

**MINUTES OF THE ANNUAL MEETING OF FEOCK PARISH COUNCIL HELD ON MONDAY 12TH
MAY 2025 STARTING AT 6.50PM IN THE PARISH COUNCIL OFFICES IN DEVORAN**

Councillors present:	CARNON DOWNS	DEVORAN	FEOCK
	P Allen		R Bowers
	R Brickell		K Hambly-Staite
	C Kemp		
	A Avarð		

In attendance: Debra Roberts, Parish Clerk & Responsible Financial Officer
Cornwall Councillor Martyn Alvey

Chair: Cllr Brickell

1. ELECTION OF CHAIRMAN AND SIGNING OF ACCEPTANCE OF OFFICE FORM

RESOLUTION: CLLR AVARD PROPOSED CLLR BRICKELL AS CHAIRMAN FOR THE YEAR 2025/26, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

2. INTRODUCTION BY THE CHAIRMAN

Cllr Brickell thanked everyone for electing him to be Chair again, he had very much enjoyed being Chair these last two years and thanked Councillors for their support

3. ELECTION OF VICE CHAIRMAN

There were no nominations for Vice Chairman and it was agreed to put this item on the next agenda when there were less apologies from Councillors.

4. APOLOGIES

Apologies had been received from Cllrs Newman, Yates and Dyke.

5. DECLARATIONS OF INTEREST

Cllr Bowers declared an interest in Item 13 Outside bodies due to being a member of Trolver Croft Residents Association.

6. TO CONSIDER THE MINUTES OF THE COUNCIL MEETING HELD ON 28TH APRIL 2025 AS A CORRECT RECORD OF THE MATERIAL DECISIONS MADE FOR SIGNATURE BY THE CHAIRMAN

RESOLUTION: CLLR AVARD PROPOSED THAT THE MINUTES OF THE MEETING HELD ON 28TH APRIL 2025 AS CIRCULATED BY THE CLERK WITH THE AMENDMENTS AGREED BE

**SIGNED BY THE CHAIRMAN AS A TRUE AND ACCURATE RECORD OF THE MEETING,
SECONDED BY CLLR P ALLEN CARRIED UNANIMOUSLY.**

7. PUBLIC PARTICIPATION

There were no members of the public present.

**8. APPOINTMENT OF MEMBERS TO EXISTING COMMITTEES AND TO CONFIRM THE LEAD
ON ANY COUNCIL PROJECTS**

Cllr Brickell said that we would like to form a Planning Committee to concentrate on planning rather than the whole Parish Council having to meet to discuss consultee comment.

RESOLUTION: CLLR ALLEN PROPOSED THAT CLLRS DYKE, BOWERS, BRICKELL, KEMP AND NEWMAN WERE ELECTED TO THE PLANNING COMMITTEE, SECONDED BY CLLR AVARD AND CARRIED UNANIMOUSLY.

RESOLUTION: CLLR AVARD PROPOSED THAT CLLRS DYKE, BOWERS, BRICKELL, NEWMAN, YATES, HAMBLY-STAITHE, ALLEN AND AVARD WERE ELECTED TO THE ACCESS & AMENITIES COMMITTEE, SECONDED BY CLLR BOWERS AND CARRIED UNANIMOUSLY.

RESOLUTION: CLLR ALLEN PROPOSED THAT CLLRS AVARD, KEMP, HAMBLY-STAITHE, BRICKELL WERE ELECTED TO THE STAFFING COMMITTEE, SECONDED BY CLLR BOWERS AND CARRIED UNANIMOUSLY.

RESOLUTION: CLLR ALLEN PROPOSED THAT CLLRS AVARD, KEMP, HAMBLY-STAITHE, BRICKELL WERE ELECTED TO THE FINANCE & GENERAL PURPOSES COMMITTEE, SECONDED BY CLLR BOWERS AND CARRIED UNANIMOUSLY.

Cllr Hambly-Staite was agreed as the Wellbeing Lead for the coming year.

9. APPOINTMENT OF ANY NEW COMMITTEES OR WORKING PARTIES

It was agreed to bring forward item 29 Review of Neighbourhood Development Plans.

RESOLUTION: CLLR AVARD PROPOSED THAT A WORKING GROUP BE FORMED TO REVIEW THE FEOCK NDP, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

It was agreed to put this item on the next agenda for further discussion and agreement as to who would be part of the working group.

Cllr Allen commented that there had not been a meeting of the Bissoe Valley Community Woodland Working Party for some time, these were usually arranged by Kea Parish Council. Cllr Alvey would raise this at the next Kea Parish Council meeting. Cllr Allen was concerned about the group lapsing.

