

## Feock Parish Council

### Annual Meeting of the Parish Council

**Date & Time:** Tuesday 5<sup>th</sup> May 2026, 6.30pm  
**Venue:** Parish Council Office, Market Street, Devoran TR3 6QA  
**Chair:** Cllr Brickell to start meeting  
**Attendees:** All Parish Councillors



I hereby summon you to a meeting of Feock Parish Council to be held in the Parish Council office on Tuesday 5<sup>th</sup> May 2026 at 6.30pm for the purposes of transacting the following business.

Debra Roberts, Parish Clerk & RFO  
28th April 2026

Members of the public may attend this meeting under the Public Bodies (Admission to Meetings) Act 1960 as amended by S100 of the Local Government Act 1972. With the Chairman's permission, Local Government Electors for the Parish may make representations to the Council on any item on the Agenda.

The Parish Council recommend that any questions for Members should be submitted in writing to the Parish Clerk 24 hours before the meeting. Questions may not be able to be answered on the night but an answer will be provided in writing after the meeting. Information is available from the Parish Office and website on any item on the agenda unless it is declared as exempt under the Freedom of Information Act or S100(A) of the Local Government Act 1972.

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

#### **AGENDA**

1. Election of Chairman and signing of Acceptance of Office form
2. Introduction by the Chairman
3. Election of Vice Chairman
4. To receive apologies for absence
5. Declarations of interest
6. Minutes of the previous Full Parish Council Meeting  
To consider the minutes of the meeting of the Parish Council meeting held on 13th March 2026 as a correct record of the material decisions made for signature by the Chairman
7. To receive declarations of interest from members regarding any items on the agenda
8. Public Participation & Questions from the public submitted beforehand

To listen to any comments from members of the public on items on the agenda and provide comment on any questions from the public submitted beforehand

9. Appointment of members to existing committees and to confirm the lead on any Council Projects

Existing committees:

Planning, Access & Amenities, Staffing and Finance & General Purposes

Existing projects:

Active Feock, Community Emergency Plan, MyFeock Community Hub and Neighbourhood Priority Statement.

10. Appointment of any new committees or working parties

Council to consider ideas for new projects for initial investigation (from Access & Amenities Committee)

11. Review of terms of reference for Committees

12. Review and adoption of appropriate standing orders and financial regulations, Investment Strategy, Financial Risk Assessment and Reserves Policy including new Transparency Code policy, Filming of Meetings policy and Vexatious policy

13. 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

14. Review of representation on or work with external bodies/organisations and arrangements for reporting back

15. Review of inventory of land and assets including buildings and office equipment

16. Confirmation of arrangements for insurance cover in respect of all insured and agree insurance for 2026/27

17. Review of Council's and/or staff subscriptions to other bodies

Cornwall Association of Local Councils

Open Spaces Society

Trolver Croft Residents Association

18. Review of the Council's complaints procedure

19. Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and Data Protection Act 1998

20. Review of the Council's policy for dealing with the press/media

21. Conflict of interest with external auditor BDO

Council to confirm there are no conflicts of interest with BDO

22. Determining the time and place of ordinary meetings of the full council up to and including the next Annual Meeting of the Parish Council in 2026/27

23. Clerk's Report and update on actions from previous meeting for information  
To receive an update on actions arising from the previous meeting
24. Matters for report from attendance at outside bodies  
To receive reports for information only, from Councillors that have attended meetings of any outside bodies since the last meeting as representatives of the Parish Council
25. Local Ward Reports  
To receive reports from Ward Councillors for information only
26. Cornwall Councillor Report  
To receive a report from Cornwall Cllr Martyn Alvey
27. Devon & Cornwall Police Parish Liaison Report  
To receive an update from any Police Parish Liaison Meetings held from Cllr Avard and latest crime figures
28. Financial Summary and Accounts for Payment  
Council to approve the list of payments due for payment since the last meeting  
Chair to authorise and sign Bank Reconciliation
29. Budget authorisation for additional spend  
Council to consider allocating budget for removal of wrecked boat at Carnon Mine (recommendation from Access & Amenities Committee)  
  
Council to consider allocating CIL funding to improvement works to steps at Pill Creek PROW and Tresithick PROW
30. Point Quay Association Lease  
Council to receive update from Clerk regarding relinquishment of lease and agree next steps
31. Co-option to Feock and Devoran ward vacancies  
Council to consider any applications received for co-option

In accordance with S100(A) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business as it is likely to involve the disclosure of exempt information as specified in the paragraphs of the Act

32. Point Orchard Septic Tank Sewage Leak  
Councillors to review latest legal advice received and agree any response needed

DATE OF THE NEXT MEETING: To be confirmed