ST AGNES PARISH COUNCIL
Parish Clerk: Catherine Nutting LLB, PGDip, BA (Hons), PSLCC
Parish Rooms, 17 Vicarage Road
St Agnes, Cornwall
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Full Council Meeting – Monday 2 November 2026

Minutes of the meeting of St Agnes Parish Council 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), Biggs, Clark, Griffiths, Pudney, Wood, Law, Sheard, Rodda, Barrett
ii. Members of the Public: 1
iii. Others: C Nutting: Clerk, Mr. Wildman, Parish Youth Project
iv. Absent Councillors: Cllrs. Porter, Brown, Watson and Cornwall Cllrs Mitchell and Blackman

124/26 Apologies for absence
Received and accepted from Cllrs Porter, Brown, Watson; noted apologies from Cornwall Cllrs Mitchell and Blackman.

125/26 Mount Hawke Ward – By-Election and Casual Vacancy Updates
The Chair welcomed Cllr Blen Barrett, who was elected uncontested for the Mount Hawke Ward. **NOTED** Cornwall Council's confirmation that no request for a by-election was received following the separate Notice of Vacancy published on 22 September 2026. That vacancy must be filled by co-option as soon as practicable under Rule 8 of the Local Elections (Parishes and Communities) Rules 1986.

126/26 Declarations of interest/Requests for dispensation.
Cllr Palombo, Vice-Chair, assumed the Chair for this item.
Cllrs Kimberley and Rodda declared a non-registerable interest in the St Agnes Parishwide Defibrillator Network funding request (agenda item 21, minute 145/26) as directors of the charity. Under paragraph 3.5A of the Council's adopted Code of Conduct and Standing Order 13(j), the Chair permitted them to give a factual update and answer questions for up to three minutes, at the relevant time in the meeting. They are then to withdraw and take no part in the debate or vote, in accordance with paragraph 3.5(i)–(iii) of the Code and Standing Order 13(i).
Cllr Kimberley resumed the Chair. At the Chair's discretion, agenda items 15 and 10 were brought forward while those attending for them were present.

127/26 Parish Youth Project – public survey and 2027/28 budget provision
RECEIVED the public consultation results and a verbal update from Mr. Wildman, Lead Youth Worker. National Lottery funding has not been awarded this year and, due to reduced funds, sessions in Blackwater and Mount Hawke have ceased. Young people aged 13 and over are more willing to speak to youth workers in the community, rather than attend a setting such as a village hall. The Project is currently exploring becoming a Charitable Incorporated Organisation to try to secure grant funding.
Of those who answered the survey's funding question, 108 (71.6%) supported the illustrative Parish Council tax increase. Nineteen people expressed an interest in helping the Project and they will be contacted. Members considered a possible alternative delivery model costing approximately £24,000 per annum, with one qualified youth worker and a volunteer,

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compared with the current approximately £39,000 for two youth workers. **RESOLVED** to include £24,000 in the draft 2027/28 budget for the Parish Youth Project. This figure is subject to final budget approval (07.12.2026). Cllrs Law/Rodda. Unanimous.
19:28, Mr Wildman left the meeting.

128/26 Proposed removal of the Barclays cashpoint in St Agnes
NOTED LINK Scheme Ltd's response to the Council's request for a review of its cash access assessment. Cornwall Cllr Mitchell explained that the review would consider whether the Post Office could provide an equivalent service. Members raised concerns about opening hours and the availability of cash. **RESOLVED** that Cllr Kimberley represent the Parish Council at the site meeting on Wednesday 4 November and convey its support for retaining the cashpoint in its present location. Cllrs Pudney/Wood. Unanimous.

129/26 Public participation
A member of the public asked whether Perran Moon MP's petition to retain the cashpoint could be made available in St Agnes Library. He agreed to provide a copy. The Clerk will review the wording for political neutrality and the arrangements for handling signatories' personal data before confirming whether the petition could be displayed.
19:43, the member of the public left the meeting.

