ST AGNES PARISH COUNCIL
Parish Clerk: Catherine Nutting LLB, PGDip, BA (Hons), PSLCC
Parish Rooms, 17 Vicarage Road
St Agnes, Cornwall
TR5 0TL

01872 553801
clerk@stagnes-pc.gov.uk
www.stagnes-pc.gov.uk

Full Council Meeting – Monday 1st June 2026

Minutes of the meeting of St Agnes Parish Council as above as above, held at Parish Rooms, 17 Vicarage Rd, St Agnes, TR5 0TL, at 19:00.

Attendees

i. Parish Councillors: Kimberley (Council Chair), Palombo (Vice Chair), Sheard, Porter, Clark, Biggs, Law, Griffiths, Wood
ii. Members of the Public: 10
iii. Others: C Nutting: Clerk
iv. Absent Councillors: Watson, Pudney, Brown, Williams

030/26 Apologies for absence
Received and accepted from Cllrs. Watson, Brown and Pudney and Cornwall Cllrs Mitchell and Blackman.

031/26 Councillor vacancy and By-Election update
NOTED:

1. The resignation of Cllr. Keith Woolcott and the resulting Mount Hawke Ward vacancy. The Chair thanked Cllr. Woolcott for his significant commitment to the community, having served as a Councillor for many years, including as Chair from 1990 to 1992.
2. The Statement as to Persons Nominated for both the Porthtowan and Mount Hawke Wards' June 2026 By-Election; a further By-Election will be called for the Mount Hawke Ward on 9th July.
3. Welcomed Cllr. Moira Wood, newly elected Councillor for Porthtowan Ward.

RESOLVED to appoint Cllr. Wood to the Planning Committee. Cllrs Palombo/Clark. Unanimous.

032/26 Declarations of interest/Requests for dispensation.
None received.

033/26 Public Participation
A member of the public spoke regarding interest in developing a commercial indoor padel tennis facility and seeking suitable land. It was noted that the Parish Council owns land, and the member of the public wished to explore potential discussions with the Council. They were advised to collaborate with relevant community partners and to contact the Parish Council Office.

034/26 Grant Applications
At the Chair's discretion, agenda item 23 was taken out of order. The Council's 2026/27 annual grant budget is £20,000. Applications are considered in four tranches (June, Sept, Dec, March). The Council received and considered the following grant applications:

a. **St. Agnes Walking Netball** - request for £100 towards remarking the netball court

Signed: Date:

RESOLVED to award £100 in recognition of the positive health and wellbeing benefits of Walking Netball and its alignment with the Council's emerging Health and Wellbeing Strategy. Cllrs Sheard/Porter. Unanimous. Officers to action.

b. St. Agnes Croquet Club - request for £1,000 towards improved carparking
RESOLVED to award £400 towards improved all-year-round parking at St. Agnes Croquet Club, in recognition of the Club's contribution to social sport, health and wellbeing, particularly for older residents and the wider benefit to both the croquet and tennis club users. Cllrs Clark/Porter. Unanimous. Officers to action.

c. MMI - request for £5,000 towards replacement of the Fire Doors
RESOLVED to defer the application pending further financial information, including draft accounts ending March 2026 and clarification regarding reserves and why Council grant funding is required. The Council noted the importance of essential safety and compliance works to support the continued community use of the building but considered that further information was required before determining the application. To be reconsidered at the July meeting. Cllrs Law/Sheard. 1 against: Cllr Porter. Officers to action.

d. Porthtowan village Hall - request for £500 towards Coronation Garden maintenance
RESOLVED to award £500 towards Coronation Garden maintenance at Porthtowan Village Hall, in recognition of the garden's value as a well-used community facility and its contribution to bringing the community together. Cllrs Allen/Porter. 3 abstentions: Cllrs Clark, Law and Sheard. Officers to action.

e. St. Agnes Christmas Lights - request for £10,000 towards Christmas lights upgrade
RESOLVED to reject, as the application did not provide sufficient detail, supporting financial information, or evidence required under the Council's Grants Policy to justify an award of public funds. The Council considered that the application was not sufficiently evidenced to determine community benefit, financial need, project costings or value for money. The applicant is invited to submit a fully completed and evidenced application for future consideration and is strongly encouraged to attend in support of any future application. Cllrs Clark/Biggs. Unanimous. Officers to action.

f. Community Roots - request for £560 towards advertising materials
RESOLVED to award £500 in recognition of the organisation's contribution to the local community, including the provision of discounted vegetable boxes for those who may otherwise struggle to afford them, and the benefit of improving awareness of this community service. Cllrs Wood/Clark. 1 against: Cllr Biggs. Officers to action.

