



# ST MEWAN PARISH COUNCIL

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

24<sup>th</sup> November 2016

## To all Members of the Public

Dear Sir or Madam,

You are hereby invited to attend an **Ordinary Council Meeting** of **St Mewan Parish Council** to be held at on **Wednesday 30<sup>th</sup> November 2016 at Trewoon Village Hall** commencing at **7.00 pm** for the purpose of transacting the following business.

Yours faithfully

Mrs W Yelland  
Parish Clerk  
e mail: clerk@stmewanparishcouncil.org.uk

*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 26<sup>th</sup> October 16 (previously circulated)*
5. **Matters Arising (Information Only)**

---

<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.*

- 6. Committee Meeting Minutes**  
*To receive the minutes of the following meetings and adopt any recommendations therein: -*
  - a) *Planning Meeting held on the 26<sup>th</sup> October 16 (previously circulated)*
- 7. Consultations**  
*To receive update from Cllr Mrs Howard and Cllr Passmore re Polgooth Telephone Box. Clerk to update on correspondence sent & received. Members to discuss how best to proceed*
- 8. Standing Orders**  
*To adopt the council's Standing Order document (previously in the public domain as text only)*
- 9. Freedom of Information Policy (previously circulated)**  
*To adopt as per FOI Act 2000, ss 1 and 12*
- 10. Terms of Reference**  
*To approve the TOR for the Finance Committee*
- 11. Council Meeting Dates**
  - a) *Requirement to change April meeting venue and date to the 5<sup>th</sup> April 17*
  - b) *Requirement to change Annual Council meeting in May to the 10<sup>th</sup> May 17*
- 12. Grants and Donations**
  - a) *Tanya's Courage*
- 13. Playing Fields**  
*Members to receive detailed play equipment report and resolve how to proceed*
- 14. St Mewan Church** *Members to receive correspondence and discuss how best to proceed*
- 15. Resident in Trewoon**  
*Concerns with part of boundary wall surrounding the Trewoon Playing Field. To receive report from Cllr Wynn site visit and discuss how to proceed*
- 16. Cornwall Council - Service Level Agreement Reviews** *To discuss and approve completion of short questionnaire.*
- 17. Financial**
  - a) *To approve the October Payment Schedule for cheque signing including clerks November salary*
  - b) *SeaDog IT- To discuss advance cheque payment of 3 months monthly hosting until alternative method can be arranged*
  - c) *SeaDog IT -To approve cost of 22.50 to convert 8 scanned documents of Conclusion of Audit for a website folder*
  - d) *Rights of Way – to approve and give delegated powers to the clerk of £500.00 for emergency repairs to footpaths*
- 18. Neighbourhood Plan Update**  
*To approve final draft plan for submission to Cornwall Council*
- 19. Correspondence received up to date of meeting (Information Only)**
- 20. Matters of Interest in the Parish (Information Only)**