ST. TEATH
PARISH COUNCIL

St Teath Parish Council

Minutes of the Full Council Meeting of St Teath Parish Council held on Thursday, 29th October in St Teath Community Centre. St Teath at 7.00pm

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

In attendance: Cllr David Garrigan, Emma Taylor (Deputy Clerk/Administrator).

Item No.		Action by
1.	**Welcome** Cllr Kerri Kitto welcomed everyone to the meeting.	
2.	**Apologies for absence** Cllr Geoff Gale	
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 Will Kitto – St Teath Football Club Cllr Kerri Kitto – St Teath Christmas Lights/Acrewood Project Cllr Grace Stewart – Callywith College Buses.	
4.	**Co-option of Councillors** A parishioner has expressed interest in joining the Council as a Co-opted Member. Unfortunately, they were not able to attend this Full Council meeting. It was agreed that the co-option would be deferred until the next Full Council meeting.	
5.	**Declaration of Acceptance of Office** The signing of the Declaration of Acceptance of Office form is deferred until the next Full Council meeting.	
6.	**Public Participation** Sarah Hewett, Treasurer of St Teath Football Club, spoke on behalf of the non-profit community club and requested that the Club be considered as part of the Autumn 2026 Community Sparks Funding. The Club requested 50% funding towards the total cost (£3,000) to cover the hire costs associated with moving its training sessions to Camelford Sports Centre during the Winter months. Sarah explained that the Club supports approximately 200 children from St Teath and the surrounding areas.	
7.	**Cornwall Councillor's Report** Cllr David Garrigan updated Councillors on the Community Emergency Plan (CEP), which will provide guidance to parish councils on preparing for emergencies such as flooding, severe weather and extended power cuts. Further information will be circulated shortly. Cllr David Garrigan also provided an update on the devolution deal, including the £285million Good Growth Fund and £150million Capacity and Capability Fund. Further details will be forwarded once confirmed.	

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	In other parishes, concerns have been raised regarding the lack of clarity around lease arrangements for local councils under devolution. Cllr Kerri Kitto confirmed that St Teath Parish Council's transfer of historic leases belonging to Delabole Parish Council had been dealt with and no further action was required at this stage.	
8.	**Full Council Meeting Minutes** It was **RESOLVED** that the minutes of the Full Council Meeting held on Thursday, 1 October 2026 be adopted and signed as a true and accurate record. Cllr Kerri Kitto **PROPOSED** that the minutes were an accurate record of the meeting. Cllr Linda Setiawan **SECONDED** the proposal, which was **UNANIMOUSLY SUPPORTED**. Cllr Kerri Kitto then signed the minutes as Chairman of the meeting.	
9.	**Clerk's Report** In absence of the Parish Clerk, the Chair updated Councillors on the Clerk's progress with obtaining the devolution payment, undertaking staff training, dealing with supplier queries, co-ordinating the recent Pre-School Building Open Day and the ongoing preparation of the 2027–2028 budget.	
10.	**Parish Councillors' Reports** Cllr Will Kitto informed Councillors of the plan for St Teath Football Club to install two additional floodlights which will require planning permission. As the Parish Council is the landowner, he requested permission to submit the application through St Teath Parish Council to enable the Club to achieve a 50% cost saving and meaning the monies saved could be spent elsewhere for the community's benefit. Cllr Linda Setiawan **PROPOSED** the request, which was **SECONDED** by Cllr Kirsty Burton and **UNANIMOUSLY SUPPORTED**. Cllr Linda Setiawan reported ongoing difficulties for parishioners when booking appointments at the local doctor's surgery in Port Isaac. The Parish Council has written to the surgery informing them of the concerns across all generations of the parish and Cllr Kirsty Burton offered to summarise their response as an article for Timepiece on behalf of the Council. It was also suggested that parishioners experiencing difficulties could contact the Parish Council, allowing feedback to be gathered and presented to the surgery. Cllr Kirsty Burton **PROPOSED** this approach, which was **SECONDED** by Cllr Linda Setiawan and **UNANIMOUSLY SUPPORTED**.	**WK/CLERKS** **KB**
11.	**Planning Matters and Planning Applications** • To consider and discuss all planning applications, matters of correspondence and approvals/refusals received from the Local Planning Authority. ***PA26/07466 – Tree Works*** The application was considered by the Full Council, which unanimously agreed to make no comment. Cllr Kirsty Burton **PROPOSED** the decision, which was **SECONDED** by Cllr Linda Setiawan and **UNANIMOUSLY SUPPORTED**. • **To further discuss the new Neighbourhood Priorities Statement opportunity** The project was presented at the recent Open Day morning at the Pre School with a number of the suggested usage ideas for the building answering the needs of the community as well as being part of the focus for the parish's proposed NPS. A number of parishioners have also expressed an interest in joining a Working Party to collate the NPS document and this will begin in earnest in the New Year.	**CLERK**
12.	**Finance Matters** • **To approve expenditure payments** The November 2026 schedule of 14 expenditure payments was circulated. Cllr Kerri Kitto **PROPOSED** that the payments were correct for payment by the Parish Clerk. Cllr Kirsty Burton **SECONDED** the proposal, which was **UNANIMOUSLY APPROVED.** • **To approve the Councillor responsible for authorising this month's electronic payments**	**CLERK**

