



ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CiLCA)

Tre Bethan

The Chase, Sticker

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Draft Committee Meeting Minutes: Finance, Staffing, General Purposes and Audit Held on 23rd July 2025 in St Marks Church Hall at 11.10am

Present: Cllr Mrs Tarbox, Cllr Davis, Cllr Richards, Cllr Vine

In attendance: Wendy Yelland, Parish Clerk

FSGPA01/25 Election of Chair 20225/26

It was

PROPOSED by Cllr Mrs Tarbox and seconded by Cllr Richards that Cllr Vine is elected as chair.

FSGPA02/25 Election of Vice-Chair 2025/2026

It was

PROPOSED by Cllr Vine and seconded by Cllr Richards that Cllr Davis is elected as vice chair.

FSGPA03/25 Persons Present/Apologies

Cllr Holman. Received and duly accepted.

FSGPA04/25 Declarations of Interest from Members/Dispensations

No declarations of interest

FSGPA05/25 Public Participation

No members of the public

FSGPA06/25 Committee Meeting Minutes: 25th November 24 including Confidential.

It was

RESOLVED that the above Minutes of the meeting be taken as read, approved, and signed. Prop Cllr Davis, sec Cllr Mrs Tarbox.

FSGPA07/25 Clerk's Report

Nothing to report.

FSGPA08/25 Budget Monitoring 1st April 25to 30th June 25

a) Members received the first quarter budget monitoring. **NOTED**

The clerk highlighted the additional expenditure to budget as follows:

Insurance due to the solar panels

Annual solar panels inspections required

Pump track is separate and general accessories

b) Members received the Ear Marked Reserves report for Quarter 1. No matters arising. **NOTED**

FSGPA09/25 Internal Control Check

The clerk's Internal Control Check was carried out by Cllr Debbie Watts. No matters arising. **NOTED.**

FSGPA10/24 Aalgaard Renshaw Business Solutions Ltd – Internal Auditor.

The clerk expressed how it is easier with auditors coming to the house as the records are easily available for any questions raised, in addition to a very thorough audit with a detailed report, therefore

It was

RESOLVED to appoint Aalgaard Renshaw as the council's internal auditor for 25/26. Prop Cllr Vine, sec Cllr Mrs Tarbox. **Action: Clerk**

FSGPA11/25 Allotment Annual Rental Review for 26/27

It was

RESOLVED for the annual rental to remain the same as 25/26. Prop Cllr , sec Cllr . **Action: Clerk**

FSGPA12/25 Grazing License Annual Rental Review for 26/27

Wide range of discussion took place and

It was

RESOLVED to contact local land agents to receive an up to date to valuation on the Parish Council owned land for grazing and grazing and stabling before any consideration is given to the annual rental. Prop Cllr Richards, sec Cllr Mrs Tarbox. **Action: Clerk**

FSGPA13/25 Finance

As there is no August meeting

It was

RESOLVED for the clerk to pay any creditors due in August and to **RATIFY** those payments at the next full council meeting held in September. Prop Cllr Vine, sec Cllr Mrs Tarbox. **Action: Clerk**

The Clerk provided a summary of the site visits conducted on Tuesday, 22nd July 2025 with the Deputy Clerk to Polgooth Chapel and Sticker 1st Scouts. Both organisations have expressed their willingness to facilitate the installation of CCTV.

Polgooth Chapel and Sticker 1st Scouts have agreed to accommodate the CCTV box and screen at their respective premises.

Both groups have also given consent for the installation of Wi-Fi to support the CCTV system.

Both organisations are supportive of the initiative and have expressed their willingness to assist the Parish Council in enabling the installation of CCTV.

The Clerk and Deputy Clerk will continue to liaise with the relevant parties to coordinate the next steps for installation.

It was

RESOLVED to proceed and install BT Wi-Fi at both premises. This is likely to take 2/3 months to install.

Expenditure from the Community Benefit Fund. Prop Cllr Davis, sec Cllr Richards. **Action: Clerk/Deputy Clerk**

Trewoon Village Hall – following the Chair of the Trewoon Village Hall confirmation that the inverter had to been turned off as during an event it allegedly caused all the electrics to trip. Someone who was there that evening, initially was involved in the installation of the solar panels. The clerk booked Simple Solar to come out as they had only just carried an annual report. When the engineer arrived 08.30am 23rd July 25 everything was turned on and the inverter appeared to be functioning.

Note: It would have been very helpful to know in advance if someone had accessed the system, possibly rectified the issue, and switched the solar panel box back on.

According to the engineer, it doesn't necessarily matter which specific item triggers the trip it will affect the entire system regardless. The clerk is currently awaiting a written report with more detail. We have been advised to monitor it over the next two weeks. The clerk is obtaining a quote with the view to the solar panel system being on a separate board. Members agreed a separate board. Expenditure from the FIT.

FSGPA14/25 Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in the parish

None

FSGPA15/25 Correspondence received up to the time of meeting.

1. Received the signed Deed of Gift from Mrs S for the bench now erected in The Goffin.
2. Confirmation of a clean audit from BDO the Parish and Town Councils external auditors

FSGPA16/25 Items for Agenda

1. Value of land

FSGPA17/25 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. **No item**

There being no further business to be transacted the meeting closed 12.02pm.

Signed.....Date.....

Chair of Finance, Staffing, General Purposes and Audit Committee

Committee Members:

Cllr Vine
Cllr Davis
Cllr Holman
Cllr Richards
Cllr Mrs Tarbox
Cllr Rees-Webb (Substitute)