



Minutes of a meeting of a **Meeting** held on **Monday 10th November 2025** at **6.56pm** in **Threemilestone Community Centre**

Present: Cllrs Green (Chairman), Jones, Holroyd, Venton, Marven, Lusty, Wright. In attendance Julie Larter (Clerk), 2 members of the public.

(266/25) Apologies for absence

Cllrs Robinson and La Borde. Cllr Ducie Tudor CC.

(267/25) Declarations of interest

The Chairman, Cllr Marven and Cllr Jones. Declared an interest in Agenda item 12 (ii) as they are trustees of Threemilestone Community Centre
Cllr Green proposed, Cllr Holroyd seconded and it was **RESOLVED that Cllrs Marven and Jones could remain in the room whilst the matter was being discussed but they could not vote on the matter.**

(268/25) Requests for dispensations

The Chairman Cllrs Marven, Jones declared an interest in agenda item as they are trustees of TMS Community Centre, but were granted a dispensation as the meeting would not have been quorate had they left the room.

(269/25) Minutes of an Extraordinary Meeting held on 23rd October 2025

It was proposed by Cllr Holroyd seconded by Cllr Jones and **RESOLVED that the minutes of an Extraordinary meeting held on 23rd October 2025 be signed as an accurate record of the meeting.**

(270/25) Public Participation

No members of the public wished to speak.

(271/25) Matters to note

(i) The Clerk reported that together with the Chairman and Cllr Holroyd she met with Rob from Naturally Green to explore options for the decaying boardwalk in the nature reserve. The boardwalk is at the end of its lifespan and needs to be removed for health and safety reasons.

The Clerk then gave an update on issues the new web provider was having in ascertaining who the domain provider is. The Clerk has now sent a letter to the domain provider instructing them to transfer the domain to Vision ICT.

Work required following the electrical report on Shortlanesend Village hall is scheduled to take place on 20 November and at the same time it is hoped that the new defibrillator will be installed at the hall.

The Clerk has contacted 3 companies to see if they are interested in monitoring the CCTV. One company has responded and a meeting has been arranged later this week.

The Clerk thinks she has found a painter who may undertake painting the telephone kiosk at Greenbottom and is awaiting a quote. She will also ask for the Idless phone box to be painted. She will contact BT as they may be offering free paint. The Clerk was asked to write to Royal Mail to enquire why the postbox at Allet had been sealed and enquire whether there is any chance it may be reopened.

(272/25) Cornwall Councillors' Reports

(i) Cllr Tudor

Cllr Tudor reported on the 3G Community Pitch at Langarth, forthcoming planning applications and Langarth Garden Village. Cllr Tudor's full report will appear on the parish council's website.

(ii) Cllr La Borde

Cllr La Borde reported that a number of residents have completed public user forms in relation to Piggy Lane and she is in discussion with Wain Homes and Cllr Nolan about this. Cllr La Borde also reported on the Community Network Highways Improvement Programme. Cllr La Borde's full report will appear on the parish council's website.

(773/25) Reports from meetings attended by Councillors

15 October – Cllr Jones and Cllr Venton attended introduction to planning training

27 October – Cllr Wright and the Clerk attended a Rights of Way Improvement Plan focus session. Cllr Wright reported that Cornwall Council suffers from a lack of resource and therefore is unable to always act on reports of PRoW being blocked. Cllr Wright also raised the issue of Piggy Lane.

28 October – Cllrs Holroyd, Green, Jones and Robinson attended Code of Conduct

28 October – Cllr Holroyd and the Clerk attended training on internal controls

3 November – The Chairman, Cllr Holroyd and the Clerk met Tom from Naturally Green to discuss options for the Watts Nature Reserve boardwalk

6 November – The Chairman, Cllr La Borde and the Clerk attended a meeting of the Langarth Forum. Discussions took place about the school, paths and roadways. A planning application from Walkers (the largest landowner at Langarth) is to be submitted shortly.

9 November – Cllr Venton represented the parish council at Truro's Remembrance Parade

Cllr Wright is to represent the parish council at the parish memorial on 11 November.

(774/25) Council Policies

(i) Risk Management Strategy

A draft document had previously been circulated prior to the meeting. Cllr proposed, Cllr Holroyd seconded Cllr Wright and it was **RESOLVED to adopt the Risk Management Policy for the council.**

(ii) Kenwyn Parish Council's Risk Assessment

An amended risk assessment had been circulated prior to the meeting. Cllr Holroyd proposed, Cllr Wright seconded and it was **RESOLVED to adopt the amended Risk Assessment**

(775/25) Recreation Areas

The Clerk reported that the tunnels and wooden climbing apparatus near the entrance in Threemilestone field have now been removed and the area has been grass seeded. Some of the fencing by the entrance gate was vandalised and this has now been repaired. Mr Harding has carried out his biannual inspection and 2 pieces of

equipment are of concern. The seat, chain and tyre on the zipwire have been removed as they need replacing and this is in hand. The football/rugby posts at Threemilestone are rusting at the join. Cllr Jones provided the Clerk with details of the suppliers and she will enquire about any warranty and the best way to deal with the matter. The Clerk is to contact Chris Eddy for advice as he installed the posts. The annual play inspection from the Play Inspection Company has been carried out and a report will be available shortly. The Scope clothing bin has now been removed from the car park.

The fencing around the toddlers play area in Shortlanesend needs replacing as the structure is rotten. The Clerk has been recommended to use metal bow topped fencing as it is maintenance free. One quote has been received and the clerk will obtain additional quotes for consideration at next month's meeting. She will also obtain a quote for wooden fencing as a comparison. This will be an agenda item next month.

It was noted that the goalposts at Shortlanesend field are rusty and the Clerk with speak to Graham.

