

To: Members of Kenwyn Parish Council & Press and public

You are hereby given notice of the **PLANNING COMMITTEE MEETING & FULL PARISH COUNCIL MEETING OF KENWYN PARISH COUNCIL** at **THREEMILESTONE COMMUNITY CENTRE** on **MONDAY 8<sup>th</sup> JULY 2024** Press & Public are invited to attend.

## A G E N D A

### Planning Committee Meeting

1. To receive apologies for absence
2. To receive any declarations of interest or gifts of hospitality worth £50 or more
3. To receive and consider any written requests for dispensations in items on the agenda
4. Public participation (10 minutes maximum, 3 minutes' maximum per person on planning matters only)
5. To consider planning applications as listed below:

PA24/O4269 Mr & Mrs Howell, Saltram Cottage Tomperrow Truro Cornwall TR3 6BE – Non material amendment in relation to Decision Notice PA23/O2815 dated 31/10/23 – Changing of roof design [PA24/O4269 | Non material amendment in relation to Decision Notice PA23/O2815 dated 31/10/23 - Changing of roof design | Saltram Cottage Tomperrow Truro Cornwall TR3 6BE](#)

PA24/O4464 Peter Jones, Trevelo Cottage Three Burrows Blackwater Truro Cornwall TR4 8HX – The erection of an extension to the main dwelling house to provide additional living accommodation [PA24/O4464 | The erection of an extension to the main dwelling house to provide additional living accommodation | Trevelo Cottage Three Burrows Blackwater Truro Cornwall TR4 8HX](#)

PA24/O4716 Mr & Mrs M Reeves Chy An Gwyth Idless Truro Cornwall TR4 9QR – Proposed ground floor extension – amendment to previously approved PA22/O6378 without compliance with condition 2 of decision PA23/O3434 dated 20.06.2023. [PA24/O4716 | Proposed ground floor extension - amendment to previously approved PA22/O6378 without compliance with condition 2 of decision PA23/O3434 dated 20.06.2023. | Chy An Gwyth Idless Truro Cornwall TR4 9QR](#)

6. To consider any planning reports

### Full Council Meeting

1. To receive and approve apologies for absence
2. To receive any Declarations of interest from members and gifts of hospitality in excess of £50
3. To receive and consider any written requests for dispensations in relation to items on the agenda

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.

4. Chairman's announcements
  5. Questions from Parishioners (10 minutes maximum, 3 minutes per parishioner)
  6. To approve the minutes of previous meetings and assistance by Clerk's daughter to take minutes following Clerk's illness
  7. Finance and Payment of Accounts
    - i) To note bank reconciliations for June
    - ii) Approve accounts for payment for July & August
  8. To approve and sign section 1 of the Annual Governance and Accountability Return 2022-2023.
  9. To approve and sign Section 2 of the Annual Governance and Accountability Return 2022-2023.
    10. To agree recommendations from the Finance & General Purposes Committee meeting held on 5<sup>th</sup> July 2024
    11. Update from members of the Finance & General Purposes Committee on the following – from May 2023
    12. 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
    13. 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
  13. 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
  14. 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
  15. To agree procedure for any recurrence of long term sick leave by Clerk in regards to covering that role professionally
- 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED – MAY APPLY FOR THIS ITEM AND ITEMS 8 –148
16. Reports from Meetings
  17. Cornish Lithium presentation
  18. To consider applications received at the time of the meeting for vacancies on Kenwyn Parish Council.
  19. To approve the quote from Rialtas for Cloud access for Chairman and member
  20. Update on Langarth Stewardship Working Group
  21. Idless Defibrillator – Cllr. Robinson
  22. Request from Threemilestone Community Centre for financial contribution towards cost of maintaining public toilet – Chairman
  23. Agenda items requested at last meeting
    - footpath near Penweathers – Cllr. La Borde

**1. To receive and approve apologies for absence  
Lowen Bre play area Rospa Report**

**24. Items for the next agenda**

**25. Anything the Chairman deems as urgent**

Yours faithfully,

Clerk to Kenwyn Parish Council