Kenwyn Parish Council
c/o Shortlanesend Village Hall
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Minutes of a meeting of **Kenwyn Parish Council** held on **Monday 12 October 2026 at 6.30pm** in **The Hugus Hall, Threemilestone Community Centre.**

Present: Cllrs Green (Chairman), Holroyd, Wright, Crossley, La Borde, Henley, Lusty, Cowling and Jones. Theresa Addey (Parish Council Administrator). There were no members of the public present.

(073/26) Apologies for absence
Apologies were received from Cllr Robinson, Cornwall Councillor Dulcie Tudor and the Clerk.

(074/26) Declarations of interest and Requests for Dispensations
There were no declarations of interest or requests for dispensations.

(075/26) Minutes of an Ordinary Meeting held on 14 September 2026
It was proposed by Cllr Wright, seconded by Cllr Crossley and **RESOLVED that the minutes of a meeting held on 14 September 2026 be signed as an accurate record of the meeting.**

(076/26) Matters to note
There was nothing to note.

(077/26) Chairman's Announcements
The Chairman reported that the work on the pavement outside the village hall has come to a standstill.

The Chairman confirmed that the Community Area Partnerships meeting is going to be scheduled as a Teams meeting. The Chairman is proposing to offer the village hall to CAP, subject to availability and free of charge, for face to face meetings.
It was proposed by Cllr Jones, seconded by Cllr Crossley and **RESOLVED that the Chairman will make the offer to CAP.**

(078/26) Public Participation
No members of the public were present.

(079/26) Cornwall Councillors' Reports
(i) Cllr Tudor
The Chairman provided one update on behalf of Cllr Tudor; the demolition of Heather Vean, Threemilestone should begin in November.

(ii) Cllr La Borde

Cllr La Borde had no report.

(080/26) Reports from meetings attended by Councillors
15 September – Cllr Wright attended Chairmanship training.

6 October – Chairman, Cllr Cowling and the Clerk attended the CALC conference. The Chairman sought clarity from police and an anti-social behaviour official in relation to the vandalism at Threemilestone Playing Field. The parish council cannot publish pictures of the offenders online, but it can publish pictures of the damage caused. It was suggested that the parish council send pictures of the offenders to Richard Lander school, asking them to deal with it.
The Chairman will speak with the Clerk in relation to this.

The Chairman reported that the Trustees of Truro City Football Club are very ambitious, have lots of proposals and are keen to be involved in the community.

The Chairman and Cllr La Borde attended a NPS workshop on how we can influence the Cornwall Local Plan.

Cllr Lusty met with a Sanctuary Housing officer about the trees which need cutting back at Chyvelah Ope (under the raised walkway) and it was established that Cornwall Council are responsible for the car park. In addition it was noted that grass and weeds growing on the surface of the car park are now so long that they are reaching over the top of car bonnets. Cllr La Borde suggested that this area could be flagged up with Cornwall Council as a hotspot for weed treatment. **Cllr Lusty and the clerk to liaise and approach Cornwall Council.**

Cllr Lusty also asked the Sanctuary Housing officer about the playpark and it was mentioned that they may be able to help with the purchase of some play equipment.

(081/26) Neighbourhood Priority Statement
Cllr Wright reported on a working party meeting held on 5 October.
Meetings are to be held at Shortlanesend hall on the first Monday each month at 6.30pm. All Councillors are invited onto the steering group and CC Cllr Tudor is also invited.
At the first meeting, the Terms of Reference template was worked through and agreed. Cllr Wright suggested that the quorum is set at one third of full council.
One subject per month to be discussed, with November being housing and December being infrastructure.
The key data and statistics received appeared to have discrepancies and needs to be clarified.
The current Neighbourhood Plan is extant until 2030 so we can quote this.

Cllr La Borde attended Truro's meeting last week and they have put out a tender for delivery of their plan via a private company and Atlantic Ark have been appointed. Cllr La Borde suggests that Truro and Kenwyn should mirror plans, if we do nothing our priorities will differ, so we need to have an open dialogue with Truro. The Neighbourhood Plan is quite out of date. If Truro survey businesses this will not reflect the true picture.

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Cllr Wright confirmed that he would look at the call for sites as part of the Plan.

