

# ST KEW PARISH COUNCIL

**Chairman:** Cllr John Lethbridge

**Clerk:** Cindy Powell, Rockhurst, Trethurgy, St Austell PL26 8YF

Email: [stkewpc@gmail.com](mailto:stkewpc@gmail.com): Tel 07988 451241

[www.stkewparish.org.uk](http://www.stkewparish.org.uk)



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A Meeting of St. Kew Parish Council will be held in St. Kew Parish Hall on Tuesday 11th September 2018 commencing at **7.00 pm**. Members of the public are welcome to attend.

**The Meeting will open for discussion period between members of the Public and the Council, this period is limited to a maximum of fifteen minutes**

## A G E N D A

1. **PUBLIC DISCUSSION**
2. Chairman's announcements and apologies for absence.
3. County Councillor and Police Reports
4. To consider and approve the Minutes of the previous Parish Council Meeting.
5. Matters Arising.
6. Correspondence
  - a) CC – Commercial Waste
  - b) Any other important items of correspondence which the Chairman considers appropriate
7. **Planning Applications**

**PA18/07990 – Mr Shane Julian – Upyours, Trelill Road Trelill**  
**Proposed side extension**

**Planning Decisions**

**PA18/06088 – Mr Paul Frost – Rumbletums Fish and Chip Shop, Trelill Rd**  
Demolition of existing fish and chip shop, construction of detached dwelling – **WITHDRAWN**

**PA18/06497 - Mr A Hawkey - Land at Penpont Farm, Chapel Amble**  
New Livestock Housing immediately to north west of the implement shed - **APPROVED**

**PA18/06649 – Mr A Hawkey – Land East of the Olde House, Chapel Amble**  
New Livestock Housing immediately to east of existing Lambing shed - **APPROVED**

**PA18/05516- Mr Mably, Carclaze Farm Chapel Amble**  
To cover over a 90ft x 60 FT silage clamp with a steel framed building which will replace the current rotted out sterling board and replace with dung boarding to 2.2m high with Yorkshire board cladding above - **APPROVED**
8. Schedule of monthly accounts August
9. Grant request – Playing Field Trust
10. Remembrance Sunday Wreath
11. CALC - Community Infrastructure Levy
12. Parking on junction at Chapel Amble
13. Parish Councillor reports and any other matters
14. Items for Pieces of Eight
15. Register of gifts and hospitality for Councillors and staff.

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## **Minutes of the Meeting of St Kew Parish Council Meeting held on Tuesday 14<sup>th</sup> August 2018 at 7.00 pm in St Kew Parish Hall**

**Present** Councillors J Lethbridge, A Godden, R Godden, T Mott, Cllr J Rickard, B Finnemore P.Bishop and County Councillor S Knightley

Apologies: Cllr J Rowe

1 member of the public was present.

### **5063. PUBLIC DISCUSSION**

None

### **5064. Chairman's announcements and apologies for absence.**

The Chairman welcomed co-opted member Mrs Pippa Bishop who signed her Acceptance of Office

### **5065. County Councillor and Police Reports**

County Councillor Knightley advised of problems within Wadebridge Town Council which has resulted in resignations.

### **5066. Council Meeting Minutes – To confirm and sign the Minutes of the Parish Council Meeting on 10<sup>th</sup> July 2018**

Proposed by Cllr R Godden seconded by Cllr A Godden it was AGREED that the Minutes of this meeting be a true and accurate record. All present at the meeting in favour.

### **5067. Matters Arising**

**(5057) St Kew Churchyard.** The Clerk read an email from William Garland advising that the letter regarding the poor state of the Churchyard had been put before the PCC. They advised that no glass jars have been smashed or incidences of dogs fouling in the upper churchyard and therefore they will be placing their own signs.

Cllr R Godden reported that the bins in the upper churchyard have not been emptied since January, although the rubbish could be collected by the dustmen. There was also concern that the PCC are allowing internment close to the seating and door with raised plaques which make grass cutting extremely difficult.

The Parish Council will continue to attempt to make the lower churchyard a fitting memorial entrance to the Church and will place their own signs on entrance and exit.

