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**I hereby give notice that an Ordinary meeting of St Erth Parish Council will be held on Tuesday 3<sup>rd</sup> August 2021 at St Erth School, School Lane, St Erth at 7.00pm**

All members of the Council are summonsed to attend the meeting, to which press & public are invited. Business transacted will be according to the agenda below. Where reports are available, these can be accessed by clicking the links in the relevant agenda item.

Dated: 29<sup>th</sup> July 2021

Signed:

 Clerk

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## AGENDA

### 1. Apologies for absence

To receive apologies for absence and note apologies not received

### 2. Declaration of Acceptance of Office

To note receipt of declaration of acceptance of office for newly co-opted Members

### 3. Declarations of interest & requests for dispensation

To receive declarations of interest relating to any agenda item, and to determine requests for dispensation where applicable

### 4. Community participation

### 5. Action required on matters raised during community participation

### 6. Minutes

To approve that the [Minutes](#) of the Ordinary meeting held on 6<sup>th</sup> July 2021, having been previously circulated, are a true and accurate record

### 7. Clerk's Report

To note [Clerk's report](#) on any updates from previous minutes

### 8. Planning

#### a) Applications:

i) [PA21/06128](#): Two-storey Side Extension with Annexe, Single-storey Rear Extension & Loft Conversion; 3 St Erth Hill, St Erth

b) Decisions: None

c) **To consider any other planning matter received at or before the start of the meeting**

### 9. Reports

a) To receive the Cornwall Councillor's Report

b) To receive reports on any meetings held since the last Council meeting and agree any appropriate action

i) [A30 Action Group](#) – 28<sup>th</sup> July – to note letter received from Derek Thomas MP updating on Penzance to Camborne A30 Action Ltd and confirm Council representative

ii) **Cornwall Community Land Trust** – 22<sup>nd</sup> July

## 10. Financial Matters

- a) To note receipts & approve payments for July
- b) To note monthly bank reconciliation for June

## 11. Working Group Membership

To note or appoint [Members](#) to the following Committee and Working Groups as appropriate:

- a) Open Spaces Committee
- b) Budget Working Group
- c) Communications & Engagement Working Group
- d) Footpaths Working Group
- e) Green St Erth Working Group
- f) Vestry Rooms Working Group
- g) IT Working Group

## 12. Communications & Engagement Working Group [Report](#)

- a) To consider and approve a Communications & Engagement Strategy as recommended by the Working Group
- b) To discuss progress on implementation of the strategy and agree any action

## 13. Governance

- a) To consider and approve Terms of Reference for:
  - i) [Green St Erth Working Group](#)
  - ii) [IT Working Group](#)
- b) To consider and approve the following policies as recommended by the Communications & Engagement Working Group:
  - i) [Community Engagement Policy](#)
  - ii) [Press & Media Policy](#)
  - iii) [Social Media & Electronic Communication Policy](#)
- c) To review the [Emergency Scheme of Delegation](#)

## 14. Highways

- a) To receive the St Erth Village Improvements Consultation final report and agree any action

## 15. Footpaths

- a) To receive an update regarding Footpaths 111/7/2 & 112/52/4 and agree a representative for the Project Group
- b) To discuss the requirements for any additional path cutting over and above the LMP schedule and agree any associated spend

## 16. Correspondence

To note, or agree response to, any correspondence received up to the time of the meeting

- a) [Cornwall Council](#) – email regarding request for feedback on Council

## 17. Agenda Items for a future meeting – to be submitted to the Clerk in writing

## 18. Meeting Dates

To note date of next meeting as 7<sup>th</sup> September 2021, agree any additional [meetings](#) where appropriate and note new external meetings

## 19. Clerk's Hours

To review workload and hours worked for July