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**MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON MONDAY 9<sup>H</sup> JULY 2024 HELD AT  
THREEMILESTONE COMMUNITY CENTRE AT 7.20 PM**

PRESENT: CLLR D GREEN (CHAIRMAN), CLLR. W ROBINSON CLLR. I HOLROYD, CLLR. F J  
DYER MBE, CLLR. A JONES,

**Also present: Mrs K J Harding (Clerk to Kenwyn Parish Council), Cornwall Cllr. D Tudor, three members  
of the public**

**0061/2024 TO RECEIVE APOLOGIES FOR ABSENCE**

CLLR K LA BORDE , (VICE CHAIRMAN ) CLLR. J DOBSON, CLLR E HAZELL, CLLR. B HILTON &  
CLLR. GAMMON, CLLR. PENHALLURICK

**062/2024 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.

**Cllr. Green & Cllr. Jones Item 22.Request from Threemilestone Community Centre for  
financial contribution towards cost of maintaining public toilet**

**063/2024 TO CONSIDER WRITTEN DISPENSATIONS**

None

**064/2024 CHAIRMAN'S ANNOUNCEMENTS**

The Charman advised there had been significant challenges in pulling together all the information  
required to complete the internal audit following Mark Harry's resignation and the Clerk's illness.. He  
wished to thank the Team involved in doing this as it had been very difficult. More time had been  
granted by the external auditor and the council would have to meet again before the end of July to deal  
with this.

**065/2024 QUESTIONS FROM PARISHIONERS (10 MINUTES MAXIMUM, 3 MINUTES PER PARISHIONER)**

Chairman – spoke on problems with the footpath from the A390 into Gloweth opposite the hospital. He asked the Clerk to request it be cut back, agreed.

CLlr. Robinson – spoke on a new pedestrian access made in Idless Lane and asked if it was legal. Clerk to investigate.

**066/2024 TO APPROVE THE MINUTES OF PREVIOUS MEETINGS AND AGREEMENT TO ALLOW THE CLERK'S DAUGHTER TO ASSIST HER IN TAKING THE MINUTES FOLLOWING THE CLERK'S STROKE**  
The minutes of the Planning Committee meeting held on Monday 10<sup>th</sup> June were agreed and signed.

The minutes of the Ordinary Parish Council Meeting held on Monday 10<sup>th</sup> June 2024 were agreed and signed.

The minutes of the F & GP Committee meeting held on Friday 5<sup>th</sup> July were agreed and signed.

**RESOLVED - TO ALLOW THE CLERK'S DAUGHTER TO ASSIST HER IN TAKING THE MINUTES FOLLOWING THE CLERK'S STROKE (REVIEW IN OCTOBER)**

**PROPOSED BY: CLLR. ROBINSON**

**SECONDED BY: CLLR. JONES**

**VOTE: UNANIMOUS**

**067/2024 FINANCE AND PAYMENT OF ACCOUNTS**

- i) To note bank reconciliations**
- ii/ To Approve accounts for payment July & first part August**

**RESOLVED – TO NOTE THE RECENT BANK RECONCILIATIONS CHECKED BY CLLR. ROBINSON AND CLLR. HOLROYD AND TO APPROVE THE MONTHLY ACCOUNTS FROM JULY AND FIRST PART AUGUST 2024 CHECKED BY CLLR.ROBINSON AND CLLR. HOLROYD**

**PROPOSED BY: CHAIRMAN**

**VOTE: UNANIMOUS**

**068/2024 TO APPROVE THE MINUTES OF PREVIOUS MEETINGS AND ASSISTANCE BY CLERK'S DAUGHTER TO TAKE MINUTES FOLLOWING CLERK'S ILLNESS  
DEALT WITH ABOVE**

**069/2024 TO APPROVE AND SIGN SECTION 1 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023-2024.**

Not available from the Internal Auditor yet.

**070/2024 TO APPROVE AND SIGN SECTION 2 OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023-2024.**

Not available from the Internal Auditor yet.

**071/2024 TO AGREE RECOMMENDATIONS FROM THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 5<sup>TH</sup> JULY 2024**

**RESOLVED: TO AGREE RECOMMENDATIONS FROM THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 5<sup>TH</sup> JULY 2024**

**PROPOSED BY: CLLR. ROBINSON**

**SECONDED BY: CLLR. JONES**

**VOTE: UNANIMOUS**

**072/2024 UPDATE FROM MEMBERS OF THE FINANCE & GENERAL PURPOSES COMMITTEE ON THE FOLLOWING – FROM MAY 2023**

Dealt with by minutes of that meeting being issued.

