

## ST CLEER PARISH COUNCIL

Minutes of the Full Council meeting of St Cleer Parish Council held on Wednesday 28th January 2026 at 7pm, at The Sports Pavilion, Sports Field, St Cleer.

Minutes written by Clerk Katie-Marie Goodwright on 02.002.26

Agenda points are in black and minutes are in blue

Minute ref	Item
2026.01.28 -1	<p>Persons Present/Apologies</p> <p>To note persons, present and receive apologies for absence.</p> <p>Minutes:</p> <p>Present - Clerk Katie-Marie Goodwright</p> <p>Cllrs Jon Prinn Sue Harbord Suzanne Horsfield Raymond Pearce Mel Gymer Carol Ayres</p> <p>Cornwall Councillor: Arrived later in the meeting</p> <p>Apologies received - Cllr Laybury</p> <p>Absent: Cllr Sargeant</p>
2026.01.28 -2	<p>Receive any Declarations of Interest from Members/Dispensations</p> <ul style="list-style-type: none"> <li>- Disclosable pecuniary interests</li> <li>- Non-registrable interests</li> <li>- Declarations of gifts</li> <li>- Applications for dispensations</li> </ul> <p>Minutes</p> <p>None declared</p>
2026.01.28 -3	<p><b>To DECLARE</b> a councillors seat as vacant</p> <p>Minutes:</p> <ul style="list-style-type: none"> <li>- Chris Piper has failed to attend any meetings for six consecutive months and ceases to be a councilor - his seat is now declared vacant - Clerk will contact Cornwall Council</li> <li>- Cllr Prinn thanked Chris for this contribution to the council</li> </ul>
2026.01.28 -4	<p>Allow up to 15 Minutes for members of the public to address the council.</p> <p>Minutes:</p> <ul style="list-style-type: none"> <li>- Representatives from Common Moor Village Hall - spoke to grant application which features on the agenda - £3,200 for underfloor heating in the village hall</li> </ul>
2026.01.28 -5	<p><b>TO CONSIDER</b> Grant applications as recommended by the F&amp;GP committee for approval</p> <ul style="list-style-type: none"> <li>- Common Moor for £3,200 for underfloor heating at the Village Hall</li> </ul> <p>Minutes:</p> <ul style="list-style-type: none"> <li>- Budget report as of Dec 25 under grants - £2,523.00 spent, £2,477.00 remaining in budget. If awarded will put us around £723 over budget on grants</li> </ul> <p>Cllr Suzanne Horsfield proposed to approve the grant application from Common Moor for £3,200 for underfloor heating in their village hall</p> <p>Cllr Carol Ayres seconded</p> <p>Outcome: Carried</p>
2026.01.28 -6	<p>Planning - <b>TO RESOLVE</b> to comment 'to support' 'to object' or 'to make no comment' on the on the applications below on the Cornwall Council planning portal:</p>

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	<p>- A - Ref. No: PA26/00314 : <a href="#">Non material amendment in relation to Decision Notice PA20/09665 dated 13.05.2022: 1.Varying the project description to state: Outline application for residential development for 16 (Affordable) dwellings with associated estate roads with appearance and landscaping reserved for future consideration. 2. Varying the the "Accommodation Of Schedule" on the proposed site plan drawing P859-02 due dwelling tenure changes as all dwelling are now to housing association affordable properties.</a> - Land Adjacent To Hendra Close Darite, Cornwall PL14 5FE</p> <p>and any other planning applications received before 12pm on 16.12.25</p> <p>Minutes</p> <p>- Comment from Cllr Laybury prior to meeting - this will be a no comment/support as the decision is already being made at Cornwall Council level.</p> <p><b>Cllr Raymond Pearce</b> ▾ <b>proposed to comment</b> "no comment" ▾ <b>application Ref. No: PA26/00314 on the Cornwall Council Portal</b></p> <p><b>Cllr Sue Harbord</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -7	<p>Chairman's Announcements</p> <p>Minutes</p> <ul style="list-style-type: none"> <li>- Went to Horizon Farm shop to discuss development ahead of submitting a planning application and discussed changes to the highway. Advised that thoughts from the council can only be given once planning is submitted and discussed at council by councillors.</li> <li>- Met with PCSO Steve Edser to discuss antisocial behaviors</li> <li>- Received a complaint about the amount of soil at St Cleer Garage - checked with Cornwall Council - no enforcement needed</li> </ul>
2026.01.28 -8	<p>Clerk report</p> <p>Minutes</p> <ul style="list-style-type: none"> <li>- To Note:</li> <li>- Ele from Tregovenek who we awarded a grant to in November 25 passes on her gratitude to the council</li> <li>- CCTV Maintenance was carried out on 01.12.25</li> <li>- Pavillion emergency lights battery drain test carried out 28.11.25 - 2 lights have failed - we have received a quote to replace - at end of agenda</li> <li>- PAT test carried out 09.12.25 by WT consultancy</li> <li>- Cllr Laybury has left the skate park working group - now just Cllr Horsfield and Pearce</li> <li>- A 5 day protocol for planning application PA25/07446 was received in December for Erection of new garage and store at Rosebank View Darite Liskeard PL14 5JP - Councillors voted to refer the application to the planning committee</li> <li>- We were not successful with Police grant application for CCTV funding - thanks to Cllr Laybury for her help on that</li> <li>- Thanks to Dave our Facilities and grounds contractor for such quick action on re-filling the grit bins at the start of the month when we had the icy spell - we are now out of grit but this is on the agenda tonight</li> </ul>

