



Stoke Climsland Parish Council

Email: clerk@stokeclimslandparishcouncil.gov.uk

07853 298595

September 15, 2026

Dear Members,

I hereby give you notice that an Ordinary Meeting of Stoke Climsland Parish Council will be held on **Monday, September 21 at 7.30pm 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	AGENDA
1.	a) To note councillors present b) Apologies - to accept apologies previously notified to the clerk. c) To note other absence
2.	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
3.	Council meetings of July 2026 To approve the minutes of the council meeting held on July 20, 2026. To approve the minutes of the extra ordinary council meeting held on September 14, 2026.
4.	Public session
5.	Planning 1. Applications for comment PA26/02558 – Listed Building Consent for full, like-for-like repair of farmhouse roof. Deer Park Farm, Lockett. PA26/05557 – Two single storey extensions on the rear of the property. Glenelly, Monks Cross, Callington. PA26/05448 – Listed Building Consent for new lime rendering to west and south elevation, consolidation work to south gable, French drain to west elevation, re-plastering to west wall. Spring Cottage, Tutwell. 2. Decisions to be noted PA26/00845/PRE – Siting of two 20ft x 8ft x 8ft storage containers to the rear of Rain

	Charm House, Kyl Cober Parc, Stoke Climsland, positioned in a line with the existing rear container, on ground currently part hardstanding and part bare ground / gravel. Westcountry Rivers Trust, Rain Charm House, Kyl Cober Parc, Stoke Climsland CLOSED – ADVICE GIVEN 3. For information None.
6.	Report from Cornwall Councillor Adrian Parsons
7.	Correspondence Building Local Benefit Through Community Ownership and Energy Generation presentation; Cornwall Council Town and Parish Council newsletter; Royal Cornwall Hospitals Trust Annual public meeting information; Cornwall ALC annual general meeting agenda; Tamar to Moor CAP notes; Callington Remembrance Service information; National Highways Stakeholder email on A30 Kennards House to Five Lanes safety works; Planning Committee Reform and New Member and Local Council Protocols; Cornwall Bus Conference information.
8.	Callington Banking Hub – to receive request for support.
9.	Venterdon trees – to receive correspondence from Ducklings pre-school.
10.	Cornwall Air Ambulance – to receive a letter from Cornwall Air Ambulance and a request for funding.
11.	National Emergency Briefing – to consider a request to organise a parish showing of the film.
12.	WhatsApp group – to authorise the clerk to set up a council WhatsApp group (for information only).
13.	Play equipment – To discuss correspondence received on the play equipment.
14.	Luckett allotments – to discuss rent review from Tamar Farms.
15.	Data Protection Policy – to consider adopting report prepared by the clerk.
16.	Microsoft 365 proposal / computer back up and file retention – to discuss.
17.	Parish archives – to receive correspondence and to discuss.
18.	The Old School – to receive correspondence from The Old School asking the parish council to submit and pay for a planning application.
19.	Stoke Climsland Community Shop Working Group - to consider earmarking £1,000 for seed funding.
20.	BDO LLP – to receive final AGAR audit report.
21.	Work Plan a) Asset Management working party b) Carbon Zero Committee c) Footpath working group

	d) Communications working group e) SCARPER																																												
22.	Finance a. To note bank balances (as of September 15) Current account £38,662.75 Reserve account £62,854.79 b. To approve the Payments Schedule for August and September 2026 <table border="1"> <thead> <tr> <th>Payment – August</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>S Cleave – clerk’s salary (inc HMRC PAYE and work from home allowance)</td><td>As per contract</td></tr> <tr> <td>Sarah Ross – voucher for Sue and David Watts</td><td>£100.00</td></tr> <tr> <td>Cornwall Pension Fund – July contribution</td><td>As per contract</td></tr> <tr> <td>Webcube Media – website redirects</td><td>£175.00</td></tr> <tr> <td>CALC – conference booking x 2</td><td>£90.00</td></tr> <tr> <td>Husband Tree & Grounds Maintenance – grass cutting July</td><td>£1,056.00</td></tr> <tr> <td>Unity Trust Bank – service charge</td><td>£7.00</td></tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Payment – September</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>S Cleave – clerk’s salary (inc HMRC PAYE and work from home allowance)</td><td>As per contract</td></tr> <tr> <td>S Cleave – clerk’s mileage</td><td>£ 29.12</td></tr> <tr> <td>Cornwall Pension Fund – August contribution</td><td>As per contract</td></tr> <tr> <td>Microsoft subscription renewal</td><td>£84.00</td></tr> <tr> <td>BDO LLP – external audit</td><td>£252.00</td></tr> <tr> <td>Stoke Climsland Parish Hall – room hire and storage (January 1 to June 30)</td><td>£362.00</td></tr> <tr> <td>Husband Tree & Grounds Maintenance – grass cutting July</td><td>£1,056.00</td></tr> <tr> <td>Tamar Farms LLP – Lockett allotments rent (September 2026 to September 2027)</td><td>£135.00</td></tr> <tr> <td>Duchy of Cornwall – Venterdon allotments half yearly rent</td><td>£36.00</td></tr> <tr> <td>Suzanne Cleave – printer ink (Amazon)</td><td>£61.13</td></tr> <tr> <td>Unity Trust Bank – service charge</td><td>£7.00</td></tr> </tbody> </table> c. To note income: <table border="1"> <thead> <tr> <th>Income – July / August / September</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Cornwall Council – second precept payment</td><td>£24,000.00</td></tr> </tbody> </table> d. To note the NALC 2026-27 pay scale award. e. To note cash flow year to date f. Volunteer for finance scrutiny for the next meeting	Payment – August	Amount	S Cleave – clerk’s salary (inc HMRC PAYE and work from home allowance)	As per contract	Sarah Ross – voucher for Sue and David Watts	£100.00	Cornwall Pension Fund – July contribution	As per contract	Webcube Media – website redirects	£175.00	CALC – conference booking x 2	£90.00	Husband Tree & Grounds Maintenance – grass cutting July	£1,056.00	Unity Trust Bank – service charge	£7.00	Payment – September	Amount	S Cleave – clerk’s salary (inc HMRC PAYE and work from home allowance)	As per contract	S Cleave – clerk’s mileage	£ 29.12	Cornwall Pension Fund – August contribution	As per contract	Microsoft subscription renewal	£84.00	BDO LLP – external audit	£252.00	Stoke Climsland Parish Hall – room hire and storage (January 1 to June 30)	£362.00	Husband Tree & Grounds Maintenance – grass cutting July	£1,056.00	Tamar Farms LLP – Lockett allotments rent (September 2026 to September 2027)	£135.00	Duchy of Cornwall – Venterdon allotments half yearly rent	£36.00	Suzanne Cleave – printer ink (Amazon)	£61.13	Unity Trust Bank – service charge	£7.00	Income – July / August / September	Amount	Cornwall Council – second precept payment	£24,000.00
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