The Chairman suggested that he, Cllr Wright, the Clerk and Administrator all meet with Truro to come to an understanding re the NPS.

It was agreed to put this on next month's Agenda and the Chairman encouraged all to attend the November NPS meeting.

(082/26) Employee Handbook
Cllr Holroyd proposed, Cllr La Borde seconded and it was **RESOLVED to adopt the Employee Handbook and all policies contained within.**

(083/26) Shortlanesend Village Hall
Painting is progressing well, but has taken a while due to hall bookings. The new fire alarm system has been installed as have the new fire doors. The application for funding from the Benefit Fund was successful and acoustic panels are on order and due to be installed on 9 November. A new meter cupboard is due to be installed on 19 October.

The Chairman suggested that we need to make a decision about the future of the hall.

(084/26) Recreation Areas
(i) Signage. The Councillors agreed with the Clerk's report Appendix (ii) although Cllr Lusty mentioned that there are no disabled children portrayed in the signage and we need to be inclusive.
Proposed by Cllr Holroyd, seconded by Cllr Jones and **Resolved to replace existing signage at the playing field.**

(ii) Anti-Social Behaviour
The Clerk's report was noted.

(iii) Other Matters
Cllr Jones reported that the Threemilestone football posts are a different width than the current ones which has caused an issue.
The Chairman reiterated that all damage must be reported to the police.
Cllr La Borde requested an update on Sparnock Grove; The Chairman advised that Persimmon are getting Heads of Terms together.
Cllr Lusty spoke to local children and ascertained that they are mainly interested in flat areas in which to play with a ball, rather than too much play equipment.
The ground surface is a concern as it becomes very slippery when wet.
Sanctuary Housing may be able to offer some funding for play equipment and the Chairman may be able to secure some additional funding from the Benefit Fund.

(085/26) Financial Matters
(i) It was noted that the annual audit has now been completed.

(ii) It was noted that Cllr Wright was appointed to the Finance Committee in July meaning there are no vacancies at present. A Finance Committee Meeting is being held on 26 October when a draft budget for 2027/28 will be discussed.

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(iii) Current balances were noted and payments totalling £22,675.95 were authorised

Croft Communications	IT Services	£	797.78
Affordable Waste	Waste collection SLE	£	101.84
Unity Trust Bank	Bank charges (Benefit Fund)	£	7.60
Unity Trust Bank	Bank charges	£	13.00
Biffa	Waste collection TMS	£	162.38
Asda	Mouse for Cllr Henley	£	11.98
Lidle	Toilet rolls	£	2.79
Britannia Lanes	Storage	£	98.34
Starboard Systems	Accounting software	£	88.80
Woolly Shepherd	Acoustic Panels for SLE Hall	£	7,973.18
Cornwall Council	Besore Field rent	£	50.00
Corserv Solutions	Highways verge cutting	£	652.75
HR Support Consultancy	HR services	£	960.96
BDO	External Audit	£	1,260.00
Rialtus	Termination cost for previous accounting software	£	1,595.05
Graham Harding	Maintenance and cover for Sue Solway	£	850.00
Graham Harding	Sand and labour for repairs	£	280.00
A1 Tree and Grounds	Grass cutting play areas	£	2,016.00
Staff	Salaries and oncosts	£	5,753.50

(086/26) Highways and Rights of Way

Cllr Wright has several different maps showing highways and byways in support of Cornwall Council's claim of right of way.
The parish council is still awaiting the outcome regarding unrecorded rights of way.
There was a meeting about the lanes at Greenbottom and the Anti-social Behaviour official in Cornwall Council is now involved.

(072/26) Dates of Future Meetings

Parish Council meetings
9 November (SLE), 14 December (TMS) 2026; 11 January (SLE), 4 February (TMS), 8 March (SLE), 12 April (TMS), 10 May (SLE), 14 June (TMS), 12 July (SLE), 13 September (TMS), 11 October (SLE), 15 November (TMS), 13 December (SLE) 2027

Community Area Partnership Meeting – 13 October via Teams

Items for Future Agendas

NPS meeting
Chyvelah Ope community consultation re play area.

The meeting closed at 7.55 pm

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Chairman Date

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