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	<ul style="list-style-type: none"> <li>- Our Public toilets water bill has gone up considerable, Dave will be looking to check the meter and do a leak check</li> <li>- Clerk's maternity plans - maternity leave to start 4th May, taking 12 months leave, and return on reduced hours using up holiday.</li> <li>- Unity bank is reducing interest rate from 2.10% / 2.12% to 1.95% / 1.96%</li> <li>- Enhanced LMP works that we received the grant for have been completed by Jamie Husbands team apart from a section of boardwalk that Jamie is discussing with Chris Ullman from the environment group - they are discussing the best course of action due to the very boggy ground. Works completed have included placing new signs around footpaths (already had reports on issues to a report to Cornwall Council and good feedback from members of the public), repairing a couple of styles and a section of boardwalk. Just to say they have been excellent to work with, photos of all works received. I will submit the claim form to Cornwall Council which is a requirement of the grant. Also a huge thank you to Chris Ullman from the Environment group who has given his time to help Jamie and I with this.</li> <li>- Clerk with WT consultancy and football parent last week who is organising the horse box on the bottom football field that council approved on, following that they comply with relevant H&amp;S - all underway</li> <li>- Clerk has received H&amp;S documents from Dan billing, checked by WT consultancy, so awaiting a date for the pavilion car park resurfacing when weather better</li> <li>- Additional works completed by David Miller this month that Clerk has authorised are below - report sent to councillors <ul style="list-style-type: none"> <li>- address growth around Horizon play park</li> <li>- Refilled some grit bins - rest to be refilled when we have bought more grit</li> <li>- storm damage repair to roof of pavilion</li> <li>- repair cupboard door at pavilion</li> <li>- Cleaning and ground maintenance of some bus stops and telephone box</li> </ul> </li> <li>- Golitha have a tidy up volunteer day this Friday 30th 9:30-15:00 to help tidy up storm damage - details on our and their facebook page - they'd love to meet some councillors there</li> </ul>
2026.01.28 -9	<p>Reports</p> <ul style="list-style-type: none"> <li>- Representative meetings</li> <li>- Health and Safety <ul style="list-style-type: none"> <li>- <b>TO RECEIVE</b> November and December report received for the Pavilion, Horizon Play Park, Sportsground / skate park / Gym equipment / public toilets / allotments, and PAT test report</li> </ul> </li> <li>- Police <ul style="list-style-type: none"> <li>- 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</li> <li>- Since 2/12/25 to 31/12/25 1. Attempted Burglary, 2 - Criminal Damage x 2, 3 - Dog bite, 4- Homophobic abuse by neighbour</li> </ul> </li> </ul> <p>Minutes All reports received</p>
2026.01.28 -10	<p>Matters arising from previous minutes</p> <ul style="list-style-type: none"> <li>- Meeting 16.12.25 was cancelled due to being inquorate</li> </ul> <p>Minutes As above</p>

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2026.01.28 -11	<p><b>TO REVIEW AND APPROVE</b> previous full council meeting minutes from 16.11.25, and 16.12.25 - this meeting was cancelled but notes to be ratified</p> <p>Minutes:</p> <ul style="list-style-type: none"> <li>- note to amend on 16.12.25 - it said to be ratified 26.01.26 - should have been 28.01.26</li> </ul> <p><b>Cllr Jon Prinn</b> proposed to accept the public and confidential minutes of the last 2 Full Council meeting held on 16.11.25 and 16.12.25 ( cancelled), with amendment to 16.12.25 to be ratified 28.01.26, not 26.01.26 as accurate and correct</p> <p><b>Cllr Suzanne Horsfield</b> seconded</p> <p><b>Outcome:</b> Carried</p>
2026.01.28 -12A	<p><b>Defibs</b></p> <ul style="list-style-type: none"> <li>- <b>A - TO CONSIDER</b> options for defib at the Pavillion as SWAST package ends 28.11.26</li> </ul> <p>A - Minutes:</p> <p>Councillors discussed options</p> <ul style="list-style-type: none"> <li>- Option 1 - Defib is gifted to council who are then responsible for ongoing maintenance ( we would need to get a package like duchy defibs in place (costs with them is between £200 - £325 + VAT per year) - to be arranged at a later date</li> <li>- Option 2 - Return defib to SWAST and have no defib in place</li> </ul> <p><b>A - Cllr Raymond Pearce</b> proposed for St Cleer parish council to take over maintenance on the pavilion Defib when contract ends with SWAST in Nov 2026</p> <p><b>Cllr Suzanne Horsfield</b> seconded</p> <p><b>Outcome:</b> Carried</p> <ul style="list-style-type: none"> <li>- <b>B - TO CONSIDER</b> invoice for new defib pads for the Darite Defib- £68 + VAT from Community Heartbeat Trust</li> </ul>
2026.01.28 -12B	<p>B - Minutes:</p> <p>These have been purchased from the member of the public who looks after the defib, so cos is to be re-imbursed back to her</p> <p><b>B - Cllr Suzanne Horsfield</b> proposed to accept invoice from heart beat trust for £68+VAT for new pads for the Darite defib, and re-emburse member of the public who has paid it</p> <p><b>Cllr Mel Gymer</b> seconded</p> <p><b>Outcome:</b> Carried</p>
2026.01.28 -12B.1	<p><b>B.1 TO CONSIDER</b> covering costs for the Darite Defib maintenance for the next 3 years</p> <p>B.1 - Minutes: Member of the public said that SCPC had agreed to pay ongoing maintenance when defib was installed in 2019</p> <p><b>B.1 - Cllr Raymond Pearce</b> proposed for St Cleer parish council to pay for pad and battery replacement / maintenance costs for the darite defib ongoing</p>

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	<p><b>Cllr Suzanne Horsfield</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
	<p><b>FINANCE</b></p> <ul style="list-style-type: none"> <li>- <b>A - TO RECEIVE</b> monthly councillor reconciliation check report from November and December month - carried out with Cllr Prinn and Cllr Horsfield, no anomalies</li> <li>- <b>B - TO RECEIVE</b> budget report for December 2025, reviewed by F&amp;GP committee 14th Jan - no outstanding comments to be made</li> <li>- <b>C - TO RECEIVE</b> Nov and Dec bank reconciliation</li> <li>- <b>D - TO NOTE</b> Clerk spend in Dec - £48 on keys for changing rooms and £25 for keys for the pavilion front and storage doors, £28 on toilet rolls for public toilets . Jan - £16.98 on fire assembly sign, £59.99 on toilet rolls - all as per financial regulation 9.5</li> <li>- <b>E - TO NOTE</b> Unity monthly account fee is increasing from £6 per month to £7 from Feb 2026</li> <li>- <b>F - TO CONSIDER</b> Invoice from Vision ICT for £150 + VAT for erasure request</li> <li>- <b>G - TO CONSIDER</b> Cost from CALC for Cllr Horsfield Data protection training (22nd Jan) - £35 + VAT</li> <li>- <b>H - TO CONSIDER</b> invoice from Husband Tree and Ground Maintenance for £900+ VAT for trees taken down due to storm damage (emergency works) - As Per Financial regulation 5.18, due to public safety concerns on council premise</li> <li>- <b>I - To note</b> Internal transfer from Unity Instant access to T1 account for £40,000</li> <li>- <b>J - TO APPROVE</b> payment Schedule for January 2026</li> </ul> <p>Minutes:</p> <p>A - Received</p> <p>B - Received</p> <p>C - Received</p> <p>D - Noted</p> <p>E - Noted</p>
2026.01.28 -13A-E	
2026.01.28 -13F	<p>F - Council received subject access request for erasure from council records - had to get Vision ICT to remove emails from all accounts from requestor</p> <p><b>Cllr Jon Prinn</b> ▾ <b>proposed to accept the invoice from Vision ICT for £150 for erasure request</b></p> <p><b>Cllr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -13G	<p><b>G - No longer needed as Cllr Horsfield couldn't access the course - no charge to the council</b></p>
2026.01.28 -13H	<p><b>H - Full report provided to council as to why decision was made - financial regs 5.18 - In cases of serious risk to the delivery of council services or to public safety on council premises, the clerk may authorise expenditure of up to £2,000 excluding VAT on repair, replacement or other work that in their judgement is necessary, whether or not there is any budget for such expenditure. The clerk shall report such action to the Chair (or Vice Chair in their absence) immediately, and to the full council as soon as practicable thereafter.</b></p> <p><b>Cllr Jon Prinn</b> ▾ <b>proposed to accept invoice from Husband Tree and Grounds Maintenance for £900+VAT for emergency tree works</b></p>

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<p>2026.01.28 -13I</p> <p>2026.01.28 -13J</p>	<p><b>Cllr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p> <p>I - Noted</p> <p>J- Cllr Harbord read through payments to be approved in the payment schedule</p> <p><b>Cllr Jon Prinn</b> ▾ <b>proposed to accept payment schedule for January 2026</b></p> <p><b>Cllr Mel Gymer</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
<p>2026.01.28 -14</p>	<p><b>TO CONSIDER</b> giving clerk delegated authority to accept quotes from David Miller up to a total spend of £1000 for small works / repairs around the parish for the rest of the financial year, and <b>RECEIVE</b> report of previous authourised works</p> <p>Minutes:</p> <ul style="list-style-type: none"> <li>- Report received</li> <li>- Motion for £1000 spend was passed 22.10.25, have authorised spend up to £840 to date - Clerk would like to add another £1000 spend to authorise</li> </ul> <p><b>Cllr Jon Prinn</b> ▾ <b>proposed to give the clerk delegated authority to accept quotes from David Miller up to a total spend of £1000 for small works / repairs around the parish for the rest of the financial year</b></p> <p><b>Cllr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
<p>2026.01.28 -15</p>	<p><b>BANKING: TO CONSIDER</b></p> <ul style="list-style-type: none"> <li>- A - Cllr Harbord to be given ability to authorise payments on Unity bank</li> <li>- B - Cllr Harbord and Cllr Prinn to be given Admin access on Unity online banking</li> <li>- C - If another councillor would be happy to be another signatory with authorisation for payments access</li> </ul> <p>Minutes:</p> <p><b>A, B - Cllr Suzanne Horsfield</b> ▾ <b>proposed to give Cllr Harbord ability to authorise payments on unity bank, Cllr Harbord and Prinn to be given admin access on unity online banking</b></p> <p><b>Cllr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p> <p><b>C - no one proposed</b></p>
<p>2026.01.28 -16</p>	<p><b>TO CONSIDER</b> 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</p> <p>Minutes:</p> <p>Cllrs discussed the skate park as a suitable project. The Clerk has spoken to CAP and the skate park would be an ideal and strong project - previous projects awarded have included multiple skate parks</p>

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	<p><b>Cllr Jon Prinn</b> proposed to submit the skate park as a project for the 5th round of CIL Community infrastructure levy funding, up to £100,000</p> <p><b>Cllr Mel Gymer</b> seconded</p> <p><b>Outcome:</b> Carried</p>
<p>2026.01.28 -17A</p> <p>2026.01.28 -17B</p>	<p><b>To ELECT</b> new representatives for</p> <ul style="list-style-type: none"> <li>- A - The Commoners Association</li> <li>- B - HR and Finance Committee</li> </ul> <p><b>Minutes:</b></p> <p><b>A - Cllr Raymond Pearce</b> proposed to elect Raymond as the council's Commoners association representative</p> <p><b>Cllr Sue Harbord</b> seconded</p> <p><b>Outcome:</b> Carried</p> <p><b>B - no-one proposed</b></p>
2026.01.28 -18	<p><b>To RESCIND</b> council decision of creating admin assistant role as per minute ref 2025.10.22-13, and replace with temp clerk / RFO for clerk maternity leave, on 20 - 30 hours per week, and <b>AGREE</b> for HR committee to lead on recruitment</p> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>- With Clerks maternity leave, noted that it wouldn't be prudent to proceed with an assistant role, and perhaps getting a locum Clerk / RFO for 20 - 30 hours would be a better course of action, to manage 1 member of staff on more hours rather than 2.</li> <li>- HR committee have agreed temp RFO / Clerk role and advertisement from 14th Jan meeting - this has gone before full council due to tight time restrictions with clerk's maternity leave</li> </ul> <p><b>Cllr Jon Prinn</b> proposed rescind the councils decision to create an admin assistant role as per minute ref 2025.10.22-13, and replace with temp clerk / RFO for clerk maternity leave, on 20 - 30 hours per week</p> <p><b>Cllr Suzanne Horsfield</b> seconded</p> <p><b>Outcome:</b> Carried</p>
2026.01.28 -19	<p><b>TO CONSIDER</b> recommendation from F&amp;GP committee to take up membership with South West Councils - £525 per year &amp; £150 joining fee</p> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>- If organisations join after 1<sup>st</sup> July, we ask that they join until 31<sup>st</sup> March of the following financial year, ie. to 31<sup>st</sup> March 2027, which would mean £700 + vat for 16 months (if you were to join in Dec 2025). Invoices for following years are sent out automatically each April.</li> <li>- This has been on our RA to do for better compliance with HR advice for past year - needed to help with maternity leave, and can use for contracts etc for temp Clerk / RFO</li> </ul> <p><b>Cllr Jon Prinn</b> proposed to Join South West Councils until 31st March 2027</p> <p><b>Cllr Raymond Pearce</b> seconded</p> <p><b>Outcome:</b> Carried</p>

