



Kenwyn Parish Council

c/o Shortlanesend Village Hall
School Hill
Shortlanesend
Truro TR4 9DU
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Councillors are hereby summoned to attend a meeting of Kenwyn Parish Council to be held on **Monday 13 April 2026** in **Shortlanesend Village Hall** immediately after a Planning Committee meeting which commences at 6.30pm

Julie Larter

Julie Larter
Clerk
1 April 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 a Meeting held on 9 March 2026**
To agree that the minutes of the above meeting be signed as an accurate record of the meeting
- 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. Public Realm Improvement and Re-Introduction of Weed Treatment**
To discuss Cornwall Council's proposals for public realm improvements and determine whether to opt out

Previously
circulated

10. Recreation Areas

(i) To consider submitting an expression of interest in accepting devolution of College Way and Glenthorne Road parks from Cornwall Council

(ii) To receive a report from a meeting with Jayne Kirkham MP regarding Lowan Bre play area

11. Financial Matters

To note current balances and authorise expenditure

12. Highways and Public Rights of Way

To receive an update on outstanding highways matters

13. Dates of Future Meetings

11 May (TMS) this will be preceded by the Annual Parish Meeting, 8 June (SLE), 13 July (TMS), 14 September (SLE), 12 October (TMS), 9 November (SLE), 14 December (TMS)

14. Exclusion of the Public and Press

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that due to the confidential matter to be discussed under item 15 that the public and press be excluded from the meeting

15. Staffing Matters

To accept a recommendation from the Staffing Committee regarding future staffing structure

Appendix (i)

16. Items for Future Agendas

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 a **Meeting** held on **9 March 2026 at 6.57 pm** in **Hugus Hall, Threemilestone Community Centre**

Present: Cllrs Green (Chairman), Jones, Holroyd, Wright, Robinson, Lusty and Cowling. In attendance Cllr Dulcie Tudor CC; Julie Larter (Clerk); There was 1 member of the public present.

(345/25) Apologies for absence

Apologies were received from Cllrs Venton and La Borde. The Chairman apologised to councillors for a mix up regarding last month's meeting.

(346/25) Declarations of interest

There were no declarations of interest.

(347/25) Requests for dispensations

There were no requests for dispensations.

(348/25) Minutes of a Meeting held on 9 February 2026

It was proposed by Cllr Holroyd seconded by Cllr Cowling and **RESOLVED that the minutes of a meeting held on 9 February 2026 be signed as an accurate record of the meeting.**

(349/25) Public Participation

A resident from Victoria Gardens (an unadopted road) spoke about issues with flooding and wanted advice on who to contact. Cllr Tudor said that Keir are responsible for the road, but they were notoriously difficult to get hold of. The estate is under the umbrella of Arlea Homes. Cllr Tudor will try once again to progress matters on behalf of the residents.

(350/25) Matters to note

The Clerk reported that there is a site meeting at the nature reserve tomorrow and work will start to replace the boardwalk next week.

The Clerk has now moved into an office in Allet Barns.

A meeting has been arranged with Cornwall Council's Devolution officers on 23 March to discuss the possible transfer of Glenthorne Road park and College Green.

(351/25) Cornwall Councillors' Reports

(i) Cllr Tudor reported that the demolition of Heather Vean is imminent and she thinks there is an opportunity to put a pedestrian crossing in as part of the redevelopment. She and the Chairman have had a site meeting with a planning officer and negotiations are taking place between Highways, Planning and representatives from Treveth.

Cllr Tudor raised the proposal to introduce charges to park at the Park and Ride at Cornwall Council's recent Cabinet meeting but disappointingly Cornwall Council is going to introduce charges for non Park & Ride users from April.

A working party has been set up and is asking for a review of parking Threemilestone.

Cllr Tudor attended a briefing on changes to Cornwall Council's weed management programme. There have been nearly 2000 complaints about weeds on pavements across Cornwall. Cornwall Council is going to revert to targeted use of

Glyphosphates. Cllr Tudor has asked for a map of what Cornwall Council is responsible for and what the PC is responsible for. All urban parishes are deemed to have opted in to the programme but parish councils can opt out but they have to demonstrate how they are going to manage weed control and individual parish councils will be responsible for all complaints. The item will be discussed at the next CAP meeting and the topic will be a future agenda item for the parish council.

Cllr Tudor attended a briefing on a review of Beryl Bikes in Truro. There have been 15,000 uses in Truro. 1.8 rides on each bike are needed to make it viable. The number of Beryl bikes in Truro is going to be reduced. In future there will be 25 e-bikes and 25 e-scooters.

Cllr Tudor gave an update on potholes. There has been a reduction in reports of potholes which peaked at 517 reports each day. Currently Cormac is repairing 378 each day, but with the improvement in weather it is hoped they can make more permanent repairs. There are 5296 logs currently on the system.

Cornwall Council has agreed to increase council tax by 4.9%.

(ii) Cllr La Borde

Cllr La Borde's report had been circulated prior to the meeting and can be found on the parish council's website.

(352/25) Reports from Meetings attended by Councillors

26 February – Chairman, Cllrs Robinson and Holroyd attended a meeting of the Community Benefit Panel

4 March – Chairman attended meeting of Threemilestone Community Centre

Forthcoming meetings

11 March – Joint meeting with Truro City Council

13 March - Meeting with Jayne Kirkham MP to discuss Sparnock Grove play area to discuss ongoing maintenance issues. Kenwyn Parish Council may be willing to maintain the park provided Persimmon bring it up to standard first.

(353/25) IT Policy

A draft policy had been previously circulated. It was proposed by Cllr Holroyd seconded by Cllr Wright and **RESOLVED to adopt the IT policy.**

The Clerk is to obtain a copy of the current contract with Croft.

(354/25) Community Benefit Fund

(i) The Fund's finances have been independently verified at it was proposed by Cllr Holroyd seconded by Cllr Cowling and **RESOLVED to accept that the figure of £312,891.22 was held as at 31 March 2025.** The auditor's recommendations were accepted.

(ii) It was proposed by Cllr Lusty, seconded by Cllr Jones and **RESOLVED to open a Public Sector Investment Fund account with CLA and for the bulk of the Community Benefit funds to be transferred to that account.**

The Chairman stated that Mark Holden was having a very positive impact leading the fund.

(iii) Notes from a Panel meeting held on 26 February were noted.

(355/25) Shortlanesend Village Hall

A structural survey carried out by RTP Chartered Building Surveyors was noted. The report indicated that the building has a limited lifespan. The clerk is to find out if any

other parish councils have built a new community hall recently. It would be necessary to carry out a feasibility study before making any decision on the hall's future. Grant funding may be available from Biffa or ACRE
The council's asset register will be updated to reflect the current insurance value.

(356/25) Defibrillators

It was proposed by Cllr Holroyd, seconded by Cllr Robinson and **RESOLVED to install a unit at the pub in Shortlanesend.**

(357/25) Financial Matters

(i) It was noted that the Annual Audit has now been completed and the Clerk confirmed that she has now published the explanation of no answers on the council's website.

Other points are to be addressed as follows:

- Failure to comply with the requirement for the exercise of public rights. This was due to previous staffing issues which caused the audit not being completed by the prescribed date. The Clerk will ensure that the council makes proper provision for the exercise of public rights in future
- Holding excessive general reserves. Following an audit of the Community Benefit Fund general reserves have now been reduced considerably and will be closely monitored in future
- Failure to consider powers for expenditure. The Clerk is ensuring that these are now listed on the accounting software for each payment made to ensure the council does not operate ultra vires

(ii) Barbara Goraus had previously been appointed as the council's Internal Auditor for 2025/26 (*Minute (264/25)(v)*). It was proposed by Cllr Jones, seconded by Cllr Wright and **RESOLVED that the council is satisfied that Ms Goraus is independent of the council and Terms of Engagement were agreed.**

Current balances were noted and the following payments were authorised

BACS	Steve Fenton Chris's Garden	Deposit and rent for Allet Barns Office	£	606.38
BACS	Services	Tree work	£	235.00
BACS	Greenearth	Wood for new Boardwalk	£	35,229.00
BACS	Naturally Green	Removal of old Boardwalk	£	6,480.00
Debit card	Swift Catering	Toilet rolls and paper towels for SLE VH	£	168.84
Debit card	First Aid4Less	First aid signs for SLE VH	£	6.29
		First aid supplies for SLE VH	£	37.85
Debit Card	Dunelm	Blind for Allet Barns office	£	14.00
Debit card	The Range	Doormat for Allet Barns office	£	16.99
Debit card	Sainsburys	Mugs for Allet Barns office	£	31.50
		Outstanding invoice for stationery purchased in		
Debit card	Lyreco	October	£	73.44
DD	Affordable Waste	Waste collection TMS	£	89.89
DD	EE	Mobile Phone (booking clerk)	£	112.14
DD	Brewer and Bunney	Dishwasher lease	£	102.00
DD	Biffa	Waste Collection	£	200.88
DD	Croft	IT support	£	648.97

DD	Unity Trust Bank	Bank charges	£	9.50
DD	Starboard Systems	Monthly charge for accounting software	£	88.80
SO	Steve Fenton	Allet Barns rent	£	424.80
BACS	Steve Fenton	Allet Barns Electricity - February	£	14.76
BACS	Graham Harding	Maintenance incl equipment checks and repairs	£	1,085.00
Debit card	Britannia Lanes	Monthly storage fee	£	98.34
BACS	Office Boffins	2 x noticeboards for office	£	124.68
BACS	CALC	Assertion 10 training - Clerk	£	15.00
BACS	CALC	Job Evaluation	£	360.00
BACS	BDO LLP	Annual Audit fee	£	756.00
	HR Support			
BACS	Consultancy	HR services	£	126.00
BACS	Lyreco	Stationery	£	181.10
BACS	RTP Surveyors	Survey and insurance valuation	£	1,500.00
BACS	Cormac	Grounds maintenance	£	634.97
BACS	Sutcliffe Play	Spare parts	£	88.75
BACS	OFR	Chairs and table for Allet Barns office	£	372.00
BACS	Cornwall Federation WI	Community Benefit Fund Grant	£	3,000.00
BACS	Fat2Fit	Community Benefit Fund Grant	£	1,600.00
BACS	Chris Eddy	Tree removal and transporting Heras fencing	£	50.00
BACS	Julie Larter	Expenses	£	7.10
BACS	Staff	Salaries and oncosts	£	3,945.02

It was noted that Cllr Venton had verified bank balances and conducted an internal control check on 4 March. The Clerk will be calling a Finance Committee meeting before the end of the financial year.

(358/25) Highways and Rights of Way

Due to the inclement weather Cllr Wright has not had an opportunity to identify missing public rights of way signage. The matter was deferred until later in the year.

(359/25) Dates of Future Meetings

13 April (SLE), 11 May (TMS), 8 June (SLE), 14 July (TMS), 14 September (SLE), 12 October (TMS), 9 November (SLE), 14 December (TMS)

Staffing Committee and Finance Committee meetings – date to be confirmed

Items for Future Agendas

- Weedspraying – Cornwall Council's change in regime
- Shortlanesend Village Hall

The meeting closed at 8.20 pm