



Minutes of the meeting of Stoke Climsland Parish Council held in the Parish Hall at 7.30pm on Monday, 28th April 2025

Minute		Action
Present	S Ross, Chair, R Davies, B Lightfoot S Cazaly, J Forbes, T Selwood and D Crawley Also 3 members of the public	
1/26 Apologies	M Howlett (Holiday)	
2/26 Cllr Declarations	a Disclosable pecuniary interests – None b Non-registerable interests – None c Declaration of gifts - None d Applications for dispensation – None	
3/26 Audit	a) All councillors declared they had no conflict of interest with Auditors BDO LLP b) BL proposed SC seconded that the Internal Auditors report be accepted and approved Agreed unanimously c) BL proposed and RD seconded that Section 1 of the Annual Governance and Accountability Return be Considered, Approved and Signed. Agreed unanimously and signed by Chair and Clerk d) Approval of the Assets register at 31 st March 2025 was proposed by SC, seconded by RD and Agreed unanimously	Clerk
4/26 Minutes	a. Council meeting of 17th February 2025 RD Proposed JF seconded that they were a correct record. Agreed 6-0 with 1 abstention b. Carbon Zero Committee as appended The minutes were Noted	Clerk
5/26 Public session	A member of the public raised the issue of the loss of the direct bus service to Plymouth	
6/26 Planning	1. Applications for Comment a. PA/02557 had been withdrawn b. PA25/02425 Tree works at Sunnyside Lockett was noted c. PA25/01383 Certificate of Lawfulness for a conservatory 9 Duchy Cottages BL proposed SUPPORT SC seconded Agreed unanimously 2. Decisions to be noted a. PA25/01800 Tree works Bridge Cottage Lockett Not to make a TPO b. PA25/01250 Prior notification new woodland at Whiteford Application not required c. PA25/00606 Extension to Scout Hut APPROVED d. PA25/Listed Building Consent for Storm Porch Brook Barn APPROVED 3. For Information None	Clerk

7/26 Finance	<p>a. The consideration, approval and signature of Section 2 of the Annual Governance and Accountability Return, as certified by the RFO was proposed by RD, seconded by TS and Agreed unanimously . Signed by Chair</p> <p>b. Approval of Monday 2nd June to Friday 11th July as the dates for the Exercise of Public Rights was proposed by BL seconded by RD and Agreed unanimously</p> <p>c. The payments schedule for April 2024 was proposed for approval by SC seconded by RD and Agreed unanimously. See appendix 1</p> <p>d. The final cashflow for ye 2024 was Noted</p> <p>e. The letting of the grass maintenance contract was Deferred to the next meeting in order to obtain quotations from properly certified contractors</p> <p>f. SC volunteered for Finance scrutiny in May</p> <p>g. DC proposed and RD seconded that notices be placed on each PC notice board stating that community notices only were allowed Agreed unanimously. Council notices to be posted on ancillary boards by volunteer councillors (to be added to Volunteer Roles and agreed in June)</p> <p>h. RD proposed and TS seconded that the Council become a member of the Rural Sparsity Network at a cost of £52 pa Agreed unanimously</p>	<p>Clerk</p> <p>Clerk</p> <p>SC Clerk</p> <p>Clerk</p>
8/26	Cornwall Councillor A Parsons sent his apologies due to the impending election	
9/26 Governance	RD proposed and BL seconded that the co-option process to fill vacant seats should commence Agreed unanimously	Clerk
10/26 Correspondence	<p>a. JF proposed and TS seconded that the council SUPPORT the Old Cornwall Society Midsummer bonfire on Kit Hill Agreed unanimously</p> <p>b. The Clerk read her formal notice of resignation letter which was Accepted by the Council.</p>	Clerk
11. Work Plan	<p>a. Play Areas SC reported that he had met with BL and the Clerk and that they had agreed to produce a strategy for the refurbishment of all play areas in the Parish TS volunteered to be part of this work.</p> <p>b. RD reported that work was progressing well with the production of the Retrofit Guide in plain language. The Change Makers event will not now take place until the Autumn</p>	SC, BL Clerk, TS
12/26 Motion	The Motion to restrict the meeting and exclude press and public (including Clerk) for a closed session as in the Public Bodies (Admission to Meetings) Act s1 (2) was proposed by RD seconded by BL and Agreed unanimously	
	The Clerk and members of the public left the meeting	
13/26 HR Report	BL (Chair of HR) gave an overview of the Clerks Appraisal. Everyone had great praise for Derris in the way she conducted her role as Clerk. BL proposed and rd seconded that she receive a one point uplift in her spinal point scale from 24 to 25 Agreed unanimously	
14/26 Items for next agenda	Election of Chair and Vice Chair, co-option of councillors, Downgate planter, Bus service to Plymouth	