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2026.01.28 -20A	<p><b>GRIT BINS</b></p> <ul style="list-style-type: none"> <li>- <b>A - TO CONSIDER</b> request from member of the public to place and fill and grit bin in Tremar - Location - <a href="https://maps.app.goo.gl/3a25eQxwURNJPQp9A">https://maps.app.goo.gl/3a25eQxwURNJPQp9A</a></li> </ul> <p>A - Minutes:</p> <ul style="list-style-type: none"> <li>- 20.17 Cllr Smith arrived</li> <li>- Member of the public reported danger in this area when icy due to the sharp bend</li> <li>- Permission would need to be sort by the land owner at the <a href="#">house on the corner</a> - Cornwall Council would fill grit if a bin was placed at this location</li> </ul> <p>A - Cllr <b>Jon Prinn</b> proposed to place a new 200l grit bin in Tremar location <a href="https://maps.app.goo.gl/3a25eQxwURNJPQp9A">https://maps.app.goo.gl/3a25eQxwURNJPQp9A</a> - to be provided by St Cleer Parish Council</p> <p>Cllr <b>Suzanne Horsfield</b> seconded</p> <p>Outcome: <b>Carried</b></p>
2026.01.28 -20B	<ul style="list-style-type: none"> <li>- <b>B - TO CONSIDER</b> request from member of the public to place and fill and grit bin by the well in St Cleer - Location <a href="https://maps.app.goo.gl/VFV9R4HDpfp3MnsY7">https://maps.app.goo.gl/VFV9R4HDpfp3MnsY7</a></li> </ul> <p>B - Minutes:</p> <ul style="list-style-type: none"> <li>- Member of the public witnessed issues in this location with the recent icy weather</li> <li>- Cornwall Council said this location would not be suitable due to needing 1.2m free on the footway, that would be obstructed by a grit bin</li> <li>- Cllrs discussed alternative locations knowing this area is problematic with the closest bins being at the school and memorial hall</li> <li>- Cllrs requested clerk to ask cornwall heritage if they would allow one by the well and to check with Cornwall council if a suitable location could be by Jasper Farm house</li> </ul> <p>B - Cllr <b>Jon Prinn</b> proposed to that if Cornwall Council are happy with grit bin between St Cleer well and Jasper farm house, to buy a 200l bin and provide grit regardless of if Cornwall Council will fill once a year</p> <p>Cllr <b>Raymond Pearce</b> seconded</p> <p>Outcome: <b>Carried</b></p>
2026.01.28 -20C	<ul style="list-style-type: none"> <li>- <b>C - TO CONSIDER</b> request from member of the public to place and fill and grit bin at Jasper Parc Location <a href="https://maps.app.goo.gl/ogRm2r1pecZynRwG7">https://maps.app.goo.gl/ogRm2r1pecZynRwG7</a></li> </ul> <p>C - Minutes:</p> <ul style="list-style-type: none"> <li>- Member of the public reported there use to be a grit bin here but there isn't anymore</li> <li>- Cornwall Council said this location would not be suitable due to needing 1.2m free on the footway, that would be obstructed by a grit bin</li> <li>- With many other requests for grit bins, Cllrs decided to focus on main routes in the parish for additional grit bins</li> </ul> <p>C - Cllr <b>Raymond Pearce</b> proposed to not to put a bin at Jasper Parc location</p>



