

TREVERBYN PARISH COUNCIL

ANNUAL COUNCIL MEETING

Held on May 13th 2025, 7:00pm at Rockhill Business Park

Present: Cllr M Shand (Vice-Chairman). Cllr L Allen, Cllr Mrs A Double, Cllr J Eyre, Cllr P Highland, Cllr B Hollis, Cllr M Luke, Cllr Ms L Marshall, Cllr K Pollard, Cllr P Quilter, Cllr Mrs M Rance-Matthews, Cllr G Tregidga,

Also in attendance: Cornwall Councillor J Hanlon, PCSO Steve Tibbles, PCSO Laura Putt and The Clerk, Mr D R Hawken

Members of the public present: There were no members of the public in attendance.

Before the commencement Cllr M Shand asked if members were content for the meeting to be recorded and all were in favour.

ACM01/25 - Election of Chairman. The Vice-Chairman stated the first business of the meeting must be the election of a Chairman for the forthcoming year. Cllr M Shand then passed proceedings over to the Clerk. He acknowledged that there had been one nomination submitted, that being Cllr Mrs A Double who had been duly proposed by Cllr M Shand and seconded by Cllr J Eyre. He then asked if there were any further nominations from the floor. None were forthcoming.

Cllr Mrs A Double was duly elected Chairman for the 2025/2026 municipal year. All in Favour (with one abstention – Cllr M Luke)

ACM02/25 – Declaration of acceptance of Office (Chairman)

The Clerk presented the new Chairman with the mandatory Declaration of Acceptance of Office who signed it in the presence of the Proper Officer, The Clerk.

Cllr Mrs A Double then took over as Chair of the meeting from hereon in

ACM03/25 - Election of Vice Chairman. The Chairman asked the Clerk if there had been any nominations for the position of Vice-Chairman. The Clerk stated that there had been one nomination for Vice-Chairman, that being, Cllr M Shand who had been duly proposed by Cllr M Luke and seconded by Cllr Mrs. A Double. He proceeded to ask if there were any further nominations from the floor. None were forthcoming.

Cllr M Shand was duly re-elected as Vice-Chairman for the forthcoming municipal year. All in Favour

ACM04/25 – Declaration of acceptance of Office (Vice-Chairman)

The Clerk presented the Vice-Chairman with the mandatory Declaration of Acceptance of Office who signed it in the presence of the Proper Officer, The Clerk.

ACM05/25 - Apologies for Absence: There were two apologies received from: Mrs A Roberts (former Chairman) and Cllr Mrs. M Thomas

ACM06/25 – Declarations of Interest

None were forthcoming

ACM07/25 - Public participation:

There was no requirement to hold this agenda item, owing to no members of the public being in attendance.

ACM08/25 - Minutes of Annual Council Meeting:

It was resolved to adopt the minutes of the meeting held on May 14th 2024 and confirmed for accuracy. Proposed by Cllr M Luke, seconded by Cllr L Allen. All in favour of adoption by those who had been present at the said meeting.

ACM09/25 - Devon & Cornwall Police Report.

The Chairman then invited PCSO S Tibbles to present the Annual Devon & Cornwall Police Report – (See report attached as an appendix)

ACM10A/25 - Appointment of Members to Committees

Prior to any discussion on appointments to committees, the Clerk explained that the distribution of expression of interest forms prior to the meeting was to give Councillors the opportunity to express their interests in advance, provide the Clerk with notice of where voting would be necessary and to speed up the process at the Annual Council meeting. He thanked all Councillors who had returned the form.

(i) Finance & General Purposes Committee (7 seats).

Cllr L Allen

Cllr A Double

Cllr J Eyre

Cllr P Highland

Cllr B Hollis

Cllr M Luke

Cllr M Shand

Substitute – Cllr M Rance-Matthews

Proposed: Cllr M Luke, Seconded: Cllr K Pollard. All in Favour

(ii) Human Resources Committee (7 seats)

Cllr L Allen

Cllr A Double

Cllr J Eyre

Cllr B Hollis

Cllr M Luke

Cllr M Rance-Matthews

Cllr M Shand

Proposed: Cllr G Tregidga, Seconded: Cllr P Highland. All in Favour

(iii) Planning Committee (7 seats)

