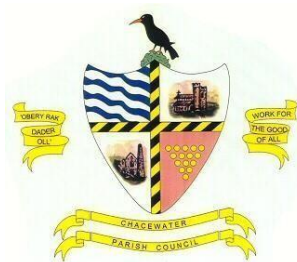


Chacewater Parish Council

parish.clerk@chacewater-pc.gov.uk

Chacewater WI Hall, The Square
Chacewater, TR4 8PY



Agenda for the Meeting of Chacewater Parish Council To be held on Wednesday 22nd July 2026 at 7:00pm

Members of the public may attend this meeting under the Public Bodies (Admission to Meetings) Act 1960 as amended by S100 of the Local Government Act 1972. With the Chairman's permission, Local Government Electors for the Parish may make representations to the Council on any item on the Agenda. Information is available from the Council on any item on the agenda unless it is declared as exempt under the Freedom of Information Act. This meeting has been advertised as a public meeting and as such could be filmed or recorded.

AGENDA

1. Election of a Chair for the Meeting

To elect a member to preside over the meeting until a Chairman of the Council is elected.

2. Apologies for Absence

3. To Receive Declarations of Interest

Councillors to declare any Registered or Non-Registerable personal interests on any item on the agenda.

4. To Receive the Resignation of the Chairman and Elect a Chairman of the Council

- **4.1** To formally note the immediate resignation of the Chairman.
- **4.2** To elect a Chairman of the Council for the remainder of the civic year and to receive their signed Declaration of Acceptance of Office.

5. Public Question Time

6. Cornwall Councillor's Report

7. To Note the Resignation of the Clerk/Proper Officer/RFO and Appoint Interim Cover

- **7.1** To formally note the immediate resignation of the Clerk, Proper Officer, and Responsible Financial Officer (RFO).
- **7.2** To **RESOLVE** arrangements for interim Proper Officer cover (to manage correspondence and statutory duties) and interim minute-taking, including delegating controlled access to the Clerk's email account.
- **7.3** To **RESOLVE** the appointment of an interim Responsible Financial Officer (RFO) to maintain financial records and ensure statutory continuity.
- **7.4** To **RESOLVE** immediate updates to the council's bank mandate, removing the former Clerk and adding the newly appointed interim RFO and/or designated councillor signatories.

8. Approval of Minutes

- **8.1** To receive and approve the Minutes of the Full Parish Council Meeting held on 24th June 2026 as a true and correct record.
- **8.2** To receive and note the minutes of the Staffing Committee held on 14th July 2026.

9. Matters Arising

10. Standing Agenda Items

- **10.1** To receive an update from the Recreation Centre Working Party.

11. General Business

- **11.1** To **RESOLVE** actions required from the safety inspection report for the playground in Chacewater (subject to receipt and circulation).
- **11.2** To **CONSIDER** and **RESOLVE** the purchase of temporary insurance cover for the Recreation Centre.

12. Planning Applications

To consider the following applications and any applications that arrive after publication of the agenda:

- **PA26/03195:** Listed Building Consent to rebuild the collapsed Grade II listed Cornish Hedge which forms the Southern boundary to the site. *Location: The Old Market, The Square, Chacewater, Truro.*
- **PA26/02075:** Excavation works to create an earth bunded slurry lagoon, fitted with liner and cover. *Location: Land At Acland Farm, Blackwater, Truro.*
- **PA26/03651:** Conversion of former detached garage into barber's shop. *Location: Former Garage, Jakes Lane, Chacewater, Truro.*

13. Planning Decision Notices

To note any planning decision notices received.

14. Road Matters & Public Rights of Way (PRoW)

- **14.1** To note temporary road closure notices:
 - *Road From Redlands To Hilltop Cottage, Wheal Henry, Twelveheads (27th–29th July 2026).*
 - *Byway 63, Chacewater (3rd August 2026).*
- **14.2** To receive a PRoW update and consider recommendations.

15. Outside Bodies & Monthly Inspection Reports

To receive updates and consider recommendations from outside bodies and monthly inspectors.

16. Finance & Payments

To **RESOLVE** to approve the following payments (to be executed by the newly appointed interim RFO or authorized bank signatories):

- Employee Salaries (as contracted)
- CALC Support Services (TBC)
- MVRG Subscription (£TBC)
- Ecotricity – Public Conveniences (£TBC)
- South West Water – Public Conveniences (DD - £31.00)
- Vodafone (DD - £54.14)
- Suez (DD - £85.81)
- *Note:* Bank Balances as of 31.05.2026:
 - CA1: £4,598.85 | BMM: £67,367.44 | Total: £71,966.29.

CONFIDENTIAL SESSION (PUBLIC & PRESS EXCLUDED)

17. Exclusion of the Press and Public

To **RESOLVE** that under the *Public Bodies (Admission to Meetings) Act 1960*, the public and representatives of the press and media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest by reason of the confidential/staffing nature of the business to be transacted.

18. Staffing & Recruitment Matters

- **18.1** To **RESOLVE** the recommendations made by the Staffing Committee at their meeting on 14th July 2026.
- **18.2** To **CONSIDER** and **RESOLVE** the updated **Staffing Committee Terms of Reference** to establish new delegated authority for recruitment, interim staffing decisions, and employment management.
- **18.3** To **RESOLVE** the recruitment process, draft contract terms, salary grading (LC scale), weekly hours, and advertising strategy for the permanent Clerk/Proper Officer/RFO vacancy.
- **18.4** To appoint a recruitment working group (or delegate to the Staffing Committee under the new ToR) to oversee the application screening and interview process.

19. Any Other Business

Statutory Summons to be signed at the bottom:

Because there is no Clerk in office to issue this summons, **two parish councillors** must sign and date the agenda to make it a legally called meeting:

Signed: ___ Cllr R.Sutton_____ (Councillor)

Signed: ___ Cllr J.Godolphin_____ (Councillor)

Date of Issue: ___17/07/2026_____

(Must be at least 3 clear days before the meeting, excluding Sundays and Bank Holidays)