



# Stoke Climsland Parish Council

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

07853 298595

November 19, 2025

Dear Members,

I hereby give you notice that the meeting of Stoke Climsland Parish Council will be held on **Monday, November 24 at 7pm in The Old School, Stoke Climsland.**

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 October 2025</b> <p>To approve the minutes of the council meeting held on October 20, 2025. To note the minutes of the NDP committee meeting held on November 12, 2025. To note the minutes of the CZ committee meeting held on November 12, 2025.</p>
4.	<b>Public session</b>
5.	<b>Planning</b> <ul style="list-style-type: none"><li>1. <b>Applications for comment</b><p>None.</p></li><li>2. <b>Decisions to be noted</b><p>PA25/06522 – Proposed renovation and extension works to an existing property. Featuring a two storey side extension (east-facing), a replacement pitched roof and internal alterations. Michaelmas Cottage, Clitters. <b>WITHDRAWN</b></p><p>PA25/06230 – To remove a section of hedge to open up a second entrance to the property for agricultural and horticultural access to fields. Scotts, Downgate <b>APPROVED</b></p><p>PA25/07764 – Works to trees in a Conservation area (TCA) to trim Sycamore tree.</p></li></ul>

	<p>Glenfeadon, Lucket</p> <p style="text-align: right;"><b>DECIDED NOT TO MAKE A TPO</b></p> <p>PA25/07263 – Hedgerow removal notice for the removal of eight metres of hedgerow to create an access point connecting 44 acres of new woodland to an existing loading bay. Whiteford Plantation, South Coombeshead Lane, Stoke Climsland. <b>NO OBJECTIONS</b></p> <p><b>3. For information</b></p> <p>PA25/01084/PREAPP – 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</p>										
<b>6.</b>	<b>Report from Cornwall Councillor Adrian Parsons</b>										
<b>7.</b>	<p><b>Correspondence</b></p> <p>Tamar Valley National Landscape 30<sup>th</sup> anniversary event invitation; Road closure notification – Cross Roads, Venterdon to Pound Lane, Stoke Climsland (January 19, 2026 to February 15, 2026); Rights of Way Improvement Plan Focus Session information; Planning News for Local Councils and Agents; Cornwall Community Flood Forum Annual Conference information; Cornwall Together newsletter; Cornwall Council Town and Parish Council newsletter; Cornwall Council Affordable Housing newsletter.</p>										
<b>8.</b>	<b>Parish Paths Group</b> – to receive update from Richard Smith.										
<b>9.</b>	<b>Luck Lane</b> – to receive correspondence.										
<b>10.</b>	<b>Poultry farm development</b> – to receive correspondence.										
<b>12.</b>	<b>Highway Improvement Programme</b> – to receive information and decide if the council wishes to submit an expression of interest.										
<b>13.</b>	<b>Duchy College footpath</b> – to receive correspondence.										
<b>14.</b>	<b>Neighbourhood Development Plan</b> - to receive an update.										
<b>15.</b>	<b>Stoke Climsland Neighbourhood Development Plan</b> – to receive correspondence on draft proposal for Local Green Space Designation.										
<b>16.</b>	<b>Budget</b> – to discuss the budget.										
<b>17.</b>	<p><b>Work Plan</b></p> <p>a) Asset Management working party</p> <p>b) Carbon Zero Committee</p> <p>c) Footpath working group</p> <p>d) Communications working group</p>										
<b>18.</b>	<p><b>Finance</b></p> <p>a. To <b>approve</b> the Payments Schedule for November 2025</p> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th><i><b>Payment – November</b></i></th> <th><i><b>Amount</b></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>£27.00</td> </tr> <tr> <td>T Sellwood – materials for bench repairs</td> <td>£45.06</td> </tr> <tr> <td>S Ross – wreath</td> <td>£20.00</td> </tr> </tbody> </table>	<i><b>Payment – November</b></i>	<i><b>Amount</b></i>	S Cleave – clerk’s salary (inc HMRC PAYE)	As per contract	S Cleave – clerk’s mileage	£27.00	T Sellwood – materials for bench repairs	£45.06	S Ross – wreath	£20.00
<i><b>Payment – November</b></i>	<i><b>Amount</b></i>										
S Cleave – clerk’s salary (inc HMRC PAYE)	As per contract										
S Cleave – clerk’s mileage	£27.00										
T Sellwood – materials for bench repairs	£45.06										
S Ross – wreath	£20.00										

	S Cleave – black ink	£29.05
	S Cleave – multi pack of printer ink	£58.04
	Every Corner Distribution – Retrofit Guide, NDP leaflet and Parish Council leaflet distribution	£520.00
	Launceston Print – NDP leaflet printing	£219.00
	The Old School – room hire	£ TBC
	R Davies – two land Registry searches (NDP)	£28.00
	The Old School – room hire (September 1)	£15.00
	R Davies – printing of NDP material for consultation	£ TBC
	Rural Services – footpaths 2025 season	£936.00
	<p>b. To <b>note</b> Cash Flow year to date</p> <p>c. Volunteer for finance scrutiny for the next meeting</p>	
<b>19.</b>	<b>Items for next agenda</b>	
<b>20.</b>	<b>Date and time of next meeting</b> The next Parish Council meeting will be held at 7pm on Monday, December 15 in the Parish Hall.	