Cllr L Allen

Cllr A Double

Cllr J Eyre

Cllr P Highland

Cllr B Hollis

Cllr M Luke

Cllr L Marshall

Proposed: Cllr L Allen, Seconded: Cllr M Shand. All in Favour

(iv) Rights of Way / Footpaths Committee

Cllr L Allen

Cllr B Hollis

Cllr M Luke

Cllr M Shand

Cllr M Thomas

Cllr G Tregidga

Proposed: Cllr J Eyre, Seconded: Cllr P Quilter. All in Favour

(v) Emergency Incidents Committee

Cllr A Double

Cllr P Quilter

Cllr M Shand

(+ The Clerk – Mr D Hawken)

Proposed: Cllr Mrs. M Rance-Matthews, Seconded: Cllr B Hollis. All in Favour

(vi) Inspection of Council Properties and Assets Committee

Cllr A Double

Cllr P Quilter

(+ The Clerk – Mr D Hawken)

Proposed: Cllr Ms L Marshall, Seconded: Cllr M Luke. All in Favour

(vii) Climate Change and Environmental Committee

Cllr P Highland

Cllr M Luke

Cllr M Rance-Matthews

Cllr M Thomas

Cllr G Tregidga

Proposed: Cllr P Highland, Seconded: Cllr J Eyre. All in Favour

(viii) Communications Committee

Cllr A Double

Cllr J Eyre

Cllr P Highland

Cllr B Hollis

Cllr L Marshall

Cllr M Thomas

Cllr G Tregidga

Proposed: Cllr L Allen, Seconded: Cllr P Quilter. All in Favour

(ix) Deeds Officer/ Financial Inspector

Cllr A Double (Chairman)

Proposed: Cllr M Shand, Seconded: Cllr Ms L Marshall. All in Favour

(x) Heritage and Historical Committee

Cllr L Allen

Cllr P Quilter

Cllr M Rance-Matthews

Cllr G Tregidga

Proposed: Cllr L Allen, Seconded: Cllr M Luke. All in Favour

ACM10B/25 - Appointment of Parish Council Representatives

(i) Bugle Village Hall

Cllr P Highland

Proposed: Cllr Mrs A Double, Seconded: Cllr Mrs. M Rance-Matthews

(ii) Penwithick Community Hall

Cllr G Tregidga

Proposed: Cllr J Eyre, Seconded: Cllr M Luke. All in Favour

(iii) Trethurgy Village Hall

Cllr M Luke

Proposed: Cllr Mrs. A Double, Seconded: Cllr P Highland. All in Favour

(iv) Treverbyn Community Hall

Cllr B Hollis

Proposed: Cllr G Tregidga, Seconded: Cllr P Quilter. All in Favour

(v) Community Area Partnership – China Clay Area and Luxulyan

Cllr L Allen

Cllr A Double

Cllr M Luke

Cllr M Thomas

Cllr G Tregidga

Proposed: Cllr M Luke, Seconded: Cllr L Allen. All in Favour

(vi) Treverbyn Parish Community Fund

Cllr L Allen

Cllr A Double

Cllr M Shand

(+ members of the public)

Proposed: Cllr L Allen, Seconded: Cllr G Tregidga. All in Favour

(vii) Neighbourhood Development Plan

Cllr P Highland

Cllr L Marshall

Cllr M Shand

Cllr M Thomas

(+ members of the public)

Proposed: Cllr Mrs A Double, Seconded: Cllr B Hollis. All in Favour

ACM11/25 - Standing Orders & Financial Regulations

It was **RESOLVED** to re-adopt the Standing Orders and Financial Regulations for a further municipal year – 2025/2026.

Proposed: Cllr M Luke, Seconded: Cllr J Eyre. All in Favour

ACM12/25 - Code of Conduct

It was **RESOLVED** to re-adopt the Cornwall Council Code of Conduct for a further municipal year – 2025/2026.

Proposed by Cllr L Allen, seconded by Cllr Mrs M Rance-Matthews. All in favour.

ACM13/25 - Civility and Respect Pledge.

It was **RESOLVED** to re-adopt the Civility and Respect pledge for a further municipal year – 2025/2026.

Proposed by Cllr M Shand, seconded by Cllr L Allen. All in favour.

