

MINUTES OF ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL HELD WEDNESDAY 17-SEPTEMBER 2025

An Ordinary Meeting of Poundstock Parish Council was held on Wednesday 17-September 2025 at 7.00 p.m. in the Gildhouse.

1. To note persons present and receive apologies for absence: 422/25
In attendance were Cllr. Stephen Blake in the Chair and Cllrs. Michelle Carter, Eric Harris, Pamela Idelson, Tom O'Sullivan, Graeme Swatton and Liz White.
Apologies were received and accepted from Cllr. John Worth.
Members of the public present 1.
2. Declarations of Interests: None received. 423/25
3. Requests for Dispensation: None received. 424/25
4. Public Open Session: No representations were made during the public open session. 425/25
5. To resolve that the Minutes of the previous Full Council Meeting are an accurate record:
(a) Minutes of the Full Council:
RESOLVED, that the Minutes of the Ordinary Meeting held on 03-September 2025 were a true and accurate record and were signed by the Chair (2 abs). 426/25
(b) Note any matters arising - None. 427/25
6. Correspondence to discuss and resolve a course of action with any associated expenditure:
Correspondence schedule was reviewed and the following **NOTED**.
03/09/2025 Lifepak CR Plus Charge-Pak Replacement Kit - The supplier of replacement parts has further delayed the delivery date owing to ongoing supply chain issues. It was agreed that this matter be reviewed at the net meeting. 428/25
7. Planning Matters:
(a) Planning Applications to discuss and make a consultee comment:
PA25/06173 Proposal: Change of use from Holiday restricted barns to unfettered dwelling houses.
Location: Helscott, Poundstock, Bude, Cornwall EX23 ONE. Following discussions, it was **RESOLVED to make no objections.** 429/25
(b) To note any applications received from Cornwall Council by the time of the meeting: None. 430/25
(c) Planning Decisions – **NOTED** <https://www.poundstock-pc.gov.uk/planning-applications> 431/25
8. Finance to discuss and resolve a course of action with associated expenditure:
(a) To note income, banking and investment statements - **NOTED.** 432/25
(b) To resolve to approve payment of outstanding accounts as per schedule.
RESOLVED unanimously, to make payments as scheduled. 433/25
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 - The agenda item concerning the next steps for the new hall was, at the Chair's discretion, deferred to the end of the meeting for discussion in closed session. 444/25
(b) To receive an update and consider next steps for the public toilets - Membership to the British Toilet Association at a cost of £100.00 was considered and it was **RESOLVED to proceed with joining.** 431/25
(c) Hele Valley Trail update - Cllr. Tom O'Sullivan reported the £38,000.00 match funding required for the project has now been raised, enabling the scheme to progress as a matter of urgency. Thanks were expressed

to parishioners for their generous financial and moral support, and the Poundstock Parish Council and Bude-Stratton Town Council for their continued assistance. The Chair thanked Cllr. Tom o'Sullivan for his lead role in achieving this significant milestone for the project. 432/25

(d) To discuss a variety of options regarding the future running of Widemouth Bay car park and respond to Cornwall Council by the end of September 2025 (Cllr. Stephen Blake) - It was confirmed that the £15,000.00 Levy withdrawn in 2024, will be reinstated and paid between September 2025 and April 2026. Cornwall Councillor Dan Rogerson, Portfolio Holder for Car Parks, has invited a formal proposal from PPC regarding the potential management of Widemouth Bay Car Park from April 2026. Following discussions, it was **RESOLVED to thank Cornwall Council for reinstating the Car Park Levy and for Councillors to put forward ideas for further discussions with Cornwall Council. The Clerk will submit a formal response by 26-September 2025.** 433/25

10. To receive reports and authorise any action: 434/25

Poundstock Ward Member's Report: Cllr. Chopak gave a brief report, noting her attendance at a meeting of Cornwall Councillors to discuss the forthcoming 2026-27 budget. She requested assistance from Parish Clerks in providing details of grants currently being received from Cornwall Council.

(b) Chair's Report: The Chair attended the recent CAP meeting, where the main topic of discussion was water and the potential development of sites where existing water and sewage infrastructure is unable to support additional growth within the parish. It was noted that representatives from South West Water were unavailable for comment.

