

Minutes | 11 June 2025

Time: 7.30pm
Location: Trewidland Village Hall PL14 4ST
Location: St Keyne Village Hall PL14 4RF
Present: Cllr Sarah Whiting (Chair); Cllrs Lindsey Ellis; Jonathan Ellis; Martin Cluer; Kevin Shovelton; Patricia Hopwood. Also, present Parish Clerk John Hesketh and Cornwall Councillors Jane Pascoe and Mark Gibbons. There were no members of the public present.

026/2025 Chair's Welcome & Housekeeping

027/2025 Apologies

Received from Cllr Mark Featherston.

028/2025 Declarations of interest

No declarations of interest made, or dispensations requested

029/2025 Public Participation

Cornwall Councillor Jane Pascoe reported that: CC would be managed by an alliance between Liberal Democrat and Independent members who together can form a working majority; council still retains 5 former members in south-east Cornwall, providing essential continuity; Liskeard Post Office will remain open as a franchised business; first cabinet meeting is next week. Cllr Mark Gibbons reported that: residents in Looe are concerned about increased antisocial behaviour in their town; notes the new speed warning signs for motorcyclists on the B3252; the £3 cap on bus fares will be in place until 2027; will ensure that red road markings at Horningtops are restored after the current roadworks have been completed.

030/2025 Minutes of meeting

It was **Resolved to approve** the minutes of the meeting held on **14 May 2025**. Proposed Cllr Cluer. Seconded Cllr Lindsey Ellis. All agreed.

031/2025 Election of Vice Chair

It was **Resolved to approve** the election of joint vice chairs, Cllrs Lindsey & Jonathan Ellis. Proposed Cllr Lindsey Ellis and seconded by Hopwood. Proposed Cllr Jonathan Ellis and seconded Cllr Shovelton. All agreed.

Action: Clerk to arrange induction.

032/2025 Planning

A To agree the parish council's response to Cornwall Council consultations on new planning applications received before the agenda was finalised. None received.

B Any applications received by Cornwall Council by the time of the meeting. Information only. None received.

C Planning decisions made by Cornwall Council.

PA25/01248 Approved

Proposed Lawful Development Certificate to revert subdivided bungalow back into one property
131 Valley View St Keyne Liskeard Cornwall PL14 4QH

033/2025 Finance

A It was **Resolved to approve** the schedule and agree payment. Proposed Cllr Whiting. Seconded Cllr Shovelton. All agreed. Cllr Whiting will authorise online payments.

Date	Payee	Description	£
16/06/2025	Cornwall ALC	Annual membership	£421.75
16/06/2025	Cornwall Council	Informer print	£136.10
16/06/2025	John Hesketh	Expenses	£218.03
26/06/2025	HMRC	PAYE	£85.00
26/06/2025	John Hesketh	Salary	£340.62
Total			£ 1,201.50

B Bank Reconciliation.

At the close of business on 31 May 2025, the parish council held £42,457.04 in its accounts.

034/2025 Chair's Report

A Councillors Portfolios

Chair led a discussion on future roles for councillors volunteering to take on additional responsibilities. New groups covering The Informer newsletter, a B3252 Safety Group and Green Team were proposed by Cllr Shovelton. Seconded Cllr Hopwood. All agreed. (see Appendix 1)
Action: Clerk to update Portfolio Listing with draft terms of reference for new groups – to be confirmed.

B RoSPA Annual Report Jubilee Park

Councillors discussed the latest report and noted that none of the issues highlighted were urgent or presented a risk to park users. However, they did agree that renewal of the fence adjacent to the river and replacement of the playground gate were a priority.

Action: Clerk to liaise with Cllrs Whiting & Featherson to advertise for a handy person to carry out casual work, and refresh proposals for new fencing.

C Footpath Maintenance

Cllr Shovelton explained that the current listing of 'silver' paths was a suggestion for the council to maintain and not definitive one. A new contractor needed to be engaged.

Action: Cllr Shovelton will review the current cutting schedule and liaise with the Clerk to recruit a new grasscutting contractor.

035/2025 Councillors Reports

A Cllr Hopwood & Lindsey Ellis - The Informer

Reported that: the latest edition had been published last month. Some advertisers have not renewed their annual contracts and moved their spend to Facebook. All production costs are covered by the council's print budget, but organisers will continue to solicit for more paid advertising.

B Cllr Hopwood

Reported that: 35 bags of compost had been delivered to the local school (and several to young people who do not attend the school); is organising a photo competition to show what has been grown this season; will draw up plans to plant fruit trees at Jubilee Park; has retained 30 bags of compost for the next growing season.

Action: Clerk to add Jubilee Park orchard to July agenda.

C Cllr Shovelton

Reported that the final documents requesting an official update to the Cornwall Council Definitive Map were ready to be signed off. The application contained 13 witness statements from residents

who had historically used this specific path. Cllr Shovelton thanked them and everyone who had been part of the Footpaths Working Group for their long hours of work It was **Resolved to endorse the application for a modification order** under the Wildlife and Countryside Act 1981. Proposed Cllr Shovelton. Seconded Cllr Jonathan Ellis. All agreed. The Chair signed the Order.

Action: Clerk to scan to copy, and forward final documents to Cornwall Council and other parties involved.

036/2025 Clerk's Report

A Councillor Vacancy Trewidland Ward

Reported that closing date for nominations for this vacancy would close on Friday 13 June 2025. If no candidates are nominated, councillors agreed to proceed to co-option. Proposed Cllr Whiting. Seconded Cllr Cluer. All agreed. There have no enquiries to date for the uncontested vacancy in St Keyne ward.

Action: Clerk to issue co-option notice if required.

B Annual Audit 2024/25 exemption

Clerk confirmed that the parish council was exempted from the annual BDO audit.

037/2025 Date of next meeting

A 9 July 2025 7.30pm St Keyne Village Hall

038/2025 End of meeting 21.05

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