Repairs have been made in the past to the boardwalk at Watts Nature Reserve but it is now beyond repair and it is considered to be a health and safety risk. It was proposed by Cllr Wright, seconded by Cllr Lusty and **RESOLVED that the boardwalk should be fenced off on health and safety grounds.** It was noted that this does not affect the public footpath. Work to replace the boardwalk will be put out to tender and it is likely the council will apply to the Kenwyn Community Benefit Fund for a grant to fund its replacement.

(776/25) IT Resources

It was noted that the Clerk is not yet doing the accounts as she has struggled to understand the current system. It was therefore proposed by Cllr Marven, seconded by Cllr Holroyd and **RESOLVED to change from Rialtus accounting software to Scribe.** The set up fee will be £1467 and the annual subscription is £888.

Cllr Venton has discovered some discrepancies in the contract with Croft. It was proposed by Cllr Venton, seconded by Cllr Lusty and **RESOLVED to give Cllr Venton delegated powers to speak to Croft direct to seek clarification.**

(777/25) Storage Container

Councillors and the Clerk continue to work their way through the storage container. A lot of documents need to be deposited at Kresen Kernow. Cllr Jones proposed, Cllr Holroyd seconded and it was **RESOLVED that the Clerk should ask members of staff if they would be willing to undertake cataloguing documents ready for depositing at Kresen Kernow.**

It was determined that a smaller container would be sufficient in the future. Quotes had been obtained and Cllr Holroyd proposed, Cllr Jones seconded and it was **RESOLVED to rent a smaller container at Lanes when the current contract with Daintons expires at the end of the year.**

Cllr Venton is to go through the IT equipment at the store. It was proposed by Cllr Lusty, seconded by Cllr Wright and **RESOLVED that any obsolete equipment should be taken to Truro Computer Services to be wiped and disposed of.**

Cllr Holroyd is to speak to the management of Shortlanesend Chapel regarding the Clerk regarding renting office space.

(778/25) Financial Matters

(i) Bleed Control Kit

Agreement to place a bleed control kit in the new defibrillator box at Shortlanesend Village hall had been reached via email circulation. Cllr Holroyd proposed, Cllr Marven seconded and it was **RESOLVED to ratify the decision to place a bleed control kit in the defibrillator cabinet at Shortlanesend Village Hall.**

(ii) Grant Application for Threemilestone Community Centre

At the Extraordinary Meeting held on 23 October the council had agreed to make a grant of £4536 towards the cost of running the public toilet in Threemilestone Community Centre. Subsequent to the meeting the Chairman realised that he and Cllr Marven should have declared an interest. It was **RESOLVED to ratify the decision to provide the grant.**

The Chairman and Cllrs Marven did not take part in the vote.

(iii) Petty Cash Account

A balance of £100 has been held in the petty cash account for the past 2 years. The Clerk thinks she may have found an entry on the accounts that explained where it had gone but in the interest of transparency it was proposed by Cllr Jones seconded by Cllr Lusty and **RESOLVED to write off the Petty Cash Account and not to hold one in the future.**

It was noted that Cllr Wright has checked the bank statements against the budget monitor form and found them to be correct.

(779/25) Highways and Rights of Way

Northern Access Road Consultation Document.

The consultation document was noted.

(ii) Speeding Issues –

(a) Idless: It was noted that there is email traffic between Cllr La Borde and and Cllr Robinson

(b) School Hill: The Clerk was asked to contact highways to see if there has been an application from a building company to create a pavement. Cllr Jones is to discuss the issue at the next Police liaison meeting.

(c)Concerns

The Clerk was asked to chase Highways regarding the complaint about speeding and the speed bumps.

The Clerk reported that she has received a complaint from a lady living in Lowen Way, Threemilestone regarding parked cars in Glenthorne Road. Cllr Tudor is to be asked to give a report on parking at the next meeting.

(iii) Public Rights of Way Issues

(a) Piggy Lane access: Cllr Wright confirmed that notices have gone up asking the public to contact the Public Rights of Way team at Cornwall Council.

(b) Footpath 309/20/1 - Gloweth Barton

Cllr Wright alluded to an email from Gavin Henderson suggesting a likely cost of £6,000. The Chairman, Cllrs Wright and La Borde are to meet with Mr Henderson to find out what the proposal is. The matter will be discussed at the next meeting.

Community Network Highways Improvement Plan Priorities

This will be discussed at the next meeting.

(780/25) Defibrillators

Suggested locations were: Glenthorne Park; at the bottom roundabout at Gloweth; College Green; Lowen Bre; Wheal Sperry; the wall of the Plough Inn in Shortlanesend; the village shop in Shortlanesend and also the bus stop in the village as there is a power supply. Councillors are to set priorities and consider the feasibility and installation would be on a staged basis.

Work out location, work out where they are first. priorities, pulse hubs, feasibility and install on a staged process. Cllr Lusty will look at the online map of defibrillator locations to identify gaps.

(781/25) Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 it was proposed by Cllr Wright, seconded by Cllr Jones and RESOLVED to exclude the public and press for the following agenda item

(782/25) Staffing Matters

An update was given on staffing matters – see confidential minute.

(783/25) Dates of Future Meetings

Finance committee 24 November (TMS)

Council: 8 December (SLE), 12 January (TMS), 9 February (SLE), 9 March (TMS), 13 April (SLE), 11 May (TMS), 8 June (SLE), 14 July (TMS), 14 September (SLE), 12 October (TMS), 9 November (SLE), 14 December (TMS)

Other items for the agenda: toilets at play areas, community bus, cctv management, longer term plan for play parks, items addressed on annual safety inspection.

The meeting closed at 8.08 pm

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Chairman

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Date