The next meetings	The Annual Parish Council meeting will be held on Monday 19th May at 7.30pm in the Parish Hall The Annual Parish Meeting will be held on Wednesday 28th May at 7pm in the Parish Hall	
	The meeting closed at 8.58 pm	

Appendix 1 Payment schedule for April

Stoke Climsland Parish Council

Payment Schedule Current Account

DATE **April** 2025

INCOME

Cornwall Council	Precept 1st tranche	£	21,750.00
Allotments	rents by cheque	£	80.00

EXPENDITURE

Payee	Invoice date	Invoice #	Description	Amount
Mrs D Watson			Salary	£ 952.15
Cornwall ALC			Membership	£ 741.12
LJC Bookkeeping			Internal Audit	£ 200.00
Old School			Meeting rent NDP	£ 18.00

Direct Debit as authorised

HMRC	3 months PAYE to 5th April 2025	£	903.92
ICO		£	47.00
Transfers to EMR			
Surplus to immediate requirements to General Reserve		£	10,000.00
TOTAL		£	13,498.19

Appendix 2 Minutes of Carbon Zero Committee

Minutes of the meeting of Stoke Climsland Parish Council Carbon Zero Committee held in the Old School at 4.00pm on Monday, 14th April 2025

Minute		Action
Present	R Davies (Chair), S Ross, and S Davies Also D Watson – Clerk, J Coumbe and A Humphreys	
CZ25/25Apologies	None	
CZ26/25 Member Declarations	Declarations and Dispensations a. To receive declarations of pecuniary interests: b. To receive declarations of non-registrable interests c. To approve written requests for dispensations: d. Declaration of Gifts / Hospitality to the value of £50 or more	

	There were no declarations	
CZ27/25 Activity since last meeting	Stoke Climsland Parish Council agreed at their March meeting to fund the Retrofit Guide by up to £2500. This will be launched at the "Change Makers" event on June 28th	
CZ28/25 Change Makers Funding	The Clerk has been unable to get any answer with regard to funding available through Farms Carbon Footprint so in order to have a decision on whether to go ahead with the event RD proposed and SR seconded that up to £1250 of the devolved CZC budget be used to fund the basics. Agreed unanimously.	
CZ29/25 Change Makers Planning	<p>A brainstorming session produced the following ideas</p> <p>Marquee on Village Green and Parish Hall to be used for event</p> <p>Wheal Martha Band to play.</p> <p>Involve local organisations Social Club.-?bar</p> <p>Scouts- BBQ</p> <p>WI -refreshments PH</p> <p>Kelliwik FC- refreshments on green.</p> <p>Ice cream,</p> <p>Displays Electric Bikes , Community recycling - A Humphreys</p> <p>Mitchell & Webber HVO as boiler fuel – RD</p> <p>Farm Cluster work, Lockett Stream Possible bouncy castle and augmented reality table -JC</p> <p>Biffa local waste results</p> <p>Actions</p> <p>Scouts marquee to be hired £800 DW to confirm booking</p> <p>Parish Hall to be used for indoor exhibits and refreshments DW to book</p> <p>DW to speak to WI re refreshments and Scouts re BBQ</p> <p>Social Club to be approached re Bar</p> <p>RD to approach Wheal Martha Band to play during event.</p>	
Next meeting	To be confirmed	
	Meeting closed at 6pm	