035/26 Porthtowan Coastal Community EMR – request from Porthtowan Surf Life Saving Club
At the Chair's discretion, agenda item 12 was taken out of order. **RECEIVED** a report and **CONSIDERED** a request from Porthtowan Surf Life Saving Club for the release of £7,284 held in the Porthtowan Coastal Community reserve. Representatives from the Club attended and outlined ongoing coastal adaptation work in Porthtowan, including dune fencing and planting to stabilise sand, support flood resilience and protect beach infrastructure. Members noted the Club's work with partners including Defra, the Environment Agency, Cornwall Council, the RNLI and Southwest Water, together with wider plans for a replacement Surf Life Saving Club building. Members were satisfied that the proposed works were consistent with the original purpose of the 2015/16 Coastal Community Team Award and the works envisaged within the published Porthtowan CCT Economic Plan, including improved dunes, sea defences, beach access and wider coastal community benefit. **RESOLVED** that the full £7,284 reserve be released to Porthtowan Surf Life Saving Club, recognising the Club's lifesaving role and collaborative coastal resilience work. Cllrs Porter/Kimberley. Unanimous. Officers to action.

036/26 Cornwall Councillors' Reports
Received apologies from Cwll Cllrs Mitchell and Blackman. Cllr. Blackman submitted a written report.

Signed: Date:

037/26 Annual Parish Council meeting minutes: 11th May 2026
RESOLVED that the minutes of the meeting as above, having been previously circulated, be taken as read and approved. No matters arising. Cllrs Clark/Biggs. Unanimous.

038/26 Committee meeting minutes
Received and noted draft minutes as follows
- Planning Committee – 18th May 2026

039/26 Annual Governance and Accountability Return 2025/26 – Section 1
RESOLVED as follows, in strict order: -
a. **AGREED** the Annual Governance Statement 2025/26 (Section 1)
   Cllrs Sheard/Porter. Unanimous.
b. **AGREED** that Section 1 be signed by the Chair and Clerk
   Cllrs Clark/Palombo. Unanimous

040/26 Annual Governance and Accountability Return 2025/26 – Section 2
RESOLVED as follows, in strict order: -
c. **AGREED** the Accounting Statements 2025/26 (Section 2)
   Cllrs Sheard/Biggs. Unanimous.
d. **AGREED** that Section 2 be signed by the Chair
   Cllrs Porter/ Palombo. Unanimous.

e. **NOTED** the additional information to be submitted to the external auditor, BDO UK in support of the AGAR
f. **ADOPTED** the dates for the period of exercise of public rights: 10th June – 21st July 2026
g. **NOTED** the following information will be published on the Parish Council's website no later than 9th June: AGAR S1&2; Signed declaration that accounts are unaudited and liable to change; A statement explaining how public rights can be exercised; The notice period; Contact details of the External Auditor.
   Cllrs Clark/Griffiths. Unanimous. Clerk to action.

041/26 Schedule of Payments
RESOLVED to approve (Appendix A). Cllr Kimberley, authorised signatory, will countersign electronic payments. Received a budget report. Cllrs Sheard/Palombo. 1 abstention: Cllr Wood. Officers to action.

042/26 Appointment of Finance Officer as Proper Officer in Clerk's Absence
RESOLVED that, in the absence of the Clerk for any reason, the Finance Officer be formally appointed and authorised to act as the Council's Proper Officer for the purpose of carrying out all relevant statutory duties. Cllrs Clark/Sheard. Unanimous.

043/26 Clerk's Report: Buoy to Beacon 2026, Cornwall Council Glyphosate usage, Realtime Passenger Information, Modification Order to add Restricted Byways, Road Closure Notifications
Received and noted as above. The Council will endeavour to include a link to Cornwall Council's published road closure information on its website and in its newsletter.