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	It was **RESOLVED** that Cllr Kerri Kitto would authorise the November online payments**.** • **To note income** The Council had received payments of: ▪ £172.58 HMRC credit ▪ £10 Allotments Association rent for 2025 and 2026 ▪ £440.61 interest payment on the bank account • **To approve any transfers of funds** None • **To note account balances** The bank balances with Unity Trust Bank were noted. • **To review submissions for the Autumn 2026 round of Community Sparks Funding** Five applications were received from St Teath Football Club, St Teath Christmas Lights, the First Responders, St Teath School and the Acrewood Project. Due to a number of Councillors' declarations of interest with some of the community groups who had submitted funding requests, careful consideration of all submissions was given by the remaining Councillors who agreed to award funding to St Teath Football Club, St Teath Christmas Lights and the First Responders this time. This was **PROPOSED** by Cllr Kirsty Burton, **SECONDED** by Cllr Linda Setiawan and **UNANIMOUSLY SUPPORTED** by those Councillors in a position to vote. Councillors also noted that the Parish Council is unable to fund the statutory functions of the school, and that Acrewood had received support through previous funding applications. Cllr Kerri Kitto also suggested that the Community Sparks funding application process be reviewed and updated for future rounds, adding clarity over the limit on funding requests and the need for evidence of how awarded funds have been spent. Cllr Kerri Kitto **PROPOSED** that reserves be used to allow the full amount requested by St Teath Football Club to be awarded. Cllr Kirsty Burton **SECONDED** the proposal which was **UNANIMOUSLY SUPPORTED**. • **To review the second draft of the 2027-2028 Proposed Budget.** Councillors reviewed the updated Budget and will sign this off at the next Full Council meeting in December. Cllr Grace Stewart left the meeting due to prior engagements.	**KK** **CLERKS** **CLERKS** **CLERK**
13.	**Footpaths** Due to Cllr Geoff Gale being absent, the Enhanced LMP Grant would be submitted over the coming weeks after being presented to Full Council.	**GG**
14.	**Equipment Update** Updates regarding the rocker chicken repair, gate adjustments, wooden train and replacement baby swing were deferred until the next Full Council Meeting. Further quotations are still being obtained, and confirmation is required on which works have been completed.	**CLERKS**
15.	**Callywith College Bus** Cllr David Garrigan confirmed that he had secured a meeting with representatives from Callywith College on 6th November. Ben Maguire MP is also now monitoring the situation, and Cllr David Garrigan is continuing to push for a meeting with the Callywith College Principal.	
16.	**Asset Update – Former Pre-School Building** Councillors discussed the need to get the Pre-School Building open as soon as possible, with maintenance and repairs being a priority. Several interested parties attended the recent Open Day, although attendance was lower than hoped due to the poor weather. However, those who attended came up with a range of potential uses including a local beautician business, a farmers' market, weekly clubs, a place for local craftspeople to come together and storage facilities for local businesses.	

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	Rather than waiting for a further Full Council meeting to discuss renovations to the property, Cllr Kerri Kitto **PROPOSED** that works be progressed with the aim of getting them carried out during November. Cllr Linda Setiawan **SECONDED** the proposal which was **UNANIMOUSLY SUPPORTED**. Cllr Kerri Kitto had obtained three quotes for clearing the external foliage, cleaning the gutters and making good the surrounding areas. Cllr Kerri Kitto **PROPOSED** that the landscaping company See Clean be appointed to undertake the work. Cllr Kirsty Burton **SECONDED** the proposal which was **UNANIMOUSLY SUPPORTED**. Cllr Kerri Kitto had also identified a leak at the building on the evening of the Full Council meeting, and a plumber was called to attend and carry out the necessary repairs as soon as possible.	**KK/CLERK**
17.	**Biodiversity** No matters were raised under this agenda item.	
18.	**Events** Remembrance Sunday – Sunday, 8 November The Parish Clerk has ordered the wreaths for the Remembrance Sunday service.	
19.	**Correspondence** The following correspondence was discussed: • ***Football Club Defibrillator*** The defibrillator battery requires replacing. Cllr Kerri Kitto **PROPOSED** that a replacement be arranged, which was **SECONDED** by Cllr Linda Setiawan and **UNANIMOUSLY SUPPORTED**. • ***Clock Tower Stained Glass Windows*** The Church Hall Committee have obtained a quote to frame and hang the original stained glass windows from the Clock Tower in the Church Hall. Cllr Kerri Kitto **PROPOSED** that payment be made, which was **SECONDED** by Cllr Kirsty Burton and **UNANIMOUSLY SUPPORTED**.	**CLERKS** **CLERKS**
20.	**Training and Meeting Attendance** The Parish Clerk has booked the Clerking Essentials Training for the new Deputy Clerk/Administrator in January 2027.	
21.	**Matters for the Next Meeting** The following items were proposed for inclusion on the agenda of the next Full Council Meeting: • Pre-School Building Update • Footpaths • Budget Proposals for 2027–2028 • Callywith College Bus Update	
22.	**Diary Dates** 19 November 2026 Deadline for receiving agenda items for the next meeting. 26 November 2026 7.00pm Full Council Meeting	
23.	**Full Council Meeting Closed** The meeting closed at 20.39	

Signed: Date:

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