ACM14/25 – Parish Council Vacancies

It was **RESOLVED** to note that that following the recent Local Elections, that there were two vacancies on the Parish Council, notably in the ward of Penwithick.

Action: The Clerk to inform Cornwall Council. Owing to the vacancies arising following an election, it was the assumption that the Treverbyn Parish Council Co-option policy can thus, be triggered immediately.

Proposed: Cllr M Shand, Seconded: Cllr M Luke. All in Favour

The Chairman placed on record her thanks to former Councillor, J Killacky who didn't stand for election in order not to trigger a potentially costly election.

ACM15/25 – Register of Interest Forms

The Clerk informed Councillor that he had circulated, in Word format, the new Register of Interest forms that were due to be completed and returned. He also went on to inform Councillors, that he had printed hard-copies for those Councillors that wished to complete by hand.

ACM16/25 - Emergency items.

The Clerk read a prepared statement regarding a review of Council records and procedures. During the process, he identified several matters of note that needed attention and rectification.

He went on to add, that the Parish Council should appoint a Data Protection Officer. It was agreed that an email be circulated by the Clerk, asking for a Councillor to come forward and express an interest in taking this important role on.

The Chairman went on add that this is now a new Council. We are a team and we all need to pull together, to serve the Community. Treverbyn Parish Council is very much a non-political Council and it is now very much, a new era.

Cllr Mrs A Double and Cllr M Shand, thanked the Clerk for his work, dedication and that he has their full support.

ACM17/25 - Confidential matters.

There were no confidential matters raised and thus, no requirement to hold this agenda item.

The Chairman thanked everyone for their attendance and closed the Meeting at 8.00 pm.

.....(Chairman)

.....(Date)

Treverbyn Parish Council AGM 2024-25 – Police Report

The St Austell Neighbourhood Team currently comprises of 1 Police Sergeant (PS) known as a Neighbourhood Team Leader (NTL) 5 Police Officers known as Neighbourhood Beat Managers (NBM), 4 Police Community Support Officers (PCSO) and 1 Tri-Service Safety Officer (TSSO).

The Neighbourhood Inspector responsible for the St Austell area is currently Inspector Simon Andrews.

PC Steph Tann, PC Danielle Moore Dunstan, PC Yasmin Vokes, PCSO Alison Relf and PCSO Steve Tibbles are the neighbourhood officers responsible the parishes outside of St Austell. They are assisted by TSSO Lewis Rosewell currently operating from St Dennis Fire Station.

There has been a number of changes to the neighbourhood team over the past 12 months. PS Ian Chambers, the former NTL, was successful in being promoted to Inspector. His replacement PS Martin Easter has recently joined the team following 5 years as a Custody Sergeant based in Newquay. Prior to this Martin was a patrol officer based out of St Austell for 9 years.

The team had 3 new PCSO's join in April where they will undergo a period of tutorship prior to being deployed into the community. There is the intention that two of the PCSO's will be deployed to parishes outside of St Austell.

We are currently waiting for information from the Police and Crime Commissioner in regards to funding for additional NBM'S.

The team also works closely with Cornwall Council Anti-Social Behaviour (ASB) Team and the ASB and housing teams working for the various social housing associations with housing stock in the area to deal with ASB and low-level crime.

Treverbryn crime information from March 2024 to February 2025

A total of 435 crimes were reported during this period broken down as below;

	Bugle	Minorca Lane Sites	Treverbryn, Stenalees. Penwithick and Trethurgy area	Carclaze area	Carthew and Greensplat, area
Burglary	1	4	1	4	0
Robbery	0	0	0	1	0
Criminal damage and arson	23	8	25	1	0
Vehicle crime	2	1	1	0	0
Other thefts	2	5	6	5	0
Drugs offences	2	0	3	0	1
Public order offences	6	3	13	0	2
Other crimes	35	7	20	0	0
Violence and sexual offences	106	40	103	2	2
Total	177	68	172	13	5

Treverbryn ASB information from March 2024 to February 2025

There were a total of 121 ASB reports recorded during this period;

Bugle - 65

Minorca Lane Sites - 14

Treverbryn, Stenalees, Penwithick and Trethurgy area - 42

Carclaze area - 0

Carthew and Greensplat area - 0

Please note that some of these reports may include neighbour disputes which are not necessarily ASB but reported as such.