

Minutes | 8 October 2025

Time: 7.30pm
Location: St Keyne Village Hall PL14 4RF
Present: Cllr Sarah Whiting (Chair); Cllrs Lindsey Ellis; Jonathan Ellis; Martin Cluer; Patricia Hopwood; Also, present Parish Clerk John Hesketh and Cornwall Councillor Jane Pascoe.. There were 3 members of the public present.

063/2025 Chair's Welcome & Housekeeping

064/2025 Apologies

Received from: Cllrs Shovelton; Featherston. Cornwall Cllr Mark Gibbons.

065/2025 Declarations of interest

No declarations of interest made, or dispensations requested.

066/2025 Public Participation

A resident attended to raise issues arising from the fire at Lean Quarry in August 2025, and asked that the pending review of the council's Community Emergency Plan include provision for improved communications between residents and the parish council should a situation of similar impact occur again. They also asked that discussions with the responsible owner (Biffa Waste Management) should include funding and other support for those parts of the community most affected. Cllr Pascoe explained that the site of the fire lay within the division of Cllr Mark Gibbons: she would pass the resident's concerns onto him. There were quarterly residents meetings between Cornwall Council and Biffa, and she would raise the issue on the next occasion.

Action: Clerk to include this topic in discussions with Cllr Shovelton

Cornwall Councillor Jane Pascoe reported that: she had raised the issue of increased parking charges with responsible officers at Truro, and was hopeful that they would be decreased in the coming budget calculations; is lobbying for a reduction in the target for new housing in the county because of the lack of land, materials, infrastructure and skilled labour; continues to campaign for improved bus services in the parish, especially for those connecting to Derriford Hospital; thanked councillors for attending the Area Partnership meeting on the previous evening, and reminded that the January meeting would be face to face (venue to be agreed) and the April meeting online; attended celebrations to mark the 50th anniversary of twinning between Quimperle (NW France) and Liskeard and encouraged this parish to consider its involvement with the scheme; noted that new regulations governing the licensing of hackney carriage/private hire vehicles came into effect in July 2025.

067/2025 Minutes of meeting

It was **Resolved to approve** the minutes of the meeting held on **10 September 2025**. Proposed Cllr Lindsey Ellis. Seconded Cllr Jonathan Ellis. All agreed.

068/2025 Correspondence

A Thank you card from Cornwall Air Ambulance

Received and noted.

B Email from South West Ambulance Trust for replacement defibrillator.
Councillors noted the recent email received from SWAT, and agreed to include the request as part of the proposed review of the Community Emergency Plan.
Action: Clerk and Cllr Shovelton to review and report back.

C Pathways in Trewidland
Update on Item 054/2025 – PROW in Trewidland
Councillors noted that Cllr Shovelton had been in contact with the resident and would be arranging a face to face meeting.

069/2025 Planning

A Councillors agreed their response to these current planning applications:

PA25/06361

Proposal Proposed dwelling and garage following Class Q approval under application PA23/10060 without compliance with condition 2 of decision notice PA24/05042 dated 17.09.2024.

Location Lower Penhale St Keyne Liskeard Cornwall

It was **Resolved to support the proposal**. Proposed Cllr Whiting. Seconded Cllr Cluer. All agreed. In making their decision, councillors noted that there would be no issues of overlooking with the inclusion of additional windows.

PA25/06662

Proposal Non-material amendment in relation to decision notice PA24/07067 dated 18.12.24 for amended floor plans, elevations and fenestration to barn number 2

Location The Barn Lower Penhale St Keyne Liskeard Cornwall PL14 4QW

It was **Resolved to support the proposal**. Proposed Cllr Whiting. Seconded Cllr Cluer. All agreed

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

C Planning decisions made by Cornwall Council.

PA25/04948

Proposal Demolition of agricultural buildings and construction of three new dwellings following extant Class Q consent granted under application PA24/01201 without compliance with Condition 2 of Decision Notice PA24/07067 dated 18th December 2024.

Location The Barn Lower Penhale St Keyne Liskeard

Approved with conditions

070/2025 Finance

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

Date	Payee	Description	£
13/10/2025	Cornwall Council	Election recharges	£570.60
24/10/2025	HMRC	PAYE	£89.20
24/10/2025	John Hesketh	Salary	£357.48
Total			£ 1,017.28

B Bank Reconciliation.
At the close of business on 30 September 2025, the parish council held £43,336.63 in its accounts.

C Outturn Q2 (Jul-Sep 2025)
Received and noted

D Payroll Processing

Councillors discussed the options for transferring its payroll processing contract to an alternative company, and agreed that the Clerk and Cllr Hopwood would investigate in-house solutions or an HMRC equivalent.

Action: Clerk & Cllr Hopwood will liaise to identify other options and bring recommendations to the November meeting.

071/2025 Councillors Reports

A Cllr Cluer

Reported that his initial costings for a variety of heritage apple and other fruit trees, together with associated hardware appeared to fall within the budget that Cornwall Council had allocated. He expected to finalise his proposal to CC by December and aims to begin planting in the new year.

072/2025 Clerk's Report

A Councillor Vacancy Trewidland Ward & St Keyne Ward

The remaining two vacancies in each ward remain. Councillors are asked to promote the opportunities in their private and council networks.

B Preparation for 2026/27 Budget & Precept

Clerk outlined previous preparations for the annual budget setting. Cllr Lindsey Ellis asked that the council consider additional funding support for repairs to Trewidland Village Hall.

Action: Clerk to prepare draft budget and precept calculation, and investigate options for major funding sources for Trewidland.

073/2025 Date of next meeting

A 12 November 2025 7pm Trewidland Village Hall

074/2025 End of meeting 20.55

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