

ST CLEER PARISH COUNCIL

TO MEMBERS OF THE COUNCIL:

Cllrs. Prinn, Horsfield, Harbord, Pearce, Sargeant, Laybury, Gymer and Ayres

Dear Members,

I hereby give you notice that a full council Meeting of St Cleer Parish Council will be held on **Wednesday 17th December 2025 at 7pm in the Pavilion, Sports Field, St Cleer.**

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

Yours Sincerely,

Katie-Marie Goodwright – Clerk / RFO

Press and public are invited to attend the meeting. Members of the public wishing to put a question to the Council can do so, 24 hours prior to the start of the meeting in writing to the Clerk - clerk@stcleerparishcouncil.gov.uk

Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

Reference	Item
1.	Persons Present/Apologies To note persons, present and receive apologies for absence.
2.	Receive any Declarations of Interest from Members/Dispensations <ul style="list-style-type: none">- Disclosable pecuniary interests- Non-registrable interests- Declarations of gifts- Applications for dispensations
3.	To DECLARE a councillors seat as vacant
4.	Allow up to 15 Minutes for members of the public to address the council.
5.	Cornwall Councillor update: Cllr Smith
6.	Planning - TO RESOLVE to comment 'to support' 'to object' or 'to make no comment' on the on the applications below on the Cornwall Council planning portal: and any other planning applications received before 12pm on 16.12.25 a - Ref. No: PA25/08677 - Conversion of barn to a self-build dwelling and extension - Land And Buildings At Bulland Farm. Bulland Farm Liskeard Cornwall PL14 6SA
7.	Chairman's Announcements
8.	Clerk report
9.	Reports <ul style="list-style-type: none">- Representative meetings- Health and Safety<ul style="list-style-type: none">- TO RECEIVE November report received for the Pavilion, Horizon Play Park, Sportsground / skate park / Gym equipment / public toilets / allotments- Police - Since 31/10/25 to 1/12/25 there have been the following crimes in the St Cleer area that are disclosable. 1 - Harassment, 2 - ASB use of vehicle
10.	Matters arising from previous minutes
11.	TO REVIEW AND APPROVE previous full council meeting minutes from 16.11.25
12.	FINANCE

ST CLEER PARISH COUNCIL

	<ul style="list-style-type: none"> - A - TO RECEIVE monthly councillor reconciliation check report from previous month - carried out with Cllr Prinn, no anomalies - B - TO RECEIVE budget report for December 2025 - C - TO RECEIVE previous months bank reconciliation - D - TO NOTE clerk spend £48 on keys for changing rooms and £25 for keys for the pavilion front and storage doors, £28 on toilet rolls for public toilet as per financial regulation 9.5 - E - TO NOTE Unity monthly account fee is increasing from £6 per month to £7 from Feb 2026
13.	BANKING: TO CONSIDER <ul style="list-style-type: none"> - A - Cllr Harbord to be given ability to authorise payments on Unity bank - B - Cllr Harbord and Cllr Prinn to be given Admin access on Unity online banking - C - If another councillor would be happy to be another signatory with authorisation for payments access
14.	TO CONSIDER expression of interest for the fifth CIL round of Community Infrastructure Levy funding to Connect Communities, and what project the council would like to put forward
15.	To ELECT a new representative for the Commoners Association
16.	TO CONSIDER options for defib at the Pavillion as SWAST package ends 28.11.26
17.	To CONSIDER appointment of assistant to the Clerk, and plans for locum Clerk / RFO for maternity cover, and AGREE associated actions for HR committee
18.	TO CONSIDER membership with South West Councils - £525 per year & £150 joining fee
19.	GRIT BINS <ul style="list-style-type: none"> - A - TO CONSIDER request from member of the public to place and fill and grit bin in Tremar - B - TO CONSIDER request from Pavilion hirer to place grit bin at the Pavilion - C - TO CONSIDER Grit bins placed by St Cleer Parish council at Penhale Lane and Suncrest and their permanent placement / filling by St Cleer Parish Council D - To CONSIDER costs for new grit bins and agree size / quantity to buy
20.	To RE-CONSIDER DPO membership with Paul Russell for £275
21.	TO CONSIDER rescinding the council's resolution of 27.08.25 to subscribe to the Breakthrough Comms Data Protection Toolkit, following guidance received from CALC/NALC that the necessary guidance is available without subscription
22.	TO CONSIDER Schemes to submit in the EOI for the Community Highways Improvement Programme, and AGREE associate actions
23.	Date of next meeting: 28.01.26
24.	*Proposal to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)*
25.	TO CONSIDER quote from Mark Rogers to replace Emergency lights that failed in battery drain test
26.	TO CONSIDER quotes for 1500l of oil for the pavilion

Meeting called by: Chair Cllr Jon Prinn

Agenda Signed by: Katie-Marie Goodwright – Clerk / RFO

Date: 10.12.25

clerk@stcleerparishcouncil.gov.uk