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**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 17<sup>TH</sup> MAY 2021 HELD AT SHORTLANESEND VILLAGE HALL CAR PARK (OUTSIDE) AT 7PM**

**PRESENT: CLLR. M HARRY (CHAIRMAN FROM ELECTION), CLLR. B HILTON (VICE CHAIRMAN FROM ELECTION), CLLR. GAMMON, CLLR. ROBINSON, CLLR. I HOLROYD, CLLR. F J DYER MBE, CLLR. J DAVEY, CLLR. D GREEN**

**Also present: Mrs K J Harding – Clerk to Kenwyn Parish Council (via telephone)  
Cornwall Cllr. D Harris, Cornwall Cllr. D Tudor**

**001/2021 TO ELECT THE CHAIRMAN OF THE COUNCIL AND TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

**RESOLVED: TO ELECT CLLR. M HARRY AS CHAIRMAN OF KENWYN PARISH COUNCIL. TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.**

**Proposed by: Cllr. Dyer  
Seconded by: Cllr. Gammon  
Vote: 7 in favour, Cllr. Harry abstained.**

**002/2021 TO ELECT THE VICE CHAIRMAN AND TO RECEIVE THE VICE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

**TO ELECT CLLR. B HILTON AS VICE CHAIRMAN OF THE COUNCIL AND TO RECEIVE THE VICE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.**

**Proposed by: Cllr. Gammon  
Seconded by: Cllr. Dyer  
Vote: unanimous**

**003/2021 TO RECEIVE APOLOGIES FOR ABSENCE**

**CLLR. K LA BORDE, CLLR. S RABEY, CLLR. K HART**

#### **004/2021 TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS**

**MEMBERS ARE INVITED TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS IN ITEMS ON THE AGENDA AS REQUIRED BY THE KENWYN PARISH COUNCIL CODE OF CONDUCT FOR MEMBERS AND BY THE LOCALISM ACT 2011.**

No declarations of interest.

#### **005/2021 QUESTIONS FROM PARISHIONERS (10 MINUTES MAXIMUM, 3 MINUTES PER PARISHIONER)**

**Cllr. Green & Cllr. Holroyd** – had received an email from a parishioner concerned about the development known as ‘The Boundary’. This had been passed to Cllr. Harris for action as this was in his division now.

**Cllr. Robinson** – had raised issues regarding the outdoor classroom at Idless with the new Ward Member for that area, Cllr. Harris who would look into this.

**Cllr. Dyer** – spoke on 45 acres of land below Richard Lander School which had become a wilderness with lots of overgrown weeds, brambles and gorse. He said it was disgraceful and he had asked Cornwall Council to investigate this further. Cornwall Council would be using a drone to do so. Cllr. Dyer felt this was good agricultural land and should be returned to that condition. Cllr. Harris would investigate this and report back.

#### **006/2021 TO APPROVE THE MINUTES OF PREVIOUS MEETINGS**

The minutes of the Planning Committee Meeting held on 19<sup>th</sup> April 2021 were agreed and signed.

The minutes of the Full Council Meeting held on 19<sup>th</sup> April 2021 were agreed and signed.

The minutes of the Planning Committee Meeting held on 26<sup>th</sup> April 2021 were agreed and signed.

The minutes of the Full Council Meeting held on 26<sup>th</sup> April 2021 were agreed and signed.

The minutes of the Planning Committee Meeting held on 4<sup>th</sup> May 2021 were agreed and signed.

#### **007/2021 TO APPOINT MEMBERS TO SERVE ON THE UNDER MENTIONED COMMITTEES:**

**Planning** – up to 14 members. Appointment of Chairman and Vice Chairman to be dealt with in the Planning committee meeting.

Cllr. Hilton, Cllr. Harry, Cllr. Hart, Cllr. Robinson, Cllr. Dyer, Cllr. Holroyd, Cllr. Gammon, Cllr. Green, Cllr. La Borde, Cllr. Davey

**Finance and General Purposes** – 6 members. Chairman and Vice Chairman of the Council automatically become Chairman and Vice Chairman of the F & GP Committee

Cllr. Harry (Chairman), Cllr. Hilton (Vice Chairman), Cllr. Robinson, Cllr. Dyer, Cllr. Holroyd, Cllr. Gammon

**Footpaths** – 6 members. Appointment of Chairman and Vice Chairman to be dealt with at the next Footpaths committee meeting.

Cllr. Robinson, Cllr. Green, Cllr. Rabey, Cllr. Davey [2 MORE MEMBERS REQUIRED](#)

**Employment** – 5 members to include Chairman and Vice Chairman. 3 members will be selected from the 5 to deal with any employment/grievance issues.

Cllr. Harry (Chairman), Cllr. Hilton (Vice Chairman), Cllr. Robinson, Cllr. Holroyd, Cllr. Gammon

**Community Governance Review Committee** – 5 members. Appointment of Chairman and Vice Chairman to be dealt with at the next Community Governance Committee meeting.

Cllr. Hilton, Cllr. Green, Cllr. Rabey, Cllr. Holroyd, Cllr. Harry

**S106 Committee** - 5 members. Appointment of Chairman and Vice Chairman to be dealt with at the next S106 Committee meeting.

