

ST EWE PARISH COUNCIL

Chair of the Parish Council: Cllr Will Richards

Trudgian Farm, St Ewe, St Austell PL26 6EU | 01726 843 397

Clerk to the Council: Mrs C Wilson, Lower Burlorne Tregoose, Washaway, Bodmin PL30 3AJ

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NOTICE

**The ANNUAL MEETING OF ST EWE PARISH COUNCIL,
followed by the ORDINARY MEETING,
will be held MONDAY 15 MAY 2023 at St Ewe Village Hall
immediately after the Annual Parish Meeting starting at 7pm.**

MEMBERS OF THE PUBLIC ARE CORDIALLY INVITED TO ATTEND.

PUBLIC SESSION.

Time is allocated during the Public Session for members of the public to comment on any of the items detailed in the agenda below or to bring any relevant matter(s) to the attention of St Ewe Parish Council. Contributions may be limited to 5 minutes on each subject.

CLERK'S NOTES

Are posted on the website with the agenda under Parish Council > Meetings, Agendas & Minutes.

AGENDA – Annual Meeting of the Parish Council

MEMBERS OF ST EWE PARISH COUNCIL ARE HEREBY SUMMONED TO TRANSACT THE FOLLOWING BUSINESS:

- 23/1 **Election** of the Chairman and Declaration of Acceptance of Office
- 23/2 **Election** of the Vice-chairman and Declaration of Acceptance of Office
- 23/3 **Apologies for absence**
- 23/4 **Declarations of interest, etc.**
 - a) Declarations re agenda items.
 - b) Requests for dispensation.
- 23/5 **Appointments**
 - a) To appoint the Lead Councillor — Footpaths & Bridleways
 - b) To appoint two Lead Councillors — Defibrillator
 - c) To appoint the Council's representative — Village Hall
 - d) To appoint the Council's representative — St Ewe Climate Action Group (SECAG)
 - e) To appoint the Council's representative — Cornwall Association of Local Councils (CALC)
 - f) To appoint the Council's representative — St Ewe Affordable Housing Ltd (SE AHL)
 - g) To appoint the Council's representative — the new CAP (Community Area Partnership which has been reorganised into a larger group from the Community Network scheme.

- h) To appoint the Council's representative — Cornwall & Devon Police Advocate Scheme
 - i) To appoint the Employment Committee
 - j) To confirm the trustees for the St Ewe Relief in Need charity 2022-26, which are Cllr Peter Cox, John Collins, Martin Wheeley.
 - k) To confirm the bank signatories, which are the Clerk, Cllr Will Richards, Cllr John Dickinson and Cllr Janet Lockyer.
 - l) To confirm the councillors responsible for the St Ewe, Polmassick and Kestle notice boards.
- 23/6 **To approve the dates 2023/24 for meetings held in St Ewe Village Hall at 7.00 pm.**
- a) 2023/24 Ordinary meetings at 7.00 pm on: 10 Jul, 11 Sep, 13 Nov, 8 Jan, 13 Mar, 13 May
 - b) The next Annual Meeting of the Parish Council: 13 May 2024

In continuation:

AGENDA — Ordinary Meeting

MEMBERS OF ST EWE PARISH COUNCIL ARE HEREBY SUMMONED TO TRANSACT THE FOLLOWING BUSINESS:

- 23/7 **Declarations of interest, etc.**
- a) Declarations re agenda items.
 - b) Requests for dispensation.
- 23/8 **Public Session**
- 23/9 **Meetings and governance**
- a) To approve and sign the minutes of the ordinary meeting held 13 March 2023.
- 23/10 **Reports**
- a) Report on actions
 - b) Devon & Cornwall Police Notices
 - c) Cornwall Councillor report to the Parish
- 23/11 **Considerations**
- a) To consider any action required after the Annual Parish Meeting held earlier in the evening.
 - b) To consider the renewal of the 2002 Jubilee bench in Polmassick.
 - c) To accept the Grass Cutting Agreement with Cornwall Council for the verges around St Ewe village and to approve the renewal of last year's cutting schedule.
 - d) To thank the person who renovated the Kestle notice board.
 - e) To review the response about disposing of the council noticeboards and relying solely on the Village Hall notice boards.
 - f) SECAG (Climate Action Group) update and any action required.
- 23/12 **Year-end Accounts**
- a) 2022/23 YEAR-END FINANCIAL DOCUMENTS. To review the YE documents, including the AGAR Section 2 Accounting Statements, prepared by the Clerk as Responsible Financial Officer and to answer any questions.
 - b) RESERVES. To approve the allocation of reserves for the beginning of the 2023/24 fiscal year.
 - c) TRANSPARENCY CODE. To confirm the council's adherence to the *Transparency Code for Smaller Councils* which ensures that key council documents are publicly available on the council's website.