**073/2024 TO DELEGATE THE ANNUAL REVIEW OF THE KENWYN PARISH COUNCIL RISK ASSESSMENT FOR PLAYING FIELDS TO THE FINANCE AND GENERAL PURPOSES COMMITTEE TO REPORT BACK TO COUNCIL AT A FUTURE MEETING**

Dealt with in recommendation from the F & GP Committee of 5th July 2024.

**074/2024 TO DELEGATE THE ANNUAL REVIEW OF THE KENWYN PARISH COUNCIL RISK ASSESSMENT AND HEALTH & SAFETY POLICY FOR SHORTLANESEND VILLAGE TO THE FINANCE AND GENERAL PURPOSES COMMITTEE TO REPORT BACK TO COUNCIL AT A FUTURE MEETING**

Dealt with in recommendation from the F & GP Committee of 5th July 2024.

**075/2024 INTERNAL CONTROLS – TO DELEGATE RESPONSIBILITY FOR THE MONTHLY INTERNAL CONTROLS TO ANY TWO MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE FOR THE CURRENT FINANCIAL YEAR**

Dealt with in recommendation from the F & GP Committee of 5th July 2024.

**076/2024 TO DISCUSS FINANCIAL AND PROCEDURAL ISSUES THAT OCCURRED DURING CLERK'S LONG TERM SICK LEAVE IN 2023 AND THE EFFECT ON THE YEAR'S AUDIT AND CLERK'S RETURN TO DUTIES**

**077/2024 TO AGREE PROCEDURE FOR ANY RECURRENCE OF LONG TERM SICK LEAVE BY CLERK IN REGARDS TO COVERING THAT ROLE PROFESSIONALLY**

Dealt with in recommendation from the F & GP Committee of 5th July 2024.

**078/2024 REPORTS FROM MEETINGS**

The Chairman allowed Cllr. Tudor to give her report here

**Standing Orders were suspended**

Cllr. Tudor advised the Langarth update had been cancelled but would be rescheduled soon.

She needed a minimum of 3 volunteers to put together a Speedwatch patrol in Threemilestone and would be asking for help on social media shortly. Disabled people could also be part of this and she hoped to hold two sessions per month.

Cllr. Tudor advised the area had a new MP following the general election and she advised the parish council to build a strong relationship with her. Cllr. Jones advised the MP would be available and not in London on Fridays so the council would try to arrange a date with her.

**Standing Orders were reinstated.**

**079/2024 CORNISH LITHIUM PRESENTATION**

Slides to follow from the presentation.

**080/2024 TO CONSIDER APPLICATIONS RECEIVED AT THE TIME OF THE MEETING FOR VACANCIES ON KENWYN PARISH COUNCIL.**

None.

**081/2024 TO APPROVE THE QUOTE FROM RIALTAS FOR CLOUD ACCESS FOR CHAIRMAN AND MEMBER**

**RESOLVED: TO APPROVE THE QUOTE FROM RIALTAS FOR CLOUD ACCESS FOR CHAIRMAN AND MEMBER**

**Proposed by: Cllr Holroyd**

**Second by: Cllr. Robinson**

**Vote: unanimous**

**082/2024 UPDATE ON LANGARTH STEWARDSHIP WORKING GROUP**

**No meetings to report from.**

**083/2024 IDLESS DEFIBRILLATOR – CLLR. ROBINSON**

**Cllr. Robinson advised the defibrillator had been installed and was up and running. Training to follow as well as new signage for it.**

**084/2024 REQUEST FROM THREEMILESTONE COMMUNITY CENTRE FOR FINANCIAL CONTRIBUTION TOWARDS COST OF MAINTAINING PUBLIC TOILET – CHAIRMAN**

**Cllr Green & Cllr Jones both declared an interest, so the meeting was temporarily inquorate. Therefore deferred until the next meeting.**

**085/2024 AGENDA ITEMS REQUESTED AT LAST MEETING**

**FOOTPATH NEAR PENWEATHERS – CLLR. LA BORDE not present so deferred to next meeting.**

**LOWEN BRE PLAY AREA ROSPA REPORT**

**Deferred to next meeting.**

**086/2024 ITEMS FOR THE NEXT AGENDA**

- **Cllr. Jones – next Community Benefit Fund meeting – Chairman advised this was being worked on.**
- **Cllr. Jones – quotes for adult & disabled swings for Threemilestone Playing Field – Clerk waiting for spec to obtain quotes. Chairman and Cllr. Jones to meet on site to discuss.**
- **Public toilets at Threemilestone and Shortlanesend Playing Fields – Cllr. Jones**

**087/2024 ANYTHING THE CHAIRMAN DEEMS AS URGENT**

**The Chairman was concerned about the low level of attendance by members again.**

**The meeting closed at 8.21pm**

