ST CLEER PARISH COUNCIL

TO MEMBERS OF THE COUNCIL:

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

Dear Members,

I hereby give you notice that a meeting of St Cleer Parish Council will be held on Wednesday 28 October 2026 at 7.00 pm at the Pavilion, Sports Field, St Cleer.

All members are summoned to attend to consider and resolve upon the business to be transacted at the meeting, as set out below.

Yours sincerely,

Anita James – Locum Clerk / RFO
23/10/26

	Item
1	**TO NOTE those, present and RECEIVE apologies for absence**
2.	**TO RECEIVE declarations of interest from members and any requests for dispensations**
3.	**PUBLIC FORUM (maximum 15 minutes; maximum 3 minutes per person)** 3(g). Subject to Standing Order 3(f), a member of the public shall not speak for more than three minutes. 3(f). 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. 3(h). In accordance with Standing Order 3(e), a question shall not require a response at the meeting or start a debate.
4.	**TO APPROVE the minutes of the previous meeting, held on 23 September 2026, and the Chair to sign them.** To note a correction to minute reference 2026.09.23-48c is set out under agenda item 16 (Finance).
5.	**TO RECEIVE Cornwall Councillor Sean Smith's report (max 5 mins)**
6.	**TO RECEIVE the Chair's Report (max 5 mins), including a reminder of Standing Order 1 (Rules of Debate at Meetings).** 1(r). Except for motions moved under Standing Order 1(r), a councillor's contributions or speeches shall relate only to the motion under discussion and shall not exceed three minutes without the consent of the Chair of the meeting. Standing Order 3X A meeting shall not exceed two and a half hours.
7.	**PLANNING** New applications: PA26/0638

	Validation date: 29 Sep 2026 Land Northeast of Fairfield, Well Lane, St Cleer, Cornwall, PL14 5EA Outline Planning Permission with some matters reserved (appearance and landscaping) for the erection of up to 5 new dwellings The Council has agreed prior to the meeting (due to the planning deadline) to make no comment. The Clerk has updated the planning portal.
8.	**UPDATE ON ACTIONS FROM LAST MONTH** a. Trethevy Quoit signage b. Store pallets and grit boxes c. MUGA replacement boards d. Pavilion gate e. Dog bins in Tremer f. Noticeboard in Darite
9.	**REPORTS – TO NOTE** a. Representative meetings, including Cllr Paul Hickingbotham as the Pathways Representative b. Commoners The October's report on the Pavilion, Horizon Play Park, sports ground, skate park, gym equipment, public toilets, allotments and Memorial Garden. Main issues identified: a. The playground remains in good condition overall, however brambles, raised areas of safety surfacing, and moss/algae growth were identified. It is recommended that the equipment is cleaned and the surfacing repairs completed before the winter period. b. The sports ground, skate park and outdoor gym equipment were generally well maintained. However, litter was found around the dugouts, and a steel bar was protruding from the grass, which should be removed promptly. c. The grab rail in the accessible toilet is rusty and needs replacing. d. The fan is on in the referees' room and need to be isolated. e. There are four SORN vehicles in the car park. Companies are available that may be able to resolve this issue. f. Additional defects noted include damage to the MUGA boarding, litter around the dugout areas, and a cut padlock on the oil store. Repairs and remedial action are recommended to address these issues. g. Several recently fitted doors were difficult to close and lock. The issue appears to relate to door alignment. As the doors were recently installed, the installer should be contacted. h. The wall-mounted hand sanitiser is dripping, causing a wet floor and presenting a slip hazard. Action: relocate it, remove it, or place a suitable receptacle beneath it. Since the report, the padlock had been replaced and the fan in the referee's room has been isolated and fixed by an electrician.

10.	**FINANCE** Correction to minute reference 2026.09.23-48c from the Septembers meeting. The payments to R Pearce and S Harbord were not retrospectively approved. This was a technical error. The Clerk had approved the expenditure before purchase under delegated authority, in accordance with Financial Regulations 5.15. The approved expenses were £260.00 for Raymond Pearce for signage on Bodmin Moor and paint for the bus stop, and £23.26 for Sue Harbord for black bins and toilet rolls for the Pavilion. At the time of purchase, the Clerk did not have a Council procurement card. a. TO RECEIVE the monthly councillor reconciliation and check the report from the previous month b. TO RECEIVE the previous month's bank reconciliation c. TO APPROVE the payment schedule for October 2026
11.	**TO APPROVE the recommendations of the Finance and General Purposes Committee meeting held on 28 October 2026:** 1. TO APPROVE the recommended grant applications: a. St Cleer Foodbank (to purchase a second-hand shed for storage) – £300 b. Cleerway Community Church (St Cleer Toddler Group) – £500 c. Royal British Legion (Remembrance Sunday wreath) – £50 2. TO APPROVE the recommended 2027/28 budget, earmarked reserves and precept. 3. TO APPROVE the use of £4,500 held in the Election Reserve towards the cost of the contested election held on 20 August, totalling £5,751. The remaining £1,251 would be funded from the General Reserve. 4. TO APPROVE the transfer of £10,000 from the MUGA Reserve and £4,000 from the Well Lane Car Park Reserve to the General Reserve during the 2026/27 financial year.
12.	**To CONSIDER the requests from the football clubs:** a. Fence renewal and adding one to the near side to sell advertisement, at no cost to the parish. b. MUGA – review changing into an Astro area. This would enable the football clubs to train and play in St Cleer during the winter months and save the club money, whilst also providing additional income for the Council.
13.	Bus stop signage Well Lane (EC)
14.	**INTERNAL CONTROL** – A non-signatory councillor to check a sample of September 2026 invoices against Xero.
15.	TO AGREE the date of the 2027 Annual Parish Meeting
16.	DATE OF NEXT MEETING: 25 November 2026. Agenda items by the 13 November.