MINUTES OF ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL HELD WEDNESDAY 17-JUNE 2026

A Meeting of Poundstock Parish Council was held on Wednesday 17-June 2026 at 7.00 p.m. at the Gildhouse, Vicarage Lane, Poundstock.

1. To note persons present and receive apologies for absence: **195/26**
In attendance were Cllr. Stephen Blake in the Chair and Cllrs. David Barton, Graeme Swatton, Eric Harris, Pamela Idelson, Tom O'Sullivan, Liz White, John Worth and the Clerk.
Apologies were received and accepted from Cllr. Michelle Carter.
Members of the public present 1.

2. Declarations of Interests: None received. **196/26**

3. Requests for Dispensation: None received. **197/26**

4. Public Open Session: One member of the public was present and did not wish to address the Council. **198/26**

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 Annual Meeting held on 20-May 2026 were a true and accurate record and were signed by the Chair. 199/26
(b) Note any matters arising - There were no matters arising from the minutes. **200/26**

6. Correspondence to discuss and resolve a course of action with any associated expenditure:
Correspondence schedule was reviewed and **NOTED. 201/26**
02/06/2026 BDO Conclusion of Annual Review 2024/25 - The External Auditor's conclusion of the Annual Governance Review and Accountability Return (AGAR) for the year ended 31-March 2025 was **NOTED** together with the publication of the relevant documents on the Council's website and noticeboards. Members further noted the audit fees of £420.00 and additional audit work fees of £2,130.00 plus VAT. The Chair noted that the additional fees arose as a result of the fourth consecutive objection to the Council's AGAR submitted by the same parishioner. Members noted that, as in each of the previous three years, the External Auditor's report did not identify any fault with the Council's accounts. The Chair expressed concern regarding the cumulative financial impact of the Council of responding to repeated objections. **202/26**
05/06/2026 Appeal Notification PA25/05551 Land Mount Pleasant Cottage, was **NOTED. 203/26**
12/06/2026 Widemouth Bay Car Park Levy - The email regarding the Widemouth Bay Car Park Levy was discussed. Members noted that the arrangements outlined did not accord with their understanding of the original agreement, which was that a levy of 20p would be applied to each parking ticket sold, with any shortfall being borne by PPC and any additional income accruing to PPC. **It was RESOLVED that the Chair respond to Cornwall Councillor Dan Rogerson accordingly. 204/26**

7. Planning Matters:
Planning Applications to discuss and make a consultee comment:
(a) Planning Applications to discuss and make a consultee comment: None received. **205/26**

PA26/00582/PREAPP Location: Downs Barton, Poundstock, Bude, Cornwall EX23 0AX Proposal: Pre-application advice for internal alterations to kitchen/dining room, sitting room and first floor bathroom. Proposed garage, carport, studio/gym and garden store to site - **NOTED**. **206/26**

(b) To note any applications received from Cornwall Council by the time of the meeting: **207/26**
PA26/03339 Location: Kennacott House, Kennacott Court Holiday Lodges, Bude, Cornwall.
Proposal: To remove and vary the existing occupancy restrictions affecting Kennacott House in order to allow unrestricted Use Class C3 residential occupation, whilst also retaining the ability for the properties to continue to operate as holiday accommodation **NOTED.**

(c) Planning Decisions – **NOTED** https://www.poundstock-pc.gov.uk/planning-applications **208/26**

8. Finance to discuss and resolve a course of action with associated expenditure:
(a) Annual Governance and Accountability Return 2025/26 to resolve as follows:
(i) To agree the Annual Governance Statement 2025/26 - **RESOLVED to answer yes to questions 1-8 and 10, and Not Applicable to question 9 and to APPROVE Section 1 Annual Governance Statement for 2025/26.** **209/26**
(ii) To agree Section 1 to be signed by the Chair and Clerk - **RESOLVED that the Annual Governance Statement be signed by the Chair and Clerk.** **210/26**
(iii) To agree the Accountancy Statement 2025/26 - **RESOLVED to APPROVE Accounting Statements 2025/26.** **211/26**
(iv) To agree that Section 2 be signed by the Chair - **RESOLVED that the Accounting Statements be signed by the Chair and Clerk.** **212/26**

(b) To approve additional information to be submitted to the external auditor BDO UK in support of the AGAR:
(v) Bank Reconciliation 2025/26 - **RESOLVED to APPROVE the bank reconciliation.** **213/26**
(vi) Explanation of Variances 2024/25 and 2025/26 - **RESOLVED to APPROVE the explanation of variances boxes 3 and 6.** **214/26**
(vii) Asset Register 31-Mar 2026 - **RESOLVED to APPROVE Asset Register.** **215/26**
(viii) Earmarked Reserves 2025/26 - **RESOLVED to APPROVE Earmarked Reserves.** **216/26**

