

**Sithney Parish Council Annual Council meeting**  
**To be held at Sithney school**  
**On Tuesday 5<sup>th</sup> May 2026 after the Annual Parish Meeting.**

Dear Sir/Madam,

I hereby give you notice that the next meeting of Sithney Parish Council will take place at Sithney School on Tuesday 5<sup>th</sup> May 2026 after the Annual parish meeting.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Jodie Ellis, Parish Clerk 07855774357 email [clerk@sithney-pc.gov.uk](mailto:clerk@sithney-pc.gov.uk)

**AGENDA**

- 1. Election of chairman for the parish year 2026-2027**
- 2. To receive the chairman's acceptance of office**
- 3. To receive any amendments to Cllrs register of interest's forms.**
- 4. Election of vice-chairman for parish year 2026-2027**
- 5. Apologies for absence**
- 6. Declarations of interests for items on this agenda**
- 7. To confirm the following:**
  - Bank Signatories – Cllrs Martin, Hilditch and Penrose
  - Cllr Responsibilities – to confirm responsibilities circulated with the agenda
- 8. Acceptance of minutes** - Minutes of the ordinary parish council meeting held on the 31<sup>st</sup> March 2026
- 9. To consider any applications for dispensations under section 33 of the localism act 2011** –None.
- 10. Public participation**
- 11. Chairman's comments**
- 12. Councillors' questions and comments** - 24-hour notice in accordance with Standing Orders advisable.
  - Cllr Tresidder - Southwest Water - To consider and pass a motion declaring no confidence in Southwest Water, and send the previously circulated letter expressing that sentiment to the Secretary of State for Environment, Food and Rural Affairs
- 13. Cornwall councillor's comments** – Cllr Loveday Jenkin
- 14. Planning:**
  - [PA26/02007 – Chy An Vor Crowntown Helston - proposed Rear Extension.](#)
  - Additional Information online** - [PA26/00308 - Land At Nancegollan Nancegollan Helston TR13 0AR - Erection of an agricultural building and a polytunnel.](#)
  - [PA26/02287 - Windy Ridge Farm Prospidnick Hill Prospidnick Sithney - proposed new Dwelling.](#)
  - [PA26/02212 - Land West Of Trevu Nancegollan Helston - Application for Permission in Principle for the construction of up to 9 dwellings \(minimum of 5, maximum of 9\).](#)
  - [PA26/02569 - Trelissick Sithney Helston - Non material amendment in relation to decision notice W2/PA07/00407/F dated 03.05.2007 - Alteration to the description of approved development, to 'Alteration and part rebuilding of redundant barns to allow their conversion to residential units and installation of a septic tank' plus the addition of a condition regarding the listed plan drawings that were considered in that approval.](#)
- 15. Public rights of way** – 230/17/1 - The surface of the stile at Lowertown has been reported to the countryside team who have advised that the landowner carried out the alteration to the stile and the only option would be for someone to contact the landowner to ask permission to apply a coating to the wood to reduce slip.
- 16. To agree and adopt the following policies:**
  - Standing Orders 2025
  - Financial Regulations 2025
  - Sithney Grants Policy
  - Internal Control Policy
  - General Reserves Policy
  - Non-Financial risk assessment

Financial risk assessment  
Code of conduct  
IT Policy

**17. Payments** - To consider the following accounts for bacs payment.

|  |                 |
|--|-----------------|
| Cornwall Pension Fund (LGPS) – Clerk                 | £159.62         |
| Jodie Ellis – Clerk Salary                           | £824.33         |
| HMRC – PAYE  | £26.60          |
| Mr R Sanders – enhanced LMP 230/15/1 + Plovers Field | £3156.00        |
| CALC / NALC – subscription annual membership         | £479.66         |
| Rialtas – 1 year maintenance and support and MTD     | £396.00         |
| Zurich Insurance – annual insurance                  | £474.52         |
| Miss Barbara Goraus – Internal Audit fee             | £95.00          |
|  | <b>£5611.73</b> |

**18. Financial report of the clerk** – Approval of financial reports and budget monitoring statement

**19. Internal Audit Report** – To note the internal auditor’s comments and approve and authorise.

**20. Annual Governance Statement** – To approve and authorise Section 1 of the 2025/2026 return.

**21. Annual Return** – To approve and authorise Section 2 of the Accounting Statements 2025/2026 return.

**22. AGAR** – To Confirm no conflict of interest with BDO LLP the external auditors for the 2025/2026 audit.

**23. Notice of the public rights and publication of unaudited annual governance & accountability return** – will be the 3<sup>rd</sup> June 2026 to the 14<sup>th</sup> July 2026.

**24. Time and date of the next meeting** – Tuesday 2<sup>nd</sup> June 2026 at 7.30pm at Sithney School for the ordinary parish council meeting.