto PROPOSED the Council approve dogs to be allowed onto the Village Green for the annual Dog Show as part of Carnival week. This was SECONDED by Cllr Kirsty Burton and UNANIMOUSLY APPROVED.	

19.	Correspondence The Clerk shared new correspondence received with the Council which included: • A request from a parishioner about the Deepark Coast Path section being maintained. Cllr Kerri Kitto PROPOSED that the Parish's Maintenance Contractor be instructed to complete this. This was SECONDED by Cllr Geoff Gale and UNANIMOUSLY APPROVED. • The Council has received an email offering possible EV charging funding. Cllr Will Kitto agreed to investigate the power supply available at the Football Club as a first action. • A parishioner has asked if signage can be installed asking people to be vigilant to rabbits running out on the road down into the village from Delabole. The Parish Clerk reminded the Council that roadway signage is a Highways responsibility and would ask the parishioner to forward their concern to Cornwall Council.	CLERK WK CLERK
20.	Training and Meeting Attendance Nothing to note.	
21.	To agree Matters for Next Meeting Insurance Parish Assets Parish Maintenance Footpaths Devolution Update Biodiversity Equipment Update	
22.	Diary Dates 15 June CAP Network Meeting 24 June Deadline for receiving items for agenda for next meeting 2 July 7pm Full Council Meeting	
23.	Full Council Meeting Closed The meeting closed at 8.33pm	

Signed:

Date: