

WITHIEL PARISH COUNCIL

J.E. BURDON (MRS.)

Parish Clerk

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1 Treburdon Drive,

Roche,

ST. AUSTELL,

Cornwall.

PL26 8QB

Dear Councillor,

I hereby give notice of a Meeting of Withiel Parish Council to be held **in WITHIEL VILLAGE MAIN HALL** on **WEDNESDAY, 2ND OCTOBER 2024** which commences at 7.00pm. Councillors are requested that all mobile phones be switched onto silent for the duration of the meeting.

Attendees please note: 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. We would request anyone recording the meeting to inform the Parish Council at the start of the meeting. 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. Note: For further details about planning applications, note the reference number(s) and go to the Cornwall Council Website to view prior to the meeting please:

<https://www.cornwall.gov.uk/planning-and-building-control/planning-applications/online-planning-register/>

1. Apologies for non-attendance
2. Public Forum (Members of the public are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. The designated time will be 15 minutes and no longer than 5 minutes per person, the time may be extended at the discretion of the Chair)
3. Members Declaration of Interest in items raised on the Agenda/Requests for Dispensation
4. Monthly Cornwall Councillor Report
5. Confirmation of Minutes of the Monthly Meeting held on the 4th September 2024
6. Matters Arising from the Monthly Meeting held on the 4th September 2024
7. Highway Issues in the Parish

To Report a problem with a road, highway or footway:-

<https://www.cornwall.gov.uk/transport-and-streets/roads-highways-and-pavements/report-a-problem-with-a-road-highway-or-footway/>

To report a faulty streetlight:-

<https://www.cornwall.gov.uk/transport-and-streets/roads-highways-and-pavements/street-lights-and-illuminated-signs/>

To report fly tipping:-

<https://www.cornwall.gov.uk/environment-and-planning/street-care-and-cleaning/fly-tipping/>

To report an abandoned vehicle:-

<https://www.cornwall.gov.uk/environment-and-planning/abandoned-vehicles/>

8. Footpath Issues in the Parish
9. Planning Applications received at the meeting and prior to the meeting; **Planning Applications PA24/05957 – Mr. & Mrs. J. & L. Pellow** – Retrospective application for conversion and extension of storage building adjoining the existing dwelling into additional, habitable space, including a 1-bedroom annexe for use by family members to the host dwelling occupants, Kerriers, Retire, Bodmin; **Planning Results** None received at the time of setting the agenda; **Planning Correspondence** None received at the time of setting the agenda; **Any letters received for or against any Planning Applications** None received at the time of setting the agenda
10. Monthly Accounts for Approval for October 2024, including monthly bank reconciliation and budget monitoring and any other Financial Matters (Including Notice of Conclusion of audit by External Auditor)
11. To review the appropriateness of the overall internal audit arrangements between Barbara Goraus and Withiel Parish Council
12. To consider the Internal Auditor's independence and competence and to re-appoint Barbara Goraus as the Internal Auditor for 2024/2025
13. To note the letter of engagement for Internal Audit Services between Barbara Goraus and Withiel Parish Council and approve the audit proposal
14. Annual Documentation to be reviewed – Financial Regulations
15. Broken Bench Seat by the Bus Shelter in Withiel
16. Update – Camel Valley Community Area Partnership
17. Template from Cornwall Council for current projects, issues and/or questions
18. Parish Councillor Training Requirements
19. News and Views Report – To include an item regarding applications from the Voltaire Fund
20. Correspondence received to date by email and post and not included on the agenda (already circulated)
21. Any urgent matters the Chairman considers relevant for this meeting (For Information Only and any Items that may be required to include on the next agenda)
22. Date of next Meeting – Wednesday 6th November 2024
23. Closed Meeting if required