



Stoke Climsland Parish Council

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Minutes of the Meeting of Stoke Climsland Parish Council held in the Parish Hall at 7.30pm on Monday, September 21, 2026.

1. To note councillors present

Cllrs S Ross (chair); R Davies (vice chair); M Williams; M Howlett; B Lightfoot; S Cazaly and D Crawley.
Also in attendance: Cllr A Parsons; S Cleave, clerk and eight members of the public. 8/9

b. Apologies

Cllr Langsford; Cllr Selwood and Cllr Smith. 9/9

c. To note other absence

None. 10/9

2. Declarations and Dispensations

Cllr Howlett – PA26/02558. 11/9

3. Council meetings of July and September 2026

Councillors voted to approve the minutes of the July 20 council meeting.

Proposed: M Howlett Seconded B Lightfoot Votes: Six in favour, one abstention 12/9

Councillors approved the minutes of the Extra Ordinary meeting held on September 14.

Proposed: B Lightfoot Seconded: S Cazaly Votes: Six in favour, one abstention 13/9

4. Public session

One resident raised the water leak at Highertown, which has been going on for three months. It was believed that South West Water were going to mend it, but a repair has not taken place. The clerk will write to South West Water. 14/9

5. Planning

1. Applications for comment

PA26/02558 – Listed Building Consent for full, like-for-like repair of farmhouse roof. Deer Park Farm, Luckett.

Councillors voted to support the application.

Proposed: S Cazaly Seconded: R Davies Votes: Unanimous 15/9

PA26/05557 – Two single storey extensions on the rear of the property. Glenelly, Monks Cross, Callington.

Councillors voted to support the application.

Proposed: D Crawley Seconded: B Lightfoot Votes: Unanimous 16/9

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.

Councillors voted to support the application.

Proposed: B Lightfoot Seconded: D Crawley Votes: Unanimous 17/9

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

PA26/02723 – Listed Building Consent to install standard amenities, repair or replace fabric, add single-storey lean-to extension with variation of condition 2 of Listed Building Consent
PA25/04817 dated 02.10.2025. Chapel Cottage, Stoke Climsland

APPROVED 18/9

3. For information

None.

19/9

6. Report from Cornwall Councillor Adrian Parsons

Cllr Parsons said Athena Learning Trust is no more, although signs are still up at the college. No announcement has been made as to who will take it over. A motion was put forward to look at children's mental health, but so far, a committee has not been set up. The East planning committee met a fortnight ago. Cllr Parsons said this could be the end of an era as to how business is conducted. Planning applications of less than ten dwellings will not be decided by committee but will be dealt with through delegated powers. Councillors will become bystanders as officers make the decisions. Cornwall Council's chief executive Kate Kenally has disappeared on leave of absence, with no details shared with councillors or tax payers. A deputy chief executive, Andy Keeling, has been drafted in. Cllr Parsons has been dealing with the fall out of the A30 safety improvements from Kennards House to Five Lanes. He has voiced concerns to Highways and the local MP over the last couple of months. There has been gridlock over many days, with issues stretching to Tregadillett and St Breward. Cllr Parsons also reported that 50% of rubbish in black bin bags could be recycled, although recycling rates have improved. Cllr Ross raised the issue of blocked drains – Cllr Parsons will look into this. Monks Cross and the traffic monitoring was also discussed as it was noted there was a large collision on the junction recently. Cllr Parsons suggested the clerk writes to Oliver Jones at Cornwall Highways to arrange a site meeting.

20/9

7. Correspondence

The following correspondence was noted: 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.

21/9

8. Callington Banking Hub

Councillors received correspondence from Callington Town Council asking for support for a banking hub in Callington. Councillors agreed to a letter of support being sent.

Proposed: M Howlett

Seconded: M Williams

Votes: Unanimous

22/9

9. Venterdon trees

The council was contacted by Ducklings Pre-school regarding a child in their care who is allergic to hazelnuts. There is a Hazel nut tree at the entrance to the allotments, and the Ducklings have a garden at the Venterdon allotments, which they use each day. Councillors were in agreement for the lady's husband to cut the tree back so to alleviate any risk.

Proposed: R Davies Seconded: S Ross Votes: Unanimous 23/9

10. Cornwall Air Ambulance

The council received correspondence from Cornwall Air Ambulance giving an update on the charity and asking for a financial donation. As a council, donations are not made to charities, but councillors appreciated that it is a worthwhile charity and would encourage parishioners to support as much as they can.

Proposed: S Ross Seconded: B Lightfoot Votes: Unanimous 24/9

11. National Emergency Briefing

The parish council received a request to organise a screening of the National Emergency Briefing. It was agreed to pass this request to SCARPER who will consider holding a screening at some point in the parish hall.

25/9

12. WhatsApp group

It was resolved for the clerk to set up a council WhatsApp group – for information only.

Proposed: M Howlett Seconded: B Lightfoot Votes: Unanimous 26/9

13. Play equipment

The council received several messages about the parish play equipment. Cllr Cazaly has sent out a play equipment strategy, and this will be placed on the October agenda. He will go back to the suppliers to get updated prices. It was noted that some of the gym equipment needs sanding down and painting. The clerk will contact Alan Austin at Duchy College to see if they have any funding available for this equipment

27/9

14. Lockett allotments

The council was notified of a price increase from September 2027 from £135 to £145. Councillors were happy with this increase.

Proposed: B Lightfoot Seconded: R Davies Votes: Unanimous 28/9

15. Data Protection Policy

Councillors resolved to approve a Data Protection Policy.

Proposed: S Cazaly Seconded: R Davies Votes: Unanimous 29/9

16. Microsoft 365 proposal / computer back up and file retention

The clerk has Microsoft 365 and can back up to One Drive, as well as to a memory stick. It was resolved to not purchase Microsoft 365 for all councillors but to stick with what the council has and review it next year. If something comes up in the meantime, it can be looked at then.

Proposed: S Ross Seconded: S Cazaly Votes: Unanimous 30/9

17. Parish archives

A letter was received from The Old School about the future of the parish archives. The clerk had contacted the clerk at Calstock to enquire about their arrangements. Cllr Howlett proposed that another option would be to contact the active history society in Stoke Climsland to ask if they would be willing to take it on or to help. The clerk will make contact and reply to The Old School.

Proposed: M Howlett Seconded: B Lightfoot Votes: Unanimous 31/9

18. The Old School

The council received a letter from The Old School about a successful grant application for the property, and a request for the parish council to submit a planning application on their behalf. After

receiving advice from CALC, councillors decided to ask The Old School to put in a grant application for the cost of a planning application, along with a few more details on the proposed work.

Proposed: S Ross

Seconded: S Cazaly

Votes: Unanimous 32/9

19. Stoke Climsland Community Shop Working Group

Cllr Davies explained that the community shop working group was seeking £1,000 of seed funding towards the establishment of a Community Benefit Society; to buy a model set up and for membership of the FCA. When the Community Benefit Society is set up, it can then apply for start up funding and grants. It was proposed to earmark up to £1,000 for seed funding. This will be added to next year's precept.

Proposed: S Ross

Seconded: S Cazaly

Votes: Unanimous 33/9

20. BDO LLP

The final report from BDO LLP on the 2025/26 AGAR was received, with no comments. **34/9**

21. Work Plan

- a) Asset Management working party
Covered above.

35/9

- b) Carbon Zero Committee
No report. Cllr Davies said he has been speaking with CEP to put on a green energy event later this year.

36/9

- c) Footpath working group
Cllr Crawley will look whether there are some 'keep dogs no leads' signs available for the footpath that runs through Duchy College.

37/9

- d) Communications working group
The clerk offered to set up a Facebook page. The group will meet to discuss ideas.

38/9

- e) SCARPER
Cllr Howlett requested some shelving for the parish hall (£32.99). He will go ahead.

39/9

22. Finance

- a. To note bank balances (as of September 15)

Current account £38,662.75

Reserve account £62,854.79

- b. Payments schedule for August 2026

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

<i>Payment – September</i>	<i>Amount</i>
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

c. Income:

<i>Income – August/September</i>	<i>Amount</i>
Cornwall Council – second precept payment	£24,000.00

- d. Councillors noted the NALC 2026-27 pay scale award.
- e. Councillors noted the cash flow year to date
- f. Volunteer for finance scrutiny for the next meeting – Cllr Williams.

Councillors approved the payments and accounts.

Proposed: R Davies

Seconded: B Lightfoot

Votes: Unanimous

40/9

23. Items for next agenda

Old School / play strategy / Bealsmill / Remembrance service / Venterdon trees / data retention strategy.

24. Date and time of next meeting

The next Parish Council meeting will be held at 7.30pm on Monday, October 19, 2026 at the Parish Hall.

The meeting closed at 9.15pm.