

Minutes of a meeting of **Kenwyn Parish Council** held on **13 July 2026 at 6.55pm** in **the Hugus Hall, Threemilestone Community Centre**

Present: Cllrs Green (Chairman), Holroyd, Robinson, Wright, Crossley, Jones, Lusty, La Borde and Venton. Julie Larter (Clerk), Teresa Addey (Parish Council Administrator). There were 5 members of the public present.

(037/26) Apologies for absence

Apologies were received from Cllr Cowling and Cornwall Councillor Dulcie Tudor.

(038/26) Declarations of interest and Requests for Dispensations

There were no declarations of interest.

(039/26) Minutes of an Ordinary Meeting held on 8 June 2026

It was proposed by Cllr Holroyd, seconded by Cllr Robinson and **RESOLVED that the minutes of a meeting held on 8 June 2026 be signed as an accurate record of the meeting.**

(040/26) Matters to note

The Clerk reported the following:

Works to extend the pavement on School Hill are due to commence next month.

The new website is now live and the Clerk reported that it is much more user friendly.

Thanks to Jayne Kirkham's office, the Clerk has now made contact with a member of staff at Persimmon and has requested a meeting. Persimmon are keen to engage with the parish council and is awaiting confirmation of availability.

A fire risk assessment was carried out in the hall this morning.

(041/26) Chairman's Announcements

The Chairman reminded councillors when meeting external organisations or residents of the need to avoid predetermination. Cllr Wright asked whether id cards could be issued for councillors to use when speaking to residents. Cllr La Borde proposed and Cllr Wright seconded and it was **RESOLVED that the Clerk should obtain id cards for councillors.**

(042/26) Public Participation

A resident from Greenbottom spoke of her frustration at the lack of action by several authorities regarding the anti-social behaviour of a person who is living in an illegal encampment in the area. The resident has dumped waste, parked a yacht, flytipped around 30 fire extinguishers, bottles of urine and faeces over a period of time. He has cut down trees and demolished hedges. A Public Right of Way has been blocked and the person is abusive and uses threatening behaviour making residents afraid to

use the lanes. The matter has been reported to Cornwall Council, the Environment Agency, Environmental Health, Safer Cornwall, Social Services, the Police and the local MP who have all done nothing. There is an ongoing enforcement case relating to the obstruction of the Public Right of Way, but it is taking a long time for any action.

A Greenbottom resident concurred with the previous speaker and reported that he has received abusive language and been threatened. The person is intimidating everyone and the resident asked the parish council to help.

The Chairman said that enforcement cases take a long time and there is a process to be followed. He told the residents they must report every single incident to the Police. The Chairman will be attending a Police Liaison Group meeting on 16 July and will raise the matter with the Police then.

Cllr La Borde proposed, Cllr Wright seconded and it was **RESOLVED that the Clerk should write to Cornwall Council to escalate the matter.**

Residents were asked to obtain photographic evidence and keep a log of times and dates of incidents as well as report threatening behaviour to the Police via 101. If no response is received the matter will appear on September's agenda.

A member of the public spoke about Forestry England's forthcoming introduction of parking charges at Idless Woods, which he felt is a tax on people using the woods. He feels that the Equality Impact Assessment undertaken by Forestry England is inadequate and the proposals discriminate against disabled, low income and elderly people. He said that unlike Cardinham Woods where there are parking charges, Idless has no facilities and no dog waste bins. Forestry England has not undertaken any consultation or engagement regarding the introduction of parking charges.

A member of the public spoke about Forestry England's forthcoming introduction of parking charges and read a letter out that he has received from Forestry England in answer to his request for residents to be able to purchase a concessionary pass and for dog waste bins to be reinstated. The letter stated that charges are made in car parks to pay for facilities, but charging is being introduced at Idless which has no facilities. The resident asked the parish council to back his proposal for a concessionary scheme for residents and the reinstatement of dog waste bins.

The Chairman asked both residents to email an outline of their concerns and she would write to Forestry England.

Cllr Wright said that Truro City Council have discussed the matter and are going to write to Forestry England also.

(043/26) Cornwall Councillors' Reports

(i) Cllr Tudor

No report was available.

