

Sithney Parish Council Annual Council meeting
To be held at Sithney school
On Tuesday 13th May 2025 after the Annual Parish Meeting.

Dear Sir/Madam,

I hereby give you notice that the next meeting of Sithney Parish Council will take place at Sithney School on Tuesday 13th May 2025 after the Annual parish meeting.

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 sithneyipc@gmail.com

AGENDA

- 1. Election of chairman for the parish year 2025-2026**
- 2. To receive the chairman's acceptance of office**
- 3. To receive register of interests forms from councillors and acceptance of office for the new term.**
- 4. Election of vice-chairman for parish year 2025-2026**
- 5. Apologies for absence**
- 6. Declarations of interests for items on this agenda**
- 7. To confirm the following:**
 - Bank Signatories – Cllrs Martin, Hilditch and Penrose
 - Cllr Responsibilities – to confirm responsibilities circulated with the agenda
 - CIL expenditure 2024-2025
- 8. Acceptance of minutes** - Minutes of the ordinary parish council meeting held on the 1st April 2025
- 9. To consider any applications for dispensations under section 33 of the localism act 2011 –None.**
- 10. Public participation**
- 11. Chairman's comments**
- 12. Councillors' questions and comments** - 24-hour notice in accordance with Standing Orders advisable.
- 13. Cornwall councillor's comments –**
- 14. Planning:**
 - PA25/02267 - Pear Tree Farm Trannack Helston TR13 0DQ - Proposed permanent rural workers dwelling.
 - PA25/02201 - Longstone Farm Trenear Helston TR13 0HG - Proposal Certificate of Lawfulness (Existing) for the use of 3 no. holiday units as 3 no. unfettered residential dwellings.
 - PA25/00244 - Tregannick Barn Trannack Helston - Demolition of existing UPVC conservatory and construction of two storey extension.
 - PA25/02791 - Environment Agency Flood Warning Station Trenear Wendron - Replacement of an existing Environment Agency flood warning station, to include new recycled plastic lumber compound with telemetry kiosk and solar panel, and new slender steel gantry crossing the river to support a new flood warning sensor.
- 15. Public rights of way** – to note the 2 cut Gold paths, have received the 1st cut and Stiles with 2 cuts have received the 1st cut.
- 16. Clerk's report and correspondence**
 - Lowertown – speed issues and possibility of a 20mph limit
- 17. To agree and adopt the following policies:**
 - Standing Orders 2025
 - Financial Regulations 2025
 - Sithney Grants Policy
 - Internal Control Policy
 - General Reserves Policy
 - Non-Financial risk assessment
 - Financial risk assessment
 - Code of conduct

18. Payments - To consider the following accounts for cheque payment.

Cornwall Pension Fund (LGPS) – Clerk – standing order	£149.63
Mrs J Ellis – Clerk Salary – Standing order	£799.97
Mr R Sanders – Plovers Field Cutting and LMP	£698.94
Energieo – New street light Sithney	£1387.15
Rialtas – software license and maintenance and MTD for the year	£382.80
Barbara Goraus – Internal Audit Fee 24/25	£95.00
	£3,513.49

19. Financial report of the clerk – Approval of financial reports.

20. Internal Audit Report – To note the internal auditor’s comments and approve and authorise.

21. Annual Governance Statement – To approve and authorise Section 1 of the 2024/2025 return.

22. Annual Return – To approve and authorise Section 2 of the Accounting Statements 2024/2025 return.

23. AGAR – To Confirm no conflict of interest with BDO LLP the external auditors for the 2024/2025 audit.

24. Notice of the public rights and publication of unaudited annual governance & accountability return – will be the 3rd June 2025 to the 14th July 2025.

25. Co-Option – to note the parish council currently has 3 vacant seats.

26. Time and date of the next meeting – Tuesday 3rd June 2025 at 7.30pm at Sithney School for the ordinary parish council meeting.