

St Teath Parish Council

Minutes of the Full Council Meeting of St Teath Parish Council held on Thursday, 13 June 2024 in the Community Centre, St Teath at 7.00pm

Present: Cllr Kerri Kitto (Chairman), Cllr Jo Fleet, Cllr Nev Turner and Cllr Will Kitto.

In attendance: Grace Stewart, Julie Fairman (Parish Clerk)

Item No.		Action by
1	Welcome Cllr Kerri Kitto welcomed everyone to the meeting.	
2	Apologies for absence Cllr Tracey Kingdon Cllr Geoff Gale	
3	Declarations of Interest. To receive registered and non-registered disclosable interests and non-registerable interests. To advise of any dispensations granted in line with the Code of Conduct. To declare any gifts over the value of £25.00. Cllr Will Kitto and Cllr Nev Turner declared an interest regarding St Teath Football Club. Grace Stewart declared an interest regarding Save Port Isaac Bay.	
4	Annual Internal Audit 2023/24 The Annual Internal Audit Report for 2023/24 was received. It was RESOLVED that no further action was required. PROPOSED by Cllr Kerri Kitto. SECONDED by Cllr Nev Turner. All voted in favour.	CLERK
5	Public Participation – members of the public are invited to speak on items on the agenda or raise items for future agendas. (Meeting then closes to the public) No public present.	
6	To receive and approve the Minutes of the Full Council Meeting held on 16th May 2024 It was RESOLVED that the minutes of the Full Council Meeting held on Thursday, 16 th May 2024 be adopted and signed as a true and accurate record. Cllr Kerri Kitto then signed the minutes.	
7	Declaration of Acceptance of Office Grace Stewart signed her Declaration of Acceptance of Office form as the newly-co-opted member of St Teath Parish Council following being proposed at the May Full Council meeting. The Clerk will now liaise with Democratic Services.	CLERK
8	Clerk's Report The Chair reported that the focus this month had been on completing the Clock Tower restoration project and organising the Restoration Celebration event on 14 June 2024 which includes St Teath School attending, a blessing from the Church, formal presentation unveiling of the new windows and a segment co-ordinated for BBC Spotlight. All followed by a cream tea in the Church Hall. Invites have been issued to all contractors involved in the works, all residents, local organisations and businesses. The Annual Audit paperwork is also now ready for sign off at this meeting and returning to BDO LLP.	

9	<p>Parish Councillors' Reports</p> <p>Cllr Kerri Kitto updated the meeting on her attendance at the recent Cornwall Council Phosphate & Planning Meeting. Although building is once again permitted in some of the larger towns in the area, development in St Teath remains constrained by the ongoing phosphate issue.</p> <p>Cllr Keri Kitto also advised the Council that we had received a further letter from the Save the Port Isaac Bay group asking us to sign a joint letter being sent to the Marine Management Organisation. Cllr Kerri Kitto PROPOSED that a separate letter is sent to the Group explaining our situation. This was SECONDED by Cllr Nev Turner and unanimously SUPPORTED.</p> <p>Cllr Kerri Kitto had equally been in ongoing discussions with the school following the unresolved parking issues there.</p>	CLERK
10	<p>Cornwall Council report – Cllr Dominic Fairman</p> <p>No report.</p>	
11	<p>Finance Matters</p> <ul style="list-style-type: none"> • To resolve to approve the Annual Audit Accounting Statements 2023/24 <p>The Accounting Statements for 2023/4 were received and considered. It was RESOLVED to approve the document and Members witnessed the Chairman sign and date the statement. PROPOSED by Cllr Kerri Kitto. SECONDED by Cllr Will Kitto. All voted in favour.</p> <ul style="list-style-type: none"> • To approve expenditure payments. <p>The April schedule of 12 expenditure payments was circulated by the Parish Clerk. These were PROPOSED for payment by Cllr Kerri Kitto, SECONDED by Cllr Nev Turner and unanimously APPROVED for payment.</p> <ul style="list-style-type: none"> • To note income <p>No income received.</p> <ul style="list-style-type: none"> • To approve any transfers of funds <p>No transfers undertaken.</p> <ul style="list-style-type: none"> • To note account balances <p>The bank balances with Unity Trust banks of 13 June 2024 were NOTED.</p>	CLERK CLERK
12	<p>Biodiversity</p> <p>Cllr Grace Stewart volunteered to champion this on behalf of the Council and will attend the upcoming CALC training session. This was PROPOSED by Cllr Kerri Kitto, SECONDED by Cllr Nev Turner and unanimously APPROVED.</p>	
13	<p>Planning Masters & Planning Applications</p> <p>a) PA24/03550 – Briar Close - Proposed loft conversion including rear flat roof dormer extension and velux windows</p> <p>The Council had previously agreed comments to be uploaded ahead of this meeting to meet Cornwall Council's consultation deadline. It was PROPOSED by Cllr Kerri Kitto and SECONDED by Cllr Jo Fleet that the Council's comments were uploaded to the Cornwall Council Planning Portal.</p>	
14	<p>Funding Opportunities</p> <p>The Full Council still awaits the release of the outstanding 278 bond funds following the construction of the homes at Treroosel Road. After discussion Cllr Will Kitto PROPOSED that he should approach the developer a further time to aid final resolution. This was SECONDED by Cllr Nev Turner and unanimously SUPPORTED.</p>	WK
15	<p>Equipment</p> <p>Cllr Kerri Kitto updated the Council that she remains disappointed with discussions with Cornwall Council over the speed monitoring cameras which we have now been told we can not return. However, information from the Speedwatch group appears to show that they are sufficient. We still await training on the software supporting the devices. Cllr Kerri Kitto</p>	

