



# Treverbyn Parish Council

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

3<sup>rd</sup> December 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 9<sup>th</sup> December 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	<p><b>Apologies for Absence</b> To receive apologies for absence in addition to noting any apologies not received</p>
2	<p><b>Declarations of Interest</b></p> <ul style="list-style-type: none"> <li>a) <i>Pecuniary Interests</i>: To receive Declarations of Pecuniary Interests as declared on the Register of Interests.</li> <li>b) <i>Non-registerable Interests</i>: To receive Declarations of Non-registerable Interests.</li> <li>c) <i>Dispensations</i>: The Clerk will consider and report on any requests for dispensation in line with the Council's Code of Conduct.</li> <li>d) <i>Gifts &amp; Hospitality</i>: To declare any gifts or hospitality in line with the Council's Code of Conduct.</li> </ul>
3	<p><b>Public Participation</b> 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</p>
4	<p><b>Full Council Meeting Minutes</b> To receive and resolve to adopt the minutes of the meeting held on 28<sup>th</sup> October 2025 to allow the presiding Chairman to duly sign</p>
5	<p><b>Matters arising from the minutes of the previous meeting</b> For information only.</p>
6	<p><b>Cornwall Councillor Reports</b> To receive and note written reports from Cornwall Cllrs Jamie Hanlon and Steve Trevelyan and ask questions on the content.</p>
7	<p><b>Financial Matters</b> To approve expenditure payments. To note income. To approve any transfers of funds (if applicable). To note account balances. Other financial matters to resolve, including</p> <ul style="list-style-type: none"> <li>• Donation to Treverbyn Community Trust</li> <li>• Staff Appraisals</li> </ul>

8	<p><b>Budget 2026/2027</b></p> <p>To formally resolve to adopt the proposed budget that has been recommended by the Finance and General Purposes Committee</p>
9	<p><b>Precept 2026/2027</b></p> <p>To formally resolve the precept requirement that has been recommended by the Finance and General Purposes Committee</p>
10	<p><b>Matters arising within the Parish</b></p> <p>Councillors to verbally raise matters within the Parish that have arisen since the previous meeting.</p>
11	<p><b>Committee Meeting Minutes</b></p> <p>To receive the minutes of the following committee meetings and approve any recommendations therein:</p> <ul style="list-style-type: none"> <li>• Planning Committee Meeting – 28.10.25</li> <li>• Planning Committee Meeting – 11.11.25</li> <li>• Heritage Committee Meeting – 18.11.25</li> <li>• Public Rights of Way Committee – 18.11.25</li> <li>• Finance and General Purposes – 19.11.25</li> <li>• Planning Committee Meeting – 25.11.25</li> </ul>
12	<p><b>Committee Appointments</b></p> <p>To appoint a Councillor, following expressions of interest received, for a singular vacancy on the following committees:</p> <ul style="list-style-type: none"> <li>• Planning Committee</li> <li>• Communications Committee</li> </ul>
13	<p><b>CALC - Annual General Meeting (11<sup>th</sup> November)</b></p> <p>To receive an oral update on the CALC AGM held on Tuesday 11<sup>th</sup> November from Cllr M Thomas</p>
14	<p><b>Treverbryn Community Trust AGM</b></p> <p>To receive an oral update on the Treverbryn Community Trust's AGM held on Wednesday 29<sup>th</sup> November from Cllr B Hollis.</p>
15	<p><b>Calendar of Meetings 2026</b></p> <p>To formally resolve to adopt the proposed calendar of meeting dates for the 2026 calendar year</p>
16	<p><b>Correspondence</b></p> <p>To receive details of, and consider, correspondence including invitations, received up to the time of the meeting.</p>

17	<p><b>Any Other Business</b> Any Councillor wishing to raise any other item of business, must do so, in writing, prior to the commencement of the meeting</p>
18	<p><b>Confidential Matter(s)</b> 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>  <p><i>Wishing you all, good wishes for Christmas and a very Happy New Year.</i></p>