10. REVIEW OF TERMS OF REFERENCE FOR COMMITTEES

RESOLUTION: CLLR HAMBLY-STAITE PROPOSED THAT ALL THE TERMS OF REFERENCE WERE AGREED AS CIRCULATED, WITH THE ADDITION OF DYSON'S FIELD TO THE LIST OF ASSETS ON ACCESS & AMENITIES TERMS OF REFERENCE, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

11. REVIEW AND ADOPTION OF APPROPRIATE STANDING ORDERS AND FINANCIAL REGULATIONS, INVESTMENT STRATEGY, FINANCIAL RISK ASSESSMENT AND RESERVES POLICY

RESOLUTION: CLLR HAMBLY-STAITE PROPOSED ALL THE DOCUMENTS WERE APPROVED WITH THE EXCEPTION OF THE NEW RESERVES POLICY WHICH WOULD BE PUT ON THE AGENDA FOR THE NEXT FINANCE & GENERAL PURPOSES COMMITTEE MEETING, SECONDED BY CLLR BRICKELL.

12. REVIEW OF ARRANGEMENTS, INCLUDING ANY CHARTERS AND AGENCY AGREEMENTS, WITH OTHER LOCAL AUTHORITIES AND REVIEW OF CONTRIBUTIONS MADE TO EXPENDITURE INCURRED BY OTHER LOCAL AUTHORITIES

RESOLUTION: CLLR ALLEN PROPOSED THE CURRENT ARRANGEMENTS (LOCAL MAINTENANCE PARTNERSHIP AND GRASS CUTTING AGREEMENT WITH CORNWALL COUNCIL) ARE APPROVED TO CONTINUE, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

13. REVIEW OF REPRESENTATION ON OR WORK WITH EXTERNAL BODIES/ORGANISATIONS AND ARRANGEMENTS FOR REPORTING

Cllr Bowers left the room at 7.50pm due to an interest and took no part in the vote or discussion.

RESOLUTION: CLLR AVARD PROPOSED THE LIST OF REPRESENTATIVES ON OUTSIDE BODIES AS CIRCULATED BY THE CLERK BE AGREED WITH THE ADDITION OF CLLR NEWMAN AS THE SECOND TRUSTEE ON POINT & PENPOLL CIO, THE ADDITION OF CLLR ALLEN AS A REPRESENTATIVE ON THE MINING VILLAGES RESTORATION FORUM AND CLLR ALLEN AS THE REPRESENTATIVE ON TROLVER CROFT RESIDENTS ASSOCIATION, SECONDED BY CLLR HAMBLY-STAITE AND CARRIED UNANIMOUSLY.

Cllr Bowers returned to the meeting at 7.55pm.

14. REVIEW OF INVENTORY OF LAND AND ASSETS INCLUDING BUILDING AND OFFICE EQUIPMENT

RESOLUTION: CLLR AVARD PROPOSED THE ASSET LIST AS CIRCULATED BY THE CLERK, WITH THE ADDITION OF DYSON'S FIELD BE APPROVED, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

15. CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED AND AGREE INSURANCE POLICY PROVIDER FOR 2025/26

RESOLUTION: CLLR BRICKELL PROPOSED THE INSURANCE QUOTE AS CIRCULATED BY THE CLERK BE ACCEPTED FOR 2025/26, SECONDED BY CLLR AVARD AND CARRIED UNANIMOUSLY.

16. REVIEW OF COUNCIL'S AND STAFF SUBSCRIPTIONS TO OTHER BODIES

RESOLUTION: CLLR HAMBLY-STAITE PROPOSED THE SUBSCRIPTIONS TO THE OPEN SPACES SOCIETY, TROLVER CROFT RESIDENTS ASSOCIATION AND CORNWALL ASSOCIATION OF LOCAL COUNCILS WAS CONTINUED, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

17. REVIEW OF THE COUNCIL'S COMPLAINTS PROCEDURE

RESOLUTION: CLLR ALLEN PROPOSED THE COUNCIL'S COMPLAINTS PROCEDURE AS CIRCULATED BY THE CLERK BE APPROVED, SECONDED BY CLLR HAMBLY-STAITE AND CARRIED UNANIMOUSLY.

18. REVIEW OF COUNCIL'S PROCEDURES FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT 2000 AND DATA PROTECTION ACT 1998

RESOLUTION: CLLR AVARD PROPOSED THE COUNCIL'S FOI AND DP PROCEDURES AS CIRCULATED BY THE CLERK BE APPROVED, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

19. REVIEW OF COUNCIL'S POLICY FOR DEALING WITH THE PRESS/MEDIA

RESOLUTION: CLLR BOWERS PROPOSED THE COUNCIL'S PRESS AND MEDIA POLICY AS CIRCULATED BY THE CLERK BE APPROVED, SECONDED BY CLLR BRICKELL AND CARRIED UNANIMOUSLY.

20. DETERMINING THE DATE, TIME AND PLACE OF ORDINARY MEETINGS FOR 2025/26 OF THE FULL COUNCIL UP TO AND INCLUDING THE NEXT ANNUAL MEETING OF THE PARISH COUNCIL

RESOLUTION: CLLR KEMP PROPOSED THE LIST OF MEETING DATES CIRCULATED BY THE CLERK BE APPROVED, SECONDED BY CLLR BRICKELL AND CARRIED UNANIMOUSLY.

21. CLERKS UPDATE

The Clerks report had been circulated to Councillors prior to the meeting with the agenda pack.

22. MATTERS FOR REPORT

Cllr Avard had spoken to Danny Wood from the NHS who was happy to demonstrate the outdoor gym equipment at the Retallack Picnic in the Park event.

23. CURRENT REPORTS

Cllr Alvey reported as follows. There had been concerns raised about the safety of the junction of Mount Geroge Road and the B3289. He suggested once the CAP was back up and running following the elections, Kea and Feock could consider a joint bid for a feasibility study to look at this area of Feock. He felt more could be done to slow traffic to make it safer to exit the Punchbowl and Mount George Road.

24. DEVON & CORNWALL POLICE REPORT

The Clerk had circulated the link to the crime figures to all Councillors.

25. FINANCIAL SUMMARY AND ACCOUNTS FOR PAYMENT

The Clerk gave a financial summary for the last month and had circulated to Councillors the accounts for payment list received since the last meeting.

RESOLUTION: CLLR P ALLEN PROPOSED THE LIST OF ACCOUNTS FOR PAYMENT BE APPROVED AND SIGNED BY THE CHAIRMAN, SECONDED BY CLLR HAMBLY-STAITE AND CARRIED UNANIMOUSLY.

The Clerk circulated the bank reconciliation and this was signed by the Clerk and Chairman as correct.

26. BDO LLP AUDIT CONFLICT OF INTEREST

RESOLUTION: CLLR AVARD PROPOSED IT BE CONFIRMED THAT NO COUNCILLORS HAD A CONFLICT OF INTEREST, SECONDED BY CLLR KEMP AND CARRIED UNANIMOUSLY.

27. APPROVAL OF GOVERNANCE STATEMENT 2024/25

RESOLUTION: CLLR HAMBLY-STAITE PROPOSED THE GOVERNANCE STATEMENT 2024/25 BE APPROVED, SECONDED BY CLLR AVARD AND CARRIED UNANIMOUSLY.

28. APPROVAL OF ACCOUNTING STATEMENT 2024/25

RESOLUTION: CLLR KEMP PROPOSED THE ACCOUNTING STATEMENT 2024/25 BE APPROVED, SECONDED BY CLLR AVARD AND CARRIED UNANIMOUSLY.

29. LOCAL WARD REPORTS

Feock ward

Community Speed Watch had been active on Feock road, there was concern about inconsiderate driving and speeding especially in the Penelewey area.

Complaints were raised about numerous trucks going up and down from Penpol to Harcourt, removing soil from a site and transporting this to Harcourt. Cllr Alvey advised that moving topsoil isn't an issue but dumping or engineering works may require planning permission. An unlicensed landfill site or tipping could be of interest to the Environment Agency. It was suggested that if residents have concerns they report this online to Cornwall Council.

Devoran ward

The park gates needed some attention and the Clerk was seeking prices. The 'no dogs' notice on the gate needed to be clearer as dogs had been in the park.

Carnon Downs ward

The Clerk gave the latest update she had had from Cormac on the roadworks on Quenchwell Road.

28. ACTIVE FEOCK FUNDING UPDATE

Cllr Hambly-Staite advised that it had been agreed by the Active Feock Working Group that the priority for the bid to the CCF was for the creation of the parish map. It was requested that the Parish Council fund the bike racks from the CIL funding already received.

RESOLUTION: CLLR BOWERS PROPOSED THE PARISH COUNCIL PURCHASE AND INSTALL 5 BIKE RACKS FUNDED BY CIL MONEY, SECONDED BY CLLR ALLEN AND CARRIED UNANIMOUSLY.

Cllr Allen said that he felt that the improvements of a cycle route into Truro could take up a substantial amount of the CIL money we had received, although not all of this was in the Parish area. There was also potential funding needed for one of the Feock Strolls on the Carnon Valley which would need funding.

RESOLUTION: CLLR ALLEN PROPOSED THAT £520 BE ALLOCATED TO A BENCH IN PENGELLY MEADOWS SUBJECT TO OBTAINING APPROVAL TO SITE, SECONDED BY CLLR HAMBLY-STAITE AND CARRIED UNANIMOUSLY.

The meeting moved into closed session.

RESOLUTION: CLLR ALLEN PROPOSED THE STANDING ORDERS BE SUSPENDED TO ENABLE CLLR ALVEY TO REMAIN IN THE MEETING, SECONDED BY CLLR HAMBLY-STAITE AND CARRIED UNANIMOUSLY.

29. POINT ORCHARD SEPTIC TANK SEWAGE LEAK

The Clerk advised that no further information had been received from our solicitors, they had requested details of any new proposed system and an extension of time from Land Registry to comment on the easement application, the deadline had now been put on hold subject to Land Registry legal department decision.

There being no further business the meeting closed at 8.45pm.