



KENWYN
PARISH COUNCIL

Kenwyn Parish Council

c/o Shortlanesend Village Hall

School Hill

Shortlanesend

Truro TR4 9DU

Tel: 07345 703374

Email: clerk@kenwynparishcouncil.gov.uk

Councillors are hereby summoned to attend a meeting of Kenwyn Parish Council to be held on **Monday 13 July 2026** in **The Hugus Hall, Threemilestone Community Centre** immediately after a Planning Committee meeting which commences at 6.30pm

Julie Larter

Julie Larter
Clerk
6 July 2026

Members of the public and press are welcome to attend the meeting.

Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded.

1. Apologies for Absence

2. Declarations of Interest and Requests for Dispensations

3. Minutes of an Ordinary Meeting held on 8 June 2026

To agree that the minutes of the above meeting be signed as an accurate record of the meeting

Pages 3-6

4. Matters to Note

To receive an update from the Clerk on matters progressed since the last meeting (for information only)

5. Chairman's Announcements

6. Public Participation

Members of the public are invited to speak in relation to business to be carried out at the meeting. A maximum of 3 minutes per person will be permitted

7. Cornwall Councillors' Reports

(i) To receive a report from Cllr Dulcie Tudor

(ii) To receive a report from Cllr Karen la Borde

8. Reports from meetings attended by Councillors

To receive a report from councillors on any meetings or training they have attended

9. Staffing Issues

To ratify the appointment of the Parish Council Administrative Assistant

10. Idless Woods Car Park

To discuss the proposed introduction of parking charges

11. Shortlanesend Village Hall

To form a working party to look at options for the hall's future and to agree Terms of Reference for the group

Appendix (i)

12. CCTV

(i) To agree the Data Privacy Impact Assessment

Appendix (ii)

(ii) To adopt a CCTV policy

Appendix (iii)

(iii) To note the current situation regarding upgrading current systems

13. Cornwall Visit Economy Development Group

To note the contents of a letter to town and parish councils in Cornwall and consider whether to offer a financial contribution to the group

Appendix (iii)

14. Recreation Areas

(i) Access to Chyvelah Ope Play Area

(ii) To receive an update on current issues

15. Financial Matters

(i) Finance and General Purposes Committee

To ratify that Cllr Wright is a member of the Committee and is Vice Chairman and to receive a verbal report on a meeting held on 1 July

(ii) To note current balances and authorise expenditure

Appendix (iv)

16. Highways and Public Rights of Way

(i) To ratify the decision to make an application for Enhanced LMP to undertake improvements to footpath 309/20/1 and 2 (Lowen Bre/Gloweth Barton)

(ii) To receive an update on outstanding highways matters

17. Dates of Future Meetings

14 September (SLE), 12 October (TMS), 9 November (SLE), 14 December (TMS)

18. Future Agenda Items

The meeting will end at 2100 hours – any business not transacted by that time will be carried over to next month's meeting.

Minutes of a meeting of **Kenwyn Parish Council** held on **8 June 2026 at 7.35pm** in **Shortlanesend Village Hall**

Present: Cllrs Green (Chairman), Holroyd, Robinson, Wright, Crossley, Cowling and Venton. In attendance Julie Larter (Clerk). There were no members of the public present.

(021/26) Apologies for absence

Apologies were received from Cllrs Jones, Lusty and La Borde.

(022/26) Declarations of interest and Requests for Dispensations

There were no declarations of interest

(023/26) Minutes of the Annual Parish Council Meeting held on 11 May 2026

It was proposed by Cllr Robinson, seconded by Cllr Holroyd and **RESOLVED that the minutes of the Annual Parish Council meeting held on 11 May 2026 be signed as an accurate record of the meeting.**

(024/26) Public Participation

No members of the public wished to speak at this point.

(025/26) Matters to note

The Clerk reminded councillors of the need to complete a new Register of Members Interests form, which should be completed and returned to her in the first instance.

The arch and additional handrails have now been installed at Watts Nature Reserve and the Clerk has submitted a bid to the Enhanced LMP scheme for funding to improve the surface of the public right of way and repair the stile.

(026/26) Chairman's Announcements

The Chairman announced that the next joint meeting with Truro City Council will be on Wednesday 8 July in the Trelawny Room, County Hall at 6.30. The main focus of the meeting will be how to progress a joint Neighbourhood Priority Statement. The Chairman said that Shortlanesend Village Hall will be an agenda item next month when the council will consider setting up a steering group to determine how to proceed with the building.

(027/26) Cornwall Councillors' Reports

(i) Cllr Tudor

No report was available.

(ii) Cllr La Borde

No report was available.

(028/26) Public Participation

There were no members of the public present.

(029/26) Reports from Meetings attended by Councillors

19 May – Cllr Crossley attended Code of Conduct Training

3 June – Chairman met with the Head of Trustees of Truro City FC Trust

3 June – Chairman, Cllr La Borde and the Clerk attended a meeting of the Kenwyn Community Benefit Fund
Cllr Holroyd has met with the new Headteacher of Shortlanesend School.

(030/26) Website Provision

Cllr Holroyd proposed, Cllr Crossley seconded and it was **RESOLVED to appoint Western Web to provide a new website.**

(031/26) Public Realm Improvement and Re-Introduction of Weed Treatment

Following Cornwall Council's decision to pause the scheme, there was concern that weeds are now growing along pavements that have been treated in the previous years. Cllr Holroyd proposed, Cllr Venton seconded and it was **RESOLVED that the parish council should engage with Complete Weed Control to spray pavement weeds for the next 12 months.**

(032/26) Recreation Areas

(i) Threemilestone Playing field – replace or repair goalposts

The combination football/rugby posts in Threemilestone Playing field are rusting where the rugby uprights join the football post and present a health and safety issue.