044/26 Mount Hawke School Street Improvements
RECEIVED a report and noted a verbal update from Cllr. Porter and other Members of the Traffic & Road Safety Working Group regarding concerns of unresolved inconsistencies in the information provided about the scheme. These included uncertainty over whether tracking, visibility checks and safety assessments had already been completed, why they had not been shared if available, and whether the speed data was sufficiently representative given the limitations of sat nav/connected vehicle data in a village setting. Members agreed that several questions remained outstanding and that further information was required before the Parish Council could provide considered comments and recommendations

Signed: Date:

on the scheme. It was noted that the matter would benefit from a further multi-agency site meeting and closer working with Cornwall Council, Cormac and other interested parties. Members expressed concern regarding the Parish Council's limited involvement to date and noted that delays may have been avoided had the Council been engaged collaboratively from the outset, particularly as the scheme may ultimately require the Parish Council to take responsibility for play equipment. Members agreed that the Council must be satisfied that the scheme is safe, appropriate and does not expose the Parish Council to undue liability. **RESOLVED** to instruct the Traffic & Road Safety Working Group to meet with Highways and other interested parties, undertake the further work required, and prepare recommended comments and amendments to the scheme for ratification by Full Council at its next meeting. Cllrs Porter/Biggs. Unanimous. Clerk to action.

045/26 Letter of No Confidence in SWW

RECEIVED a report and noted a verbal update from Cllr. Porter. **REVIEWED** the proposed motion and letter of no confidence in SWW sent by Dowr Glan. **RESOLVED**: St. Agnes Parish Council notes with grave concern the systemic failure of South West Water to manage the sewage system in Cornwall. Despite record bills and government intervention, raw sewage continues to impact our environment and public health. Therefore, this Council resolves to formally declare a Vote of No Confidence in South West Water; and sign the collective letter to the Secretary of State demanding the removal of South West Water's management through a Special Administration Order. Cllrs Kimberley/Law. Unanimous. Clerk to action.

046/26 Porthtowan Beach Dog Restrictions - Blue Flag

RECEIVED correspondence from Cornwall Council's Community Protection Team regarding the above. Members considered the mapped area and expressed concern that it appeared to be incorrectly drawn, extending beyond the beach area and including outer headland areas which are understood to be privately owned, as well as land extending into the dunes and village. Members agreed that the Land Registry position should be reviewed, as the area shown does not appear to reflect Porthtowan Beach land under Cornwall Council ownership. **RESOLVED** that the Council object to the designation as mapped and request that the boundaries be reviewed and redrawn to show only the beach area. Cllrs Kimberley/Palombo. Unanimous. Clerk to action.

047/26 Community Carnival Activity Pack and Children's Book Proposal

RECEIVED a report and **RESOLVED** to support the community carnival activity pack, story trail and children's book initiative by funding the full amount of £171. The Council thanked Molly, Outreach Coordinator, for her proactive approach, energy and skilled contribution to this project. The Council delegated authority to the Clerk to finalise the funding arrangements and ensure it is properly recorded against the most appropriate budget heading. Cllrs Law/Porter. Unanimous. Clerk to action.

048/26 Cornwall Reading Challenge 2026

RECEIVED a report from the Library and noted the 2026 'Extraordinary Explorers' Cornwall Reading Challenge, which launches on 11th July.

049/26 Reports from Council representatives

Noted a verbal updated from Cllr. Porter that Mount Hawke Chapel is for sale and that the nursery and café have been given notice, resulting in the anticipated loss of valued nursery provision in the area.

Received a written report from Cllr. Brown regarding a Community Area Partnership meeting on 18th May, which discussed Cornwall Council's overnight switch-off of street lighting, which has saved money but increased public concerns regarding safety. Cornwall Council is now offering the option for parish and town councils to elect to keep streetlights switched on overnight, with costs met by the parish or town council. The Council agreed to review the matter, subject to organic feedback being received from the community.

050/26 Notification of meeting/Suggested items for agenda: 6th July 2026

Review of the Grant Policy and implementation of a scoring matrix: Cllrs Law and Porter to lead.

Signed: Date:

051/26 Extension of meeting time (Standing Order 3(y))
Not required.

052/26 Public Bodies (Admissions to Meetings) Act 1960
Not required.