**(5043) Delineation lines St Kew Services.** Cllr Mott advised that these had now been repainted

### **5068. Correspondence**

#### **CALC - Community Infrastructure Levy**

The Clerk circulated an email regarding a consultation requesting Council views on how the money should be spent. It was agreed that this be put on the next Agenda to allow councillors to formulate their views.

**CALC – Police Force merger.** A copy letter regarding CALC request for more information regarding the merger of Devon and Cornwall and Dorset Police was distributed

**Playing Field Trust** - A grant request was received. Accounts have been requested and the matter will be raised on next Agenda if to hand.

**St James Church** – William Garland gave notice of the tributes planned for 100<sup>th</sup> Anniversary to mark the end end of WW1.

**Juliet Cleave** – Details were given of Clean Cornwall who can support local litter picks with equipment and insurance.

## **5069. Planning Notices**

### **Planning Applications**

**PA18/06497 - Mr A Hawkey - Land at Penpont Farm, Chapel Amble**  
New Livestock Housing immediately to north west of the implement shed

Viewed by Cllrs A Godden and Rickard. Proposed by Cllr A Godden and seconded by Cllr Rickard that the Council **SUPPORTS** this application

**PA18/06649 – Mr A Hawkey – Land East of the Olde House, Chapel Amble**  
New Livestock Housing immediately to east of existing Lambing shed

Viewed by Cllrs A Godden and Rickard. Proposed by Cllr A Godden and seconded by Cllr Rickard that the Council **SUPPORTS** this application

**PA18/06088 – Mr Paul Frost – Rumbletums Fish and Chip Shop, Trelill Rd**  
Demolition of existing fish and chip shop, construction of detached dwelling

Viewed By Cllrs Mott and Rowe. Proposed by Cllr Mott and seconded by Cllr R Godden that the Council recommends **REFUSAL** of this application. The site will be overdeveloped and the dwelling is overbearing and not in keeping with neighbouring buildings. There is no outside area, inadequate parking and no turning space. The plans are misleading and inadequate

### **Planning Decisions**

**PA18/02356 Mr & Mrs Rochford – Little Brightor St Kew Highway**

Construction of 2 no. new build holiday lets to support an existing business –**APPROVED**

## **5070. Schedule of Monthly Accounts**

Proposed by Cllr A Godden and seconded by Cllr Mott that the July monthly accounts be approved en bloc. All in favour

## **5071. Lorries at Pub Hill**

The Council is concerned that 3 lorries in the past month have failed to negotiate the bend and narrow entry to Pub Hill travelling downhill. It was felt that this is as a result of sat-nav misdirection and requires a width restriction sign. County Councillor Knightley will follow this up.

## **5072. Computer Protection**

Cllr Mott said that as a result of the Audit for GDPR the Parish Council computer was not protected adequately. He proposed that backup programmes and protection was required costing in the region of £70. Seconded by Cllr Finnemore. All in favour.

**5073. Parish Councillor Reports and any other matters**

**Cllr Rickard** showed photographic evidence of damage to the kerb on Common Land at Chapel Amble. Cllr R Godden will try to obtain quotation for repair to enable an insurance claim.

**Cllr R Godden** reported that works done by Cormac to drainage ditches at Chapel Amble on common land had resulted in debris being left all over the grass, this makes it impossible for the contractor to cut it. **ACTION** : Clerk to follow up.

**Cllr Bishop** requested the slow sign road markings on the bend approaching St Kew Cottages should be re-instated. **ACTION** : Clerk to request.

**5074. Items for Pieces of Eight**

**5075. Register of gifts and hospitality for Councillors and Staff**

None to report.

There being no further business, the meeting closed at 19.50

DRAFT



Mrs Cindy Powell  
Clerk To St Kew Parish Council  
Rockhurst  
Trethurgy  
St Austell  
PL26 8YF

**Your ref:**  
**My ref:** PA18/07990  
**Date:** 31 August 2018

Dear Mrs Powell

<b>Application</b>	PA18/07990
<b>Proposal</b>	Proposed side extension
<b>Location</b>	Upyours Trelill Road Trelill Bodmin
<b>Applicant</b>	Mr Shane Julian
<b>Grid Ref</b>	204420 / 78058

The above-mentioned application has been received by the Planning and Sustainable Development Service and is available for you to view and submit comments through the "Consultee Access Site".

