

WITHIEL PARISH COUNCIL

J.E. BURDON (MRS.)

Parish Clerk

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1 Treburdon Drive,

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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, 3RD DECEMBER 2025**, which commences at 6.30pm. Councillors are requested to switch their mobile phones to 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 that anyone recording the meeting 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) **(Including (a) Update from Barry Cornelius in respect of the Camel Connect Community Transport Scheme; (b) Monthly Report from Cornwall Councillor Report if received**
3. Members' Declaration of Interest in items raised on the Agenda/Requests for Dispensation
4. Confirmation of Minutes of the Monthly Meeting held on the 5th November 2025
5. Matters Arising from the Monthly Meeting held on the 5th November 2025
6. Highway Issues in the Parish (Including letter from Cornwall Council - Community Highways Improvement Programme)

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/>

7. Footpath Issues in the Parish (Including information on LMP Payment for 2026/2027)
8. To RECEIVE consultation response requests and to RESOLVE a response. Formal requests from the planning authority received before the start of the meeting will be considered: **Planning Applications** None received at the time of setting the agenda; **Planning Results** None received at the time of setting the agenda; **Planning Correspondence** Cornwall Council – Parish Call for Sites Update – November 2025.; **Any letters received for or against any Planning Applications** None received at the time of setting the agenda
9. Monthly Accounts for Approval for December 2025, including monthly bank reconciliation and budget monitoring and any other Financial Matters
10. To review the appropriateness of the overall internal audit arrangements between Barbara Goraus and Withiel Parish Council
11. To consider the Internal Auditor's independence and competence and to re-appoint Barbara Goraus as the Internal Auditor for 2024/2025
12. To note the letter of engagement for Internal Audit Services between Barbara Goraus and Withiel Parish Council and approve the audit proposal
13. Any Application(s) for Voltaire Funding (if received)
14. Update – Camel Valley Community Area Partnership (Including (a) Community Transport within the CAP area; (b) Community Template from Cornwall Council for current projects, issues and/or questions)
15. Parish Councillor Training Requirements
16. Correspondence received to date by email and post and not included on the agenda (already circulated)
17. 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)
18. Date of next Meeting – Wednesday 7th January 2026
19. Closed Meeting if required