# ST AGNES PARISH COUNCIL

Parish Clerk & RFO: Catherine Nutting LLB, PGDip, BA (Hons), PSLCC
Parish Rooms, 17 Vicarage Road
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07th October 2026

**TO MEMBERS OF THE COUNCIL:**
Councillors: Mrs. D. Brown, Mrs D Rodda, Kimberley, Palombo, Biggs.

Dear Members,
I hereby give you notice that the Cemeteries and Allotments Sub-Committee meeting for St Agnes Parish Council will be held on **15th October 2026** in the **Parish Rooms** at **17 Vicarage Road, St. Agnes, TR5 0TL**, at **10.00 a.m.**

All Members of the Cemeteries and Allotments Sub-Committee are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely

Catherine Nutting, Parish Clerk

*Press & Public are invited to attend. Meetings are open to the public and could be filmed or recorded by broadcasters, the media, or members of the public.*

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**AGENDA**

***Biodiversity*** *– the Council has a duty to conserve and enhance biodiversity and must consider what policies, objectives, and action it can take, consistent with the exercise of its functions, to further the general biodiversity objective.*
*Natural Environment and Rural Communities Act 2006, s.40 & Environment Act 2021, s.102*

***Youth Strategy*** *- the Parish Council is committed to supporting children and young people through its adopted Youth Strategy which shall inform all its decision-making.*

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| **1.** | **Apologies for absence**<br>To **RECEIVE** and **APPROVE** any apologies. | **1 min** |
| **2.** | **Declarations of interest/Request(s) for dispensations**<br>To **RECEIVE** any declarations of interest. To **RESOLVE** to grant dispensations where appropriate. | **1 min** |
| **3.** | **Public Participation**<br>Members of the public are welcome to attend the meeting. Any member of the public may speak at this point of the meeting on items within the remit of the Council. No previous notice needs be given. | **15 mins (max)** |
| **4.** | **Committee meeting minutes: 24th June 2026**<br>To **RESOLVE** the minutes as above, having been previously circulated, be taken as read and approved. To **NOTE** any matters arising. | **1 min** |

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| **5.** | **Verbal update from Cemeteries and Allotments officer (CASC 008/26)**<br>To **NOTE**<br>**Waiting Lists** – For Parishioners (P) and Non-Parishioners (NP) Mount Hawke 87 (P) 9 (NP) Vacancies 1 Mithian 6 (P) 21 (NP) Vacancies 3<br>**Bee Keeping** both Cemeteries and Allotments officers are now both attending to this<br>**Taps and Water Butts** update from Cllr. Kimberley and Cornwall Cllr Pete Mitchell | **3 mins** |
| **6.** | **Cemetery Shelter – St. Agnes Cemetery (CASC 009/26)**<br>To **RECEIVE** report and **RESOLVE** course of action. | **3 min** |
| **7.** | **Memorial Safety work (CASC 010/26)**<br>To **NOTE** Tresise has carried out the work | **2 mins** |
| **8.** | **Cemetery Extension Survey (011/26) DISCUSS** provisional usage of field prior to start of burials | **2 mins** |
| **9.** | **Allotment extension – Mount Hawke (CASC 012/26)**<br>To **NOTE** preliminary new site layout **DISCUSS** and make **RECOMMENDATIONS** to AMC | **2 min** |
| **10.** | **Sexton Apprentice (sector provision) (CASC 014/26)**<br>To **RECEIVE** report to recommend to HR to further progress this with scheme with local college | **3 mins** |
| **11.** | **Allotment Outreach Events**<br>To **RECEIVE** verbal update on Storytime at Mithian Allotments and Allotment Evening Quiz | **2 min** |
| **12.** | **Asset Site Review Initial Budget Considerations**<br>To **RECEIVE** initial (1,2) budget considerations and discuss recommendations to AMC | **30 mins** |
| **13.** | **Public Bodies (Admissions to Meetings) Act 1960**<br>To **RESOLVE** that in view of the confidential/special nature of the business about to be transacted it is advisable that the press/public be excluded and instructed to withdraw during discussion. | |
| **14.** | **Mithian inspection - update (CASC 016/26)** to **RECEIVE** a report from officers and **NOTE** findings | **2 mins** |
| **15.** | **Sexton & Grounds maintenance contract (CASC 014/26)**<br>To **RECEIVE** report and supporting quotations for renewal of current contracts and recommendations to AMC | **10 mins** |