(c) To adopt the dates for the period of exercise of public rights 22-June to 31-July 2026:
RESOLVED unanimously, to APPROVE the dates for the period of exercise of public rights from 22-June to 31-July 2026 inclusive. **217/26**
RESOLVED unanimously to include the Assistant Clerk's email address on the Notice of Public Rights as an additional point of contact for the inspection period. **218/26**

(d) To consider and note the Internal Audit Report 2025/26 - **NOTED.** **219/26**

(e) To receive and note the financial report, including income, banking, investments and financial controls:
The financial report, including income, banking, investments and financial contours were received and **NOTED.** Supporting documentation was inspected by Members as part of the Council's ongoing review of its financial controls. **220/26**

(f) To resolve to approve payment of outstanding accounts - **RESOLVED unanimously to APPROVE the payment of accounts as presented.** **221/26**

(g) To note CIL Report 2025/26 - The revised 2024/25 CIL Report, amended following guidance received from Cornwall Council in relation to the treatment of VAT, was **NOTED.** Members were advised that the work on the 2025/26 CIL Report was being prepared with the assistance of Cornwall Council and would be presented at the next meeting. **222/26**

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 Chair gave a comprehensive update on the progress of the new community hall project. Members were advised that the project was now being considered as two distinct phases: the construction of the hall and the landscaping and planting of the surrounding land. The combined estimated cost of the project was approximately £1.7 million. It was noted that separating the project into phases would increase opportunities for grant funding and improve overall viability of the scheme.

Members considered a number of proposed cost saving measures, including the use of cavity wall construction, replacement of curved glazing with flat windows, a reduction in the number of roof lights, and the removal of the sedum roof whilst retaining a flat roof design. The proposed car park and access arrangements were also reviewed. Members agreed that the car park should remain as currently designed in order to accommodate larger vehicles, that an unnecessary footway be removed from the design, and that alternative surface materials would be explored in place of concrete to better reflect the rural setting.

Following consideration, **it was unanimously RESOLVED to APPROVE the proposed design amendments, including the removal of the sedum roof.** **223/26**

It was further **unanimously RESOLVED to instruct Laurence Associates to proceed with the next stage of design development and building regulations work, and to instruct Charity Fundraising Ltd to proceed with grant funding work in preparation for grant applications.** **224/26**

(b) To receive an update and consider next steps for the public toilets - The Chair reported that the recent emergency repairs to the public toilets had proved satisfactory and had successfully resolved the issue. It was further noted that positive feedback had been received from members of the public regarding the improvements undertaken to date, with users expressing their appreciation of the enhanced facilities.

The Chair further reported that Cornwall Council had invited PPC to submit an initial proposal form in relation to the possible devolution of the area immediately in front of the public toilets and parcels of land adjacent to the new car park. Members discussed the potential opportunities this may present for the Parish and noted that any proposal would assist Cornwall Council in understanding local aspirations for the site to be considered as part of its devolution programme.

Following discussion, it was unanimously RESOLVED to explore the matter further and to submit an expression of interest to Cornwall Council for the devolution of the land. **225/26**

(c) To review any updates on View Point North Car Park (Cllr. Tom O'Sullivan) - Cllr. Tom O'Sullivan provided a brief history of the North Viewpoint Car Park, noting that the site is now owned by Cornwall Council and that parking charges are expected to be introduced in the future He advised that a previous attempt to introduce parking charges had proved unsuccessful following vandalism of the ticket machine, noting the car park operates at a cost of approximately £1,000 per year to Cornwall Council.

Following discussion, it was RESOLVED unanimously that Cllr. Tom O'Sullivan explore the potential for the devolution of the North Viewpoint Car Park and report back to the Council. **226/26**

It was further RESOLVED unanimously that Cllr. Tom O'Sullivan investigate the nomination of the North Viewpoint Car Park as an Asset of Community Value. **227/26**

(d) To consider a motion regarding South West Water and, if agreed to:

(i) Declare a Vote of No Confidence in South West Water; and

(ii) Authorise a signing of a collective letter to the Secretary of State requesting the implementation of a Special Administrative Order (Cllr. Tom O'Sullivan) - **AGREED to defer to the next meeting.** **228/26**

10. <u>To receive reports and authorise any action:</u> **229/26**

<u>Poundstock Ward Member's Report:</u> Cllr. Nicky Chopak reported on the recent CAP meeting held in Camelford, which focused primarily on emergency planning. Members expressed concern that issues previously raised regarding costs and liabilities falling upon individual volunteers had yet to be addressed.

Cllr. Chopak further reported that the Leader of Cornwall Council Leigh Frost, had recently visited a number of communities across the CAP area to gain a better understanding of the issues affecting local parishes. As part of this programme, he visited Poundstock attended by the Chair and Clerk, and discussed the ongoing sewage and wastewater issues affecting Widemouth Bay, a matter of significant concern to residents and one which continues to have implications for the local environment, residents and tourism.

Members were also advised of a Bus Seminar to be held on Friday 19-June, in the Crescent Car Park in Bude, providing an opportunity for residents to give their views on local transport provision. Cllr. Chopak encouraged Members to attend.

