



Treverbyn Parish Council

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Parish Offices
Rockhill Business Park
Higher Bugle, St Austell
Cornwall, PL26 8RA
Tel: 01726 851001

21st May 2025

To all Members of Treverbyn Parish Council

Dear Councillor,

You are hereby summoned to attend an **Ordinary Full Council Meeting** of Treverbyn Parish Council to be held at the Parish Offices, Rockhill Business Park, Higher Bugle on **Tuesday 27th May 2025 commencing at 7:00pm** for the purpose of transacting the business stated in the agenda below.

Given under my hand,

D. R. Hawken

Mr Darren R. Hawken
(Clerk and Responsible Finance Officer)

Note: Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.

Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), the Council is unable to make any decision on matters not listed within the agenda.

Under the Local Government Act (LGA) 1972 s101, supported by Regina V Secretary of State for the Environment ex parte London Borough of Hillingdon 1986 case law, no one councillor can make a decision on behalf of the Council.

1	Apologies for Absence To receive apologies for absence and note apologies not received
2	Declarations of Interest <ul style="list-style-type: none"> a) <i>Pecuniary Interests</i>: To receive Declarations of Pecuniary Interests as declared on the Register of Interests. b) <i>Non-registerable Interests</i>: To receive Declarations of Non-registerable Interests. c) <i>Dispensations</i>: The Clerk will consider and report on any requests for dispensation in line with the Council's Code of Conduct. d) <i>Gifts & Hospitality</i>: To declare any gifts or hospitality in line with the Council's Code of Conduct.
3	Public Participation To hear from members of the public who wish to make representations, answer questions and give evidence in respect of the business on the agenda. A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given
4	Full Council Meeting Minutes To receive and resolve to adopt the minutes of the meeting held on 29 th April 2025 to allow the presiding Chairman to duly sign
5	Matters arising from the minutes of the previous meeting For information only
6	Cornwall Councillor Reports To receive and note written reports from Cornwall Cllrs Jamie Hanlon and Steve Trevelyan and ask questions on the content.
7	Matters arising within the Parish Councillors to verbally raise matters within the Parish that have arisen since the previous meeting
8	Financial Matters To approve expenditure payments. To note income. To approve any transfers of funds (if applicable). To note account balances.

	<ul style="list-style-type: none"> - To receive the draft annual accounts for the fiscal year 2024/2025
9	<p>Correspondence</p> <p>To receive details of, and consider, correspondence including invitations, received up to the time of the meeting.</p>
10	<p>Annual Council Meeting – Tuesday 13th May 2025</p> <p>To note and ratify the text of the minutes that have been duly circulated, appertaining to the Annual Council Meeting that took place on Tuesday 13th May 2025 and adopt the resolutions made.</p>
11	<p>LGPS Discretions Policy</p> <p>To formally adopt the LGPS Discretions Policy that has been circulated to all members for imminent submission to Cornwall Council</p>
12	<p>Administrative Post</p> <p>To agree next steps, regarding a new administrative post as previously agreed by the Staffing Committee</p>
13	<p>Data Protection Officer</p> <p>To formally appoint a Treverbyn Parish Councillor to the newly created position of Data Protection Officer</p>
14	<p>Any Other Business</p> <p>Any Councillor wishing to raise any other item of business, must do so, in writing, prior to the commencement of the meeting</p>
15	<p>Confidential Matter(s)</p> <p>To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting, and that the live streaming and any recording cease, during the consideration of the following item(s) of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted</p>
	<p>END</p>