

## MINUTES ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL HELD ON WEDNESDAY 04-JUNE 2025

An Ordinary Meeting of Poundstock Parish Council was held on Wednesday 04-June 2025 at 7.00 p.m. in the Gildhouse.

1. To note persons present and receive apologies for absence: 243/25  
In attendance were Cllr. Stephen Blake in the Chair and Cllrs. Michelle Carter, Eric Harris, Pamela Idelson, Graeme Swatton and Tom O'Sullivan.  
Apologies were received from Cllr. John Worth.  
Members of the public present 3.
2. Declarations of Interests: Cllr. Tom O'Sullivan agenda item 9(d) Hele Valley Trail. 244/25
3. Requests for Dispensation: Cllr. Tom O'Sullivan Dispensation requested to participate in the discussions only, until next full Parish Council elections. **Unanimously RESOLVED to approve.** 245/25
4. Public Open Session: A member of the public spoke to provide context on his upcoming planning application to be considered later in the agenda. 246/25
5. To resolve that the Minutes of the previous Full Council Meeting are an accurate record:  
(a) Minutes of Full Council:  
**RESOLVED unanimously, that the Minutes of the Annual Council Meeting held on 15-May 2025 were a true and accurate record and were signed by the Chair (2 abs).** 247/25  
(b) Note any matters arising - None. 248/25  
(c) Annual Parish Meeting: **RESOLVED to APPROVE the Minutes of the Annual Parish Meeting.** 249/25
6. Correspondence to discuss and resolve a course of action with any associated expenditure:  
Correspondence schedule was reviewed and the following **NOTED.** 250/25  
(a) 20/05/2025 Cornwall Hero Awards - Nominations now open. **Following discussions, it was unanimously RESOLVED to Nominate the Plumber for making emergency repairs following to the public toilets free of charge following an act of vandalism.**
7. Planning Matters:  
(a) Planning Applications to discuss and make a consultee comment:  
**PA25/03243** Proposal: Demolition of existing building and erection of a dwelling (alternative to change of use barn to a dwelling under prior approval Class Q - PA24/05252) - self/custom build. Location: Land West of Stone Park, Widemouth Bay, Bude, Cornwall EX23 0DE. **Following discussions it was unanimously RESOLVED to make NO OBJECTIONS.** 251/25  
(b) To note any applications received from Cornwall Council by the time of the meeting:  
**PA25/03770** Proposal: Retrospective application for a garden shed. Location: St. Victor, Long Park Drive, Widemouth Bay, Bude, Cornwall EX23 0AN. 252/25  
(c) Planning Decisions – **NOTED** <https://www.poundstock-pc.gov.uk/planning-applications> 253/25  
**PA25/01647** 5-Day Protocol Decision - Received and noted.
8. Finance to discuss and resolve a course of action with associated expenditure:  
(a) To note income, banking and investment statements **NOTED.**  
Following discussions, **RESOLVED to transfer £30,000 from the current account to the reserve account.** 254/25  
(b) To resolve to approve payment of outstanding accounts as per schedule.  
**RESOLVED unanimously, to make payments as scheduled.** 255/25  
(c) To receive Internal Review - **NOTED.** 256/25  
(d) To receive Budget Review - **NOTED.** 257/25

9. 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 - **It was unanimously RESOLVED to accept the Engagement Letter with the Architects Laurence Associates, for the new hall project and to be signed by the Chair and Clerk.** 258/25

It was further **unanimously RESOLVED for the Chair and Clerk to research professional grant application agencies for the new hall.** 259/25

Following discussions, **it was RESOLVED to enter into formal negotiations with the landowners, to be led by the Chair, Cllr. Stephen Blake and Vice-chair, Cllr. Michell Carter (1 abs).** 260/25

(b) To receive an update and consider next steps for the public toilets - The Chair gave an update on progress. Noting that the electrical work has been completed and the window cleaner has commenced regular cleaning. Following discussion, it was agreed to obtain quotes for clearing the overgrown vegetation around the public toilets and adjacent footpath. 261/25

(c) To consider application for a burial plot - Following discussions, **it was RESOLVED to ratify a further request for a burial plot for a non-parishioner, given the historical connection to the parish, at the non-parishioner rate.** 262/25

(d) Hele Valley Trail - Following discussions, **it was RESOLVED to award £500.00 to the Hele Valley Trail project, a recreational initiative located in the neighbouring parish of Marhamchurch, with the Council also wishing to express its support for this worthwhile neighbouring community project (1 abs).** 263/25

(e) To consider appointing a councillor as an officer - Following discussions, **it was RESOLVED to appoint Cllr. Tom O'Sullivan as Assistant to the Clerk, to undertake tasks delegated by the Clerk. It was agreed to review the arrangement after a six-month trial period.** 264/25

10. To receive reports and authorise any action: 265/25

(a) Poundstock Ward Member's Report: Cllr. Chopak was unable to attend and sent her apologies.

(b) Chair's Report: The Chair gave a brief report advising that all Councillors should attend Code of Conduct training as soon as possible. Reference was also made to the Local Councils Award Scheme, a national accreditation for best practice, to be considered as a future agenda item.

(c) Clerk's Report: No report.

20:17 Cllr. Pamela Idelson left the meeting.

11. NDP Steering Group to receive reports and authorise any action and expenditure:

The Chair reported that the 'Call for Sites' for the NDP is ongoing. 267/25

12. Councils Representatives to receive reports from Outside Bodies: No reports. 268/25

13. Portfolio Reports to receive written reports and authorise any action and expenditure: 269/25

(a) Police Advocate Cllr. Graeme Swatton, presented the report from the Police and Crime Commissioner.

14. Co-option of Parish Councillors: Following discussion, **it was unanimously RESOLVED to ADOPT the Policy on the filling of casual vacancies.** 270/25

15. Items for Information: None. 271/25

16. Notification of meeting and suggested items for the agenda: 272/25

The next meeting will be held the Gildhouse on 18-June at 7:00pm. Future suggested dates are 02-July, and 16-July.

17. 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 - None. **273/25**

**18. Close the Meeting - Meeting Closed at 21:22. **274/25****

## FINANCE SCHEDULE 04-JUNE 2025

### BANKING AND INVESTMENT STATEMENTS

Current Account	Statement 21/05/2025	£81,409.64
Reserve Account	Statement 21/05/2025	£51,981.09
CCLA	Statement 30/04/2025	£90,637.25
Call Account	Statement 30/04/2025	£311,922.58

### EXPENDITURE

Laurence Associates	Invoice 39972 Architects Services for New Hall (BACS)	£226.68
Starboard Systems Ltd	Invoice 10886 01-30 June 2025 (DD 01/06/25)	£50.40
Pauls Electrical Services	Invoice T.40 Public Toilets Renovation and Repairs (BACS)	£2,717.00

**TOTAL EXPENDITURE 04/06/2025      £2,994.08**