

ST CLEER PARISH COUNCIL

Minutes of the Finance and General Purposes Committee meeting of St Cleer Parish Council held on 08.10.25, at 19.52 at The Sports Pavilion, Sports Field, St Cleer.

Minutes written by Clerk Katie-Marie Goodwright on 09.10.25

Agenda points are in black and minutes are in blue

Minute ref	Reference	Item
F2025.10.08-01	1.	<p>Persons Present/Apologies To note persons, present and receive apologies for absence.</p> <p>Minutes: Present - Clerk Katie-Marie Goodwright Cllrs Jon Prinn Sue Harbord Lou Laybury Raymond Pearce To note Cllr Prinn on call with the ambulance</p>
F2025.10.08-02	2.	<p>Receive any Declarations of Interest from Members/Dispensations</p> <ul style="list-style-type: none"> - Disclosable pecuniary interests - Non-registrable interests - Declarations of gifts - Applications for dispensations <p>Minutes: Dispensation received from Cllr Harbord in relation to item 8A as treasurer of Cleerway Church - to remain in the room for quoracy if required</p> <p>Cllr Jon Prinn proposed to grant dispensation to Cllr Harbord to remain in the room or quoracy, but not speak or vote for item 8A if required Raymond Pearce seconded Outcome: Carried</p>
F2025.10.08-03	3.	<p>Allow up to 15 Minutes for members of the public to address the council.</p> <p>Minutes: Planning applicant present for planning application to be discussed</p>
F2025.10.08-04	4.	<p>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, where a decision must be made before the next full council meeting:</p> <ul style="list-style-type: none"> - A - Ref. No: PA25/05874 - <u>60cm Trellis to be added to the top of the current side and front fence work and 30cm Trellis to be added to the top of the current rear fencework to add privacy to side and back garden</u> - 7 Penhale Lane St Cleer Liskeard Cornwall PL14 5FS <p>and any other planning applications received before 12pm on 08.10.25</p> <p>Minutes: Cllrs Laybury, Harbord and Sargeant visited the site last week - have suggested that Cornwall Council make full decision</p>

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		<p>Cllr Lou Laybury ▾ proposed to comment ‘to make no comment’ on planning application PA25/05874</p> <p>Cllr Jon Prinn ▾ seconded</p> <p>Outcome: Carried ▾</p>
F2025.10.08-05	5.	<p>TO REVIEW AND APPROVE previous F&GP meeting minutes from 10.09.25</p> <p>Minutes: No comment made</p> <p>Cllr Lou Laybury ▾ proposed to accept the F&GP minutes as accurate and correct from 10.09.25</p> <p>Cllr Raymond Pearce ▾ seconded</p> <p>Outcome: Carried ▾</p>
F2025.10.08-06	6.	<p>TO NOTE a mistake on the August budget report - Salary spent was £9804.42, not £8,024.63</p> <p>Minutes: Noted - For clarification this was a mistake on the budget spreadsheet, <u>not</u> a mistake on Xero or money paid - due to how the money was allocated in Xero Katie made a mistake when putting the information on the budget spreadsheet</p>
F2025.10.08-07	7.	<p>To REVIEW allotment plots, AND RECOMMEND number of rentable plots to full council</p> <p>Minutes:</p> <ul style="list-style-type: none"> - We currently have 61 active plots available for rent - Cllrs discussed that any changes to allotment plots are to come to full council for consideration, and want to get an updated map of allotment plots <p>Cllr Sue Harbord ▾ proposed that we have 61 active plots available for rent. Any changes to the number of plots / sizes or boundaries, are to be approved by full council.</p> <p>Cllr Raymond Pearce ▾ seconded</p> <p>Outcome: Carried ▾</p>
F2025.10.08-08A	8.	<p>TO REVIEW Grant applications</p> <ul style="list-style-type: none"> - A - Cleer way church - Toddler group - £702 - B - The Arc Theatre - Gonamea Production - £250 - C - St Cleer General Cemetary (Decenters)- Grass cutting - £500 <p>Minutes: 20.12 Cllr Harbord left the room A - Application was discussed at last meeting and was resubmitted for full cost of project for £702</p> <p>A - Cllr Lou Laybury ▾ proposed to recommend to full council to accept the grant application from Cleerway church for £702</p> <p>Cllr Raymond Pearce ▾ seconded</p> <p>Outcome: Carried ▾</p>

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F2025.10.08 -08B		<p>B - Cllr Lou Laybury proposed to recommend to full council to accept the grant application from The Arc Theatre for £250</p> <p>Cllr Raymond Pearce seconded</p> <p>Outcome: Carried</p>
F2025.10.08 -08C		<p>C - Cllr Lou Laybury proposed to recommend to full council to accept the grant application from St Cleer General Cemetery (decenters) for £500</p> <p>Cllr Raymond Pearce seconded</p> <p>Outcome: Carried</p> <p>20.16 Cllr Harbord returned to the room</p>
F2025.10.08 -09	9.	<p>*Proposal to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)*</p> <p>Minutes:</p> <p>Cllr Sue Harbord proposed to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)* due to discussing quotes</p> <p>Cllr Lou Laybury seconded</p> <p>Outcome: Carried</p>
F2025.10.08 -10	10.	<p>TO DISUCSS quotes, and APPOINT an internal auditor for the 25/26 financial year</p> <p>Minutes:</p> <p>3 quotes were discussed</p> <p>Cllrs commented on using Cornwall council again - we have used them for the past 2 years. This would be Clerks preference for a consistent comparison on previous years audit.</p> <p>Cllr Raymond Pearce proposed to appoint Cornwall Council as internal auditor for 25/26 financial year audit</p> <p>Cllr Lou Laybury seconded</p> <p>Outcome: Carried</p> <p>Closed session ended</p>
F2025.10.08 -11	11.	<p>To REVIEW and DISCUSS first 2026/2027 draft budget, and RECOMMEND to full council</p> <p>Minutes:</p> <p>20.26 Cllr Prinn left the meeting not to return due to on call with ambulance</p> <ul style="list-style-type: none"> - precept for 26/27 on 1st draft currently stands at £80,919.39 - this is a 14.09% increase from last year which was £70,926.72 - Councillors discussed budget, and needing to add figures for clerk assistant, to propose to full council

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		Cllr Sue Harbord ▾ proposed to recommend the present 26/27 budget to full council with a precept of £80,919.39, and for the clerk to add figures for an assistant clerk Cllr Raymond Pearce ▾ seconded Outcome: Carried ▾
F2025.10.08 - 12	12.	Date of next meeting: 12.11.25

Meeting closed at: 20.57

To be ratified by F&GP committee on: 12.11.25

Signed by:

Signed:

Date signed:

Note for minutes viewed from our website from - only draft minutes are uploaded to the website from 12.03.25. Where drafted minutes require changes upon ratification, a modified document will be uploaded to the website with changes highlighted