



Wednesday 30th May 2018

Dear Councillor

You are hereby summoned to attend the Annual Meeting of St Erme Parish Council on **Tuesday 5th June 2018** at the **St Erme Community Centre at 7.30pm**. The press and members of the public are welcome to attend.

Yours faithfully

S Trethewey

Mrs S Trethewey
Clerk to the Council

AGENDA

- 1) To accept apologies
- 2) **Declarations of Interest in items on the Agenda**
 - a) Councillors to disclose any declarations of interests on any agenda items.
- 3) **Dispensations**
 - a) Member/s to request a Dispensation for an item on the agenda that has just become apparent at this meeting.

Public Participation (15 minutes)

The public are given 15 minutes to discuss any item on the agenda, after this period the members of the public may stay at the meeting but will not be able to comment or participate.

- 4) To receive and approve the minutes previously circulated for the annual meeting held on Tuesday 8th May 2018
- 5) Councillors to discuss any matters with Cornwall Councillor if present
- 6) Clerks Update and Report
- 7) **Planning:-**
 - a) To consider any planning applications received up to the date of the meeting:-
 - **PA18/04390** -The Coach House, Truthan, St Erme, Truro
Construction of single storey outbuildings for storage to replace existing outbuildings damaged by fallen tree
 - **PA18/04617** – Resugga Farm, St Erme, Truro
Sub-division of existing dwelling to create two dwellings
 - b) Update on planning issues
 - c) Update on the Burringtons' development
- 8) **Finance: (Appendix 1)**
 - a) To receive the financial statement of accounts for the year to date and to approve payments.
 - b) To receive and approve the bank reconciliation for the period ending 31.04.18 and budget sheets
 - c) To receive and adopt the Annual Report for year ending 31.03.18 and agree to arrange printing for circulation in the parish.
- 9) **Highways:**
 - a) To update on Tregassow Lane's flooding issues and drainage scheme and the recent resurfacing.

- b) To receive further information to the 'Community Networks Highway Scheme' briefing note and agree to put forward a scheme for a 'Flashing Speed Sign' and speed restrictions for School Lane.

10) 'General Data Protection Regulations' (GDPR): (Appendix 2)

- a) To receive a report from the clerk on the GDPR training attended and agree to put in place procedures and the purchase of any required IT software for the changes to the 'General Data Protection Regulations' (GDPR).

11) Community Benefits Monies:

To receive letters from the organisations that submitted bids stating that they would be happy to reduce their bids by 5% which would fall within the monies available and to resolve how to proceed.

- 12) To receive the formal contract to sign as previously agreed (Minutes number 121/16 meeting held on 4th October 2016) to purchase the Trispen Hill telephone box at a cost of £1.00 from BT Plc

13) Council's Internal Controls

- a) To consider the council's Internal Audit report and 'Review the Council's 'Effectiveness of Internal Control' and address any recommendations
b) To receive Cllr S Jones report on the Internal controls check for the first quarter.

- 14) To receive a report from the clerk and consider whether the council should have a Staffing Committee

- 15) To receive a schedule of training events from CALC and agree any attendance by members or the clerk

- 16) To receive a request for a litterbin at the Chancery Close car park.

- 17) To review and agree the council's works schedules and tenders that are due for renewal from 1st April 2019 for grass maintenance, PROW's and weed treatments

- 18) To consider the council's grant requests for y/e 31.03.19 and resolve to allocate funds to organisations that have applied as per the council's Grant Policy.

19) Councillors to report on any meetings attended as representatives:

- St Erme Cricket Club (Cllr Pound)
- St Erme Neighbourhood Plan Steering Group (Cllr Trethewey)
- St Erme Playing Field Trust (Cllr Pound & Cllr Couch)
- St Erme Village Hall (Cllr S Jones)
- Truro & Roseland Community Network meeting (Cllr Trethewey)

- 20) To agree the date of the next meeting to be held on Tuesday 3rd July 2018 at the St Erme Community Centre 7.30pm