130/26 Cornwall Councillors' reports
RECEIVED verbal reports from Cornwall Cllrs Blackman and Mitchell. Cllr Blackman reported forthcoming changes to Cornwall Council's senior management. Cornwall Council would take responsibility for a section of hedge in Blackwater where ownership could not be established, with cutting expected in September 2027. Highways is following up drainage problems at Wheal Rose. She also reported on second homes registering as holiday lets and the local 20mph rollout. Both Cornwall Councillors were asked to pursue the possibility of Cornwall Council funding for youth work in the parish.
Cllr Mitchell reported that repairs to a sinkhole in Beach Road, Porthtowan, were expected to require a closure of at least 1 week in the New Year. Highways is investigating alternative access, including the cycleway. Emergency access has been discussed with the fire service and the parish minibus and volunteer drivers will be on standby to support residents. He also reported the referral of tree removal in Porthtowan to Planning Enforcement, concerns about the weight given to the World Heritage Site at Goonown, and proposals for nine homes at Wheal Friendly.
20:03, Cornwall Cllrs Blackman and Mitchell left the meeting.

130/26 Council meeting minutes: 5 October 2026
RESOLVED that the minutes of the Council meeting as above, having been previously circulated, be taken as read, approved and signed. No matters arising. Cllrs Clark/Pudney. Unanimous.

131/26 Committee meeting minutes and resolutions
RECEIVED the draft minutes of the Committee meetings as below and **RESOLVED** to approve the recommendations therein:

a. Cemeteries and Allotments Sub-Committee Meeting – 15 October 2026 Cllrs Palombo/Biggs. Unanimous.
b. Planning Committee – 19 October 2026 Cllrs Clark/Pudney. Unanimous.

132/26 Working Groups
RECEIVED the Working Group minutes and considered each group's recommendations.
a. Accessible Footpaths – 15 October 2026
RESOLVED to include £5,000 in the draft 2027/28 budget to establish an earmarked reserve for footpath improvements and associated costs. Unspent funds will be retained for future works, particularly where grant funding is unavailable. An annual contribution of £1,000 will be considered thereafter. Cllrs Clark/Kimberley. Unanimous.
b. Neighbourhood Priorities Statement – 19 October 2026
APPROVED the recommendations. Members supported promoting Cornwall Council's survey and using any parish-level results to inform the NPS alongside any future parish consultation. Cllrs Pudney/Palombo. Unanimous.
c. Council Vehicle Working Group – 22 October 2026

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RESOLVED to purchase two medium-sized second-hand vans within a total budget of £15,000 excluding recoverable VAT. The Vehicle and Transition of Services earmarked reserves will each contribute £7,500. Delegated authority to the Clerk, in consultation with the Property & Business Development Manager, Grounds Maintenance Manager and Vehicle Working Group to select and purchase the vans in accordance with Financial Regulations. Officers will consider condition, service history, mileage, suitability, load capacity and value for money. The Working Group will oversee the purchase.
APPROVED disposal of the existing small van under the Asset Register & Disposal Policy, with no further repair expenditure. **AGREED** to make provision in the draft 2027/28 budget to replenish the Vehicle earmarked reserve and to consider options for replacing the leased pickup when its lease ends in September 2027. The Working Group will advise on both. The four recommendations were taken together. Cllrs Palombo/Biggs. Unanimous.

d. Library Project Working Group – 28 October 2026

RESOLVED to include £80,000 for the Library Project in the draft 2027/28 budget. Members noted the need to maintain the existing building while the costs of redevelopment options were explored. Cllrs Pudney/Griffiths. Unanimous.

133/26 Dependants' Carers' Allowance

RECEIVED the report on the proposed legislative change. **RESOLVED** to support Weymouth Town Council and the National Association of Local Councils in seeking the power for town and parish councils in England to reimburse councillors for childcare and other dependant-care costs incurred on official duties. Cllrs Law/Kimberley. Carried. Cllr Biggs abstained.

134/26 Schedule of Payments

RESOLVED to approve as above and record the Councillor signatory who will approve: Cllr. Kimberley. **RECEIVED** a budget report. Cllrs Sheard/Biggs. Unanimous.

135/26 Review of Council investments and cash management

RECEIVED the reports from the Finance Officer and RFO. **RESOLVED** to take the following action.

1. Close the Santander account and the Co-operative Business Instant Account and transfer the principal balances to the CCLA Public Sector Deposit Fund.
2. Open a current account and an instant access savings account with Unity Trust Bank. Appoint Cllrs Paul Kimberley, Dawn Brown, Martin Sheard and Derek Law as bank signatories and record their names on the mandate.
3. Retain approximately three months' net revenue expenditure across the two Barclays accounts and the new Unity account. Authorise the RFO to transfer funds between these accounts to maximise interest while keeping sufficient funds in the current account to meet payments as they fall due.
4. Invest at least six months' working budget in the CCLA Public Sector Deposit Fund.
5. The RFO will implement these arrangements and obtain quotations for independent financial advice on longer-term investment options for Full Council to consider before appointing an adviser. The Clerk/RFO will also check Unity Trust Bank's environmental credentials and circulate the information. Cllrs Sheard/Clark. Unanimous.

136/26 Interim Internal Audit Report 2026/27

RECEIVED and **NOTED** the interim report and its recommendations. **RESOLVED** to instruct the Clerk to address the recommendations, seek Council approval where necessary and report on completion before 31 March 2027. The Clerk will offer dates for Councillors to complete recognised data protection training. Cllrs Pudney/Rodda. Unanimous.

137/26 Data protection audit, policies and implementation

NOTED completion of the data audit, including the Data Map, Data Protection Impact Assessment, findings and outstanding actions. **RECEIVED** the draft policies, privacy notice and supporting documents. **RESOLVED** to instruct the Clerk to address gaps in practice, arrange training for staff, Councillors and volunteers, and put in place procedures for security, retention, disposal, data sharing and information rights. The Clerk will publish or circulate the documents and report back to Full Council on completed actions, evidence of compliance, outstanding risks and arrangements for ongoing review. Cllrs Kimberley/Wood. Unanimous.

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138/26 Safer Cornwall Partnership – Antisocial Behaviour Strategy
NOTED the consultation on the proposed strategy. **RESOLVED** that the Council would not submit a corporate response. Cllrs Palombo/Law. Unanimous.

139/26 Christmas Elf House Trail at St Agnes Garden of Rest
NOTED that the organisers had found a site at the Methodist church for this year's charity trail. **RESOLVED** to support in principle a respectful display of elf houses in a non-burial area of the Garden of Rest. Any proposal brought forward must return to Council for final approval, with details of the site, arrangements and risk assessment. Cllrs Clark/Biggs. Unanimous.

140/26 Christmas and New Year 2026/27 office and library closures
RECEIVED a report and **RESOLVED** to approve the office and library closure arrangements for the Christmas and New Year period. Cllrs Wood/Rodda. Unanimous.

141/26 Clerk's report on local road closures
RECEIVED and **NOTED** the Clerk's report on local road closures.

142/26 Child Protection and Safeguarding Policy
RECEIVED a report. Members considered the revisions proportionate to the Council's responsibilities and **RESOLVED** to **ADOPT**. Cllrs Law/Pudney. Unanimous.

143/26 Extension of meeting time
RESOLVED under Standing Order 3(w) to extend the meeting by a maximum of 30 minutes to complete the remaining business. Cllrs Pudney/Clark. Unanimous.

144/26 St Agnes Parishwide Defibrillator Network – 2027/28 funding
Cllr Palombo assumed the Chair for this item.
In accordance with minute 126/26, Cllrs Kimberley and Rodda gave a factual update and answered Members' questions. The Network had received a one-off grant of £1,500 for 2026/27. Cllr Kimberley reported that the Network was now a registered charity and had reduced its annual core costs to £1,000. Meeting those costs would allow fundraising to focus on replacing pads and batteries.
21:03, Cllrs Kimberley and Rodda withdrew before the debate and vote.
Members noted the support expressed by parishioners. **RESOLVED** to include £1,000 towards the Network's core operating costs in the draft 2027/28 budget and annually thereafter as a separate budget line, subject to review each year as part of budget setting. Cllrs Law/Clark. Unanimous.
21:07, Cllrs Kimberley and Rodda returned and Cllr Kimberley resumed the Chair.

