ST AGNES PARISH COUNCIL
Parish Clerk: Catherine Nutting LLB, PGDip, BA (Hons), PSLCC
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Full Council Meeting Agenda

27 October 2026

Notice of Meeting

Date: 2 November 2026
Time: 19:00
Place: Parish Rooms, 17 Vicarage Rd, St Agnes, TR5 0TL

Summons to Attend

TO MEMBERS OF THE COUNCIL:
Councillors: Kimberley (Chair), Palombo (Vice-Chair), Brown, Watson, Porter, Pudney, Clark, Sheard, Biggs, Law, Griffiths, Wood, Rodda.
I hereby give you notice that the Council Meeting of St Agnes Parish Council will be held as detailed above in the Notice of Meeting. All members of the Council 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

Members of the press and public are invited to attend. Meetings are held in public and may be filmed or recorded by broadcasters, the media or members of the public.

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.

Agenda

1. Apologies for absence

To receive and approve any apologies.
Time estimate: 1 min

2. Mount Hawke Ward – By-Election and Casual Vacancy Updates

To **NOTE** (1) that Blen Barrett was nominated for election as a Parish Councillor for the Mount Hawke Ward and was elected uncontested; and (2) confirmation from Cornwall Council that no requests for a by-election were received following publication of the Notice of Vacancy on 22 September 2026. The vacancy must therefore be filled by co-option as soon as practicable, in accordance with Rule 8 of the Local Elections (Parishes and Communities) Rules 1986.
Time estimate: 1 min

3. **Declarations of interest/Request for dispensations**

To receive any declarations of interest. To **RESOLVE** to grant dispensations where appropriate.
Time estimate: 1 min

4. **Public participation**

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.
Time estimate: 15 mins (max – Standing Order 3(g))

5. **Cornwall Councillors' Reports**

To receive written reports and/or verbal updates and raise any queries.
Time estimate: 10 mins

6. **Council meeting minutes: 5 October 2026**

To **RESOLVE** that the minutes of the Council meeting as above, having been previously circulated, be taken as read, approved and signed. To note any matters arising.
Time estimate: 1 min

7. **Committee meeting minutes and resolutions**

To **RECEIVE** the draft minutes of the Committee meetings as below and **RESOLVE** to approve the recommendations therein:

a. Cemeteries and Allotments Sub-Committee Meeting – 15 October 2026
b. Planning Committee – 19 October 2026

Time estimate: 2 mins

8. **Working Groups**

To **RECEIVE** the minutes of the following Groups and **RESOLVE** to approve the recommendations therein: -

a. Accessible Footpaths: 15.10.2026
   - Budget Recommendation for Footpath Improvements: to recommend that Full Council allocate £5,000 in the 2027/28 budget to establish an earmarked reserve for footpath improvements and associated costs, with consideration of an annual £1,000 contribution thereafter. Unspent funds would be retained for future works, particularly where grant funding is unavailable.
b. Neighbourhood Priorities Statement: 19.10.2026
c. Council vehicle Working Group: 22.10.2026

- **Vehicle Purchase and Funding:** To receive a report and approve the immediate purchase of two suitable medium-sized second-hand vans within a total budget of £15,000, excluding recoverable VAT, funded by £7,500 from the Vehicle Earmarked Reserve (EMR) and £7,500 from the Transition of Services EMR.
- **Delegated Authority:** To delegate authority to the Clerk, in consultation with the Property & Business Development Manager and Grounds Maintenance Manager, to select and purchase the vehicles within the approved budget and in accordance with the Council's Financial Regulations, having regard to condition, service history, mileage, operational suitability, load capacity and value for money.
- **Disposal of Existing Vehicle:** To approve the disposal of the Council's existing small van, with no further repair expenditure, in accordance with the Council's Asset Register & Disposal Policy.
- **2027/28 Budget Recommendations:** To make provision within the 2027/28 budget to replenish the Vehicle EMR following its depletion to £0 and to consider the replacement of the existing leased pickup through the same budget-setting process (current lease arranged ends September 2027).

d. Library Project Working Group: 28.10.2026

- Recommended £80,000 for the Library Project in the 2027/28 draft budget.

Time estimate: 5 mins

9. Dependants' Carers' Allowance – Support for Proposed Legislative Change

To receive a report and consider supporting Weymouth Town Council and the National Association of Local Councils in their campaign to extend the right to pay Dependants' Carers' Allowance to parish and town councils in England, enabling councillors to claim childcare and other dependent care expenses incurred whilst undertaking official council duties. To **RESOLVE** a course of action.
Time estimate: 3 mins

10. Proposed removal of Barclays cashpoint, St Agnes: update

To **NOTE** correspondence from LINK Scheme Ltd regarding the Council's request for a review of its original cash access assessment decision and **RESOLVE** which Councillor should attend the onsite meeting to represent the Council.
Time estimate: 1 min

11. Schedule of Payments

To **RESOLVE** to approve as above (to follow) and record the Councillor signatory who will approve. Any queries to be directed to the office before the meeting. To receive a budget report (to follow).
Time estimate: 2 mins

12. Review of Council Investments and Cash Management

To receive reports from the Finance Officer and RFO and **CONSIDER** the Council's investment arrangements and the placement of funds, with a view to maximising investment returns whilst maintaining adequate liquidity. To **RESOLVE**:

i. To close the Santander Account and reinvest the principal funds into the Council's CCLA Public Sector Deposit Fund.
ii. To close the Co-operative Business Instant Account and reinvest the principal funds into the Council's CCLA Public Sector Deposit Fund.
iii. To open a current account and an instant access savings account with Unity Trust Bank.
iv. To appoint four bank signatories and record their names in the minutes and on the bank mandate.
v. To retain approximately three months' net revenue expenditure across the Council's two Barclays accounts and new Unity account and authorise the RFO to undertake transfers between these accounts to maximise interest earned, while keeping enough in the current account to meet payments as they fall due.
vi. To invest a minimum of six months' working budget into the CCLA Public Sector Deposit Fund.