Cllr. Green, Cllr. Rabey, Cllr. Dyer, Cllr. Harry, Cllr. Davey

**Communications Committee** - 5 members. Chairman and Vice Chairman of Kenwyn Parish Council to be Chairman and Vice Chairman of Communications Committee

Cllr. Harry (Chairman), Cllr. Hilton (Vice Chairman), Cllr. La Borde, Cllr. Gammon, Cllr. Holroyd

**Community Improvements and Projects Committee** – up to 14 members. Chairman and Vice Chairman of Kenwyn Parish Council to be Chairman and Vice Chairman of Community Improvements and Projects Committee.

Cllr. Harry (Chairman), Cllr. Hilton (Vice Chairman), Cllr. La Borde, Cllr. Holroyd, Cllr. Gammon, Cllr. Green, Cllr. Davey

**Environment Committee** – 6 members Appointment of Chairman and Vice Chairman to be dealt with at the next Environment Committee meeting.

Cllr. Robinson, Cllr. La Borde, Cllr. Hilton, Cllr. Holroyd, Cllr. Gammon, Cllr. Harry

**Devolved Services Committee** - 5 members Appointment of Chairman and Vice Chairman to be dealt with at the next Devolved Services Committee meeting.

Cllr. Harry, Cllr. La Borde, Cllr. Hilton, Cllr. Rabey, Cllr. Davey

**Truro & Kenwyn Neighbourhood Plan Committee** – five members.

Cllr. La Borde, Cllr. Robinson, Cllr. Hilton, Cllr. Holroyd, Cllr. Green

**Climate Emergency Working Group** - up to 14 members. Chairman and Vice Chairman to be decided at Climate Emergency Working Group.

Cllr. Harry, Cllr. Hilton, Cllr. La Borde, Cllr. Holroyd, Cllr. Davey

**Proposed by: Cllr. Hilton**

**Seconded by: Cllr. Green**

**Vote: unanimous**

**008/2021 TO APPOINT REPRESENTATIVES ON THE UNDER MENTIONED BODIES AS REQUIRED:**

**Threemilestone Community Centre Management Committee** (2 Members)

Cllr. La Borde, Cllr. Green

**Police Liaison** (4 Members)

Cllr. Hart, Cllr. Rabey, Cllr. Dyer, Cllr. Green

**Emergency Planning** (all ward members where the emergency occurs or in the case of a significant emergency all members of the council)

**Idless Woods** (1 member and one Cornwall Councillor)

Cllr. Robinson, Cllr. David Harris (Cornwall Councillor)

**Truro/Roseland Community Network Panel** (2 members)

Cllr. Rabey, Cllr. Dyer

**Proposed by: Cllr. Dyer**

**Seconded by: Cllr. Green**

**Vote: 7 in favour, Cllr. Dyer abstained**

**009/2021 TO APPROVE THE MONTHLY ACCOUNTS FOR PAYMENT (2<sup>ND</sup> ROUND OF PAYMENTS FOR MAY)**

**RESOLVED: TO APPROVE THE MONTHLY ACCOUNTS FOR PAYMENT (2<sup>ND</sup> ROUND OF PAYMENTS FOR MAY)**

**Proposed by: Cllr. Hilton  
Seconded by: Cllr. Gammon  
Vote: unanimous**

**010/2021 TO APPROVE AND ADOPT THE RECENT BANK RECONCILIATIONS**

**RESOLVED: TO APPROVE AND ADOPT THE RECENT BANK RECONCILIATIONS**

**Proposed by: Cllr. Green  
Seconded by: Cllr. Robinson  
Vote: unanimous**

**011/2021 TO APPROVE THE TRURO & KENWYN NEIGHBOURHOOD PLAN LANDSCAPE ASSESSMENT**

**RESOLVED: TO APPROVE THE TRURO & KENWYN NEIGHBOURHOOD PLAN LANDSCAPE ASSESSMENT**

**Proposed by: Cllr. Holroyd  
Seconded by: Cllr. Gammon  
Vote: 6 in favour, Cllr. Dyer voted against and Cllr. Green abstained.**

**012/2021 TO NOTE ITEMS CONTAINED IN STANDING ORDER 6(J) HAVE ALREADY BEEN DEALT WITH IN PREVIOUS MEETINGS**

**Noted.**

**013/2021 TO NOTE THE CURRENT VACANCIES ON THE THREEMILESTONE WARD AND GLOWETH WARD TO BE FILLED BY CO-OPTION**

**Noted.**

**014/2021 ANY OTHER ITEM THE CHAIRMAN DEEMS AS URGENT**

**The Chairman** advised the Scheme of Delegation already approved by the council would now kick in and parish council business would be dealt with that way for the time being. There would need to be a physical meeting sometime in June to approve the audited accounts. Planning, payments and other council business would be dealt with via the scheme of delegation with full consultation with all members. It was imperative that members regularly checked their emails and gave prompt responses.

**The Chairman** advised members it was mandatory that all members attended a Code of Conduct Training Session within six months of taking office. Even previous councillors must attend this training and he urged members to take advantage of the current training sessions being run via Teams by Cornwall Council.

**The Chairman** asked members to return their Register of Members Interests Forms and Contact Information Forms to the Clerk as soon as possible.

**The Chairman** advised members to return their Election Expenses Forms to Cornwall Council as soon as possible. Even where there had been no expense incurred the forms still needed completing and returning. If the forms were not completed and returned those members were liable to fines which increased the longer the breach went on.

**The Chairman** referred to GDPR and advised members to ensure they did not forward to any third party the private contact details of anyone that had contacted them. Email addresses, addresses, telephone numbers should be redacted before any onward transmission of the messages. Members could also obtain the written consent of the writer to pass on the contact details as an alternative.

**The meeting closed at 7.37pm.**