145/26 Next Full Council meeting – 7 December 2026
NOTED the date of the next meeting. The draft 2027/28 budget and precept would be considered. The Clerk also anticipated bringing forward matters arising from the interim audit and further policies.

146/26 Exclusion of the press and public
RESOLVED under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the following item owing to the confidential nature of the legal and valuation matters to be considered. Cllrs Clark/Rodda. Unanimous.

147/26 Devolution – legal and land valuation update
RECEIVED and **NOTED** Lodge & Thomas's independent valuation report dated 19 October 2026 on the freehold values of Beaconsfield Play Area, St Agnes, and Shoppers Car Park, Porthtowan. The Clerk will forward the report to the Council's solicitors for submission to HM Land Registry. No further action was required.

Meeting closed at 21:15

Signed: Date:

Appendix A

ST. AGNES PARISH COUNCIL

Office Number:- 01872 553801

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SCHEDULE OF INCOME & EXPENDITURE TO 28TH OCTOBER 2026

D/D payments (contracts) - October 2026

IT contracts & support/'phone & b'band/copier/website hosting - Total £ 1259.00

Council vehicles (contract lease hire/fuel cards/car tax) - Total £ 375.35

Utilities (water/electricity/waste/recycling + Council tax (P/Rooms) Total - £ 7254.48