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2026.01.28 -20D	<p><a href="https://maps.app.goo.gl/ogRm2r1pecZynRwG7">https://maps.app.goo.gl/ogRm2r1pecZynRwG7</a></p> <p><b>Cllr</b> Jon Prinn ▾ <b>seconded</b></p> <p><b>Outcome:</b> Carried ▾</p> <ul style="list-style-type: none"> <li>- <b>D - TO CONSIDER</b> request from member of the public to place and fill and grit bin at Penhale Meadow - Location <a href="https://maps.app.goo.gl/drcokLkX8A68JjeDA">https://maps.app.goo.gl/drcokLkX8A68JjeDA</a></li> </ul> <p><b>D - Minutes:</b></p> <ul style="list-style-type: none"> <li>- Member of the public reported there use to be a grit bin here but there isn't anymore</li> <li>- Cornwall Council said this location would not be suitable due to needing 1.2m free on the footway, that would be obstructed by a grit bin</li> <li>- With many other requests for grit bins, Cllrs decided to focus on main routes in the parish for additional grit bins</li> </ul> <p><b>D - Cllr</b> Jon Prinn ▾ <b>proposed to not to put a bin at Pehale Meadow location</b></p> <p><a href="https://maps.app.goo.gl/drcokLkX8A68JjeDA">https://maps.app.goo.gl/drcokLkX8A68JjeDA</a></p> <p><b>Cllr</b> Raymond Pearce ▾ <b>seconded</b></p> <p><b>Outcome:</b> Carried ▾</p> <ul style="list-style-type: none"> <li>- <b>E - TO CONSIDER</b> request from member of the public to place and fill and grit bin at Siblyback entrance from Golitha road</li> </ul> <p><a href="https://maps.app.goo.gl/2CD7XnurSu2GscMG9">https://maps.app.goo.gl/2CD7XnurSu2GscMG9</a></p>
2026.01.28 -20E	<p><b>E - Minutes:</b></p> <ul style="list-style-type: none"> <li>- Siblyback - to roll this item to the next agenda to check location falls within the St Cleer Parish</li> <li>- <b>F - TO CONSIDER</b> request from member of the public to EITHER move existing bin opposite 17 Gwelmenrth Park to opposite 31 Gwelmeneth Park, OR place and fill a new grit bin opposite number 31 Gwelmeneth park -</li> </ul> <p><a href="https://maps.app.goo.gl/fHiGbQXTGUQknZg37">https://maps.app.goo.gl/fHiGbQXTGUQknZg37</a></p>
2026.01.28 -20F	<p><b>F - Minutes:</b></p> <ul style="list-style-type: none"> <li>- Member of public expressed that the current grit bin placement would be better further up the road (apparently this was the original requested location) and currently grit isn't being used in the bin in its current location</li> </ul> <p><b>F - Cllr</b> Jon Prinn ▾ <b>proposed to move existing grit bin opposite 17 Gwelmenrth Park to opposite 31 Gwelmeneth Park, location</b> <a href="https://maps.app.goo.gl/fHiGbQXTGUQknZg37">https://maps.app.goo.gl/fHiGbQXTGUQknZg37</a></p> <p><b>Cllr</b> Raymond Pearce ▾ <b>seconded</b></p> <p><b>Outcome:</b> Carried ▾</p> <ul style="list-style-type: none"> <li>- <b>G - TO CONSIDER</b> request from Pavilion hirer to place grit bin at the Pavilion</li> </ul>
2026.01.28 -20G	<p><b>G - Minutes:</b></p> <p><b>Cllr</b> Jon Prinn ▾ <b>proposed to place a new grit bin at The Pavilion- to be provided by and filled by St Cleer Parish Council</b></p>

## ST CLEER PARISH COUNCIL

	<p><b>Cllr Sue Harbord</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p> <ul style="list-style-type: none"> <li><b>H - TO CONSIDER</b> existing grit bins placed by St Cleer Parish council at Penhale Lane and Suncrest and their permanent placement / filling by St Cleer Parish Council</li> </ul>
2026.01.28 -20H	<p><b>H - Minutes:</b></p> <ul style="list-style-type: none"> <li>Penhale lane grit bin placed by councilors in 2023 - unsure if it was known at the time that Cornwall Council would not fill as the road is not adopted. Huge grit bin <ul style="list-style-type: none"> <li>Cllrs discussed swapping this grit bin with the one outside the Church as this location would be better for a larger grit bin on the bus route.</li> </ul> </li> <li>Suncrest Grit bin placed by David Miller in Nov 25 due to issues witnessed in the bad weather in previous winter ( this was not requested by the council ) - Cornwall Council will not fill this as it is not a public highway <ul style="list-style-type: none"> <li>Cllrs discussed that other grit bins on the Darite junction and Higher Tremar are not far from the bin at Suncrest - the bin at sun crest to be removed and placed elsewhere to replace a broken bin</li> </ul> </li> </ul>
2026.01.28 -20H.1	<p><b>H.1 Cllr Jon Prinn</b> ▾ <b>proposed to swap the grit bin at the Penhale Lane location with the one outside the church, where it is to be filled by St Cleer Parish Council as Cornwall Council will not fill</b></p> <p><b>Cllr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -20H.2	<p><b>H.2 Cllr Mel Gymer</b> ▾ <b>proposed to remove the grit bin at the Suncrest location, and use it to replace a broken bin elsewhere</b></p> <p><b>Cllr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -20I	<ul style="list-style-type: none"> <li><b>I - To CONSIDER</b> costs for new grit bins and agree size / quantity to buy</li> </ul> <p><b>I Minutes:</b></p> <ul style="list-style-type: none"> <li>3 replacements needed for bins at Crows Nest, Redgate and Darite - Trethevy Junction</li> <li>Cllrs reviewed costs for 200l and 400l grit bins, agreed to buy 200l grit bins for all locations needed, and 2 spare to be kept at the Pavilion, approx £100 each</li> </ul> <p><b>I - Cllr Jon Prinn</b> ▾ <b>proposed to purchase new 200L bins needed as per items 20A- H2, plus 2 spare grit bins, at around £100 each</b></p> <p><b>Cllr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -20J	<ul style="list-style-type: none"> <li><b>J - TO CONSIDER</b> purchasing 1000k or 2000kg of grit</li> </ul> <p><b>J - Minutes</b></p> <ul style="list-style-type: none"> <li>Previously ordered 1000kg of grit but we have run out after 1 refill</li> <li>Previously ordered the from the gravel shed</li> </ul> <p><b>J - Cllr Jon Prinn</b> ▾ <b>proposed to purchase 2000kg of grit from the Gravel shed for £435</b></p>

