



**Tuesday 28<sup>th</sup> April 2026**

**Dear Councillor**

You are hereby summoned to attend the Annual meeting of St Erme Parish Council on Tuesday 5<sup>th</sup> May 2026 at the St Erme Community Centre at 7.30pm. The press and members of the public are welcome to attend.

S Trethewey  
Mrs S Trethewey (Clerk to the Council)

**AGENDA**

- 1) Election of Chair and Vice-Chair and signing of the 'Chair/Vice Chairs Declaration of Acceptance of Office.'
- 2) Apologies.
- 3) **Declarations of Interest and Dispensations.**
  - a) Councillors to disclose any declarations of interests on any agenda items.
  - b) Member/s to request a dispensation for an item on the agenda that has just become apparent at this meeting.
- 4) To receive and approve the minutes previously circulated for the meeting held on Tuesday 14<sup>th</sup> April 2026.

**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.

**5) Planning:**

**a) To consider any planning applications received up to the date of the meeting:**

- **PA26/02081: Land East of Treview Terrace, Trispen, Truro**  
Full planning application for 10 detached dwellings
- **PA26/02698: Land southwest of st Erme House, S Erme, Truro**  
Overhead electricity lines to alter the direction of a 11kv overhead line as per plan 5700617.

**b) To update on Cornwall Council planning decisions.**

**c) Other planning items.**

**6) Highways:**

- a) To update on the Community Highways Improvement Programme and the submission of the 'Expression of Interest.'
- b) To update on abandoned cars and general upkeep of village areas.
- c) To update on the highways works and road 'Closure Intention' for School Lane.

- 7) To receive and approve the inventory and asset register of council property and to appoint a controller for 1<sup>st</sup> April 2026 to 31<sup>st</sup> March 2027.
- 8) To appoint representatives to outside bodies.
- 9) To agree the Council's Committees and Working Groups.

- 10) Councillors to discuss any matters with Cornwall Councillor if present.
- 11) Clerks update and report.
- 12) To agree the annual subscriptions for 2026/2027.
- 13) To agree the renewal of the Council's annual insurance for 2026/2027.
- 14) **Finance:**
  - a) To receive the financial statement of accounts, including expenditure against budget and to approve payments.
  - b) To receive and approve payments and direct debits delegated to the clerk for year ending 31<sup>st</sup> March 2027.
  - c) To receive and approve the financial statement and end of year accounts for year ending 31<sup>st</sup> March 2026.
  - d) To receive the 'Internal Examination of the Council's Procedure's' for year ending 31<sup>st</sup> March 2026.
  - e) Members to consider any conflicts of Interest with BDO LLP who are carrying out our Annual Governance Review.
  - f) To agree and answer each Section of the Annual Governance Statement for year ending 31<sup>st</sup> March 2026.
  - g) To receive, approve and sign the 'Statement of Accounts for the Annual Audit Return' for year ending 31<sup>st</sup> March 2026.
  - h) To review the council's current bank procedures for the Bank Accounts.
- 15) To review and agree the dates of the St Erme Parish Council meetings for 2026/2027.
- 16) To review members expenses for 'Travel & Subsistence' outside of the parish.
- 17) To receive and consider correspondence from different agencies and an update from Cornwall Council regarding the use 'Glyphosate' for weed treatments.
- 18) To receive quotations to repair, treat and varnish the Council's wooded noticeboard and seating
- 19) **To review and update the following documents.**
  - Standing Orders.
  - Financial Regulations.
  - Community Benefit Fund Policy.
- 20) To receive a report from the Neighbourhood Priority Statement Committee.
- 21) To receive a report from the Health & Wellbeing Working Group.
- 22) **Councillors to report on any meetings attended as representative:**
  - St Erme Playing Field Trust (Cllr Hodgkinson)
  - St Erme Community Enhancement Group (Cllr Trethewey)
  - St Erme Village Hall (Cllr Light)
  - St Erme Cricket Club (Cllr P Jones)
  - Roseland & Truro CAP (Cllr S Jones)
  - Police Liaison meeting (Cllr P Jones)
- 23) To agree the date of the next meeting to be held on Tuesday 2<sup>nd</sup> June 2026 at the St Erme Community Centre 7.30pm.

## **PART 2 – CONFIDENTIAL**

**Pursuant to section 1(2) of Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following agenda items.**