



# ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CILCA)  
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8<sup>th</sup> February 2024

## 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 14<sup>th</sup> February 2024** 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.

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## AGENDA

### 1. Persons Present/Apologies

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

### 2. Declarations of Interest from 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 Cllr Report

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

### 5. Council Meeting Minutes: 10<sup>th</sup> January 2024

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. Inc Confidential minute.

To **NOTE** any matters arising from the Minutes.

6. **Committee Meeting Minutes**  
To **NOTE** and **APPROVE** any recommendations therein:
  - a) Planning 10/1
7. **Clerk's Report**  
To **NOTE**
8. **Climate Change Objective (Standing Agenda Item)**  
To **RECEIVE** any updates, **RESOLVE** any action required, **AGREE** associated expenditure if necessary.
9. **Trewoon Community Garden Official opening**
  - a) To **CONFIRM** official opening date and times
  - b) To **APPROVE** draft inscription and **CONFIRM** location of Granite Stone
  - c) To **CONSIDER** providing light refreshments on day. **RESOLVE** how best to proceed.
  - d) To **CONSIDER** invite to contractors for the opening who were involved in the project.
10. **Upgrade of Lighting in Sticker Car Park**  
To **CONSIDER** the quotation received from Enervo upgrading to LED.
11. **CCTV Trewoon**  
To **CONSIDER** quotation from installer for yearly maintenance check and support.
12. **Parish Planting**  
To **RECONSIDER** locations in Polgooth. **RESOLVE** how best to proceed.
13. **Tree Felling**  
To **RESOLVE** how best to proceed with vehicles parked on land outside Sticker Activity Park. Contractor needs space for all equipment.
14. **Highways and Footpaths**
  - a) To **REVIEW** the Cormac 24/25 Verge Cutting Agreement. **RESOLVE** how best to proceed.
  - b) To **APPROVE** material costs for installation of 4 Bridleway and Footpath post and signage (supplied by Cornwall Council.) Forms part of the Enhanced Maintenance Scheme.
  - c) To **CONSIDER** any matters arising up to time of meeting
15. **Cornwall Council Parking Enforcement Agreement 24/25**  
To **APPROVE** the 24/25 agreement
16. **Internal Auditor for 24/25**  
To **CONSIDER** quotation received from Aalgaard Renshaw Business Solutions Ltd for council's internal audit. **RESOLVE** how best to proceed.
17. **Finance**
  - a) To **APPROVE** the February 2024, pay schedule as presented.
  - b) To **RECEIVE** and **NOTE** the bank balances inc petty cash as of the 31<sup>st</sup> of January 2024
  - c) To **NOTE** Quarter 3 Internal Control Check and Quarter 3 Budget Monitoring
  - d) To **APPROVE** donation to Trewoon Village Hall for use of small amount of water and electric
18. **Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in the parish.**  
To **NOTE**
19. **Correspondence received up to the time of meeting.**  
To **NOTE**

**20. Items for Agenda**

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

**21. 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.

**22. Confidential Item**

Update on Legal Matters

Update on Land Offers in the Parish

Staffing