

St Teath Parish Council

Minutes of the Full Council Meeting of St Teath Parish Council held on Thursday, 7 November 2024 in the Community Centre, St Teath at 7.00pm

Present: Cllr Kerri Kitto (Chairman), Cllr Geoff Gale, Cllr Grace Stewart, Cllr Jo Fleet and Cllr Will Kitto.

Item No.		Action by
1	Welcome Cllr Kerri Kitto welcomed everyone to the meeting.	
2	Apologies for absence Julie Fairman (Parish Clerk), Cllr Dominic Fairman	
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 declared an interest in respect of St Teath Football Club.	
4	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) Two members of the public attended. One reported that there is a surplus of £133.66 in respect of the community strimmer following the purchase of the strimmer and fuel. This will be carried over into next year.	
5	To receive and approve the Minutes of the Full Council Meeting held on 5th September 2024 It was RESOLVED that the minutes of the Full Council Meeting held on Thursday, 3 rd October 2024 be adopted and signed as a true and accurate record. Cllr Kerri Kitto then signed the minutes.	
6	Clerk's Report The Clerk had left the following report prior to her holiday:- A new grass waste bin has been ordered for the Parish Council contractor. A new bench for Whitewells Road and picnic bench for the playing field (the bench nearest to the car park) have been ordered. Football club defibrillator costs to be discussed. New Parish Councillor to be enrolled next month. Letter issued to the Community Centre regarding wi-fi installation.	
7	Parish Councillors' Reports Cllr Kerri Kitto reported following her attendance at the recent Camel Valley CAP meeting where the following was discussed:- <ol style="list-style-type: none"> 1. Electric Vehicle Charging expressions of interest requested to letstalk.cornwall.gov.uk/ev-charging-points. 2. Rural bus service - more information will be available once the CAP minutes have been circulated. 3. Community policing and possible rural drop ins. 4. Pension credit advice to be promoted in the Timepiece. Cllr Kerri Kitto to pass details to Cllr Jo Fleet for inclusion. There is also a pension credit toolkit online. 5. Small electrical items recycling bins to be placed in libraries. 	KK JF

8	Cornwall Council report – Cllr Dominic Fairman No report.	
9	Planning Matters and Planning Applications No matters or applications received.	
10	<p>Finance Matters</p> <ul style="list-style-type: none"> To approve expenditure payments. The November schedule of expenditure payments was circulated by Cllr Kerri Kitto. These were PROPOSED for payment by Cllr Kerri Kitto, SECONDED by Cllr Grace Stewart and unanimously APPROVED for payment. To note income No income was received. To approve any transfers of funds No transfers undertaken. To note account balances The bank balances with Unity Trust banks were NOTED. To adopt the updated Financial Regulations Cllr Kerri Kitto PROPOSED that the updated Financial Regulations should be adopted. This was SECONDED by Cllr Grace Stewart and unanimously APPROVED. The Clerk will upload on the website on her return. To receive an update on Community Sparks Fund submissions The Community Sparks Fund was publicised in the last edition of the Timepiece to include the deadline dates. Cllr Kerri Kitto requested that it is repeated in the December edition. Cllr Geoff Gale offered to post the details on the community Facebook page. <p>Cllr Jo Fleet enquired if it is possible for payments to be circulated and approved prior to the meeting to reduce the time spent reviewing and approving during the meeting. Clerk to respond on her return.</p>	<p>KK/GG</p> <p>CLERK</p> <p>JF GG</p> <p>CLERK</p>
11	<p>Insurance</p> <p>Following discussion, Cllr Geoff Gale PROPOSED that the bus shelter is added to the insurance policy for the sum insured suggested. This was SECONDED by Cllr Will Kitto and unanimously APPROVED.</p> <p>Cllr Geoff Gale reported that he is working on the issue of volunteers undertaking manual work for the Parish Council.</p> <p>It was agreed that the traffic calming signs should be covered and Cllr Kerri Kitto confirmed the replacement value.</p> <p>It was also agreed that the asset register would be reviewed against the insurance cover. This would include the Clerk's laptop and the Football Club's defibrillator. Cllr Geoff Gale confirmed that there is automatic Equipment cover included in the policy but would review the level.</p>	<p>GG</p> <p>GG</p> <p>GG</p> <p>GG</p> <p>GG</p>
12	Devolution Cllr Kerri Kitto advised that she is pushing Cornwall Council to progress the devolution process for the land and buildings at the Football Club currently owned by Cornwall Council.	
13	Biodiversity Cllr Grace Stewart advised that there is nothing to report.	
14	Funding Opportunities Cllr Kerri Kitto reiterated the Electric Vehicle Charging expressions of interest requested to letstalk.cornwall.gov.uk/ev-charging-points . It was agreed that it would be established if the Levelling Up Fund is to continue as indicated in the recent Budget.	<p>KK WK</p>