(ii) Cllr La Borde

Cllr La Borde's report had been previously circulated. In the report she reported on matters in Idless, public rights of way and Langarth. Cllr La Borde's report can be found on the parish council's website.

In addition, Cllr La Borde said that grants are available from her Community Chest Fund and she welcomed applications from local groups who may need support.

(044/26) Reports from Meetings attended by Councillors

17 June – Threemilestone Community Centre AGM (Cllr Green). It was noted that the Community Centre is now in a much more satisfactory financial state. Cllr Green also reported that Bob Ellis has resigned as Treasurer.

7 July - Community Area Partnership Meeting (Cllr Green and Cllr Cowling). Cllr Green reported that the main topic covered at the meeting was Neighbourhood Priority Statements. Cllr Green proposed, Cllr La Borde seconded and it was

RESOLVED that the parish council should register its interest in developing a Neighbourhood Priority Statement.

8 July – Joint Truro City Council/Kenwyn Parish Council meeting. Truro City Council has registered its interest in a Neighbourhood Priority Statement. It is proposed that NPPs from neighbouring parishes will dovetail with Truro City Council's.

9 July – Cllr Venton and the Clerk had a Teams meeting with Croft. The current contract was one originally one agreed with NCI and Croft wish to update it. Croft will submit a draft contract and it is likely that the cost per user will increase. The parish council will look at moving to another provider if the increase is too high.

(045/26) Staffing Issues

Cllr La Borde proposed, Cllr Holroyd seconded and it was **RESOLVED to appoint Teresa Addey to the role of Parish Council Administrator.**

(046/26) Idless Woods Car Park

The Clerk wrote to Forestry England and read out her reply. Cllr Wright propose, Cllr Venton seconded and it was **RESOLVED that the Clerk should write to Forestry England in line with the discussion during Public Participation.**

(047/26) Shortlanesend Village Hall

Cllr Wright proposed, Cllr Venton seconded and it was RESOLVED to set up a working party to explore options for the hall. Previously circulated Terms of Reference were reviewed and adopted, subject to the composition of the group which will read

1. Membership

Membership will comprise of 5 parish councillors, 3 that represent Shortlanesend plus 2 other councillors.

The working party will consist of Cllrs Venton, Wright, Holroyd, Lusty and Jones and the first meeting is at 6.00pm on 27 July in Shortlanesend Village Hall.

User groups will be consulted in due course.

The Clerk reported on a number of issues that will be raised in the Fire Assessment report and these will be taken into account by the working party.

(048/26) CCTV

(i) Data Impact Assessment

Cllr La Borde proposed, Cllr Robinson seconded and it was **RESOLVED to agree the Data Privacy Impact Assessment which had been previously circulated.**

(ii) CCTV Policy

Cllr La Borde proposed, Cllr Robinson seconded and it was **RESOLVED to adopt the CCTV Policy which had been previously circulated.**

The Clerk reported that she has ordered updated signage for both playing fields.

(iii) Upgrading Current Equipment

The Clerk reported that the system at Threemilestone has been upgraded but there is a delay in installing a new camera in Shortlanesend as 2 engineers are required to do it, but the matter is in hand.

(049/26) Cornwall Visit Economy Development Group

Cllr Green proposed, Cllr Holroyd seconded and it was **RESOLVED not to contribute to the fund.**

(050/26) Recreation Areas

(i) Access to Chyvelah Ope Play Area

Cllr Lusty reported that he has spoken to a number of residents in the past week, and many of them feel that the park is unsafe. The access path has sunk, making pushchair access difficult. The Clerk is to establish the boundary of the play area. Cllr Lusty will conduct a local consultation seeking their views on what they would like to see in the park and what the main user age is. The matter will be discussed again at the September council meeting. The Clerk is to speak to Mr Harding regarding the swing.

(ii) Update

The fencing around the toddlers' play area in Shortlanesend has been replaced. The goalposts have been removed and the contractor is waiting for some wet weather to complete work on repairing the goalmouths.

The witches hat swing has been dismantled because the bearings have worn out.

The Clerk is trying to obtain the correct spare parts, but this is proving difficult.

The top of the combination goalposts in Threemilestone has now been cut off and a quote has been received for replacement posts, which will be submitted to the Benefit Fund to be considered at its August meeting.

