

Chris Ring, *Locum Clerk, Responsible Financial Officer (RFO) & Proper Officer*

Chacewater Parish Council

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CHACEWATER PARISH COUNCIL

Extraordinary Meeting

Notice is hereby given that an Extraordinary Meeting of Chacewater Parish Council will be held on

Wednesday 19 August 2026 at 6.00 pm in the Main Hall, Chacewater Village Hall.

Members of the Council are hereby summoned to attend for the purpose of transacting the business set out below.

Public Participation: Members of the public and press are welcome to attend. At the Chairman's discretion, members of the public may speak during the public participation period. This meeting may be recorded or filmed by attendees.

Chris Ring Clerk to Chacewater Parish Council:

Signed: *Chris Ring*

AGENDA

1. Apologies for Absence.

2. To receive declarations of interest

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

3. Public Question Time: This shall not exceed 20 minutes; members of the public shall not speak for more than 3 minutes.

4. Governance, Committees & Internal Controls

4.1 Review and Rationalisation of Committees & Working Parties: To consider a proposal to streamline the Council's working parties from six to three thematic groups alongside the standing committees, and to review the proposed membership of the revised structure and existing appointments, as set out below.

Proposed Committee and Working Group Membership

Staffing Committee: Cllr J Godolphin and Cllr D Martin

Finance Committee: Cllr J Godolphin, Cllr R Sutton and Cllr J Carley

Recreation Centre Working Group: Cllr J Carley, Cllr R Sutton and Cllr M Bruce

Community Facilities & Asset Governance Working Group: Cllr J Godolphin, Cllr D Martin, Cllr R Sutton and Cllr M Bruce

Planning, Resilience & Environment Working Group: Cllr D Martin and Cllr J Carley

The Clerk will provide the appropriate administrative and procedural support to the Committees. The Clerk may attend Working Group meetings where required to provide advice, guidance or administrative support.

4.2 Governance Policies:

4.2.1 To review and adopt updated Financial Regulations and Standing Orders

4.2.2 To review and adopt updated Council the following policies:

Co-option Procedure

4.3 Lottery Funding Application: To approve amendments to the pending lottery funding application to reflect recent changes in Council governance, and authorise its formal submission.

5. Asset Management & Operations

5.1 Commercial Textile Recycling Bank: To consider a proposal to host an additional commercial textile recycling bank on Council-managed land, supporting sustainability and generating non-precept income, and to consider the appointment of a preferred provider, subject to confirmation of local service provision.

5.2 Playground Inspection Plan: To review and agree the updated playground inspection process, including the monthly inspection schedule and responsibilities. To Consider playground inspection training for the Clerk and Councillors

5.3 Parish Storage & Store Security: To review the Council's storage requirements and agree arrangements for improving store security, including replacement of the store lock and implementation of an official key sign-out system.

5.4 Structural Report Quotes: To review quotations received for the structural report and agree a preferred contractor to assess the viability of the proposed building project.

5.5 Insurance cover for Recreation Building Project: To review insurance quotations for the project and agree a preferred insurer

5.6 IT Security & Clerk Equipment: To consider the provision of a new laptop and secure automated backup system for the Parish Clerk.

6. Finance & Land / Facilities

6.1 Budget Reallocation: To consider reallocating the £5,000 previously earmarked for Arts & Crafts towards Recreation Centre insurance costs.

6.2 Waste Bin Responsibility: To clarify responsibility and agree management arrangements for shared parish waste bins.

6.3 WI Hall Cleaning Contract: To review and agree the specification and procurement process for the WI Hall cleaning contract.

7. Community, Safety & Public Amenities

7.1 Twelveheads Defibrillator Provision: To consider provision of a public access defibrillator in Twelveheads, including a potential site agreement with Bon Appétit, and to consider whether to purchase a new unit or relocate an existing Parish Council defibrillator from Chacewater.

7.2 Community Activity Sessions (WI Hall): To consider proposals for Digital and Arts & Crafts sessions at the WI Hall following an enquiry from a potential session host.

7.3 CCTV Policy & Access Governance: To review the Council's responsibilities and access arrangements in relation to Parish and Village Hall CCTV systems, including appropriate access and oversight for Council and Village Hall Committee members.

8. Planning Applications

8.1 To consider the following planning applications and determine the Council's comments.

PA26/05248

Proposal: Change of use of land from rescue animal sanctuary back to agricultural land

Location Highview Farm Creegbrowse Chacewater Truro

Applicant Tregothnan Estate

PA26/05233

Submission of details to discharge Conditions 11 in respect of Decision Notice PA25/07827 dated 13.02.2026

Plot 1 Cornwall Business Park East Hallenbeagle Redruth

8.2 To consider any additional planning applications requiring an urgent response before the next ordinary meeting, where details have been circulated to Members in advance, and determine the Council's comments.

8.3 To note the following planning decisions:

9. Finances

9.1 To approve the payments set out in **Appendix 1**

9.2 To review a request from the external auditor for more information.

9.3 To receive a report from the Clerk on the state of the finances.

9.4 To review a letter received from HMRC re Charity Company Tax returns

10. Exclusion of the Press and Public.

To consider passing the following resolution:

That, under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the remainder of the meeting because the business to be transacted involves the likely disclosure of exempt information.

11. (Confidential)