



# Stoke Climsland Parish Council

Email: [parishclerkscpc@gmail.com](mailto:parishclerkscpc@gmail.com)

07853 298595

December 8, 2025

Dear Members,

I hereby give you notice that the meeting of Stoke Climsland Parish Council will be held on **Monday, December 15 at 7pm in Stoke Climsland Parish Hall.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Yours sincerely,

*Suzanne Cleave*

Parish Clerk/RFO

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public. The council should be informed if you intend to do so.

Item No	<b>AGENDA</b>
1.	<ul style="list-style-type: none"><li>a) To note councillors present</li><li>b) Apologies - to accept apologies previously notified to the Clerk.</li><li>c) To note other absence</li></ul>
2.	<b>Declarations and Dispensations</b> <ul style="list-style-type: none"><li>a. To receive declarations of pecuniary interests</li><li>b. To receive declarations of non-registrable interests</li><li>c. To approve written requests for dispensations</li><li>d. Declaration of gifts / hospitality to the value of £50 or more</li></ul>
3.	<b>Council meetings of November 2025</b> To approve the minutes of the council meeting held on November 24, 2025.
4.	<b>Public session</b>
5.	<b>Planning</b> <ul style="list-style-type: none"><li>1. <b>Applications for comment</b> None.</li><li>2. <b>Decisions to be noted</b> PA25/06544 Conversion of barn to form annexe. Barn north of Swallowfield, Higher Hampt, Luckett <b>APPROVED</b>  PA25/06545 Listed building consent for conversion and extension of barn to form annexe. Barn north of Swallowfield, Higher Hampt, Luckett <b>APPROVED</b></li><li>3. <b>For information</b> None.</li></ul>

6.	<b>Report from Cornwall Councillor Adrian Parsons</b>														
7.	<b>Correspondence</b> 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.	<b>Lucket car park damage</b> – to resolve for repairs to be made to the fence.														
9.	<b>Play equipment</b> – to discuss a policy for repairs, and to formalise ROSPA training details.														
10.	<b>IT strategy</b> – to discuss an IT strategy / Assertion 10.														
11.	<b>Highway Improvement Programme</b> – to discuss submitting an expression of interest.														
12.	<b>Parish archives</b> – to discuss.														
13.	<b>Neighbourhood Development Plan</b> - to receive an update.														
14.	<b>Parish call for sites</b> – to receive correspondence from Cornwall Council.														
15.	<b>Pension</b> – to resolve to enrol the clerk on the Cornwall Pension Fund (Local Government Pension Fund).														
16.	<b>Work Plan</b> a) Asset Management working party b) Carbon Zero Committee c) Footpath working group d) Communications working group														
17.	<b>Finance</b> a. To <b>approve</b> the Payments Schedule for December 2025 <table border="1" data-bbox="300 1435 1426 1720"> <thead> <tr> <th><i>Payment – November</i></th> <th><i>Amount</i></th> </tr> </thead> <tbody> <tr> <td>S Cleave – clerk’s salary (inc HMRC PAYE)</td> <td>As per contract</td> </tr> <tr> <td>S Cleave – clerk’s mileage</td> <td>£ 6.30</td> </tr> <tr> <td>S Cleave – multi pack of printer ink</td> <td>£ 57.01</td> </tr> <tr> <td>ABC printers – NDP information printing</td> <td>£150.60</td> </tr> <tr> <td>CALC – Code of Conduct training for all councillors</td> <td>£300.00</td> </tr> <tr> <td>D Watson – salary uplift back pay</td> <td>As per contract</td> </tr> </tbody> </table> b. To <b>note</b> Cash Flow year to date c. Volunteer for finance scrutiny for the next meeting	<i>Payment – November</i>	<i>Amount</i>	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
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18.	<b>Items for next agenda</b>														
19.	<b>Date and time of next meeting</b> The next Parish Council meeting will be held at 7pm on Monday, January 19, 2026 in the Parish Hall.														