1. You can access the application on which we are inviting your comments using the following link: <http://planning.cornwall.gov.uk/online-applications>
2. Retrieve the application by entering the reference quoted above and then clicking the "Search" button.
3. Details can then be found by clicking the "Documents" tab and then selecting "View Associated Documents".
4. If possible we would prefer that comments are submitted online by registering then selecting the "submit comments" icon and completing the online form which will immediately update our database and ensure that your comments are made available to the public.

If your response is likely to be longer than the equivalent of one side of A4 paper, please also submit a short executive summary of your comments.

If you are unable to submit comments online, any views you may have on the application should be emailed to [planninghouseholder@cornwall.gov.uk](mailto:planninghouseholder@cornwall.gov.uk) quoting reference number PA18/07990 by 21 September 2018.

In accordance with Section 47 of the Copyright, Design and Patents Act 1988 Cornwall Council, as the Local Planning Authority, gives permission for Town and Parish Councils to reproduce planning applications if they are to be used in any format at their meetings (projecting paperless plans or hard copy).

Kind regards

**Samuel Dunn**  
**Development Officer**  
**Planning and Sustainable Development Service**  
**Email: [planninghouseholder@cornwall.gov.uk](mailto:planninghouseholder@cornwall.gov.uk)**  
**Tel: 01726 223459**

Planning and Sustainable Development Service  
Cornwall Council  
Chy Trevail Beacon Technology Park Bodmin Cornwall PL31 2FR  
[planninghouseholder@cornwall.gov.uk](mailto:planninghouseholder@cornwall.gov.uk)  
Tel: 0300 1234 151 [www.cornwall.gov.uk](http://www.cornwall.gov.uk)



**PAYMENT SCHEDULE FOR  
St KEW PARISH COUNCIL  
August 2018**

**Payments to be agreed**

<b>Date</b>	<b>Payment</b>	<b>Cheque No.</b>	<b>Amount</b>
31/08/18	Graham Tiplady ½ payment grass cutting.	1282	1347.00
31/08/18	Mrs C Powell salary	1283	160.80
31/08/18	Revenue & Customs	1284	40.20
		<b>Total £</b>	<b>1548.00</b>



Registered Charity No: 1103642

**31st December 2017**

## **REPORT & ACCOUNTS**

**ST KEW PLAYING FIELD TRUST**

# **St. Kew Playing Field Trust**

for the year ended 31st December 2017

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# St. Kew Playing Field Trust

## Legal & Administrative Information

for the year ended 31st December 2017

### Trustees

Chair:	Mr R W Knight
Treasurer:	Mr D M L Edwards
Secretary:	Mr J Raybould
Committee:	Mr P Scott
	Mr T Wellington
	Mrs J Rowe
	Mrs J White
	Mr R Eggins
	Mr G McGowan

### Principal Office:

St Kew Playing Field Trust  
Polrode Mill Cottage  
Allen Valley  
St Tudy  
Cornwall  
PL30 3NS

### Independent Examiner

JS Accountancy  
Tregoodwell  
Camelford  
Cornwall

### Bankers

Lloyds TSB  
Molesworth Street  
Wadebridge  
Cornwall

# St. Kew Playing Field Trust

## Report of the Trustees for the year ended 31st December 2017

The trustees submit their report along with the financial statements of the charity for the year ended 31st December 2017. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and the recommendations of the Statement of Recommended Practice- Accounting and Reporting by Charities

### Constitution and Objectives

The object of the charity is the provision of playing field facilities for the general use of people local to St. Kew.

### Organisation

The trustees who have served during the year under review are set out on page 2

### Trustee's Responsibilities

Law applicable to charities in England and Wales requires trustees to prepare financial statements for each financial year which give a true and fair view of the charity's state of affairs during the year and of its financial position at the end of the year.

In preparing those accounts. The trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the provision and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:

.....

Dated.....

# REPORT TO THE TRUSTEES OF

## St Kew Playing Field Trust

For the year ended

**31st December 2016**

### **Respective responsibilities of Trustees and Examiner**

As the charity's trustees you are responsible for the preparation of accounts; you consider the audit requirement of section 42(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the the Act, whether particular matters have come to my attention.