Meeting closed at 20:59

Signed: Date:

Appendix A

	ST. AGNES PARISH COUNCIL		
	Office Number:- 01872 553801		
	Email : clerk@stagnes-pc.gov.uk		
	www.stagnes-pc.gov.uk		
	SCHEDULE OF INCOME & EXPENDITURE TO 28TH MAY 2026		
	D/D payments (contracts) - May 2026		
	IT contracts & support/'phone & b'band/copier/website hosting - Total £902.14		
	Council vehicles (contract lease hire/fuel cards/car tax) - Total £957.60		
	Utilities (water/electricity/waste/recycling + Council tax (P/Rooms) Total - £929.84		
	WCs consumables - Total £ 0		
All invoices listed hereunder have been examined, verified and certified by the Clerk/RFO and Deputy Clerk.			
	Invoices to 28th May 2026		
Sevenmilestone Garage	MOT & Starter motor repair on LL17 DSZ. Clerk	PAID	£453.71
Porthminster Beach Café	Refreshments for APM. Clerk	PAID	£175.00
Spar	Refreshments for APM. Clerk	PAID	£2.78
Tesco	Refreshments for APM. Clerk	PAID	£16.19
Canva (online)	Graphics tool monthly subscription for QR codes & recruitment posters etc. Clerk	PAID	£27.00
Truro Tractors	Stihl Strimmers for PROW cutting. Clerk		£964.17
Truro Tractors	Resin, multispray & Stihl Strimmers for PROW cutting. Clerk	PAID	£907.98
Truro Tractors	Sharpen strimmer blades for PROW cutting. Clerk		£42.77
R. Thomas	Stick on Velcro from Hobbycraft for APM decoration. Clerk		£35.00
R. Thomas	Mileage - May 2026. Clerk		£9.00
Amazon	Toilet Tissue & Cream cleaner for Public Conveniences and Council Buildings. Clerk	PAID	£565.33
Amazon	Toilet gel cleaner for Public Conveniences and Council Buildings. Clerk	PAID	£29.52
Amazon	Disinfection liquid for Public Conveniences and Council Buildings. Clerk	PAID	£49.96
Amazon	Vinyl gloves or Public Conveniences and Council Buildings. Clerk	PAID	£8.97
Amazon	Stationery & Plasters for library. Clerk	PAID	£80.01
Amazon	Stick on Velcro for APM. Clerk	PAID	£37.60
Amazon	Lockable noticeboard for all toilet sites. Clerk	PAID	£322.29
NALC	Public Conveniences event for 1 delegate. Clerk		£42.00
Mulberry Local Authority	Audit/Consultancy Invoice.		£54.00
CALC	Breakthrough - Data Protection Training for 2 delegates. Clerk		£168.00
CALC	Breakthrough - AI in your community training for 2 delegates. Clerk		£84.00
SWPSI Ltd	Operational Inspections of play areas in St Agnes in May 2026.		£180.00
SLCC	Locum Fees - Apr 2026		£1,920.00
Parish Online	Mapping Software May 26 - May 27.		£360.00
Nayax	Invoice for processing fees to end of May 2026.		£36.00
Tee Ltd/Mr Electrical	PAT/FAT Testing in Office. Clerk		£270.00
Tee Ltd/Mr Electrical	PAT/FAT Testing in Library. Clerk		£270.00
Brazier Exterior Cleaning Services	Porthtowan Toilets Gutters & Windows Cleaning. Clerk		£95.00
St Agnes Methodist Church	Additional day hire for First Aid Training. Clerk		£40.00
Azets	Professional payroll services to end of May 2026. Minute 78/25		£185.89
Trackplot	Lone Working Devices for council staff. Minute Ref tbc.		£5,516.34
C Kalber	Cemetery maintenance & grave digging - May 2026		£2,220.00
IPS Group (UK) Ltd	Card transaction fees for parking meters + secure wireless data - April 2026		£186.36
Staffing costs	Total expenditure - May 2026		£42,347.49
Clerk's expenses - Apr'26	NIL	NIL	
PETTY CASH RECORD	May 2026 - £ TBC		
LIBRARY INCOME	May 2026 - £ TBC		
	RECEIPTS		
Car park card payments (IPS)	Card payment transactions - Trelawny Road C/P parking meters - May 2026	TBC	
RingGo Ltd	Income from car park pay & display charging via RingGo app (less fees) - May 2026	TBC	
Car park cash income	Trelawny Rd C/Park - Pay & Display cash received from 30/04/2026 - 27/05/2026		£151.00
Parishoners	x1 access cards sold for Porthtowan WCs doors @ £10 each		£10.00
Allotment / burial / other income	Deposits, burial/inscriptions		£387.50
Signed & Dated by Councillor 1:			
Signed:	Date:		
Signed & Dated by Councillor 2:			