



# ST MEWAN PARISH COUNCIL

[www.stmewanparishcouncil.org.uk](http://www.stmewanparishcouncil.org.uk)

20<sup>th</sup> October 2016

## To all Members of the Public

Dear Sir or Madam,

You are hereby invited to an **Ordinary Council Meeting** of **St Mewan Parish Council** to be held at **Polgooth Village Hall** on **Wednesday 26<sup>th</sup> October 2016** commencing at **7.00 pm** for the purpose of transacting the following business.

Yours faithfully

Mrs W Yelland  
Clerk

*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. **Apologies**  
*To receive & accept apologies*
2. **Declaration of Interest<sup>1</sup>**
3. **Public Participation<sup>2</sup>** (To include the Police Report and Cornwall Councillors Report)
4. **Council Meeting Minutes**  
*To adopt the minutes of the Ordinary Council meeting held on the 7<sup>th</sup> September 16 (previously circulated)*
5. **Matters Arising (Information Only)**
6. **Committee Meeting Minutes**

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<sup>1</sup> In accordance with Section 131 of the Localism Act 2011, Members are required to disclose Pecuniary Interests. In addition, Members are required to disclose Non Registerable Pecuniary Interests and hospitality and gifts over the value of £10.

<sup>2</sup> Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The designated time will be 15 minutes and no longer than 5 minutes per person. This time may be extended at the discretion of the Chairman.

To receive the minutes of the following meetings and adopt any recommendations therein: -

- a) *Planning Meeting held on the 30<sup>th</sup> August 16 and 21<sup>st</sup> October 16 (previously circulated)*
- b) *Playing Field Meeting held on the 28<sup>th</sup> September 16 (previously circulated)*
- c) *Finance, Staffing, GP & Audit Meeting held on the 13<sup>th</sup> October 16 (previously circulated)*

**7. Consultations received up to the time of meeting**

*Polgooth Telephone Box under threat – circulated 14<sup>th</sup> September 16. Members to resolve how they wish to proceed.*

**8. Polgooth Playing Field (The Goffin)**

*Approval of additional expenditure at approx. £400.00 for continued cutting back (will exceed the amount of clerk's delegated powers).*

**9. Grants and Donations**

- a) *Cruse Bereavement Care*
- b) *Victim Support*
- c) *Merlin Centre*
- d) *Annual Poppy Day Sunday 13<sup>th</sup> November 2016 (invitation) Clerk to confirm times for wreath laying at St Mewan and St Austell Church.*

**10. St Mewan Lane**

*Continuing traffic issues – members to discuss how best to proceed*

**11. New Parish Council Notice Boards**

*Approval from council for the clerk to accept sponsorship from two businesses*

**12. Standing Orders**

*To approve text only (previously circulated)*

**13. Financial Risk and Management Assessment**

*To adopt the continued use with the updated requirements (previously circulated)*

**14. Financial Regulations**

*To adopt the continued use of Financial Regulations with the updated changes as per National Association of Local Councils dated January 2016 (previously circulated)*

**15. Change of 4<sup>th</sup> January 17 meeting date**

*To approve 11<sup>th</sup> January 17*

**16. Scouts Hall**

*Chairman Mr P Williams of the Scouts Association requests permission to install Wi-Fi separately from Whirlybobs. Advise members of Wi- Fi previously installed by Whirlybobs.*

**17. Financial**

- a) *To adopt the September Payment Schedule as presented and approved at the Finance, Staffing, GP and Audit Committee Meeting held on the 13<sup>th</sup> October 16.*
- b) *To receive and accept the Notice of Conclusion of Audit year ending 31<sup>st</sup> March 2016. To note Grant Thornton's Section 3 comments.*
- c) *To accept and approve the Clerk's Internal Checks carried out by Cllr Mrs Ringrose*

**18. Neighbourhood Plan Update**

**19. Correspondence received up to date of meeting (Information Only)**

**20. Matters of Interest in the Parish (Information Only)**

*In view of the confidential of the business about to be transacted we ask that the press and public be excluded and are instructed to withdraw during the discussion of the following item.*

**21. Confidential**

- a) *Clerk to receive staffing details*
- b) *Staging date of auto – enrolment for pension is 1<sup>st</sup> April 201. Chairman to brief members*
- c) *Payment terms for staff – Chairman to brief*
- d) *Any other business the Chairman considers urgent*

**WORKING FOR THE PARISH OF ST MEWAN**