(c) Clerk's Report: The Council's email storage is currently at 9.75GB of the 10GB allowance, increasing to 20GB would cost £24 plus VAT per annum. **It was RESOLVED to increase the allowance accordingly.** 435/25
The South West Hygiene Waste Transfer Note has been renewed until August 2026, with the invoice due in November 2025.

The Clerk requested to attend Memorial Management Training Course organised by ICCM Members at Launceston Town Council on Monday 10-November 2025 at a cost of £175.00 plus vat, **it was RESOLVED to APPROVE this request.** 436/25

Assistant Clerk's Report: Reported that there had been no further Freedom of Information (FOI) requests, follow-ups, or new tasks since the last meeting.

** Cllr. Pamela Idelson left the meeting at 20:24.*

11. NDP Steering Group to receive reports and authorise any action and expenditure: 437/24

NDP Chair Matthew Blows, reported the Poundstock Neighbourhood Development Plan had reached the pre-submission stage. The next step will be the six-week Regulation 14 consultation, during which residents and organisations will be invited to comment on the draft plan. Following consultation, the plan will be revised as necessary and submitted to Cornwall Council for examination, prior to a parish referendum. **It was noted that additional consultancy support is anticipated, estimated at 13 hours totalling £1,069.90 plus vat, it was RESOLVED to APPROVE this expenditure.** 438/25

12. Councils Representatives to receive reports from Outside Bodies: No reports. 439/25

13. Portfolio Reports to receive written reports and authorise any action and expenditure: 440/25

Police Advocate & Emergency Procedures Cllr. Graeme Swatton gave a report, contents of when were noted.

14. Co-option of Parish Councillors: It was **NOTED** that there are currently two casual vacancies, and no further applications have been received to date. 441/25

15. Items for Information: None. 442/25

16. Notification of meeting and suggested items for the agenda: 443/25

The next ordinary meeting will be held at the Gildhouse on 01-October 2025 and the following meeting on 15-October 2025 will be held at the Beach House, Widemouth Bay.

17. PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960

RESOLVED that in view of the confidential or special nature of the business to be discussed, the public are excluded and instructed to withdraw for agenda item 9(a) to receive an update and consider the next steps for a new hall for Poundstock. **444/25**

Confidential minutes available separately. **445/25**

18. Close the Meeting - Meeting Closed at 21:27. **446/25**

FINANCE SCHEDULE 17-SEPTEMBER 2025

BANKING AND INVESTMENT STATEMENTS

Current Account	Statement 29/08/2025	£48,428.84
Reserve Account	Statement 29/08/2025	£82,153.77
CCLA	Statement 31/08/2025	£91,954.01
Call Account	Statement 31/08/2025	£316,985.77

INCOME

Cornwall Council	Precept Sep 2025 Poundstock 04/09/2025 BACS	£19,592.50
Donations	Public Toilets 09/09/2025	£224.00

TOTAL INCOME 17/09/2025 **£19,816.50**

EXPENDITURE

Mr. R.Pearce	Survey Monkey Reimbursement Invoice 46756490 (BACS) Min. 235/25	£384.00
Laurence Associates	Invoice 40304 Architects Services for New Hall (BACS)	£2,665.92
Starboard Systems Ltd	Invoice 12298 01-30 Set 2025 (DD) 01/09/2025	£50.40
John Slater Planning Ltd	Invoice 347 NDP Consultant 03/09/2025 (BACS) Min. 347/25	£888.84
Source for Business	Invoice 6091285923 Public Toilets 19-Jun to 03-Sep 03/09/2025 (BACS)	£978.59
Source for Business	Invoice 6091286240 Cemetery 28-Jun to 03-Sep 03/09/2025 (BACS)	£18.22
Crystal Clear	Invoice 21 Window Cleaning Public Toilets 05/09/2025 (BACS)	£59.00
Gildhouse Committee	Invoice 201377 Gildhouse Hall Hire 07/09/2025 (BACS)	£180.00
Coast to Coast Survey	Invoice 0250 Topographical Survey 10/09/2025 (BACS) Min. 408/25	£540.00
T.J. Davies Ltd	Invoice 036 Cleaning Public Toilets September 2025 (BACS)	£1,980.00
Clerk Expenses	Invoice 5429649 Pro-Washroom Soap Dispensers (BACS) Min. 410/25	£49.96
Staff Costs	Mth 6 (BACS)	£848.92
HMRC	PAYE/NIC Mth 6 (BACS)	£294.10

TOTAL EXPENDITURE 17/09/2025 **£8,937.95**