



Stoke Climsland Parish Council

Email: clerk@stokeclimslandparishcouncil.gov.uk

07853 298595

October 13, 2026

Dear Members,

I hereby give you notice that an Ordinary Meeting of Stoke Climsland Parish Council will be held on **Monday, October 19 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 September 2026 To approve the minutes of the council meeting held on September 21, 2026.
4.	Public session
5.	Planning 1. Applications for comment PA26/06075 – Siting of one portable cabin and one storage container to the rear of the offices for equipment storage. Westcountry Rivers Trust, Rain-Charm House, Kyl Cober Parc, Stoke Climsland. PA26/06041 – Change of use of the shop / Post Office to dwelling, Post Office, Stoke Climsland. PA26/06042 – Listed building consent for change of use of the shop / Post Office to dwelling. Post Office, Stoke Climsland. PA26/06752 – Internal and external alterations to dwelling with new outbuilding. Greencombe Barn, Greenscombe Lane, Lockett.

	PA26/06408 – Works to tree within a Conservation Area – Large Oak to remove dead, died back and split areas, general shaping and to control some epicormic growth. Glenfeadon, Lockett. (As this application is for works to trees in a Conservation Area, it will be decided under delegated authority). 2. Decisions to be noted PA26/04306 – Sensitive refurbishment and some remodelling of the Higher Hampt Farmhouse. Higher Hampt Farmhouse, Lockett APPROVED PA26/03963 – Proposed erecting of a traditional barn, with adjoining stable and hardstanding. Land at Higher Hampt Farm, Lockett. APPROVED PA26/02558 – Listed Building Consent for full, like-for-like, repair of farmhouse roof. Deer Park Farm, Lockett APPROVED 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. APPROVED 3. For information None.
6.	Report from Cornwall Councillor Adrian Parsons
7.	Correspondence Vision Zero newsletter; Cornwall Council Town and Parish Council newsletter;
8.	CALC conference – to receive a report from the recently held event.
9.	Community Shop – to receive an update on the working group’s progress.
10.	Play area strategy – to receive strategy and discuss next steps.
11.	CALC training schedule – to resolve to book councillors / the clerk on courses if required.
12.	Grant request – to receive a grant request from Stoke Climsland Methodist Church (cemetery upkeep).
13.	Records management policy – to receive and adopt.
14.	Dignity at Work Policy – to receive and adopt.
15.	Lone Worker Policy – to receive and adopt.
16.	Weed and Public Realm Management – to receive an update from CALC.
17.	Budget ‘wants’ – To consider items for budget discussions.
18.	Work Plan a) Asset Management working party b) Carbon Zero Committee c) Footpath working group

	d) Communications working group e) SCARPER																								
19.	Finance a. To note bank balances (as of October 13, 2026) Current account £35,605.74 Reserve account £63,163.74 b. To approve the Payment Schedule for October 2026 <table border="1"> <thead> <tr> <th><i>Payment – October</i></th><th><i>Amount</i></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>£ 36.40</td></tr> <tr> <td>Cornwall Pension Fund – September contribution</td><td>As per contract</td></tr> <tr> <td>SCARPER metal shelving for PC store cupboard</td><td>£27.99</td></tr> <tr> <td>The Old School – hall hire</td><td>£10.00</td></tr> <tr> <td>Stoke Climsland Parish Hall – hire of hall for shop working group meetings</td><td>£17.00</td></tr> <tr> <td>Husband Tree & Grounds Maintenance – grass cutting July</td><td>£1,056.00</td></tr> <tr> <td>Plunkett Foundation membership (R Davies)</td><td>£270.00</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><i>Income – October</i></th><th><i>Amount</i></th></tr> </thead> <tbody> <tr> <td>Reserve account interest</td><td>£ 308.94</td></tr> </tbody> </table> d. To note cash flow year to date e. Volunteer for finance scrutiny for the next meeting	<i>Payment – October</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	£ 36.40	Cornwall Pension Fund – September contribution	As per contract	SCARPER metal shelving for PC store cupboard	£27.99	The Old School – hall hire	£10.00	Stoke Climsland Parish Hall – hire of hall for shop working group meetings	£17.00	Husband Tree & Grounds Maintenance – grass cutting July	£1,056.00	Plunkett Foundation membership (R Davies)	£270.00	Unity Trust Bank – service charge	£7.00	<i>Income – October</i>	<i>Amount</i>	Reserve account interest	£ 308.94
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20.	Items for next agenda																								
21.	Date and time of next meeting The next Parish Council meeting will be held at the Parish Hall on Monday, November 16, 2026 at 7.30pm.																								