15	Land on Trewennan Hill Cllr Kerri Kitto confirmed that Cornwall Council is due to inspect the handrails.	
16	Equipment As stated earlier in the meeting, a new grass waste bin has been ordered for the Parish Council contractor. Furthermore, a new bench for Whitewells Road and picnic bench for the playing field (the bench nearest to the car park) have been ordered. With regard to the football club defibrillator costs, Cllr Kerri Kitto PROPOSED that replacement pads are purchased annually and then a new battery every 5 years. This was SECONDED by Cllr Geoff Gale and unanimously SUPPORTED . Cllr Kerri Kitto PROPOSED that the checks required on the defibrillators should be delegated to the first responders. This was SECONDED by Cllr Jo Fleet and unanimously SUPPORTED . Cllr Jo Fleet will establish who checks the Rosewater Park defibrillator. Cllr Kerri Kitto advised that the church hall is happy to receive the old Clocktower window. A quotation for mounting the window is awaited. Cllr Kerri Kitto advised that the Remembrance Day wreath stand has been fabricated and powder coated in readiness for Sunday's service.	CLERK KK JF CLERK
17	Footpaths Cllr Kerri Kitto confirmed that The Square to Treeroosel Road footpath has been added to the schedule of LMP funded cuts and will have Gold status meaning 2 cuts per year. There is no funding for a 3 rd cut of the footpath leading to Sea View but it is possible that Cormac will undertake this if required. Funding for the Treburgett to Pig Farm footpath is unclear so clarification is required.	CLERK
18	Traffic Calming Cllr Kerri Kitto advised that the Vehicle Activates Signs (VAS) have been reinstalled and are currently charging. The Whitwells Road VAS has been re-sited to Trehannick Road.	
19	Active Travel Network Cllr Kerri Kitto advised that the form has been completed and returned.	
20	Correspondence A list of all correspondence received during October was summarised by Cllr Kerri Kitto and is attached as an appendix to these minutes.	
21	Training and Meeting Attendance Cllr Kerri Kitto attended the Camel Valley CAP meeting on 21 st October. Cllr Kerri Kitto confirmed that Code of Conduct Training is scheduled for 19 th November.	
22	To agree Matters for the next Meeting The following items to be added to the agenda for the December meeting: <ul style="list-style-type: none"> • Equipment • Community Spark Fund applications All agenda submissions to be received by 29 th November 2024.	
18	Diary Dates 29 November Deadline for receipt of agenda submissions 12 December 7pm Full Council Meeting	
19	Full Meeting Closed The meeting was closed at 20.20pm	

Signed:

Date:

Monthly Correspondence

Month: October 2024

Date	Author	Subject	Any action
31/10	Cormac	Vehicle Activated Sign reset and ready to be returned	Actioned
24/10	Parishioner	Cemetery details request	Actioned
24/10	St Teath Primary School	Overhanging tree at the pre-school	Actioned
30/10	Royal British Legion	Remembrance Day wreath order	Actioned
09/10	Sustrans	Report	Actioned
05/11	Tintagel Skip Hire	Wheelie bin quotation	Actioned
14/10	Marmax	Picnic bench quotation	Actioned
10/10	Linda Setiawan	New councillor	Actioned
11/10	Duchy Defibrillators	Set up cost	Actioned
20/09	St Teath Primary School	Letter of assurance	