

# **ALTARNUN ANNUAL PARISH MEETING**

PARISHIONERS OF ALTARNUN ARE INVITED TO ATTEND IN THE VILLAGE HALL  
WEDNESDAY 14TH MAY 2025 AT 7.30PM

## **AGENDA**

TO RECEIVE ALTARNUN WARD COUNCILLORS ANNUAL REPORT  
TO RECEIVE THE ALTARNUN PARISH COUNCIL ANNUAL REPORT  
TO RECEIVE ANY OTHER ANNUAL REPORTS FROM PARISH ORGANISATIONS  
TO ADVISE DATE OF NEXT ANNUAL PARISH MEETING EXPECTED TO BE 6TH MAY 2026

## **Altarnun Parish Council**

Members of Altarnun Parish Council (APC) are hereby summoned to attend:

**Altarnun Parish Annual Council Meeting** to be held in Altarnun Village Hall. **Wednesday 14th May 2025 commencing five minutes after the conclusion of the Annual Parish Meeting.**



Parish Clerk, 6<sup>th</sup> May 2025

## **AGENDA**

**66/25 Election of Chair delivery of Chairman's Declaration of Acceptance of Office.**

**67/25 Delivery of councillors Declarations of Acceptance of Office and agreeing action for any absent councillor.**

**68/25 Election of vice chair and appointment of any councillor administration roles.**

**69/25 Members apologies for absence.**

**70/25 Members Declaration of Interest and requests for dispensations.**

Councillors who have registered a dis-closable pecuniary interest **or** should declare a non-registerable interest relating to any item of business being transacted at this meeting are reminded to do so and **must** leave the meeting whenever the item is being discussed unless a dispensation can be granted. Councillors are also reminded to declare gifts and hospitality in accordance with APC Code of Conduct - Part 2.6. Please refer to the clerk if there is any doubt.

**71/25 Members of the public and Ward Councillor's invitation to address the meeting.**

**72/25 To approve the minutes of the APC Council meeting held on 2<sup>nd</sup> April 2025**

**73/25 Matters arising from minutes of APC Annual Council meeting 2<sup>nd</sup> April 2025 and not included in this agenda.**

**74/25 Finance Matters:** including: RFO report & accounts payable.

**75/25 To resolve to approve APC Annual Governance Statement 2024/25**

**76/25 To resolve to approve APC Annual Accounting Statement 2024/25**

**77/25 To advise dates for Notice of Public Rights and Publication of 2024/25 unaudited APC Annual Governance & Accountability Return.**

**78/25 To record and report any APC councillors conflict of Interest with BDO LLP (external auditors for APC).**

**79/25 Review inventory of land and assets including buildings and office equipment including confirmation of arrangements for insurance cover in respect of all insured assets.**

**80/25 Review of APC and staff subscriptions to other bodies, the council's complaints procedure, the council's procedures for handling requests made under the Freedom of Information Act 2000, the Data Protection Act 2018 and undertake a review of APC governance documents published on the councils web site, including APC Risk Management Policy and Risk Register.**

**Review and adoption/re adoption of appropriate standing orders and financial regulations.**

**If applicable, review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities.**

**If applicable, review of representation on or work with any external bodies and arrangements for reporting back.**

**81/25 Planning Applications:** To approve a statutory consultee comment for any applications received prior to the evening of the meeting, including:

-Application PA25/02430 **Proposal** Two storey extension to dwelling with balcony and external steps. **Location** Tremelyn Altarnun. **Applicant** Mr A Burford.

***For further details about any planning application, note the reference number and go to the Cornwall Council website <http://planning.cornwall.gov.uk/online-applications/>***

**82/25 Planning Decisions:** To report decisions advised prior to the evening of the meeting.

**83/25 Pre-Application Planning Cases including: PA25/00317PREAPP**

**84/25 Penpont View.** Including ongoing matters and devolution of grass cutting and approval of management agreement with a required safeguarding policy, noted therein.

**85/25 Cemetery.** To include annual cemetery safety inspection & review of fees.

**86/25 Correspondence – for information only.**

**87/25 Advise venue, time & date of the next council meeting, expected to be at Altarnun Village Hall, Wednesday 4th June 2025 at 7.30pm. Also, next annual council meeting expected to be Wednesday 6<sup>th</sup> May 2026 to be held at Altarnun Village Hall.**