	<p>PROPOSED that the Parish Clerk now liaise with Cornwall Council to get this resolved once and for all. This was SECONDED by Cllr Jo Fleet.</p> <p>Following the removal of the dilapidated bench in Whitwells Road, the Council agreed a replacement bench would be acquired when it places a new equipment order.</p>	CLERK
16	<p>Footpaths</p> <p>The path behind the old Butcher's Shop was discussed following consultation with the village. Cllr Nev Turner PROPOSED that a stile kit be acquired in the first instance and if not available from Cornwall Council then the Council approach the landowner to ask whether it can demolish the wall there to provide better access. This was SECONDED by Cllr Will Kitto and unanimously SUPPORTED.</p>	NT
17	<p>Traffic Calming</p> <p>With the very dissatisfactory road markings now in place from Cornwall Council, the issue of parking outside the school has not been resolved so Cllr Kerri Kitto PROPOSED that a Working Party be formed to focus on the issue and find a practical solution. This was SECONDED by Cllr Jo Fleet and unanimously SUPPORTED.</p> <p>The Council also noted that traffic monitoring equipment had been in place throughout the village recently and asked the Parish Clerk to find out the reason and to acquire any data held.</p>	CLERK
18	<p>Clocktower</p> <p>Cllr Kerri Kitto updated the Council that the renovation work has been completed and the Restoration Celebration event happening on 14 June 2024.</p> <p>The contractor who created the stained glass windows has advised that the old windows remain in their yard and need collection. The Council to consult with the Parish as to ideas for where these should be placed for prosperity.</p>	CLERK
19	<p>Correspondence</p> <p>A list of all correspondence received during May is attached as an appendix to these minutes.</p>	
18	<p>Training and Meeting Attendance</p> <p>None.</p>	
17	<p>To agree Matters for the next Meeting</p> <p>The following items to be added to the agenda for the July meeting:</p> <ul style="list-style-type: none"> • Equipment • Traffic calming • Footpaths • Funding Opportunities • Biodiversity <p>All agenda submissions to be received by 1 July 2024.</p>	
18	<p>Diary Dates</p> <p>1 July 6.30pm Biodiversity Teams Training</p> <p>4 July Deadline for receipt of agenda submissions</p> <p>11 July 7pm Full Council Meeting</p>	
19	<p>Full Meeting Closed</p> <p>The meeting was closed at 20.42pm</p>	

Signed:

Date:

St Teath Parish Council
Monthly Correspondence

Month: May 2024

Date	Author	Subject	Any action
2/5	Parishioner	Sand pit response	Forwarded
2/5	Cornwall Council	Renewable energy installations loans	Forwarded
2/5	Parishioner	Enquiry re debris at Football Club	Forwarded
3/5	ICO	Receipt of payment	Filed
3/5	Cornwall Council	Parish & Town Council Newsletter	Forwarded
3/5	Cornwall Council	Affordable Housing Newsletter	Forwarded
3/5	RoSPA	Play equipment inspection reports	To meeting
5/5	Save Port Isaac Bay	Invitation to event/news update	Filed as received too late
8/5	CALC	Out & About surgery dates	Noted/Forwarded
8/5	Cornwall Council	Short Term Lets training opp	Forwarded
8/5	CALC	New Model Financial Regulations	Noted to be actioned
9/5	Cornwall Land Trust	House opportunity	Forwarded
10/5	Interested Party	Penmayn Engagement Log	Noted
13/5	CALC	CC Budget Update meeting	In diary
15/5	Cllr Fairman	Nutrient neutrality meeting	Forwarded
16/5	CORMAC	China Downs resurfacing works	Forwarded
18/5	Interested Party	Seaweed Farm action	Discussed
19/5	Cornwall Council	PA24/03550	Forwarded
21/5	Oxford Uni	Solar developments study opp	Forwarded
23/5	Citizen's Advice	Annual round-up for the Parish	Forwarded
24/5	Parishioner	Butcher's Shop footpath	Forwarded
30/5	CALC	General Election Purdah Guidance	Forwarded
31/5	RoSPA	Play Equipment Templates	Actioned
31/5	Lone Stewart	Delabole Playing Field drainage enquiry	Replied