Cllr Holroyd proposed, Cllr Robinson seconded and it was RESOLVED to replace the goalposts. Mr Harding will cut off the rugby uprights and make safe the cut. An application will be submitted to the Community Benefit Fund for replacement posts.

(ii) Update

The swing unit at Chyvelah Ope has been removed and re-affixed.

The Clerk has received a copy of the play inspection reports and tree survey relating to College Way and Glenthorne Road parks. The proposal for devolution to the parish council will be considered at the next Devolution Prioritisation meeting in July.

Cllr Robinson proposed, Cllr Cowling seconded and it was **RESOLVED to proceed with the devolution of College Way and Glenthorne Road play areas.**

The Clerk has contacted Jayne Kirkham to see if she has had any luck with Persimmon yet.

Chris Eddy will be replacing the fencing around the toddlers' play area in Shortlanesend next week and also taking down the goalposts and carrying out repair work to the football pitch goalmouths.

(033/26) Kenwyn Community Benefit Fund

Notes from the meeting had been previously circulated. It was noted that the parish council has been successful in its bid for a grant to cover the cost of repairing Shortlanesend playing field football pitch and replace the goalposts with junior sized combination rugby/football posts.

A record of thanks to Mark Holden for all his hard work with the fund was noted.

(034/26) Financial Matters

(i) Banking Arrangements

The Clerk reported that the council's Unity Trust Bank Current account is carrying a fairly high balance and recommended that an instant access account be opened with Unity Trust bank to earn interest.

Cllr Cowling proposed, Cllr Crossley seconded and it was **RESOLVED to open an instant access account with Unity Trust Bank.**

Accounts are still held with Lloyds Bank and these will remain open for the time being, but the Clerk feels that Unity Trust Bank is more straightforward to use.

The signing mandate for Unity Trust Bank is to be amended – Cllr La Borde is to be removed and replaced with Cllr Lusty.

(ii) Current balances were noted and the following payments were authorised:

DD	Affordable Waste	Waste collection SLE	£	97.06
DD	Brewer and Bunney	Dishwasher lease	£	102.00
DD	Pennon Water	Water for SLE village hall	£	61.52
DD	BT	Telephone and broadband	£	267.09
DD	British Gas	Electricity for SLE Village Hall	£	32.68
DD	Biffa	Waste Collection	£	202.98
DD	Lloyds Bank	Bank charges	£	9.50
DD	Unity Trust Bank	Bank charges	£	10.15
DD	Unity Trust Bank	Bank charges (KCBF)	£	7.00
DD	Starboard Systems	Monthly charge for accounting software	£	88.80
SO	Steve Fenton	Allet Barns rent	£	424.80
BACS	Graham Harding	Parish Maintenance	£	1,767.00
Debit card	Britannia Lanes	Shredding sacks	£	24.00
Debit card	Britannia Lanes	Monthly storage fee	£	98.34
Debit card	Alliance Tool Hire	Hire of portaloos for Chyvelah Ope repairs	£	72.00
Debit card	Nick Ferris Skip Hire	Hire of skip for Chyvelah Ope repairs	£	446.40
BACS	Weightman Planthire	Hire of digger and dumper for Chyvelah Ope repairs	£	1,068.00
BACS	Cornwall Council	Business Rates for Allet Barns office	£	641.81
BACS	HR Support Consultancy	HR Services May	£	131.04
BACS	Green Earth Gardens	Handrails and arch at Watts Nature Reserve	£	518.00
BACS	Cornwall Signs	No parking sign for Threemilestone car park	£	72.00
BACS	Redlynch Leisure	Replacement part for vandalised play equipment –		
BACS	Installations	Chyvelah Ope	£	1,398.00
BACS	Derek Green	Chairman's Allowance 26-27	£	550.00
BACS	Duchy Defibrillators	Monitoring fee - Threemilestone Community Centre	£	246.00
BACS	A1 Tree and Grounds	Grounds maintenance	£	816.00
BACS	Staff/HMRC/CPF	Salaries and oncosts	£	5338.14
Community Benefit Fund Grants				
BACS	Threemilestone Indoor Carpet Bowls Club		£	2,002.00
BACS	Threemilestone Amateur Dramatics		£	903.00
BACS	Fat 2 Fit		£	2,000.00
BACS	True Butterflies Foundation		£	2,000.00
BACS	Threemilestone Angling Club		£	3,500.00
BACS	Allet and Shortlanesend Methodist Church		£	7,510.00
BACS	Truro Nourish Hub CIC		£	1,200.00
BACS	Carrick District Campsite		£	4,090.00

The Chairman had confirmed current bank balances

(035/26) Highways and Rights of Way

(i) Speeding in Idless

This remains a concern to residents. The Clerk is to write to Jayne Kirkham MP.

(ii) Outstanding Highways Matters

The parish council's bid to the Community Highways Improvement Programme for an extension of the pavement on School Hill, Shortlanesend has been successful and a plan was circulated. Cornwall Council has asked for a 10% contribution to cover contingencies. Cllr Venton proposed, Cllr Wright seconded and it was **RESOLVED to agree to a maximum contribution of £5,000 towards the cost of the scheme.**

The Clerk is trying to ascertain a timescale for the project.

Cllr Wright will be attending the Public Inquiry regarding the Cornwall Council Addition of Byways at Greenbottom Modification tomorrow. He will stress at the meeting that the parish council is supportive of the application.

(036/26) Dates of Future Meetings

13 July (TMS), 14 September (SLE), 12 October (TMS), 9 November (SLE), 14 December (TMS)

Items for Future Agendas

- Shortlanesend Village Hall
- Access to Gloweth play area

The meeting closed at 8.28 pm

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Chairman

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Date