- d) WEBSITE. To approve the documents for posting on the website: The 2022/23 Financial Report, 2022/23 CIL Report, 2022/23 List of Payments and 2022/23 Budget v Payments.
- e) INTERNAL AUDITOR'S REPORT. To receive and note the internal auditor's report and consider any action needed.
- f) AGAR (Section 1) ANNUAL GOVERNANCE STATEMENT. To answer and approve the Annual Governance Statement.
- g) AGAR (Section 2) ACCOUNTING STATEMENTS. To approve the Accounting Statements, the Bank Reconciliation, the Explanation of Variances Box 6 and the Explanation of Reserves for the 2022/23 fiscal year.
- h) AGAR CERTIFICATE OF EXEMPTION. To approve the Certificate of Exemption which, in accordance with Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, exempts the council from a 'limited assurance' review, at a savings of £210. All required AGAR documents will be made available to the public on the council's website.
- i) PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS. To confirm the dates for the period for the exercise of public rights as set by the Clerk: Monday 05 June 2023 until Friday 14 July 2023 inclusive. Notice will be posted on the noticeboards and the website at *Council Accounts*.
- j) SIGNATURES. For the Chairman to sign the AGAR Section 1 and Section 2 and the Cert. of Exemption, duly countersigned by the Clerk.

23/13 Finance

- a) To consider and approve a grant for the maintenance of All Saints churchyard.
- b) To consider and approve a grant for the publication of Tower & Spire.
- c) To consider and approve a grant for the Village Hall maintenance.
- d) To approve the yearly subscription to Cornwall Assoc of Local Councils at £271.65 + VAT.
- e) To approve the renewal of the insurance for 1st June. It is the second year of a 3-year long-term agreement at £414.32.
- f) To authorise payments. (detailed in Clerk's Notes)

23/14 Planning

- a) Correspondence
- b) Of note. (Planning decisions are reported in Clerk's Notes and on the website.)
 - i. **PA23/01437 | Listed Building Consent:- Fit a 150mm diameter balanced flue through the outside wall to enable a LPG Stovax Vogue gas stove to be installed into the main living room of the property | The Grooms House The Stables Pentewan St Austell PL26 6EN**
 Determination Deadline Fri 28 Apr 2023
 After consultation, no councillor requested an extension for consultee comments and the clerk submitted the following to the case officer on 11 April:
 *** St Ewe Parish Council has NO COMMENT on this application and will leave the decision to the expertise of the conservation officers.
- c) Consultee comments have been requested for these applications:
 - i. **PA23/01937 | Change of use of holiday let to dwelling | The Smithy St Ewe St Austell Cornwall PL26 6ES**
 Case Officer: Rosilyn Baker
 Standard Consultation Expiry Date: Thu 13 Apr 2023 (an extension has been given to the council by the case officer.)
 Determination Deadline: Thu 18 May 2023
 Comments at time of agenda: zero
 - ii. **PA22/11425 | Conversion of barn to dwellinghouse | Tremen Barn Tregony Truro Cornwall TR2 5SJ**
 Case Officer: Jack Bromley

Standard Consultation Expiry Date: Tue 23 May 2023

Determination Deadline: Mon 20 Mar 2023 (This is a re-submission because of more documents submitted by the applicant.)

Comments at time of agenda: Twenty

iii. Applications for consideration since the posting of this Agenda.

23/15 Highways & Flooding

To receive reports requiring the attention of the parish council. Often the best results come from direct reporting on the REPORT A POTHOLE section of Cornwall Council website. Links are available from the Parish Council website at Parish Highways.

23/16 Assets – reports and maintenance

- a) Footpaths and Grass Verges
- b) Telephone Kiosks
- c) Website

23/17 Parish Matters – reports

- a) SEAHL
- b) Village Hall

23/18 Correspondence & Invitations (complete list in Clerk's Notes)

23/19 Business for the next meeting. To receive requests for agenda items.

23/20 Second PUBLIC SESSION for feedback from the public

23/21 Dates of next meetings.

- a) If needed, an extraordinary meeting may be called by the Chairman.
- b) Ordinary Meeting 10 July 2023, 7.00 pm.

SIGNED:



Mrs C Wilson

Clerk to St Ewe Parish Council

9 May 2023