



# ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CILCA)  
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6<sup>th</sup> April 2022

## TO ALL MEMBERS OF THE COUNCIL

I hereby give notice that the **Ordinary Council Meeting** of St Mewan Parish Council will be held on **Wednesday 20<sup>th</sup> April 2022** at **St Marks Church Hall, Sticker** commencing at **19.00pm**.

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours faithfully

*Wendy Yelland*

Wendy Yelland, Parish Clerk/Responsible Financial Officer

Press & Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media, or members of the public.

## AGENDA

### 1. Persons Present /Apologies

To **NOTE** persons, present and **RECEIVE** apologies for absence

### 2. Declarations of Interest Members/Dispensations

To **RECEIVE** any Declarations of Interest from Members. To **RESOLVE** to grant any requests for Dispensation in line with the Councillor Code of Conduct 2021 if appropriate.

### 3. Public Participation

To **RECEIVE** comments from members of the public. This provides an opportunity for members of the public to comment on items on the agenda as per Standing Orders or otherwise considered at the Chairman's discretion. Maximum time allowed will total 10 minutes/2 mins per person.

### 4. Cornwall Councillor Report

To **RECEIVE** Cornwall Councillor Michael Bunney's report and **NOTE**.

### 5. Council Meeting Minutes: 9<sup>th</sup> March 2022

To **RESOLVE** that the above Minutes of the Meeting of St Mewan Parish Council having been previously circulated, be taken as read, approved, and signed. To **NOTE** any matters arising from the Minutes.

**6. Clerk's Report**

To **NOTE**.

**7. Trewoon Highways A3058 (Standing Agenda Item)**

To **RECEIVE** progress report from Cornwall Cllr Michael Bunney. **RESOLVE** any further action necessary.

**8. Annual Internal Audit Report 2021/2022**

To **APPROVE** the internal auditor's report and note any recommendations therein (previously circulated electronically)

**9. Council's Internal Auditor**

To re-appoint Hudson Accounting for 2022/2023

**10. External Audit - The Annual Governance Statement 2021/2022**

To **CONSIDER** and **APPROVE** the above statement. To be signed by The Chairman and Clerk for submission to PKF Littlejohn (previously circulated electronically)

**11. External Audit - The Annual Accountancy Statement 2021/2022**

To **CONSIDER** and **APPROVE** the above statement. To be signed by The Chairman and Clerk for submission to PKF Littlejohn (previously circulated electronically)

**12. Virement of Funds 2022/2023**

To **CONSIDER** and **RESOLVE** virement of:

- a) £2500.00 from General Fund to Sticker Car Park Ear Marked Reserves
- b) £1350.00 from General Fund to Tree Management Ear Marked Reserves

**13. Highways**

To **RESOLVE** to accept quotation from Cormac for one pole to be erected for a Speed Activation Device in Polgooth

**14. Trewoon Beacon (Parish of St Mewan)**

To **CONSIDER** request for St Mewan Parish Council to take on the responsibility to light Trewoon beacon on the 2<sup>nd</sup> of June 2022.

**15. Grants**

- a) To **CONSIDER** a grant application from Sticker Scouts Association
- b) To **CONSIDER** a grant application from Sticker Rally

**16. St Marks Church Hall, Sticker**

To **APPROVE** phone line and Wi-Fi installation and service. To **RESOLVE** expenditure, from the Community Benefit Fund on a Direct Debit

**17. Parish Council Community Newsletter**

- a) To **DISCUSS** postage costs and **RESOLVE** how best to proceed

**18. Queens Platinum Jubilee Benches**

- a) To **RESOLVE** Parish locations for benches

**19. Sticker Bus Stop**

To **CONSIDER** information received on fresh planting of flowers and associated expenditure. To **RESOLVE** how best to proceed.

**20. Climate Change Objective (Standing Agenda Item)**

To **RECEIVE** update, **RESOLVE** any further action required, **APPROVE** associated expenditure

**21. Risk Management Schedule**

To **APPROVE** Schedule for 2022/2023

**22. Business Continuity Plan**

To **APPROVE** Plan for 2022/2023

**23. Training Workshop**

To **APPROVE** CALC training of Roles and Responsibilities at St Marks Church Hall

**24. Finance**

- a) To **APPROVE** the April 2022, pay schedule of payments as presented
- b) To **RECEIVE** and **NOTE** the bank balances inc petty cash as at the 31<sup>st</sup> of March 2022.
- c) To **APPROVE** ICO membership for 2022/2023
- d) To **APPROVE** CALC membership for 2022/2023
- d) To **APPROVE** £20.00 Petty Cash

**25. Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in Parish.**

To **NOTE**.

**26. Correspondence received up to the time of meeting**

To **NOTE**

**27. Items for Agenda**

To **NOTE** any items for the next meeting

**28. Emergency Scheme of Delegation**

To **NOTE** any decisions taken

**29. Public Bodies (Admission to Meetings) Act 1960**

To **RESOLVE** that in view of the confidential nature of the business about to be transacted it is advisable that the press and public be excluded and are instructed to withdraw during the discussion of the following item.

**30. Confidential Item**