

**SITHNEY PARISH COUNCIL  
ORDINARY PARISH COUNCIL MEETING  
TO BE HELD AT TRANNACK SCHOOL  
ON TUESDAY 07<sup>th</sup> MAY 2019  
IMMEDIATELY AFTER THE ANNUAL PARISH MEETING.**

Dear Sir/Madam,

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Jodie Ellis, Parish Clerk 07855774357 email [sithneypc@gmail.com](mailto:sithneypc@gmail.com)

**AGENDA**

- 1. ELECTION OF CHAIRMAN FOR PARISH YEAR 2019-2020**
- 2. TO RECEIVE THE CHAIRMAN'S ACCEPTANCE OF OFFICE**
- 3. TO RECEIVE CONFIRMATION FORMS OF FINANCIAL AND OTHER INTERESTS FROM COUNCILLORS AND ACCEPTANCE OF OFFICE FOR THE NEW TERM.**
- 4. ELECTION OF VICE-CHAIRMAN FOR PARISH YEAR 2019-2020**
- 5. APOLOGIES FOR ABSENCE**
- 6. DECLARATIONS OF INTERESTS FOR ITEMS ON THIS AGENDA**
- 7. TO CONSIDER APPOINTMENT OF COUNCILLORS WITH SPECIAL RESPONSIBILITIES FOR;**

Public Rights of Way	Cllr. Mrs. Penrose and Cllr. Mc Donald
Regeneration	Cllr Ashmore
Audit / Finance Committee	Cllr. Mc Donald & Cllr. M. Tresidder
Planning Advisory Panel	Cllr. Mc Donald & Cllr. Mr. L. Penrose
Communications & CALC	Cllr. Mrs. Penrose
Liaison with Cornwall Council	Cllr. Martin
Waste and Re-Cycling	Cllr's Martin and vacant
Transport & Highways	Clerk
Police and Victim Support	Vacant
Sithney School	Cllr Logan
Trannack School	Vacant
Environment	Vacant
Staffing Committee	Chairman & Cllr Penrose
Assets	Cllr's Logan & Hilditch
Lover's Field Open Space	Cllr Logan
- 8. APPOINTMENT OF MEMBERS TO SERVE ON OUTSIDE BODY: -**  
**Community Network Panel - Vacant**
- 9. TO CONFIRM APPROVED STANDING ORDERS and sign.**
- 10. TO CONFIRM FINANCIAL REGULATIONS and sign.**
- 11. TO CONFIRM 3 SIGNATORIES FOR SITHNEY PARISH COUNCIL ACCOUNTS AT BARCLAYS BANK**  
(Currently PM/LP/JK)
- 12. TO REVIEW MEETING DATES FOR THE FORTHCOMING YEAR – 2019 currently 04/06, 02/07, 06/08, 03/09, 01/10, 05/11, 03/12, 07/01/20, 04/02, 03/03, 07/04 & 05/05.**
- 13. REVIEW INVENTORY OF LAND AND ASSETS and sign – copy attached**
- 14. REVIEW AND CONFIRM INSURANCE COVER IS ADEQUATE – copy of schedule attached.**
- 15. REVIEW COUNCIL'S/EMPLOYEES MEMBERSHIP OF BODIES – CALC £337.39 (2019/2020), SLCC £70 (2019/2020)**
- 16. CONFIRM CURRENT COMPLAINTS PROCEDURE – As per last year.**
- 17. CONFIRM PROCEDURE FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT AND DATA PROTECTION ACT 1998 - As per last year**
- 18. CONFIRM POLICY FOR DEALING WITH PRESS/MEDIA – As per last year**
- 19. CONFIRM COUNCIL POLICIES AND PROCEDURES INCLUDING S 137 – As per last year**
- 20. ACCEPTANCE OF MINUTES – Ordinary Meeting held at Sithney School on 02<sup>nd</sup> April 2019**
- 21. MATTERS ARISING FROM THE LAST MINUTES held on 02<sup>nd</sup> April 2019**  
Plover's Field - Sewerage Fence, Grass Cutting and Picnic Bench relocation.
- 22. PUBLIC PARTICIPATION**
- 23. CHAIRMAN'S COMMENTS**
- 24. COUNCILLORS' QUESTIONS AND COMMENTS 24 hours notice in accordance with Standing Orders Advisable**  
Climate Emergency – Cllr B Rogers
- 25. CORNWALL COUNCILLOR'S COMMENTS**
- 26. PLANNING - To consider recommendations to planning applications received including: -**

**Applications:**

PA19/02783 - Trannack House Bal Road Lowertown TR13 0DA - Part demolish party wall between kitchen and dining room to make kitchen diner. Removal of wall exterior wall coverings. Replace windows.

**Approved:**

PA19/02627 – 2 Chynhale Cottages, Chynhale – Application for non-material amendment for the application (PA18/09617) to change of the external wall finish from stone to smooth painted render.

**27. PUBLIC RIGHTS OF WAY**

Lowertown Leats – Update from CC.

Footpath 8 – Sithney Bridge Repairs -Originally 23rd March 2018 to 14th April 2019 (24 hours), now extended until 15th October 2019.

Bridleway 28. from Boscadjack Green to Trenear.

Bridleway 230/30/1 – Coverack Bridges to Lowertown.

**28. REPORT OF THE CLERK AND CORRESPONDENCE**

Speeding Issues - C class road from B3297 at Coverack Bridges to B3303 at Crowntown via Trannack School and Prospidnick CC – Community Governance Review

Housing supplementary planning document – circulated by email.

European Parliamentary Election notification.

**29. FINANCE**

**a) To consider and authorise the following accounts for cheque payment:**

Cornwall Pension Fund (LGPS) – Clerk April (Includes annual £200 lump sum)

CALC/NALC Subscription

Zurich Municipal

CASH (reimburse petty cash, stationery and postage)

£

302.81

337.39

377.41

17.51

**1035.12**

**b) Financial Reports by Clerk** – Approval of Monthly Report and sign.

**c) External Audit Report** – Approve and Authorise.

**30. Annual Governance Statement** – To approve and authorise Section 1 of the 2018/2019 return.

**31. Annual Return** – To approve and authorise Section 2 of the Accounting Statements 2018/2019 return.

**32. TIME AND DATE OF NEXT MEETING** – Tuesday 4th June 2019 at Sithney School.