## ST CLEER PARISH COUNCIL

	<p><b>Clrr Sue Harbord</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -21	<p><b>To RE-CONSIDER</b> DPO membership with Paul Russell for £275</p> <p>Minutes:</p> <ul style="list-style-type: none"> <li>- Did not renew membership as previously was going to sign up to another service which the council aren't now</li> <li>- Clerk has used Paul's services many times and would like to have his support for any data related issues that arise,</li> </ul> <p><b>Clrr Sue Harbord</b> ▾ <b>proposed to sign up with Paul Russell for DPO services for 1 year for £275</b></p> <p><b>Clrr Sue Harbord</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -22	<p><b>TO RESCIND</b> 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</p> <p>Minutes:</p> <p><b>Clrr Jon Prinn</b> ▾ <b>proposed the council's resolution of 27.08.25 to subscribe to the Breakthrough Comms Data Protection Toolkit</b></p> <p><b>Clrr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -23	<p><b>TO CONSIDER</b> Schemes to submit in the EOI for the Community Highways Improvement Programme, and <b>AGREE</b> associate actions</p> <p>Minutes:</p> <p>At the previous meeting it was agreed that the highest priority is speeding - this can incorporate 4 / 5 highways issues that the council are aware of and previously discussed. The preferred solution discussed for these issues were digital speed signs</p> <p><b>Clrr Raymond Pearce</b> ▾ <b>proposed for the clerk submit EOI for the Community Highways improvement programme for digital speed signs at various locations around the parish</b></p> <p><b>Clrr Suzanne Horsfield</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -24	<p><b>TO REVIEW AND APPROVE</b> policies as recommended by the finance and general purposes committee</p> <ul style="list-style-type: none"> <li>- A - IT Policy - <i>to be reviewed in 3 years</i></li> <li>- B - Maternity Policy - <i>to be reviewed in 3 years</i></li> <li>- C - Internal Controls Policy - <i>to be reviewed in 1 year</i></li> </ul> <p>Minutes:</p> <p><b>Clrr Jon Prinn</b> ▾ <b>proposed to approve the following policies;</b></p> <p><b>A -IT Policy - to be reviewed in 3 years</b></p> <p><b>B - Maternity Policy - to be reviewed in 3 years</b></p> <p><b>C - Internal Controls Policy - to be reviewed in 1 year</b></p> <p><b>Clrr Sue Harbord</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>

## ST CLEER PARISH COUNCIL

	<p>Meeting paused: 20:55 Meeting resumed: 20:58</p>
2026.01.28 -25	<p><b>TO REVIEW</b> drafted skate park letter, and <b>APPROVE</b> skate park working group to begin distribution of letter and questionnaire, Minutes: SELECT ▾</p> <ul style="list-style-type: none"> <li>- Questionnaire already approved - to be distributed for 2 months, clerk to get analysed data back to council before maternity leave</li> </ul> <p><b>Cllr Jon Prinn ▾ proposed to approve the skate park letter requesting donations, and approve the skate park working party and clerk to begin distribution of the letter and questionnaire</b> <b>Cllr Suzanne Horsfield ▾ seconded</b> <b>Outcome: Carried ▾</b></p>
2026.01.28 -26	<p><b>TO RECEIVE</b> proposed meeting dates for 2026 / 2027, recommended by the F&amp;GP committee Minutes:</p> <p><b>Cllr Jon Prinn ▾ proposed to accept the proposed meeting dates for 26/27</b> <b>Cllr Mel Gymer ▾ seconded</b> <b>Outcome: Carried ▾</b></p>
2026.01.28 -27	<p><b>TO DISCUSS</b> if the council would like to make comment on the Cornwall Council PSPO Renewal (alcohol consumption in public places) 2026 consultation Minutes:</p> <p><b>Cllr Jon Prinn ▾ proposed to make no comment on the Cornwall Council PSPO renewal consultation</b> <b>Cllr Raymond Pearce ▾ seconded</b> <b>Outcome: Carried ▾</b></p>
2026.01.28 -28	<p><b>TO DISCUSS</b> if the council would like to make comment on the Cornwall Council Off-Street Parking Order 2026 consultation Minutes: Cllrs discussed making the following comments on the consultation</p> <ul style="list-style-type: none"> <li>- Council are against introducing new car parks to the order, the introduction of winter charges, and introduction of charges to new car parks</li> <li>- Seaton beach car park - tourism is of importance in this area. Winter is sparse for trade so keeping the car parks free in winter is vital to the many local establishments there. Winter parking charges would put off these visitors. This area is used a lot within the community for dog walking as dogs are allowed on the beach - this keeps the community locally active.</li> <li>- Cllrs happy for Clerk to add notes as she feels appropriate</li> </ul> <p><b>Cllr Sue Harbord ▾ proposed to comment on the Cornwall Council Off-Street Parking Order 2026 consultation, as per above</b></p>

