

ST CLEER PARISH COUNCIL

Minutes of the Full Council Meeting

held on Wednesday 23 September 2026 at 7.00pm at The Sports Pavilion,
Sports Field, St Cleer

Agenda points are in black and minutes are in blue

	Item
2026.09.23-33	TO NOTE those, present and receive apologies for absence Present: Cllrs Raymond Pearce (Chair), Carol Ayres, James Emuss, Mel Gymer, Suzanne Horsfield, Michael Beech, Paul Hickingbotham, Locum Clerk/RFO Anita James. Apologies: Cllr Jon Prinn and Cllr Sue Harbord (Vice-Chair). Apologies were received and accepted. In attendance: Cornwall Councillor Sean Smith; ten members of the public.
2026.09.23-34	TO RECEIVE any Declarations of Interest from Members/Dispensations No declarations of interest, dispensations, non-registrable interests or declarations of gifts were received.
2026.09.23-35	PUBLIC FORUM (maximum 15 minutes; maximum 3 minutes per person) 3g - Subject to standing order 3(f), a member of the public shall not speak for more than (3) minutes. 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. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. ○ A resident highlighted the long-standing visibility and road safety concerns in Tremar Lane, Tremar Coombe. Cllr Sean Smith advised that the issues should be raised with Cornwall Highways through the Community Area Partnership process. ○ The owner of a local business is considering expanding their container storage business. He explained that there appears to be a large demand for container storage. The containers would be placed in a local field, single-storey, green and partially screened by trees. Cllr Raymond Pearce advised that the planning application should be submitted in the normal way and that the Parish Council could not express a view at this very early stage. Cllr Sean Smith advised that the effect on traffic would need to be considered. ○ A resident spoke about the recently formed mental health charity called Chaos to Control, which is seeking collaboration opportunities within the local community, including the parish council.

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2026.09.23-36	a TO APPROVE the minutes from the previous meeting held on 22 July 2026 and the Chair to sign. RESOLVED: The minutes of the Full Council meeting held on 22 July 2026 were approved as a correct record and signed by the Chair. <i>Proposed: Cllr Michael Beech/Seconded: Cllr Mel Gymer / Carried</i> b TO APPROVE the minutes from the Finance and General Purposes Committee meeting held on 24 June 2026 and the chair of the Finance Committee to sign. RESOLVED: The minutes of the Finance and General Purposes Committee on the 24 June 2026 were approved as a correct record and signed by the Chair. <i>Proposed: Cllr James Emuss/ Seconded: Cllr Mel Gymer / Carried</i> c TO APPROVE the minutes from the HR Committee meeting held on 15 April 2026 and the Chair of the HR Committee to sign. RESOLVED: The minutes of the HR Committee on the 15 April 2026 were approved as a correct record and signed by the Chair. <i>Proposed: Cllr James Emuss/ Seconded: Cllr Carol Ayres/ Carried</i>
2026.09.23-37	TO RECEIVE Cornwall Councillor Sean Smith's report (max 5 mins) ○ A parish council by-election was held on 20 August 2026. Evangeline Ivy Coomber and Catherine Dawn Lake each received 141 votes. Following the drawing of lots required after the tied vote, Evangeline Coomber was declared elected. Kevin Johnson received 53 votes. Cllr Smith thanked all three candidates and everyone who took part. ○ Road safety and visibility concerns at Tremar Coombe continue to be raised with Cornwall Highways, with further responses requested to progress improvements. ○ Parking problems at Golitha Falls remain under discussion, with possible restrictions being considered and residents encouraged to report obstruction and dangerous parking. ○ A public meeting on A38 safety between Trerulefoot and Liskeard is planned for 5 October, with Cllr Smith highlighting casualty figures and inviting the Parish Council to consider supporting the campaign. ○ Cllr Smith will attend the Community Transport Conference on 30 September, raising concerns about rural services, reliability, accessibility and connections to Liskeard and Derriford. ○ Concerns remain about overcrowding on Liskeard college buses, particularly the 174 service, with the operator informed and further evidence requested if problems persist. ○ Cornwall Council is reviewing the household waste booking system, including a proposed extension to United Mines, while the Parish Council is invited to identify locations requiring fly-tipping prevention notices. ○ Planning application PA26/04303 for 13 social-rent homes at Darite remains awaiting determination following the Parish Council's objection, with the final decision resting with Cornwall Council's Planning Authority. ○ The Leader confirmed Cornwall Council's stated position remains that there will be no mayor under the proposed devolution arrangements, while Cllr Smith continues seeking clarity on powers, costs, funding and accountability
2026.09.23-38	TO RECEIVE the Chairman's Report (max 5 mins)

