



ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CILCA)

Tre Bethan
The Chase, Sticker
St Austell, PL26 7HL

Tele: 07464 350837

E: clerk@stmewanparishcouncil.gov.uk

W: www.stmewanparishcouncil.gov.uk

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4th December 2025

TO ALL MEMBERS OF THE COUNCIL

I hereby give notice that the **Finance, Staffing, General Purposes and Audit Committee Meeting** of St Mewan Parish Council will be held on **Wednesday 10th December 2025** at **St Marks Church Hall, Sticker** commencing at **11.45am**

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 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. Committee Meeting Minutes: 23rd July 2025

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.

5. **Clerk's Report**
To **NOTE**
6. **Budget Monitoring 1st July to 30th September 25 + 2 Months to end of November 25**
 - a) To **RECEIVE** and **NOTE** Quarter 2 + 2months Budget monitoring report.
 - b) To **NOTE** the current Ear Marked Reserves as at 30th November 25.
7. **Internal Control Check**
To **RECEIVE** and **NOTE** Quarter 2 Internal Control Check
8. **Budget 26/27**
To **CONSIDER** the draft budget proposal presented. To **AGREE** the draft 2026/27 budget documents for presentation to Full Council on the 14th of January 26 Full Council meeting.
9. **Precept 26/27**
To **CONSIDER** the precept proposal presented. To **AGREE** the Precept for presentation to Full Council on the 14th of January 26 Full Council meeting.
10. **Earmarked Reserves**
 - a) Clerk to update on further expenditure to year end 31st March 2026
 - b) To **CONSIDER** the recommendation on additional reserve/s allocation
 - c) To **APPROVE** virement of funds for further expenditure that may be required
 - d) Any other financial business up to time of meeting on Earmarked Reserves
11. **Waste Management Contract**
Clerk to update. To **RESOLVE** how best to proceed
12. **Local Maintenance Partnership Agreement 26/27**
 - a) To **NOTE** the notification letter of an increase of 2.2% funding to assist in strimming
 - b) To **RESOLVE** to accept continued responsibility for strimming of Footpaths, Bridleways and Stiles which include branch trimming where necessary.
 - c) To **RESOLVE** delegated authority to clerk to sign documents and submit when received
13. **Enhanced Footpath Scheme Grant Funding**
To **DISCUSS** the potential need for additional outside assistance to support the Maintenance Operative in the erection of new signage to footpaths, in order to meet the requirements of the funding granted by Cornwall Council and ensure completion within their stipulated timeframe to have funding paid. **RESOLVE** how best to proceed.
14. **Review of Risk Management Schedule 25/26**
 - a) To **CONSIDER** any changes.
 - b) To **APPROVE** the Risk Management Schedule 25/26
15. **Vision ICT Council's Website Provider**
 - a) Website AA and AAA already compliant, however a few changes to be made to ensure the user has an improved experienced. Circulated quotation.
 - b) To **APPROVE** council Email for Maintenance Operative to ensure compliancy for Assertion 10
 - c) Clerk to update on website and email issues for staff and Cllrs. **RESOLVE** how best to proceed.
16. **Finance**
 - a) To **APPROVE** the December 25 pay schedule (no December Full Council meeting) as presented and to **RATIFY** any previous payments that were necessary.
 - b) To **CONSIDER** any urgent financial business up to time of meeting.
17. **Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in the parish**
To **NOTE**

18. Correspondence received up to the time of meeting.

To **NOTE**

19. Items for Agenda

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

20. 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.

21. Confidential Item

Staffing