



Stoke Climsland Parish Council

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Minutes of the Meeting of Stoke Climsland Parish Council held in the Parish Hall at 7pm on Monday, December 15, 2025

1. a. To note councillors present

Cllrs S Ross (chair); R Davies (vice chair); C Smith; B Langsford; M Williams; B Lightfoot; T Selwood and S Cazaly. Also in attendance: Cllr A Parsons; S Cleave, clerk and one member of the public.

b. Apologies

Cllr D Crawley; Cllr M Howlett.

c. To note other absence

None.

2. Declarations and Dispensations

None.

3. Council meetings of November 2025

Councillors approved the minutes of the full council meeting held on November 24, 2025.

Proposed: S Cazaly

Seconded: T Sellwood

Votes: Unanimous

4. Public session

None.

5. Planning

1. Applications for comment

None.

2. Decisions to be noted

The following decisions were noted:

PA25/06544 Conversion of barn to form annexe. Barn north of Swallowfield, Higher Hampt, Lockett **APPROVED**

PA25/06545 Listed building consent for conversion and extension of barn to form annexe. Barn north of Swallowfield, Higher Hampt, Lockett **APPROVED**

PA25/07088 – Construction of detached garage of timber on existing car park site. Sunnyside, Lockett **APPROVED**

3. For information

The following was noted:

PA25/01084/PRE – Pre-application advice for a new eco home on existing hardstanding on the site. The two existing site entrances would remain as existing. The Workshop, Algorma, Stoke Climsland

CLOSED – ADVICE GIVEN

6. Report from Cornwall Councillor Adrian Parsons

Cllr Parsons reported that £30-m would be coming to Cornwall through the Industrial Growth Fund (split over the next two years). He was not expecting much to be spent in North Cornwall however. This would replace the Shared Prosperity Fund. There will also be £30-m from the government available for carrying on with the bus subsidy for Cornwall. It is hoped that this will save the services we have for the next couple of years. The £3 bus fare cap will stay in place until March 2026. There is an amount of money for improving roads and potholes. There is still work being carried out on the budget – it is expected that there will be more money for children’s services and adult social care. A 4.99% rise is expected. Councillors informed Cllr Parsons of a number of blocked drains – he will report. With regards to Plusha, Cllr Parsons said there will be a meeting in January with the technical team to see what the preferred options are. The consultation for the 20mph speed limit has ended, but there is no feedback as of yet.

7. Correspondence

The following correspondence was noted: Cornwall Council analysis of budget; Saltash tunnel update; Cornwall Council Local Plan update; CALC AGM minutes; road closure – from junction west of Jopes Cottage to junction east of Treovistown, Lucket December 9 to 11; Cornwall Council Town and Parish Council newsletter; road closure – road from junction north west of Venterdon to county boundary, Stoke Climsland January 19 to February 15; Climate Emergency Carbon Neutral Cornwall newsletter; Town and Parish Council Bulletin – council priorities plan and budget consultations.

8. Lockett car park damage – to resolve for repairs to be made to the fence.

Recent damage has been caused to the fence in Lockett car park. Councillors felt it best if a taller 4ft post was put at the end with reflectors either side. It was felt the repair work needed to be done as soon as possible, as there had been a number of incidents in recent months. It was resolved for the clerk to use her discretion and arrange the repairs, up to the value of £500.

Proposed: B Lightfoot

Seconded: R Davies

Votes: Unanimous

9. Play equipment – to discuss a policy for repairs, and to formalise ROSPA training details.

Cllrs Cazaly and Sellwood will be enrolled on the one-day ROSPA course, to allow them to carry out the safety checks. A policy would be written and brought back to the next meeting for repairs. Cllr Davies agreed to write a strategy for the play areas, in order for grant funding to be applied for.

10. IT strategy – to discuss an IT strategy / Assertion 10

The clerk will work on the IT strategy and place it on the January agenda, along with quotes for a gov.uk website and emails. Cllr Davies said there was someone on Calstock Parish Council who is willing to cast an eye on what Stoke Climsland is doing in regard to IT. Cllr Lightfoot asked if there was any training available for maintaining council work on personal computers. Cllr Davies will enquire with CALC.

11. Highway Improvement Programme – to discuss submitting an expression of interest.

A number of possible highways improvements were suggested. A small group – Cllrs Ross, Cazaly and Lightfoot will meet in the new year and look at in more detail before bringing back to the January meeting. Problems with extensive potholes at Trehill will be reported to Highways by the clerk.

12. Parish archives – to discuss.

Following correspondence received from The Old School, councillors discussed the parish archives. It was noted that the parish council has no duty to run the parish archives. It was proposed to speak to the Old School and point them in the direction of the Community Archives and Heritage Group, with a view of seeking professional help. It was resolved that the parish council would not fund the archive.

Proposed: R Davies

Seconded: S Ross

Votes: Unanimous

13. Neighbourhood Development Plan - to receive an update.

Cllr Davies gave an update of the NDP. Two drop-in sessions have been held, and another may be organised for the new year.

14. Parish call for sites – to receive correspondence from Cornwall Council.

No sites were identified.

15. Pension – to resolve to enrol the clerk on the Cornwall Pension Fund (Local Government Pension Scheme).

It was resolved to enrol the clerk on the Local Government Pension Scheme.

Proposed: R Davies

Seconded: S Cazaly

Votes: Unanimous

16. Work Plan

a) Asset Management working party
No further report.

b) Carbon Zero Committee
Cllr Davies spoke about the media outlets and other organisations that had covered and shared information on the Retrofit Guide. Cllr Ross said it has put Stoke Climsland on the map.

c) Footpath working group
No report.

d) Communications working group
No report – this will be placed on the January agenda.

17. Finance

a. To **approve** the Payments Schedule for November 2025

Payment – November	Amount
S Cleave – clerk’s salary (inc HMRC PAYE)	As per contract
S Cleave – clerk’s mileage	£ 6.30
S Cleave – multi pack of printer ink	£ 57.01
ABC printers – NDP information printing	£150.60
CALC – Code of Conduct training for all councillors	£300.00
D Watson – salary uplift back pay	As per contract

Councillors approved the payments and accounts.

Proposed: S Cazaly

Seconded: T Selwood

Votes: Unanimous

b. To **note** Cash Flow year to date – this was noted by councillors and signed by Cllr Smith and Cllr Ross.

c. Volunteer for finance scrutiny for the next meeting – Cllr Cazaly.

19. Items for next agenda

Time of meetings.

20. Date and time of next meeting

The next Parish Council meeting will be held at 7pm on Monday, January 19 in the Parish Hall.

The meeting closed at 9pm.