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	○ Cllr Raymond Pearce congratulated Cllr Eva Coomber on her election in the recent by-election. ○ There are plans to refurbish the MUGA, the Parish Council has received two quotations and is seeking a third before deciding which supplier to appoint. ○ The Chair had visited several residents in the parish concerning road safety issues. ○ No-BBQ warning signs have been erected on Bodmin Moor. The Chair thanked Cllr James Emuss for his assistance. ○ Cllr Raymond Pearce and Cllr Mel Gymer had both helped with the youth club on four consecutive Monday evenings.
2026.09.23-39	TO APPROVE the co-option of one councillor onto St Cleer Parish Council Rich Clark addressed the Council and spoke about his suitability for the role, including his extensive public service background and relevant experience. RESOLVED: Richard Clark was co-opted as a councillor to St Cleer Parish Council. <i>Proposed: Cllr Clive Sargeant/Seconded: Cllr Eva Coomber/Carried</i>
2026.09.23-40	TO CONSIDER additional dog bins in Tremar (MB) Cllr Michael Beech explained that there are quite a few dog bins in St Cleer, but none in Lower Tremar, even within a popular dog walking area. Action: Clerk to investigate an additional waste bin in Lower Tremar and report back to Council with the cost involved.
2026.09.23-41	TO CONSIDER and APPROVE the purchase of a new noticeboard in Darite The Clerk advised that £500 had been allocated in the current budget for a replacement PC noticeboard in Darite. Following discussions with the Darite Village Hall Committee, measurements and design options had been considered to ensure suitability for the bus stop, which is due to be decorated. A potential replacement is an external heavy-duty, lockable, refurbished plastic noticeboard that meets all requirements. The cost is £761, exceeding the allocated budget; however, the Clerk noted that market research had shown £500 to be an unrealistic budget for a suitable replacement. Council felt that £761 seemed a high amount and suggested that local suppliers be considered. Action: Chair and clerk to investigate.
2026.09.23-42	TO CONSIDER and support Cllr Paul Hickingbotham as the Parish Paths Representative The clerk explained that currently she must reply upon members of the public and the grass-cutting contractor to report accessibility, maintenance and safety issues. The clerk explained that a representative would liaise with Cornwall Council and the Parish Council, providing valuable feedback to improve oversight and support claims for the full Enhanced Maintenance Grant. RESOLVED: Cllr Paul Hickingbotham to be the St Cleer Parish Paths Representative. <i>Proposed: Cllr Raymond Pearce/ Seconded: Cllr Clive Sargeant/ Carried</i>
2026.09.23-43	Planning - TO RESOLVE to comment 'to support' 'to object' or 'to make no comment' on the applications below on the Cornwall Council planning portal. New Applications:

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	PA26/04385: 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. 2 Lampretten Cottages St Cleer Liskeard Cornwall PL14 6RR https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TH3I3VFGDI00 RESOLVED: To support planning application PA26/04385 <i>Proposed: Cllr Clive Sargeant / Seconded: Cllr Raymond Pearce Carried</i> PA26/06043: Higher Rosecraddoc Cottage Rosecraddoc Liskeard Cornwall PL14 5AE Partial demolition of cottage, construction of a two-storey extension, a single-storey extension and a roof canopy over a patio https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=dates&keyVal=TKHQ2ZFGLTG00 RESOLVED: To support planning application PA26/06043 <i>Proposed: Cllr Clive Sargeant / Seconded: Cllr Raymond Pearce Carried</i>
2026.09.23-44	Update on last month's Actions a. Trethevy Quoit signage – update. Cornwall Heritage Trust has not responded. Clerk is communicating with a local image making company about the easiest way to replace the existing faded sign. Carried forward. b. Store pallets and grit boxes- maintenance person needs commercial license Action: Clerk to contact Biffa waste. c. MUGA replacement boards -two quotes obtained, a third is recommended to fulfil financial regulations. d. Pavilion Gate- Clerk to obtain quotes. Carried forward. e. Football requests- cabinet/water dispenser. The clerk had received further requests and will communicate with council and the health and safety consultants. Carried forward.
2026.09.23-45	Reports- TO NOTE -Representative meetings – no report received. -Commoners – The representative of the Commoners Association thanked the PC for the no-BBQ signage on the moor. Health and Safety -TO RECEIVE August report for the Pavilion, Horizon Play Park, The Council received the report and noted the following items requiring attention: -A missing floor bolt on the play area roundabout which may allow a panel to lift during use. -The upper play area gate is catching on the tarmac surface and sticking open. - Corrosion developing on the lower hinged section of the outdoor cross trainer equipment. -Two final exit doors within the Sports Pavilion require adjustment as they are catching and are