WCs consumables - Total £ 1028.06

**All invoices listed hereunder have been examined, verified and certified by the Clerk/RFO and Deputy Clerk.*

Invoices to 28th October 2026

Perranporth Rugby Club.	Grant Payment. Ref 102/26(a)	£300.00	
Bobbie Leavey	Recovery for LL17 DSZ. Clerk	£100.00	**PAID**
Starlink	Monthly fee for connection at Porthtowan & Trevaunance Toilets. AMC 39/25	£79.99	**PAID**
K. Barnes	Mileage for Travel to bank. Clerk	£11.44	
K. Barnes	Pay and Display parking ticket. Clerk	£2.70	
Rabarts	Peelaway paint solution for Telephone Box outside Parish Office. Clerk	£21.44	
Spar (St Agnes)	Milk & Sweeteners for Allotment Quiz. Clerk	£2.48	**PAID**
British Gas	Standing Charge for flat (17b) electricity only. Clerk	£19.98	
Macsalvors	September 26 invoice, PPE for workers, nitrate gloves, washers and bars - Clerk	£346.82	
ADT	ADT fire alarm zone plan quotation. AMC 37/26	£330.20	
Contract Sign Systems	Signs for toilets. Clerk	£50.93	
Amazon	Photoframes for leaving present. Clerk	£22.85	**PAID**
Amazon	Wireless Keyboard and Mouse. Clerk	£25.36	**PAID**
Trophy Monster	Trophy for annual allotment quiz. Clerk	£52.89	**PAID**
Screwfix	Sanding Discs for Beaconsfield Playpark. Clerk	£25.56	
Mulberry Local Authority Services	Internal audit for the 2026/27 council year. 022/26.	£422.10	
Canva (online)	Graphics tool monthly subscription for QR codes & recruitment posters etc. Clerk	£27.00	**PAID**
Cornwall Council	CEO Patrols for September 26 in Trelawney Rd Car Park. Clerk	£141.00	
IPS	Card transaction fees for parking meters + secure wireless data - Septmeber 2026. Clerk	£233.70	
Lodge and Thomas	Site visit & provision of Chartered Surveyor's Report and Valuation for HM Land Reg. 123/26	£1,200.00	
Amazon	A4 Paper for Library. Clerk	£16.84	**PAID**
CALC	Code of Conduct Training for 2 x delegates. Clerk	£66.00	
CALC	Finance for councillors training x 1 degelate. Clerk	£42.00	
CALC	AI for Council Operations in 2026 - Session 3 for 1 x Delegate. Clerk	£42.00	
South West Water	Fixed charge for water in flat (17b). Clerk	£52.81	
SLCC	Cemetery Matters Training for 1 x delegate. Clerk	£87.60	**PAID**
Tesco	Rug Doctor Liquid for cleaning library carpets. 106/26(iii)	£10.99	**PAID**
Laurence Associates	Proposed Extension to Allotments - Full Planning Application. AMC 12/26 & CA12/26	£348.48	
Laurence Associates	Professional Services with Proposed Extension to Allotments, MH. AMC 12/26 & CA12/26	£1,473.25	
Action Fire Southwest	Attendance Fee for fire extinguishers in Library, parts and labour.	£70.01	
Action Fire Southwest	Attendance Fee for fire extinguishers in MT Hub, parts and labour.	£46.01	
Action Fire Southwest	Attendance Fee for fire extinguishers in Parish Offices, parts and labour.	£178.37	
Indeed	Sponsored Jobs on Indeed.com for Administrator Recruitment. H09/26(b).	£441.32	**PAID**
Rug Doctor	Rug Doctor Hire for cleaning library carpets. 106/26(iii)	£37.98	**PAID**
Brazier Window Cleaning	Window cleaning at parish office. Clerk	£95.00	
Brazier Window Cleaning	Cleaning of parish council gutters. Clerk	£200.00	
Opie & Opie	Library Oil Boiler Service, parts and labour.	£132.00	
M. Biscoe	Mileage for June, July, August. Clerk	£38.23	
Cornwall Council	Rent for Beaconsfield Play Area for the half year. Clerk	£15.00	
Atlas	11 Ground level tree safety inspections at various sites. AMC 09/26	£1,325.00	
ICCM	Management of memorials workshops for 4 x delegates. Clerk	£840.00	
Screwfix	Polyfilla for Library. Clerk	£10.49	
WC Rowes Chiverton	Refreshments for all staff training day. Clerk	£74.30	**PAID**
Healthmatic	Balance of Installation at Trevauance Cove Public Toilets. AMC 39/25	£11,974.43	
Clive Kelber	Cemetery maintenance & grave digging - October 2026	£2,205.00	
SWPSI Limited	2 new brackets for the basket swing at Beaconsfield Play Park. AMC 18/26	£828.00	
Azets	Professional payroll services to end of September 2026. Minute 78/25	£195.19	
Staffing costs	Total expenditure - October 2026	£42,574.03	
Clerk's expenses - Oct'26	NIL	NIL	

PETTY CASH RECORD — September 2026 - £25.70

LIBRARY INCOME — September 2026 - £246.96

RECEIPTS

Car park card payments (IPS)	Card payment transactions - Trelawny Road C/P parking meters - September 2026	£2,565.50	
RingGo Ltd	Income from car park pay & display charging via RingGo app (less fees) - September 2026	£2,060.07	
Car park cash income	Trelawny Rd C/Park - Pay & Display cash received from 25/09/2026 - 28/10/2026	£178.00	
Allotment Holders	Payment for quaterly rent due at Mithian and Mount Hawke Sites.	£80.00	
Cornwall Council	2 x Payments for Starlink Connections at Porthtowan Car Park.	£239.99	
Cornwall Council	CIL Neighbourhood payment	£5,820.38	
M. Caverth	Re-open and internment fee	£1,225.00	
Nayax Financial Services	Income from Porthtowan & Trevauance Cove WCs doors (13/09/26 - 13/10/26), less fees	£2,194.02	
Parishoners	15x access cards sold for Porthtowan & Trevauance Cove WCs doors @ £10 each	£150.00	

Signed & Dated by Councillor 1:

Signed: **Signed & Dated by Councillor 2:** Date: