
Minutes of the Annual Council Meeting of Kenwyn Parish Council held at Shortlanesend Village Hall on Monday 12th May 2025 which commenced at 19:00.

Present: Councillors: D. Green (Chairman), I Holroyd, A Jones, K La Borde CC, M Lusty, C Marven, W Robinson, S Venton and M Wright

In Attendance: Tomas Hill (Locum Clerk), Cllr Dulcie Tudor CC and 5 members of the public

Prior to the commencement of the meeting, Councillors had completed the 'Declaration of Acceptance of Office' form which was duly signed before the Proper Officer, the Locum Clerk.

125/25 ELECTION OF CHAIRMAN FOR PARISH YEAR 2025/2026

Cllr Robinson proposed, Cllr Holroyd seconded and the Council **resolved** to elect Cllr Green as Chairman for the Parish Year 2025/2026.

126/25 ELECTION OF VICE-CHAIRMAN FOR PARISH YEAR 2025/2026

Cllr Green proposed, Cllr Robinson seconded and the Council **resolved** to elect Cllr Holroyd as Vice-Chairman for the Parish Year 2025/2026.

127/25 APOLOGIES FOR ABSENCE

None.

128/25 DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

129/25 RESOLUTION OF THANKS

The Chairman wanted to place on record the Council's thanks to the recently retired Councillors with a particular mention to those who have served the Council over a long period of time.

Cllr La Borde proposed, Cllr Holroyd seconded and the Council **resolved** to resolve a resolution of thanks to former Councillors J Dyer, J Dobson, Gammien and E Hazell.

130/25 PUBLIC PARTICIPATION

A member of public asked the new Council to push for a new footway on School Hill, Shortlanesend.

A member of the public highlighted that the website needed updating. The Chairman noted the current difficulties, malware issues and restricted staff resource.

A member of the public asked whether any action was being made on speeding. The Locum Clerk updated members with the actions that he had taken arising from discussions at previous meetings.

131/25 CORNWALL COUNCILLORS

The Chairman welcomed the newly elected Cornwall Councillors.

Cllr Dulcie Tudor CC noted the election results and would reflect on them.

Cllr Tudor CC intended to bring about change to Cornwall Council that was clearly reflected in the countywide results and would look to work with all elected Councillors.

Cllr Karen La Borde CC thanked everybody in the division who voted for her and would work closely with Cllr Tudor CC as there was a clear crossover.

Cllr La Borde CC echoed Cllr Tudor's sentiments.

132/25 COMMITTEES

Councillors considered existing committees, the formation of any new committees, to appoint members and appoint any associated Chair and Vice-Chair.

Councillors volunteered for the following committees:

Finance – Chairman, Vice-Chairman, Cllr Jones, Cllr La Borde, Cllr Robinson, Cllr Venton
Employment Chairman, Vice-Chairman, Cllr Jones Cllr Robinson, Cllr Wright
Planning – all Councillors
Highways and Public Rights of Way – Cllr Green, Cllr La Borde, Cllr Marven, Cllr Wright

Cllr Marven proposed, Cllr Jones seconded and the Council **resolved** membership of the above committees.

Cllr Green proposed, Cllr Holroyd seconded and the Council **resolved** to elect Cllr Jones as Chairman and Cllr Venton as Vice-Chairman of the Planning Committee.

Cllr Holroyd proposed, Cllr Robinson seconded and the Council **resolved** to temporarily suspend the Annual Council Meeting to allow the Planning Committee meeting to be held.

The Chairman suspended the meeting at 19:29

The Chairman resumed the meeting at 20:40.

133/25 WORKING GROUPS

Councillors noted that there were no working groups at present and did not consider the formation of any new working groups.

134/25 REVIEW COUNCIL'S MEMBERSHIP OF OUTSIDE BODIES

Councillors considered membership to the following outside bodies:

Cornwall Association of Local Councils (CALC)
Threemilestone Community Centre
Kenwyn Community Benefit Fund
Langarth Stewardship Working Group
Police Liaison Group
Truro and Kenwyn Neighbourhood Plan Review
Langarth Forum

Cllr Venton proposed, Cllr Jones seconded and the Council **resolved** to confirm membership and attendance to the above bodies and groups.

135/25 APPOINTMENT OF MEMBERS TO OUTSIDE BODIES

Consequently, Councillors considered appointing members to the following outside bodies:

Threemilestone Community Centre – Cllrs Jones & Marven
Kenwyn Community Benefit Fund – Cllrs Green, Holroyd, Robinson
Langarth Stewardship Working Group – Cllrs Green, La Borde, Jones, Robinson
Police Liaison Group – Cllr Green
Truro and Kenwyn Neighbourhood Plan Review – to be confirmed
Langarth Forum – all Councillors

Cllr Robinson proposed, Cllr Holroyd seconded and the Council **resolved** to appoint the above members to the outside bodies.

For clarity, the Locum Clerk highlighted that the Council, as opposed to Councillors, were members of Cornwall Association of Local Councils (CALC).

136/25 CONFIRM APPROVED STANDING ORDERS, FINANCIAL REGULATIONS, CODE OF CONDUCT AND OTHER POLICIES

Councillors reviewed the existing Standing Orders, Financial Regulations, Code of Conduct and noted numerous other policies.

Cllr Holroyd proposed, Cllr Robinson seconded and the Council **resolved** approve the Standing Orders, Financial Regulations, Code of Conduct and all other policies.

137/25 REVIEW OF INSURANCE COVER

The Locum Clerk highlighted that the insurance was due for renewal and that the Council was in a Long Term Agreement with Zurich.

Cllr Green proposed, Cllr La Borde seconded and the Council **resolved** renew the insurance policy.

138/25 MINUTES OF THE PREVIOUS FULL COUNCIL MEETING

Cllr Holroyd proposed, Cllr Jones seconded and the Council **resolved** to approve the minutes of a previous full council meeting held on Monday 14th April 2025 as a true and accurate account of the meeting.

139/25 MATTERS ARISING FROM THE MINUTES

The Clerk had confirmed the 2025/2026 Parish Agency Grass Cutting Agreement.

The Chairman reported confirmation from Sovereign Play of installation of swings on Monday 16th June 2025.

Cllr Holroyd reported that the fencing at Shortlanesend Playing Field would commence late September.

140/25 CORRESPONDENCE

The Council had received correspondence concerning trees on the boundaries of various play areas.

141/25 REPORTS FROM MEETINGS ATTENDED BY COUNCILLORS AND OTHER REPORTS

None.

142/25 HIGHWAYS AND PUBLIC RIGHTS OF WAY

The agenda item was deferred.

143/25 SHORTLANESEND VILLAGE HALL

The Chairman explained that the new waste collection has caused issues at Shortlanesend Village Hall.

Cllr Holroyd proposed, Cllr Wright seconded and the Council **resolved** to contract a suitable waste collection provider.

144/25 TREE SURVEY

Following correspondence, Councillors considered the need for tree surveys for all land administered by the Council.

Cllr La Borde proposed, Cllr Holroyd seconded and the Council **resolved** to commission a tree survey for all areas of Council land.

145/25 TELEPHONE BOXES

The Chairman highlighted the need to repaint the telephone boxes at Greenbottom and Idless.

Cllr Green proposed, Cllr Robinson seconded and the Council **resolved** to obtain quotations for repainting the telephone boxes at Greenbottom and Idless.

146/25 FINANCE

The following payments were presented to the Council by the Locum Clerk for approval:

INVOICE DATE	PAYEE		GROSS £
30/04/2025	A1 Trees and Grounds Ltd	Grass cutting	816.00
25/04/2025	Biffa	Trade waste 26/04/2025-23/05/2025	141.60
09/05/2024	BT	Broadband and telephone number	721.34
01/04/2025	Croft Communications Limited	Service charges	654.16
06/05/2025	Complete Weed Control	Weed spraying	2,076.00
04/05/2025	Graham Harding General Builder	Various	1,069.00
30/04/2025	H R Support Consultancy	April 2025	2,635.20
30/04/2025	R Hand Ltd (Dyno-Rod)	Drain unblockage	258.58
01/05/2025	Threemilestone Community Centre	14/04/2025 and 30/04/2025 hire	210.00
12/05/2025	Tomas Hill	Mileage	13.50
10/05/2025	Zurich Municipal	Insurance	4,568.97
	Staff	April staff costs (paid)	1,782.53
	HMRC	PAYE	457.35
		TOTAL	15,404.23

Cllr Holyord proposed, Cllr La Borde seconded and the Council **resolved** to approve the list of payments amounting to £15,404.23.

147/25 FUTURE AGENDA ITEMS

None.

148/25 EXCULSION OF THE PRESS AND PUBLIC

Cllr Holroyd proposed, Cllr Venton seconded and the Council **resolved** that due to the confidential nature of the following agenda items, the press and public be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960.

The following minute deals with staffing matters and is, therefore, confidential.