Time estimate: 5 mins

13. Interim Internal Audit Report 2026/27

To **RECEIVE** and **NOTE** the Interim Internal Audit Report and the recommendations therein. To **RESOLVE** to instruct the Clerk to address the recommendations and required actions, seeking Council approval where necessary, and present a report confirming completion to a future Full Council meeting before the financial year end on 31 March 2027.
Time estimate: 2 mins

14. Data Protection Audit, Policies and Implementation

To **NOTE** the completion of the Council's data audit, including the Data Map, Data Protection Impact Assessment, policies, findings, recommendations and outstanding actions identified. To **RECEIVE** the draft policies, privacy notice and supporting documents. To **RESOLVE** to instruct the Clerk to undertake the actions necessary to implement the policies and ensure adherence across the Council. This shall include reviewing existing practices against the requirements; addressing audit findings and compliance gaps; arranging appropriate training and guidance for staff, Councillors and volunteers; implementing the necessary security, retention, disposal, data-sharing and information-rights procedures; and publishing or circulating the relevant documents. To **REQUIRE** the Clerk to report on implementation to a future Full Council meeting, including completed actions, evidence of adherence, any outstanding risks or requirements, and arrangements for ongoing monitoring and review. Urgent compliance matters to be addressed without waiting for that report.
Time estimate: 3 mins

15. Parish Youth Project – Public Survey Results and 2027/28 Budget Provision

To **RECEIVE** a report and **CONSIDER** the findings of the public consultation on the future of youth provision within the Parish. To **CONSIDER** the Council's future financial support for the Parish Youth Project and wider youth provision, including the appropriate budget allocation for 2027/28, taking account of the survey findings, anticipated funding shortfall and availability of external grants. To **RESOLVE** the proposed financial provision to be included in the draft 2027/28 budget, subject to final budget approval by Full Council.
Time estimate: 10 mins

16. Safer Cornwall Partnership – Antisocial Behaviour Strategy Consultation

To **NOTE** the consultation by Cornwall's Safer Cornwall Partnership on its proposed Antisocial Behaviour (ASB) Strategy, aimed at reducing antisocial behaviour, supporting victims and improving partnership working. To **CONSIDER** whether the Council wishes to submit a corporate response and, if so, to appoint and authorise a Councillor to submit the Council's agreed comments before the consultation closes.
Time estimate: 2 mins

17. Christmas Elf House Trail – Proposed Elf Village at St Agnes Garden of Rest

To **CONSIDER** a request from the organisers of the annual charity Elf House Trail to establish a temporary Christmas Elf Village within a non-burial area of St Agnes Garden of Rest. To **RESOLVE** whether to grant permission for the proposed installation, subject to any necessary conditions and risk assessments.
Time estimate: 2 mins

18. Christmas and New Year 2026/27 – Office and Library Closure Arrangements

To receive a report and **RESOLVE** to **APPROVE.**
Time estimate: 1 min

19. Clerk's Report: Local road closures

To **RECEIVE** and **NOTE** as above.
Time estimate: 1 min

20. Child Protection and Safeguarding Policy

To **RECEIVE** a report and **ADOPT** the revised Child Protection and Safeguarding Policy.
Time estimate: 1 min

21. St Agnes Parishwide Defibrillator Network – Funding Request and 2027/28 Budget Consideration

To receive a verbal update from Cllr Kimberley regarding the St Agnes Parishwide Defibrillator Network, noting the Council's previous consideration (Minute 28/25, 12 May 2025 and 254/25, 13.04.2026), the one-off grant of £1,500 awarded for 2026/27, and five emails received from parishioners requesting ongoing financial support. To consider the Network's request for an annual contribution of £1,000 towards its core operating costs and whether provision should be included in the Council's 2027/28 budget, having regard to the precept and the Council's emerging Health and Wellbeing Strategy. To **RESOLVE** a course of action.
Time estimate: 4 mins

22. Extension of meeting time (Standing Order 3(w))

If it becomes necessary to do so, to **RESOLVE** that the meeting be extended for a maximum of 30 minutes to complete items of business on the agenda.
Time estimate: 1 min

23. Notification of meeting/Suggested items for agenda: 7 December 2026

To suggest items to be added to the December agenda.
Time estimate: 1 min

24. Public Bodies (Admissions to Meetings) Act 1960

To **RESOLVE** that in view of the confidential/special nature of the business about to be transacted (item 25) it is advisable that the press/public be excluded and instructed to withdraw during discussion.
Time estimate: 1 min

25. Devolution: Legal and Land Valuation update

To **RECEIVE** the independent valuation report prepared by Lodge & Thomas, dated 19 October 2026, relating to the freehold market valuations of Beaconsfield Play Area, St Agnes and Shoppers Car Park, Porthtowan for HM Land Registry purposes. To **RESOLVE** any further action required, if necessary, in relation to the registration.
Time estimate: 3 mins