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	<p><b>Cllr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -29	<p><b>TO DISCUSS</b> if the council would like to make comment on the Golitha Falls NNR Draynes Wood Public Consultation</p> <p><b>Minutes:</b></p> <p>Cllr Harbord let the room 21:08 Cllr Harbord returned to the room: 21:10 Cllr Gymer left not to return: 21.12</p> <ul style="list-style-type: none"> <li>- Due to wanting to research more information on this item, Cllrs discussed delegating responding to the consultation to the F&amp;GP committee at the next meeting - in the meantime councillors send comments to the clerk</li> </ul> <p><b>Cllr Jon Prinn</b> ▾ <b>proposed to give F&amp;GP committee delegated authority to comment on the the Golitha Falls NNR Draynes Wood Public Consultation at next meeting</b></p> <p><b>Cllr Sue Harbord</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -30	<p>Date of next meeting: 28.01.26</p>
2026.01.28 -31	<p><b>*Proposal to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)*</b></p> <p><b>Minutes:</b></p> <p><b>Cllr Jon Prinn</b> ▾ <b>proposed to restrict meeting and exclusion of the press and public for a closed session - 1960 Public Bodies (admission to Meetings) act s1 (2)* to discuss quotes</b></p> <p><b>Cllr Sue Harbord</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -32	<p><b>TO CONSIDER</b> quote from Mark Rogers to replace Emergency lights that failed in battery drain test</p> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>- Quote of £130 received to replace 2 emergency light bulkheads</li> <li>- No other quotes requested as under £500 so as per our financial regs 5.10 not needed as clerk deems value for money, and not a prudent use of time to request other quotes for the cost / works involved.</li> </ul> <p><b>Cllr Jon Prinn</b> ▾ <b>proposed to accept quote from Mark Rogers for £130 to replace the emergency lights</b></p> <p><b>Cllr Raymond Pearce</b> ▾ <b>seconded</b></p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -33	<p><b>TO CONSIDER</b> quotes for 1500l of oil for the pavilion</p> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>- Pavillion on 2 bars of oil but Cllr Prinn wanted to check manually to confirm low levels ahead of clerk ordering oil - will do over the weekend</li> <li>- Prices from 3 providers presented</li> </ul>

## ST CLEER PARISH COUNCIL

	<p><b>Cllr Raymond Pearce</b> ▾ proposed to purchase 1500l of oil for the pavilion at the cheapest available price the Clerk finds suitable, subject to Cllr Prinn check the levels</p> <p><b>Cllr Sue Harbord</b> ▾ seconded</p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -34	<p><b>TO CONSIDER</b> proposal and quotes from Allotment Association for deer fencing at the allotments, and to agree action and associated expenditure</p> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>- Cllrs reviewed 3 quotes obtained by the allotment association</li> <li>- Due to considerable cost different, preference by the allotment association, and the contractor having done work previously at the allotments, Cllrs decided to go with Quote from Mr Barberry - £900 labour + materials purchased by council £662.62 - Total £1562</li> </ul> <p><b>Cllr Jon Prinn</b> ▾ proposed to accept quote from Mr Barberry for £900 labour + materials purchased by council £662.62 - Total £1562, to come from the allotment EMR</p> <p><b>Cllr Raymond Pearce</b> ▾ seconded</p> <p><b>Outcome:</b> <b>Carried</b> ▾</p>
2026.01.28 -35	<p>Cornwall Councillor update: Cllr Smith</p> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>- Horizon farm shop - will be meeting them this week to look at new planning proposal</li> <li>- Discussion about 20mph zone roll outs - no alterations to be made in the village due to data held.</li> <li>- Slurry on Treworgy road - having a meeting with farm officer in relation to that road</li> <li>- Attending meeting at Siblyback to discuss ANPR</li> <li>- Looking into planning enforcement of removal of hedge and planning issue of alterations to a property</li> <li>- St Cleer School trees - trees should have been dealt with</li> </ul>

Meeting closed at: 21.50

To be ratified by full council on: 25.02.26

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*