

St Breward Parish Council 2025/26
Minutes of the Council meeting for
Monday 6th October 2025 at 7:30pm
Held in St Breward Institute & War Memorial Hall

1) Parish Councillors Present: Darren Wills Paul Frost Stuart Dodds Fiona Cambouropoulos Val Hill Alistair Philp Veronica Stansfield

Unitary Authority Councillor Present: David Garrigan

Clerk to the Parish Council: On annual leave – apologies received

Public Present: Jane Hanscomb David Clark Jonquil Stapleton Tim Hutton

Agenda Item	Notes from Meeting	Person Responsible
Public concerns and issues raised prior to start of the PC meeting	Nil	
2)Apologies	The Clerk and DCC sent apologies as on annual leave. SN sent apology	
3) Declaration of members registerable, non-registerable and disclosable pecuniary interests (in accordance with Part 3, 5A & 5B Code of Conduct)	None	
4) Minutes of the meeting held on 1 st September 2025	The PC approved the minutes of the meeting held on 1 st September 2025. Proposed by PF seconded by VH All in favour	
4) Matters Arising from previous meetings	a) SN – gorse cutting around Rylands - discussion with Commoners yet to take place. SN not present b) Clerk to follow up on community emergency toolkit c) SN will ask if Commoners could cut gorse/ferns near seat at Mine Hill War memorial Clarify with SN not present, Clerk to follow up d) Electoral office advised Clerk that there has not been receipt of 10 requests for an election, so Parish Council can proceed with co-option of new Councillor. Clerk has arranged advertisement of post, with applications being considered by the Parish Council at their November meeting. e) Clerk to ask Monster Signs about dog poo signs	Clerk Clerk
5)Public Concerns & Comments	Nil	

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6) St Breward Wildlife & Conservation Group	Tim Hutton Chair W&C Group spoke about their activities and events over the last 12 month which included an open day with Butterfly Conservation, celebrating ash trees, a tree walk round the Village, a balsam pulling day and a display at the Flower Festival. The Group want to be active in the community and work with other local groups including the School. Tim said he used to be consulted about any proposed tree work in the Parish which involved planning and would be happy to start doing so again. Clerk to advise how this could be achieved/managed	Clerk
7) Planning Matters & Applications	B) A) PA25/02972 Penpont House, St Breward To remove slates (existing) replace like for like using Delabole slate (reclaimed if necessary) Removal of existing plastic rainwater goods to be replaced with cast iron, conservation grade. To install two conversation grade roof windows at the rear of the building , either side of the gable. 570mm x 780mm. To remove external render. Pointing up stonework with a lime mortar mix. Repair using lime mortar mix to the chimneys. Mrs Fiona Caspersen.	Clerk
	C) A ii PA25/02973 Listed building consent for the above Prop AP and seconded PF all agreed Proposed by AP Seconded by SD	Clerk
	D) Following Presentation by VS and a general discussion, Councillors decided to express an interest in carrying out a Neighbourhood Priority Statement? Proposed by AP Seconded by SD all in favour . This is the sign up email neighbourhoodplanning@cornwall.gov.uk	Clerk
8) Police Report	October newsletter yet to be received.	
9) CALC Updates	a. Councillors noted the CALC Updates	VS attending
	b. Tuesday 11 November – 6.30pm for 7pm start – CALC AGM at St Erme Community Centre c. <u>Rights of Way Improvement Plan Baseline Survey</u> – Councillors encouraged to complete individually VS to complete for PC	VS
10) Request from Helen Morse Sustrans regarding accessibility notice involvement	Councillors noted that this was follow up from the Sustrans event in August. A poster about this involvement has been out on the community noticeboards and sent out in a community email	VS
11) Play Area Rylands	PF reported that all was well with the Play Area, he has put in a temporary gate in order to deal with the faulty closing mechanism on the metal gate. We need to look at replacing the two ‘Springers’ Paul will bring pictures and quotes to next meeting	PF

