



# ST MEWAN PARISH COUNCIL

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28<sup>th</sup> May 2020

## TO ALL MEMBERS OF THE COUNCIL

I hereby give notice that an **Ordinary Council Meeting** of St Mewan Parish, to be held **REMOTELY**, will be on **Wednesday 3<sup>rd</sup> June 2020** commencing at **7.00pm**.

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

Any member of the public wishing to attend this meeting to speak should obtain a password from the clerk no later than 12.00pm on the 3<sup>rd</sup> June 2020.

**For security reasons no person will be admitted to the meeting without prior notification to the clerk they wish to attend.**

Yours faithfully

*Wendy Yelland*

Wendy Yelland, Parish Clerk/RFO

**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 2012 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. Council Meeting: Minutes 11<sup>th</sup> March 2020

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.

**5. Standing Orders**

To **RESOLVE** to **ADOPT** supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings. This will last until May 7th, 2021 or the repeal of legislation whichever is the earlier due to the Covid 19 pandemic. (previously circulated electronically)

**6. Annual Internal Audit Report 2019/2020**

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

**7. Asset Register year ending 2019/2020**

To **APPROVE** figure for submission on Annual Accounting Statement (Asset Register previously circulated electronically)

**8. External Audit - The Annual Governance Statement 2019/2020**

To **CONSIDER** and **APPROVE** the above statement (previously circulated electronically)

**9. External Audit - The Annual Accountancy Statement 2019/2020**

To **CONSIDER** and **APPROVE** the above statement for signing by the person presiding for submission (previously circulated electronically)

**10. Remote meeting protocols**

To **DISCUSS** and **CONSIDER** draft protocol

**11. Clerk's Report**

To **NOTE**

**12. Parish Volunteers and Community Sector re Covid 19**

a) Chairman's update

b) Clerk's update

To **APPROVE** any associated expenditure if necessary

**13. Finance**

a) To **APPROVE** the 3<sup>rd</sup> June 2020, pay schedule as presented and **AUTHORISE** payments for BACS transfer (previously circulated electronically)

b) To **RECEIVE** and **NOTE** the bank balances inc petty cash as at 31<sup>st</sup> May 2020 (previously circulated electronically)

**14. Emergency Scheme of Delegation (approved at the Extra Ordinary Council meeting on the 23<sup>rd</sup> March 2020.**

To **NOTE** decisions made under the Emergency Scheme of Delegation.

**15. Calendar of Meetings**

To **APPROVE** schedule of remote meetings

**16. Correspondence received up to time of meeting**

To **NOTE**

**17. Items for Agenda**

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