



ST. JUST IN ROSELAND PARISH COUNCIL

V.A.T. No. 527 0370 65

The Millennium Rooms, The Square, St Mawes, Truro, TR2 5AG
parishclerk@stjustinroseland-pc.gov.uk Telephone: (01326) 270799

NOTICE OF MEETING FOR
ST JUST IN ROSELAND PARISH COUNCIL
to be held in the Millennium Room, St Mawes
Monday 3rd November 2025 at 7.00pm

Today's date: 28th October 2025

All members of the Council are hereby summoned to attend to consider and resolve upon the business as set out in the agenda.

Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded.

AGENDA

1. To accept apologies for absence

2. Declaration of Interest

- a) Disclosable Pecuniary Interest
- b) Non-registerable Interest
- c) Of gifts to the value of more than £25
- d) To consider the requests for dispensations on items on the agenda.

3. Public Participation

Members of the public may address Councillors on any item on the agenda, for no longer than 3 minutes per person. This agenda item shall not exceed 15 minutes.

4. To confirm the minutes of the Parish Council Meeting held on 6th October 2025 and discuss any matters arising that do not appear on the agenda elsewhere.

5. Report from Cornwall Councillor – apologies received. Happy to receive any questions through the Clerk.

6. Report from Clerk

7. External Committees & Training

- To receive any reports from Councillors as representatives of external committees
- To record any training completed by Councillors
 - Code of Conduct completed by Councillors Salter, Fordham, Warren, Ives, Williams, Hare-Scott, Baylis, Andrew

8. Correspondence

AGENDA ITEMS – for discussion/decisions

9. Accounts and Finance

- To consider the Income and Expenditure during October 2025, approve the payments of accounts and note car park monthly income

10. Meetings held in October 2025

- To note Planning meeting on the 13th October 2025 – no recommendations
- To note Car Park meeting on the 14th October 2025
 - i. To recommend for approval – allocate 14 spaces in the top car park for hotel parking, which would be 7 for Idle Rocks and 7 for Ship & Castle at the cost of £1000 per space.
- To note Personnel meeting on the 20th October 2025
- To note Finance meeting on the 27th October 2025
 - i. To recommend for approval - £300.00 donation to the Royal British Legion
 - ii. To recommend for approval – St Mawes and St Just Heritage Group be offered a cupboard (previously the cleaning cupboard) for an annual fee of £100.00, date to be agreed.

11. Policies for Adoption

- Financial regulations
- Car park reserved parking policy and procedures
- Grant application form
- Grant funding policy
- Internal audit policy
- Complaints policy and procedure
- Vexatious or unreasonably persistent complaints policy
- Social media policy

12. Parish Issues/Concerns

- To discuss the possibility and the position of a bench – St Just in Roseland
- To discuss the possibility of a new information board at the Gravel Pit, which will include map and QR code which gives information about the Roseland
- To provide an update on the Carols in the Memorial Hall on the 20th December 2025
- To discuss any other issues/concerns

13. To note future meetings

- Planning Meeting to be held on Monday 17th November @ 6.00 pm
- Personnel Meeting to be held on Monday 24th November @ 5.00 pm
- Millennium rooms meeting to be held on Monday 24th November @ 6.00 pm

14. Any other business that the Chairman considers to be of urgency

Confidential matters –The press and public will be excluded from the meeting for the following item of business because of the confidential personnel nature and contractual nature of the business to be transacted – Public Bodies (Admission to Meetings) Act 1960.

15. Enforcement

To note any Enforcement resolutions and raise any concerns

16. Personnel Issues

The next meeting of St Just in Roseland Parish Council will be held on Monday 1st December 2025 in the Millennium Rooms, St Mawes.

Helen Couch Parish Clerk & Responsible Financial Officer