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**To: Members of Kenwyn Parish Council & Press and public**

**You are hereby requested to attend the following meetings to be held on Monday 10<sup>th</sup> October 2022 at Shortlanesend Village Hall at 7pm.**

**Planning Committee Meeting, Ordinary Parish Council Meeting, Finance & General Purposes Committee Meeting**

### **AGENDA**

#### **Planning Committee Meeting – 7pm**

*Please be aware that Kenwyn Parish Council is only a consultee, and that Cornwall Council determines the outcome of all planning applications.*

1. Apologies
2. Declarations of Interest
3. Public participation (10 minutes maximum, 3 minutes' maximum per person on planning matters only)
4. To consider planning applications as listed below:

#### **Application PA22/07733**

**Proposal** Proposed single storey extension to rear area and first floor extension over existing garage

**Location** 10 Eglos Road Shortlanesend Truro Cornwall

**Applicant** Mr And Mrs M And K Triggs

**Grid Ref** 180678 / 47772

[PA22/07733 | Proposed single storey extension to rear area and first floor extension over existing garage | 10 Eglos Road Shortlanesend Truro Cornwall TR4 9BZ](#)

#### **Application PA22/08257**

**Proposal** Discharge of Section 106 agreement dated 23.10.96 in respect of decision

C1/OP14/0301/96/N

**Location** Little Croft West Tregavethan Truro Cornwall

**Applicant** D R And J C Vincent

**Grid Ref** 177356 / 46846

[PA22/08257 | Discharge of Section 106 agreement dated 23.10.96 in respect of decision C1/OP14/0301/96/N | Little Croft West Tregavethan Truro Cornwall TR4 9EN](#)

#### **Application PA22/06378**

**Proposal** Ground floor extension

**Location** Chy An Gwyth Road From Idless Mill To Kenwyn Idless Cornwall

**Applicant** Mr & Mrs M Reeves

**Grid Ref** 182214 / 46822

[PA22/06378 | Ground floor extension. | Chy An Gwyth Road From Idless Mill To Kenwyn Idless Cornwall TR4 9QR](#)

**Application PA22/08570**

**Proposal** Install a conservatory to the side of the property

**Location** 98 Polstain Road Threemilestone Truro Cornwall

**Applicant** Mr and Mrs Field

**Grid Ref** 178476 / 44966

[PA22/08570 | Install a conservatory to the side of the property | 98 Polstain Road Threemilestone Truro Cornwall TR3 6DB](#)

5. To consider extra applications received after the agendas were issued
6. To consider any planning reports
7. Any other item the Chairman deems as urgent

#### **Full Council Meeting**

1. To receive apologies for absence
2. To receive any declarations of interest from Members  
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Kenwyn Parish Council Code of Conduct for Members and by the Localism Act 2011.
3. Public Participation (10 minutes maximum, 3 minutes per parishioner)
4. Chairman's Announcements
5. To approve the minutes of previous meetings
6. Reports of meetings
7. To approve and adopt the updated Standing Orders revised April 2022 version, that include new wording under Section 18 with regard to Financial Controls and Procurement and other wording relating to conduct at meetings as advised by Cornwall Association of Local Councils
8. To pass a resolution to sign up to the civility and respect pledge – as below:

#### **Definition of Civility and Respect**

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks.

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Statement	Tick to agree
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	
Our council has committed to training councillors and staff.	
Our council has signed up to Code of Conduct for councillors	
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	
Our council will commit to calling out bullying and harassment if and when it happens.	
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	

9. Update from Cllr. Penhallurick, Cllr. Green, Cllr. La Borde and Cllr. Jones on discussions with schools and college on designing new signage and possible mural for Threemilestone Playing Field
10. To approve the monthly accounts for August, September and October 2022 and agree Payment
11. To appoint a member to check the monthly accounts for November 2022
12. To approve the bank reconciliations
13. To appoint a member to check the monthly bank reconciliations In November 2022
14. To note and adopt the income & expenditure report
15. To note and adopt the budget report
16. To note and adopt the balance sheet
17. To approve the quote for an air conditioning unit to be supplied and fitted to the container at Threemilestone Playing Field to maintain a constant temperature for the CCTV system and to prevent overheating or being affected by cold temperatures
18. To approve the quote for the replacement of fencing at Threemilestone Playing Field
19. To approve and adopt the externally audited accounts for the year ending 31.03.2022
20. To consider and approve the following motion - "Kenwyn Parish Council believes that the way Cornwall is governed is extremely important to our local residents. We note the emerging proposals for a possible change to a powerful Mayor of Cornwall with their own staff, budget and choice of Cabinet. We believe that such a system should only be implemented if the people of Cornwall support it. We call on Cornwall Council and our local Cornwall Councillors to ensure that there is a referendum of all voters in Cornwall


on whether to introduce this significant change, as set out in the relevant legislation.”

21. To form Working Groups to progress work on the Climate Change Plan and Projects  
Working Groups to progress the work, spending to be authorised by the Full Council
22. To approve the quote for Bike Racks as part of the Climate Emergency Plan and Climate  
Emergency Ear Marked Reserved Budget – Cllr. Harry
23. Any other item the Chairman deems as urgent
24. To interview candidates for current vacancies that may be filled by Co-Option and to Co-Opt  
members S100a LOCAL GOVERNMENT ACT 1972 THE PRESS AND PUBLIC WILL BE EXCLUDED  
FROM THE DISCUSSION BASED ON THE LIKELY DISCLOSURE OF EXEMPT INFORMATION UNDER  
THE LOCAL GOVERNMENT ACT – may apply for part of this item

### **Finance & General Purposes Committee Meeting**

1. Apologies
2. Declarations of Interest
3. Questions from parishioners (10 minutes only, 3 minutes maximum per person on Finance &  
General Purposes matters only)
4. To consider the financial report PowerPoint produced by the Clerk and to consider the budgetary  
requirements for 2023/2024 including the annual review of the salary budgets and to consider  
extra budgetary requirements – S100a LOCAL GOVERNMENT ACT 1972 THE PRESS AND PUBLIC  
WILL BE EXCLUDED FROM THE DISCUSSION BASED ON THE LIKELY DISCLOSURE OF EXEMPT  
INFORMATION UNDER THE LOCAL GOVERNMENT ACT – may apply for part of this item
5. To approve the list of due payments which arise on a regular basis as the result of a continuing  
contract, statutory duty, or obligation including Salaries, PAYE and NI, and regular maintenance  
contracts and the like for which the council authorises payment for the year provided that the  
requirements of Financial Regulation 4 (Budgetary Controls) are adhered to
6. To approve the ongoing use of BACS to pay monthly salaries and all payments where possible. To  
continue using electronic payments via Unity Bank for 2023/2024
7. To approve the use of a Direct Debit and variable Direct Debit as the payment method for utility  
supplies (energy, telephone and water), IT subscriptions, Storage Container rental and Trade  
Waste Collection
8. To review the hire rates for Shortlanesend Village Hall for 2023/2024
9. To review the effectiveness of the current system of internal control and ensure it is in  
accordance with proper practices (to meet audit regulations)
10. To agree to move money from the general fund into earmarked reserves as recommended by  
the Clerk in order to adhere to policy on level of free reserves
11. To agree and approve the current Asset Register
12. To put together a proposed budget and precept amount for 2023/2024 - S100a LOCAL  
GOVERNMENT ACT 1972 THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE DISCUSSION  
BASED ON THE LIKELY DISCLOSURE OF EXEMPT INFORMATION UNDER THE LOCAL GOVERNMENT  
ACT – may apply for part of this item
13. Any other item the Chairman deems as urgent

Yours faithfully,  
Mrs Karen Harding



Clerk to Kenwyn Parish Council