

Poundstock Parish Council

Chair: Cllr. Stephen Blake
Clerk: Mrs. Lynn Pluess
Trevoulter Barton, Poundstock,
Bude, Cornwall EX23 0DH

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08-May 2025

To all members of the **Parish Council**:

Dear Councillor,

You are hereby summoned to attend the Annual Meeting of Poundstock Parish Council on **Wednesday 14-May 2025** at 7:00 pm at the **Beach House, Widemouth Bay** for the purpose of considering and resolving upon the business to be transacted at the meeting as set out on the agenda below.

Yours sincerely,

L Pluess

Clerk Mrs. Lynn Pluess

Press and Public are invited to attend.

Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

1. **Election of Chair of the Council 2025/26**
To **ELECT** as above and receive the Declaration of Acceptance of Office.
2. **Election of Vice Chair of the Council 2025/26**
To **ELECT** as above and receive the Declaration of Acceptance of Office.
3. **Apologies for absence.**
To **RECEIVE** and **APPROVE** any apologies and **RESOLVE** to **ACCEPT** Acceptance of Office by 02-June 2025.
4. **Declarations of Interest.**
To **RECEIVE** any Declarations of Interest.
5. **Requests for Dispensations.**
To **RECEIVE** any requests for Dispensations and **RESOLVE** to grant dispensations where appropriate.
6. **To Appoint Members to the role of Lead Councillors to the following Portfolios:**
Cemetery & Closed Churchyard
Community Hall
Finance & Internal Control
Freedom of Information Requests
Highways, Transport & Public Rights of Way

Planning
Police Advocate and Emergency Procedures
Public Toilets, Car Park and Beach

7. To confirm Appointment of Members to the Neighbourhood Development Plan Steering Group.

8. To confirm the appointment of Members as delegates to outside bodies.

Community Area Partnership
Gildhouse Management Committee
The Poundstock Packet

9. To RESOLVE to ADOPT the following documents:

Standing Orders
NALC Model Financial Regulations
Code of Conduct
General Risk Assessment
Publication Scheme
Code of Practice for Handling Complaints
Internal Control Procedure
Internal Control Guidance
Information & Data Protection Policy
Social Media Policy
Grant Policy

10. Public Open Session: Members of the public are invited to address the Council on an agenda item. Residents are encouraged to participate beforehand by emailing the Clerk's Office.

11. To resolve that the Minutes of the previous meeting are an accurate record:

(a) Minutes Full Council:
To **APPROVE** Minutes of the Ordinary Council Meeting held on 16-April 2025.
(b) To **NOTE** any matters arising.

12. Correspondence - To discuss and resolve a course of action with any associated expenditure.

13. Planning Matters:

(a) Planning Applications to discuss and make a consultee comment:

PA25/02606 Proposal: Retrospective application for alterations to internal layout and doors and windows. Location: Penkerth, Long Park Drive, Widemouth Bay, Bude, Cornwall EX23 0AN.

PA25/02872 Proposal: Erection of an extension, following demolition of an existing extension, provision of a new chimney and other alterations and improvements to Trevissick Farmhouse, to now include demolition and rebuilding of the west wing of the farmhouse. Location: Trevissick, Poundstock, Bude, Cornwall EX23 0DG

PA24/09752 Proposal: Proposed garage and storage building with access and turning space (part retrospective). Location: Land North of Coppathorne, Poundstock, Bude, Cornwall EX23 0DD.

(b) Any applications received from Cornwall Council by the time of the meeting. Information only.

(c) Planning decisions – View at <https://www.poundstock-pc.gov.uk/planning-applications>

14. Finance to discuss and resolve a course of action with associated expenditure:

- (a) To **RESOLVE** to accept renewal quote from Zurich Municipal Insurance.
- (b) To **NOTE** income, banking and investment statements.
- (c) To **RESOLVE** to approve payment of outstanding accounts.
- (d) To **RESOLVE** that there is no conflict of interest for any Councillors regarding external auditor BDO and Internal Auditor All Points Accountancy Ltd.

15. Agenda Items to discuss and resolve a course of action and associated expenditure:

- (a) To receive an update and consider next steps for a new hall for Poundstock.
- (b) To receive an update and consider next steps for the public toilets.
- (c) To consider application for a burial plot.

16. To receive reports and authorise any action or expenditure:

- (a) Poundstock Ward Member.
- (b) Chairman's Report.
- (c) Clerk's Report.

17. NDP Steering Group - To receive reports and authorise any action or expenditure.

18. Representatives on Outside Bodies – To receive reports and authorise any action or expenditure.

19. Portfolio Reports – To receive reports and authorise any action or expenditure.

**20. Co-option of Parish Councillors - Vacancies following the May 2025 elections.
To **NOTE** the 3 vacancies and **RESOLVE** to **FILL** the vacancies by co-option.**

21. Items for Information.

22. Notification of next meeting and suggested items for the agenda.

23. PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960

During the meeting it may arise that publicity would be prejudicial to the public interest by reason of the confidential or special nature of the business to be transacted and the press and public will be instructed to withdraw. When this arises, the Chair will recommend to consider passing the following resolution; "to resolve that in view of the confidential or special nature of the business to be discussed, the public are excluded and instructed to withdraw."

24. Close the Meeting.