### **Basis of Independent Examiners report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations, from you as trustees, concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention;

- 1) which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed.....

JS accountancy

Dated.....

## St. Kew Playing Field Trust

### Income and Expenditure account

For the year ended 31st December 2017

	2017	2016	
<b>Income</b>			
Funday	981	576	
Donations	280	1640	
Rummage Sale	0	0	
Banners	200	925	
Quiz	0	0	
Sale of equipment	0	0	
Pitch rentals	1245	1080	
General grants	0	950	
Bank Interest	1	2	
	<u>2707</u>	<u>5173</u>	
<b>Expenditure</b>			
Insurance	684	681	
Ground maint	157	705	
Equipment maint	72	437	
Funday expenses	228	256	
Cleaning	246	0	
Field rental	318	337	
Water Rates	200		
Administration & sundries	80	10	
Meeting room hire	28	20	
Equipment purchased	0	0	
Pavillion	492	1066	
Changing Romm	4300	0	
Banners	0	499	
	<u>6805</u>	<u>4011</u>	
Net surplus/deficit for year	-4098	1162	
Reserves brought forward	8298	7136	
Reserves carried forward	<u><u>4200</u></u>	<u><u>8298</u></u>	

# St Kew Playing Field Trust

## BALANCE SHEET AS AT 31st DECEMBER 2017

	Notes	2017	2016
<b>Fixed Assets</b>			
Tangible Assets	6	1	1
<b>Current Assets</b>			
Cash at Bank and in Hand	7	3801	9007
Debtors & prepayments		<u>398</u>	<u>340</u>
		4199	9347
<b>Creditors and accruals</b>			
Amounts falling due within one year	9	<u>0</u>	<u>1050</u>
		0	1050
<b>Net Current Assets</b>		4199	8297
<b>Total Assets less Current liabilities</b>		<u><u>4200</u></u>	<u><u>8298</u></u>
Represented by:			
<b>Income &amp; Expenditure Account</b>			
Unrestricted funds		<u><u>4200</u></u>	<u><u>8298</u></u>

Approved by the trustees

Signed .....

Dated.....

## St. Kew Playing Field Trust

### Notes to the financial statements for the year ended 31st December 2017

#### 1. Accounting Policies

##### Accounting convention

The financial statements have been prepared under the historical cost convention and on an accruals basis in accordance with Statements of Recommended Practice (2005) as required by the Charity Commission for England and Wales.

##### Grants

Grants, including grants for the purchase of fixed assets, are recognised in full in the financial statements for the year in which they are received.

##### Expenditure

resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

#### 2. Transactions with the trustees

During the year the charity reimbursed trustees for expenditure incurred on behalf of the charity

#### 3. Net income for the year

This is stated after charging;	2017	2016
Independent Examiners remuneration	0	0
Depreciation	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>

#### 4. Tangible fixed assets

For valuation purposes, depreciation is calculated at the following annual rates in order to write off each asset over its estimated useful life

Equipment	25% on a straight line basis	Equipment	Total
<b>Cost</b>			
Brought forward		23069	23069
Additions			
As at 31st December 2016		<u>23069</u>	<u>23069</u>
<b>Depreciation</b>			
Brought Forward		23068	23068
Charge for year		0	0
		<u>23068</u>	<u>23068</u>
Net Book Value			
As at 31st December 2016		<u>1</u>	<u>1</u>
As at 31st December 2015		<u>1</u>	<u>1</u>
	2017	2016	
<b>5. Cash at Bank and in Hand</b>			
Treasurers account	2583	5004	
Deposit account	812	812	
30 day notice	511	3011	
Petty Cash	-105	180	
	<u>3801</u>	<u>9007</u>	
<b>6. Debtors and Prepayments</b>	<u>398</u>	<u>340</u>	



## St. Kew Playing Field Trust

### Notes to the financial statements for the year ended 31st December 2017

	2017	2016
<b>9. Creditors: Amounts falling due within one year</b>		
Creditors and accruals	0	1050
Grant income		
	<u>0</u>	<u>1050</u>

#### 10. Taxation

The charity is exempt from Corporation tax on its charitable activities