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12) Toilet Cleaner Appointment	Jonquil Stapleton now in post. Jonquil attended the meeting and was welcomed by Councillors	
13) DBS policy	The DBS Presentation by SD was deferred until the November meeting	
14) Village Seats, grit bins, bins & notice boards	Councillors noted that the Experience Bodmin grant request was unsuccessful. B) The Parish Council discussed the litter bin opposed the Institute and War Memorial Hall, following recent complaints. The PC thanked DW's partner Mark for his support in volunteering to clean and tidy around the bin. Councillor's resolved not to take on the financial responsibility for this bin, proposed by VS seconded by AP. CC to be asked to remove this bin if they do not want the responsibility for it	VS
15) Footpaths	The PC only received one tender application for the improvement work on Mill Lane under the grant application for the LMP enhanced project. This has been submitted and a response approving the project has been made by the LMP team. There are a couple of technical items which we need to sort out before asking contractor to proceed, but Clerk will do this on her return. The PC thanked VS and the Clerk for the work undertaken and noted the grant application form – the Parish Council resolve to pursue the project at Mill Lane and accept the funding grant offer from Cornwall Council, proposed by PF, seconded by FC – all in favour. The Parish Council noted an email from an owner of a property in Mill Lane regarding water and drainage. VS has contacted the footpath team to determine if there are any registered owners identified for the lane and the maintenance of it. VS reported that CC have no knowledge of ownership and are checking if there are any underground service	Clerk & Vs
16) Public Conveniences	Jonquil now in post. Thurs 02 Oct Jonquil contacted VS (Clerk on leave), leak from pipe round toilet cistern (clean water), PF confirmed that we needed a Plumber, Glen Mariott fixed it by lunchtime, he will Invoice PC. Wooden box work behind toilet removed for access and found to be rotten. Jonquil reported that wooden strip outside toilet store needed replacing. Councillors agreed to get quotes proposed by FC seconded by SD, all agreed. FC to obtain quotes	FC
17) The PC will note all reports made to Cornwall Council/others in past month & update on progress	a. Fallen bough –ref X636XUW9 101007843786 reported 15.09.25 Cleared b. Blocked drain – Silver Springs stream under road Ref:W252132378 Cormac reported back as no work required VS to follow up wih Highways Steward	VS

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18) Reports will be received by Unitary Councillor and/or the members of the Parish Council	David Garrigan spoke about: a. The proposed sale of council owned farms. This has generally not been favourably received and the matter will be going to Cabinet b. The proposed reduction in staff at Treliske c. CC want to expand community involvement in litter picking across the County and are making more equipment available to communities d. Disappointment in no 'Pride in Place' funding being made a for Cornwall e. Encourage people to take part in CC's 'Age Friendly' online Consultation f. CC are introducing a Home improvement Loans Scheme, this is going out in a comm email PF A parishioner at Wenford was concerned about the number of accidents on the road down from Hengar Manor to Wenford and asked if the Parish Council could assist in contacting Highways about this. PF and VS did a site visit and recommend that the PC support the need for signage alerting drivers to the sharp bend. PF to advise parishioner	PF
19)Financial Matters	The PC reviewed all payments, BACS payments and inter account transfers and all actions supported. Transferred £3000 from savings account to current account payments. Proposed AP seconded by VH – all in favour. The PC noted the following Payments due/paid in October2025: PAYE: £207.97 Cleaner: BS £130 and commencement of new cleaner JS £195 Clerk: £618.20 Payroo £6 - a)PC Insurance – annual cost and insurance items reviewed by PF & VS £1336.39 b) David Eno for hosting wordpress website (stbreward.net) – includes daily backups, continuous monitoring, security scans and technical support - annual cost: £162 c) Cornwall Council for uncontested election £322.48 Total payments: £2978.04 The Parish Council received thanks from the Community Bus committee for the grant of £100. The Parish Council received the external auditor report advising that no matters had come to their attention giving cause for concern that relevant legislation and regulation	

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	requirements have not been met. Under other matters not affecting the auditor's opinion which they draw to the Parish Council's attention is: that the PC have not complied with the governance assertions in Section 1, Box 4 but it has provided the appointed auditor with an adequate explanation for non compliance and details of the actions necessary to address the weaknesses identified. This is consistent with the internal auditor responses to internal control objectives M in the annual internal report. The prior year figures have been restated but the smaller authority have not written 'RESTATED'. This indicates to the reader that the prior year figures have changed compared to last year's completed review of the AGAR. The authority needs to have robust procedures in place to prevent any decisions or payments being made that are ultra vires. Authorities making decisions always need to understand the powers they are exercising in the context of their decision making. The Council should consider its procedures in this respect. The Clerk will formulate an action plan in order to address these other matters. The Council has received an invoice from the external auditor for £252 - which the Clerk will pay on return from her holiday.	
20) To review all correspondence – the PC will view or discuss specific items of correspondence received via post/email	a) Town & Parish Council newsletter Sent out to Councillors b) Clean Cornwall newsletter – Sent out to Councillors	
21) Forthcoming Training/Meetings/ seminars	a) Confirmation of VH booking on 7th October 2025 6-9pm Code of Conduct training for Councillors Wills, Philp & Cambouropolous b) Training reviewed under agenda item 9) updates from CALC. VS to attend CALC AGM	
22) Items for discussion at next meeting	Play Areas (Gate and Springers) and in house Code of Conduct Training Agree meeting dates for 2026	
23) Date/time of next mtg	Meeting closed 21.08 Next Meeting Monday 3 rd November 2025 at 730pm in Institute & War Memorial Hall.	