Mr Harding is about to start his bi-annual full inspection of the equipment.

Cornwall Council's Devolution Panel meets on 14 July when they will consider the Council's request for the devolution of Glenthorne Road and College Way play areas.

(051/26) Financial Matters

(i) Finance and General Purpose Committee

Cllr Holroyd proposed, Cllr La Borde seconded and it was **RESOLVED that Cllr Wright should be appointed to the Finance and General Purposes Committee as Vice Chairman in accordance with the Committee's Terms of Reference.**

(ii) Current balances had been verified by the Chairman and noted and the following payments were authorised:

DD	Croft	IT charges	£	797.78
DD	BT	Phone charge	£	27.37

BACS	Mark Harrod	Replacement goalposts for SLE Playing Field	£	2,862.00
------	-------------	---	---	----------

Payments this month

DD	Affordable Waste	Waste collection SLE	£	101.84
Card	Britannia Lanes	Storage costs	£	98.34
DD	Pennon Water	Water for SLE village hall	£	61.52
DD	British Gas	Electricity for SLE Village Hall	£	37.26
DD	Biffa	Waste Collection	£	162.38
DD	Lloyds Bank	Bank charges	£	9.50
DD	Unity Trust Bank	Bank charges	£	10.90
DD	Unity Trust Bank	Bank charges (KCBF)	£	8.50
DD	Starboard Systems	Monthly charge for accounting software	£	88.80
Card	Waitrose	Refreshments for interviews	£	3.25
Card	Superdrug	Nappy bags for hall	£	2.00
Card	Waitrose	Cleaning supplies for hall	£	8.00
Card	Tesco	Cleaning supplies for hall	£	7.60
Card	Swift Catering	Cleaning supplies for hall	£	227.80
BACS	Steve Fenton	Electricity for Office	£	21.36
SO	Steve Fenton	Allet Barns rent	£	424.80
BACS	Complete Weed Control	Pavement Weedspraying	£	2,137.20
BACS	Cormac	Highways Verge Cutting	£	1,305.50
BACS	Duchy Defibrillators	Monitoring fee - Idless	£	246.00
BACS	OFR	Office Furniture	£	270.00
BACS	Glasdon	Replacement bin for TMS Playing field	£	171.94
BACS	SLCC	Clerk's attendance at National Conference	£	541.36
BACS	HR Support Consultancy	HR Services June	£	524.16
BACS	A1 Tree and Grounds	Grass cutting - June	£	816.00
BACS	Alun Jones	Planning Chairman's Allowance	£	550.00
BACS	Sutcliffe Play	Spare parts	£	88.75
BACS	Chris's Garden Services	Replacement fencing in Shortlanesend	£	4,602.14
BACS	Chris's Garden Services	Strimming entrance to Shortlanesend Playing Field	£	50.00
BACS	Graham Harding	Grounds maintenance and repairs	£	2,166.00
BACS	Western Web	Balance new website	£	576.00
BACS	Cornwall Council	Annual litter bin contract	£	2,197.74
BACS	Staff/HMRC/CPF	Salaries and oncosts	£	5,710.33
BACS	Julie Larter	Mileage May - June	£	113.25

(052/26) Highways and Rights of Way

(i) Enhanced LMP

The Countryside Officer had contacted the Clerk and suggested she could make an application for Enhanced LMP to replace the steps on Footpath 309/20/1, which the Clerk has done, after consultation with the Chairman and Cllr La Borde. Cllr Wright proposed, Cllr Robinson seconded and it was **RESOLVED to ratify the decision to make an application for enhanced LMP for this work.**

It was noted that an application for improvements to Footpath 309/11/1 has already been submitted.

(ii) Outstanding Highways Matters

Greenbottom paths issue had been previously discussed.
Cllr Wright reported that he had attended the Public Inquiry regarding Public Rights of Way in Greenbottom and the outcome is anticipated to take 2 or 3 months.
Cllr Wright had received a comment that there should be edging on the boardwalk in Watts Nature Reserve. No action is to be taken.

(053/26) Dates of Future Meetings

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

Items for Future Agendas

- Greenbottom path issue
- Chyvelah Ope play area

The meeting closed at 8.45 pm

.....
Chairman

.....
Date