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	difficult to operate and secure. -Continued monitoring and management of weed growth within the children's play area following the recent dry weather. Action: Clerk to ask maintenance contractor for quotes.
2026.09.23-46	TO RESOLVE to support the Minions' Road Safety Improvement Scheme. Note this is in principle and the Council and Commoners Association will have input into relevant detail within the scheme before it is finalised. RESOLVED: To support the Minions' Road Safety Improvement Scheme <i>Proposed: Cllr Sue Horsfield / Seconded: Cllr Raymond Pearce / Carried</i>
2026.09.23-47	TO RESOLVE to support the requirement submitted to CAP and Cornwall Highways that there is at least a no-parking restriction for 365 days a year up to 500m in all directions of Golitha Falls. RESOLVED: To support the requirement submitted to CAP and Cornwall Highways that there is at least a no-parking restriction for 365 days a year up to 500m in all directions of Golitha Falls. <i>Proposed: Cllr Carol Ayres, Seconded Raymond Pearce/ Carried.</i>
2026.09.23-48	FINANCE a. TO RECEIVE monthly councillor reconciliation, check report from previous month. b. TO NOTE that Biffa payments have increased by £1.35 a month from July 26, Sports Field grass-cutting costs increased by £20.00 per month (a 10% increase). c. To Retrospectively APPROVE 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 d. TO RECEIVE the previous month's bank reconciliation e. TO APPROVE the payment schedule for September 2026. Carol, Susan second, carried RESOLVED: To APPROVE all the above <i>Proposed: Cllr Mel Second Carol Ayres/Carried.</i>
2026.09.23-49	TO APPROVE the recommendations of the Finance & General Purposes Committee meeting held online on 9 September 2026: a. Budget Monitoring Report covering income and expenditure from 1 April to 31 August 2026. b. Earmarked Reserves as 31 August 2026 and disposition of council funds. c. Grant to St Cleer General Cemetery £1,000. d. Grant application form Pentiddy Community Woodland not commensurate to the benefits to residents of St Cleer and declined. e. An increase in the facilities contractor's rate to £20.00 per hour and a 12-month contract. f. A 5% increase in the hire rates for 2027/28 for the sports pitches and no increase for pavilion rates. g. A 3% increase in the allotment rates (including water) for 2027/28. RESOLVED: To APPROVE all the above <i>Proposed: Cllr Clive Sargeant/ Seconded Cllr Sue Horsfield/Carried.</i>

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2026.09.23-50	TO APPROVE further members of the Finance and General Purposes Committee No councillors volunteered; the clerk explained that any member of the council was entitled to attend a finance committee meeting to see what they were like.
2026.09.23-51	TO APPROVE the updated Reserves and Investment Policy RESOLVED: TO APPROVE the updated Reserves and Investment Policy <i>Proposed: Cllr James Emuss / Seconded: Cllr Clive Sargeant/Carried.</i>
2026.09.23-52	TO CONSIDER what projects should be prioritised as part of the 2027/28 budget setting ○ Cllr Clive Sargeant- MUGA refurbishment ○ Cllr Paul Highbotham and Cllr James Emuss – IT, community engagement and social media ○ Cllr James Emuss mentioned a sign advertising the pavilion at the entrance to the car park may encourage use. ○ Cllr Raymond Pearce mentioned that August by-election had cost the council £5,700 and on 16 September ten residents had petitioned for a second by-election and if contested, will cost the council an additional £5,700. That is a possible £11,400 that could have otherwise been used for a good cause for the community of St Cleer. At the date of both petitions there were vacancies on the council that could have been filled by co-option as an alternative to a by-election. Extra provision for future by-elections will need to be made as part of the 2027/28 budget setting exercise.
2026.09.23-53	INTERNAL CONTROL a non-signatory Cllr to check a sample of invoices from September 2026 against Xero. Carried forward.
2026.09.23-54	TO RESOLVE to exclude the press and public from the meeting for a closed session- Public Bodies (Admission to Meetings) Act 1960, section 1(2) RESOLVED: To restrict meeting and exclusion of the press and public for a closed session- Public Bodies (Admission to Meetings) Act 1960, section 1(2) <i>Proposed: Cllr Raymond Pearce/Seconded: Cllr Mel Gymer/ carried.</i>
2026.09.23-55	TO APPROVE the recommendations of the HR Committee meeting held online on 9 September 2026 regarding performance and salary. RESOLVED: TO APPROVE the recommendations of the HR Committee meeting held online on 9 September 2026 regarding performance and salary. <i>Proposed: Cllr Carol Ayres/ Seconded Raymond Pearce/ Carried.</i>
2026.09.23-56	Date of next meeting: 28 October 2026