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, November 16, 2026.

1. To note councillors present

Cllrs S Ross (chair); R Davies (vice chair); B Lightfoot; M Howlett; S Cazaly; B Langsford; D Crawley; M Williams. Also in attendance: Cllr A Parsons; S Cleave, clerk and three members of the public. 1/11

b. Apologies

Cllr Smith. 2/11

c. To note other absence

None. 3/11

2. Declarations and Dispensations

Cllr Davies – community shop. 4/11

3. Council meetings of October 2026

Councillors voted to approve the minutes of the October 19 council meeting.

Proposed: D Crawley Seconded: B Langsford Votes: Unanimous 5/11

4. Public session

No comments. 6/11

5. Planning

1. Applications for comment

PA26/07375 – Outbuilding to rear garden of property to serve as home golfing simulator with variation of Condition 2 of decision notice PA24/09432 dated 12.02.25. Manderley, Kingston. Councillors voted to support the application.

Proposed: B Lightfoot Seconded: R Davies Votes: Unanimous 7/11

2. Decisions to be noted

The following decisions were noted:

PA26/01236/PRE – Exception Notice for work to a fallen horse chestnut in the storm. CLOSED – ADVICE GIVEN

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, Luckett. DECIDED NOT TO MAKE A TPO

PA26/05557 – Two single storey extensions on the rear of the property. Glenelly, Monks Cross. APPROVED 8/11

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3. **For information**
None. 9/11

6. **Report from Cornwall Councillor Adrian Parsons**
Cllr Parsons said a lot of counties were going down the mayoral route. He hoped that Cornwall doesn't miss out on any funding if we don't follow. A Cabinet meeting was held last week, where the Cornwall Council farms strategy was reviewed. There has been concerns raised that there would be a sell-off of council farms. Cllr Parsons said there was also concern about certain developments in the county – Langarth – has new roads, bus lanes, cycle ways but after 10 years, still no homes; Pydar – still idle with nothing happening; the Link Road development in Launceston – it is suspected the site will soon be sold. There will be a Strategic Planning meeting on Thursday, where the controversial redevelopment of Falmouth docks will be discussed. The National Highways A30 shift is still going on. Two Bridges and Polyphant have been opened. There is to be a consultation on the junction near Pemphill Farmhouse, to possible stop people being able to come out of the junction. 10/11

7. **Correspondence**
Cornwall Council Town and Parish Council newsletter; Planning News for Local Councils and Agents; Cornwall Local Councils Conference papers. 11/11

8. **Vacancy**
There is a vacancy on the parish council, following the resignation of Cllr Tim Selwood. Councillors expressed thanks to Tim for all his time and work while on the council. The vacancy has been advertised. If, by November 26, an election has not been called, the vacancy will be advertised for co-option. The resignation left a few gaps in councillor roles. Cllr Lightfoot will now join the finance committee; Cllr Cazaly will take on grit bins; Cllr Langsford dog bins and Cllr Ross on asset management / playgrounds.
Proposed: D Crawley **Seconded: M Howlett** **Votes: Unanimous** 12/11

9. **Play area strategy**
The strategy will be updated to being back to the council in the new year. Next steps will be to review the equipment and start to apply for funding. The clerk will check with one of the council's contractors to see if they would be able to carry out the play area repairs. 13/11

10. **Data Protection**
It was proposed for the clerk to do the three-part training with Breakthrough Communications (via CALC). She will enquire with CALC if they are able to provide one in the evening for councillors.
Proposed: B Lightfoot **Seconded: M Howlett** **Votes: Unanimous** 14/11

11. **Luckett bin**
Councillors resolved for the bin to be relocated to the Luckett car park (entrance to the car park on the left-hand side). The clerk will let Cornwall Council know for emptying purposes.
Proposed: S Cazaly **Seconded: B Lightfoot** **Votes: Unanimous** 15/11

12. **Blocked bridleway**
A letter was received regarding a blocked bridleway. The council will write to the owner of the site to ask that the path is kept clear. The clerk will reply to the resident and ask that any photographic evidence is provided, but to let them know the council's actions. 16/11

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13. Records management policy

This will be placed on the agenda in January. 17/11

14. Local Emergency Plan

Cllr Davies queried whether there was an emergency plan and where it could be found. Cllr Howlett explained that SCARPER was set up in 2019, and the parish does have an emergency plan. This is reviewed every 12 months and shared with Cornwall Council. Over the years, information has been included in the Old School News. The clerk will see if a separate SCARPER section can be added to the council website. 18/11

15. Parish archive

The clerk has been in correspondence with the local history group. It was suggested that the council ask the group to share any suggestions with The Old School. 19/11

16. Venterdon trees

Councillors looked at a couple of quotes to remedy the problem with the trees at Venterdon. It was agreed to go with Western Tree Care's quotation.

Proposed: R Davies **Seconded: B Langsford** **Votes: Unanimous** 20/11

17. Tailored Learning Programme

The council is working in conjunction with Duchy College to provide some computer courses, free of charge. Cllr Lightfoot is taking the lead on the project and already has a good number of people interested. An advert has been submitted for the December edition of The Old School News. This will also be advertised on the website, noticeboards and on social media. 21/11

18. Work Plan

a) Asset Management working party

Covered above. Cllr Davies said there are three cars in Luckett car park that never move, and people are also parking on the grass. Not only does this cause damage, but when someone comes to mow the grass, they must mow around the vehicle. The clerk will order a sign to say: 'This car park is owned and maintained by the parish council. We do not permit cars that do not have tax, MOT and insurance.'

Proposed: S Cazaly **Seconded: B Lightfoot** **Votes: Unanimous** 22/11

b) Carbon Zero Committee

The event planned for the Old School in December has been pushed into January. The clerk will cancel the room booking. 23/11

c) Footpath working group

There is a damaged stile at the Pempwell end of the footpath. The clerk will report this to Cornwall Council 24/11

d) Communications working group

Cllr Howlett will complete his training in December. Cllr Lightfoot asked that all emails sent to third parties by councillors is first checked by the clerk. 25/11

e) SCARPER

A request for the parish council to present SCARPER to the parish was discussed. SCARPER members will be invited to the January meeting. 26/11

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f) Stoke Climsland Community Shop Ltd
The shop is now a legitimate body. Officers have been selected and the group is working closely with The Old School to discuss where the shop will go in the car park. They are still in the process of setting up a bank account. 26/11

19. Finance

a. To note bank balances (as of November 10, 2026)
Current account £32,500.75
Reserve account £63,163.73

b. Payments schedule for November 2026

Payment – November	***Amount***
S Cleave – clerk's salary (inc HMRC PAYE and work from home allowance)	As per contract
S Cleave – clerk's mileage	£ 14.56
Cornwall Pension Fund – October contribution	As per contract
Rural Services – Footpath maintenance	£984.00
Plunkett UK – Model Rules (from earmarked funds)	£310.00
Unity Trust Bank – service charge	£7.00

c. Income:

Income – November	***Amount***
None	-

Councillors approved the payments and accounts.
Proposed: B Lightfoot Seconded: M Howlett Votes: Unanimous 27/11

d. Councillors noted the cash flow year to date
e. Volunteer for finance scrutiny for the next meeting – Cllr Cazaly

20. Items for next agenda
Old School grant; budget and precept; vulnerable group for SCARPER; signs at Downgate; trees on the green; email accounts and Data Protection.

21. Date and time of next meeting
The next Parish Council meeting will be held at 7.30pm on Wednesday, December 16, 2026 at the Parish Hall.

The meeting closed at 9.25pm.

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