

# ST CLEER PARISH COUNCIL

TO MEMBERS OF THE COUNCIL:

Cllrs. Prinn, Horsfield, Harbord (Vice-Chair), Pearce (Chair), Sargeant, Gymer, Ayres, Emuss, Beech, Hickingbotham.

Dear Members,

I hereby give you notice that the Council Meeting of St Cleer Parish Council will be held on Wednesday 23 September 2026 at 7pm, in the Pavilion, Sports Field, St Cleer

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

Yours Sincerely,

Anita James – Locum Clerk / RFO  
17/09/26

|     | Item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | <b>TO NOTE</b> persons, present and receive apologies for absence                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2.  | <b>TO RECEIVE</b> any Declarations of Interest from Members/Dispensations                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 3.  | <b>PUBLIC FORUM (15 mins max, 3 minutes per a person only)</b><br>3g - Subject to standing order 3(f), a member of the public shall not speak for more than ( 3 ) minutes.<br>3f - The period designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed ( 15 ) minutes unless directed by the chair of the meeting.<br>h. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. |
| 4.  | a. <b>TO APPROVE</b> the minutes from the previous meeting on the 22 July 2026 and the Chair to sign.<br>b. <b>TO APPROVE</b> the minutes from the Finance Committee meeting on the 24 June 2026 and the chair of the Finance Committee to sign<br>c. <b>TO APPROVE</b> the minutes from the HR Committee meeting of the 15 April 2026 and the Chair of the HR Committee to sign.                                                                                                                           |
| 5.  | <b>TO RECEIVE</b> Cornwall Councillor Sean Smith's report (max 5 mins)                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 6.  | <b>TO RECEIVE</b> the Chairman's Report (max 5 mins)                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 7.  | <b>TO APPROVE</b> the co-option of one councillor onto St Cleer Parish Council                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.  | <b>TO CONSIDER</b> more dog bins in Tremer (MB)                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 9.  | <b>TO CONSIDER and APPROVE</b> the purchase of a new noticeboard in Darite                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 10. | <b>TO CONSIDER</b> and support Cllr Paul Hickingbotham as the Parish Paths representative                                                                                                                                                                                                                                                                                                                                                                                                                   |

## ST CLEER PARISH COUNCIL

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11. | <p>Planning - <b>TO RESOLVE</b> to comment 'to support' 'to object' or 'to make no comment' on the applications below on the Cornwall Council planning portal.</p> <p>New Applications:</p> <p><b>PA26/04385</b><br/>Listed Building Consent for the existing decayed single glazed windows and door to be replaced with like for like double glazed timber windows and door.<br/>2 Lampretten Cottages St Cleer Liskeard Cornwall PL14 6RR</p> <p><a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=TH3I3VFGGDI00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=TH3I3VFGGDI00</a></p> <p><b>PA26/06043</b><br/>Higher Rosecraddoc Cottage Rosecraddoc Liskeard Cornwall PL14 5AE<br/>Partial demolition of cottage, construction of a two -storey extension, a single storey extension and a roof canopy over a patio</p> <p><a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=dates&amp;keyVal=TKHQ2ZFGLTG00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=dates&amp;keyVal=TKHQ2ZFGLTG00</a></p> |
| 12. | <p>Update on last month's Actions</p> <ul style="list-style-type: none"> <li>a. Trethevy Quoit Signage- update</li> <li>b. Store pallets and grit boxes- maintenance person needs commercial license</li> <li>c. Muga replacement boards -update</li> <li>d. Pavillion Gate- Clerk to obtain quotes</li> <li>e. Football requests- cabinet/water dispenser- update</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 13. | <p>Reports- <b>TO NOTE</b></p> <ul style="list-style-type: none"> <li>-Representative meetings -</li> <li>-Commoners -</li> </ul> <p>Health and Safety</p> <ul style="list-style-type: none"> <li>-<b>TO RECEIVE</b> August's report for the Pavilion, Horizon Play Park, Sportsground / skate park / Gym equipment / public toilets / allotments, and Memorial Garden.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 14. | <b>TO RESOLVE</b> to support the Minions' Road Safety Improvement Scheme                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 15. | <b>TO RESOLVE</b> to support the requirement submitted to CAP and CORNWALL Highways that there is at least a no parking restriction for 365 day a year up to 500m in all directions of Golitha Falls.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 16. | <p><b>FINANCE</b></p> <ul style="list-style-type: none"> <li>a. <b>TO RECEIVE</b> monthly councillor reconciliation, check report from previous month.</li> <li>b. <b>TO NOTE</b> that Biffa payments have increased by £1.35 a month from July 26, Sports Field grass cutting increased by £20.00 a month which is a 10% increase.</li> <li>c. To Retrospectively <b>APPROVE</b> expenses for Raymond Pearce for signage on Bodmin Moor and paint for the bus stop £260.00. And for Sue Harbord for black bins and toilet rolls for the pavilion £23.26</li> <li>d. <b>TO RECEIVE</b> previous months bank reconciliation</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

## ST CLEER PARISH COUNCIL

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <b>e. TO APPROVE</b> payment Schedule for September 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 17. | <p><b>TO APPROVE</b> the recommendations of the Finance &amp; General Purposes Committee meeting held online on 9 September 2026:</p> <ul style="list-style-type: none"> <li>a. Budget Monitoring Report covering income and expenditure from 01/04/26-31/08/26.</li> <li>b. Earmarked Reserves as of 31/08/26 and disposition of council funds.</li> <li>c. Grant to St Cleer General Cemetery £1,000.</li> <li>d. Grant application form Pentiddy Community Woodland not commensurate to the benefits to residents of St Cleer.</li> <li>e. An increase in the facilities contractor's rate to £20.00 an hour and a 12-month contract.</li> <li>f. A 5% increase in the hire rates for 2027/28 for the sports pitches and no increase for pavilion rates.</li> <li>g. A 3% increase in the allotment rates (including water) for 2027/28.</li> </ul> |
| 18. | <b>TO APPROVE</b> further members of the Finance and General Purposes committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 19. | <b>TO APPROVE</b> the updated Reserves and Investment policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 20. | <b>TO CONSIDER</b> what projects should be prioritised as part of the 2027/28 budget setting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 21. | <b>INTERNAL CONTROL</b> a non-signatory Cllr to check a sample of invoices from September 2026 against Xero                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 22. | <b>TO PROPOSE</b> to restrict meeting and exclusion of the press and public for a closed session- 1960 Public Bodies (admission to Meeting) act s1 (2)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 23. | <b>TO APPROVE</b> the recommendations of the HR Committee meeting held online on 9 September 2026 regarding performance and salary.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 24. | Date of next meeting: 28 October 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |