

Sarah Moore, Parish Clerk & RFO  
St Day Parish Council  
Tel: 07826 856262



C/O St Day Post Office  
Fore Street, St Day  
TR16 5JU

## SUMMONS & AGENDA FOR THE ORDINARY MEETING OF ST DAY PARISH COUNCIL

The Annual Meeting of the Parish Council, will be held on **Monday 9<sup>th</sup> September, 2024**, commencing promptly at 7.00pm at the **Enterprise Centre**, St Day.

Members of the Council are summoned to attend the meeting to which press & public are invited. The public session is held to enable the people of St Day to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to a total of 15 minutes.

Business transacted will be according to the agenda below. By order of the Clerk.

Signed: *S Moore* Date: *02.09.24*

*Members are reminded of their duty under the Code of Conduct and Standing Orders. The Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights. Disabled access is available. All in attendance should be aware that recording may occur during the meeting.*

**(4)1. Apologies** – To receive and consider for acceptance the Council should approve (or not) the reason for apologies given by absent councillors. If a council member has not attended a meeting of the council (or its committees) or has not tendered apologies which have been accepted by the Council (or committee), for six consecutive months, they are disqualified.

**(4)2. Public Participation:** The Chairman will invite members of the public to present their questions, statements or petitions. The period of time designated for public participation shall not exceed fifteen minutes; nor 3 minutes for any one member of the public.

**(4)3. To receive any Declarations of Interests and Requests for Dispensation** - Members and Officers are reminded of their obligations to declare interests. Where a matter arises at a meeting which relates to a councillor's interest, the councillor has the responsibility of declaring that interest in accordance with the adopted code of conduct, and will leave the room at the point of the interest, in the meeting.

**(4)4. Minutes of the Annual Parish Council Meeting held on Monday 08th July 2024.**

When the meeting is approving the draft minutes of a previous meeting as an accurate record, the only issue for the meeting is whether the minutes accurately record the proceedings of the meeting and the resolutions made at them. If it is necessary for the draft minutes of the previous meeting to be corrected because of inaccuracies, then the amendments to the draft minutes must be approved by resolution.

**(4)5. To receive the monthly report from Cornwall Councillor Connor Donnithorne**

**(4)6i. Planning:** To receive and comment on recent planning applications:

**(4)6ii. Planning Decision Notices**

**PA24/00608** - Proposed conversion of redundant stables into two dwellings at Little Menheer Farm, Higher Ninnis.  
**REFUSED by CC**

**PA24/03661** - Removal of existing residential garage, removal of conservatory and construction of two extensions at Chy An Dryf, Vogue, St Day **APPROVED** by CC

**(4)7a. Non-Agenda Points Raised from the Previous Meeting for Discussion/Resolution:**

**(4)7b. Agenda Items**

- (4)7bi. St Day Playing Field meeting feedback and plans moving forward
- (4)7bii. Trenant Play area – removal of play equipment
- (4)7biii. Update on shaft in Telegraph Street
- (4)7biv. Handrails for the styles from Pink Moors to Treskerby
- (4)7bv. Speed cameras at Scorrier/Speed camera in Vogue broken but now replaced
- (4)7bvi. Cactus Brass event review
- (4)7bvii. Defib training review
- (4)7bviii. Webmail platform (.gov)
- (4)7biv. Clerk Salary/Pension scheme/hours review/Clerk annual leave
- (4)7bvii. Parish office
- (4)7bviii. Skatepark
- (4)7bix. Winter events planning (Halloween/Remembrance Day/Xmas Lights/Carols in Market Square)
- (4)7bx. Audit update

**(4)8. Correspondence / Communications received and Subsequent Resolutions**

- (4)8i. Charity Therapy Farm
- (4)8ii. Key return for the Community Centre
- (4)8iii. Parked vehicles at the bottom of Brickworks Hill
- (4)8iv. Cornish language policy – does St Day PC wish to adopt this?
- (4)8vi. Emergency plan – DCh to report
- (4)8vii. A formal complaint from RR to Coastline on strimming damage to young trees at Trenant
- (4)8viii. Suggested parking in the field above the YSA / access via disability buggy around St Day / dog fouling
- (4)8ix. Scorrier footpaths reported overgrown

**(4)9. FINANCE:**

- (4)9i. To submit payments for approval

<b>July Payments</b>	<b>Paid</b>	
Macsavors	Tape and keep off signs	18.65
SWPSI	Removal of exercise equipment	228.00
NK	Newsletter	898.56
St Day YSA	Rent	65.00
<b>August Payments</b>	<b>Paid</b>	
Tesco	Meeting refreshments	7.30
CKB	Lanyards	9.68
Zazzle	ID Badges	18.53
J Ede	Picnic bench repair	50.00
Aldi	Cactus Brass event	21.35
Prima Bakeries	Cactus Brass event	21.00
Bookers	Cactus Brass event	33.55
Tesco	Cactus Brass event	26.30
BC	Street cleaning	288.00
HMRC	Tax/NI	134.89
SM	Staff costs	1,564.14
Start Traffic Ltd	Pole extension and cap	106.53
Elan City	Radar speed unit	2,700.00
SWPSI	H&S inspection	79.99
CB	Reimbursement for clamps	8.66
<b>September Payments</b>	<b>To be agreed</b>	
BC	Street cleaning	TBC

SM	Staff costs	TBC
HMRC	Tax/NI	TBC
Elan City	Radar Speed Unit (insurance)	2,700.00
ST Day YSA	Rent	65.00

<b>August Income (to date)</b>		
Lloyds Bank	Interest (July)	18.74
West Country Mobility	Newsletter advert	72.00
Lloyds Bank	Interest (Aug)	14.06
Zurich Insurance	Speed Camera Claim	2,150.00

(4)9ii. To receive and note the Bank Reconciliations and balances as of 30.07.24 and 30.08.24

**(4)10. To receive Councillors reports and items for future agenda** - Each Councillor is requested to use this opportunity to report matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.

**(4)11. External meetings attended:** Clerks meeting 11.07.24; CAP 16.07.24; Police Liaison 19.07.24; GEL Liaison 24.07.24; MVRG 25.07.24; Travellers Forum 30.07.24; Hallenbeagle Community Liaison (on site) 04.09.24

**(4)12. Upcoming meetings:** CAP Climate 24.09.24; CAP 02.10.24; Mitchell & Webber 03.10.24

**(4)13. Confidential matters:** The Council is invited to pass the following resolution “That under the Public Bodies (Admission to Meetings) Act 1960 it is advisable in the public interest that the press and public be temporarily excluded, and they be instructed to withdraw in view of the confidential nature of the business on contracts and leases about to be transacted’.

**(4)14. Date of the next meeting:** Monday 14<sup>th</sup> October 2024, at 7pm – Enterprise Centre, Vogue

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**Councillors:** J Beer - Chair, Z Abbotts - Vice Chair, C Jones, D Christie, J Lello-Dunn, F Long, D Carlyon.  
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