Cllr. Chopak reported on proposed changes to Coastguard Rescue Services, including the proposed removal of payments to volunteer Coastguard Rescue Officers and concerns regarding the impact this may have on the service.

Cllr. Chopak reported on proposed changes to the planning consultation process arising from central government reforms, with implementation anticipated during September or October 2026. It is expected that parish and town councils will no longer be consulted on routine householder applications. Cornwall Council has raised concerns regarding the inclusion of Planning in Principle (PiP) applications within the proposals and is seeking to retain parish and town councils as consultees for such applications.

(b) Chair's Report: The Chair reported that it had been a particularly busy month. He advised that he had attended the 'Conversation for Chairs' meeting for North Cornwall Parish Council Chairs, at Bodmin Shire Hall with Ben Maguire MP, Cllr. Leigh Frost, Leader of Cornwall Council, and Gideon Amos MP, Liberal Democrat Housing and Planning Spokesperson. The meeting provided an opportunity to discuss planning and development issues affecting North Cornwall, including the importance of infrastructure provision alongside new housing developments and the role of local communities in the planning process. The Chair reported that the meeting had been both informative and worthwhile.

The Chair also reported on emergency planning matters, noting concerns regarding the level of responsibility that may fall upon parish councils and individual councillors during emergency situations. He highlighted the expectation that parish councils may be called upon to provide equipment, facilities and places of safety for residents. Particular challenges identified included the reliance on volunteers, limitations in local resources, and the expectations placed upon local councils to respond to incidents outside their normal remit.

The Chair reported on the meeting held in Widemouth Bay with Cllr. Leigh Frost, Leader of Cornwall Council, which provided an opportunity to highlight the ongoing sewage and wastewater issues affecting Widemouth Bay. The Chair emphasised the significant impact these issues continue to have on residents, visitors, the local environment and the wider tourism economy, and welcomed the opportunity to raise these concerns directly with the Leader of Cornwall Council.

He referred to the PPC's previous expression of interest for traffic calming measures on Marine Drive, including the installation of priority pinch points, which had been agreed in principle but delayed for the current financial year. Cllr. Frost agreed to investigate further to establish whether the work could be undertaken during the current financial year. Members considered the importance of these measures in improving road safety and reducing vehicle speeds through Widemouth Bay. The Chair reported that the Vehicle Activated Sign had been reinstated on Marine Drive for the summer period. **Following discussion, it was RESOLVED that the Chair write to Councillor Leigh Frost to formally request the proposed traffic calming scheme be reconsidered. 230/26**

The Chair reported that he had attended a further meeting with Cllr. Chopak regarding the new car park at Widemouth Bay. Members were advised that the project was progressing well and was expected to open on 01-July, subject to the completion of a number of minor outstanding matters. The Chair further reported that he had been advised of the availability of up to £5,000 of matched funding through the Making Space for Sand Project, which could be utilised by PPC for the provision of benches within the landscaped areas surrounding the new car park. **Following discussion, it was RESOLVED that the Chair contact Jolyon Sharp to confirm the Council's interest in accepting the matched funding opportunity. 231/26**

The Chair reported on his attendance at the Licensing Act Committee hearing earlier today concerning the Widemouth Bay Cafe premises licence application. It was **NOTED** that the application had been refused.

** Cllr. Nicky Chopak left the meeting 20:48.*

(c) Clerk's Report: The Clerk reported on the significant work undertaken in completing the 2025/26 financial year-end, including the preparation of supporting documentation, for audit and statutory reporting requirements. The Clerk advised the Council's new accounting system had performed well throughout the year-end process, with all accounts successfully reconciled and balancing correctly. The Clerk reported that the Council's internal audit had been completed. Supporting documentation had been provided to the internal Auditor and queries and requests for additional information had been addressed as part of the audit process.

The Clerk also reported that work was ongoing in relation to the preparation of the Council's Community Infrastructure Levy (CIL) reporting requirements, including a review of historic and current expenditure to ensure appropriate allocation and compliance with Cornwall Council's guidance.

The Clerk further advised that Scribe offers a cemetery management module which may provide benefits to the Council in administration and management of cemetery. The Clerk proposed attending a demonstration session to assess the system and consider its suitability.

(d) Assistant Clerk's Report: The Assistant Clerk reported that there were no further updates at this time and reminded members to remain mindful of their responsibilities during Council meetings.

11. NDP Steering Group to receive reports and authorise any action and expenditure: **233/26**
The Chair gave the Neighbourhood Development Plan report on behalf of Matthew Blows. It was reported that the Plan was awaiting details of the independent examiner for the Regulation 16 stage.

12. Council Representatives to receive reports from Outside Bodies: No reports were presented. **234/26**

13. Portfolio Reports to receive reports and authorise any action and expenditure:
Police Liaison: Cllr. Graeme Swatton has been invited to attend the 'Police and Crime Commissioner's Thank you Event' at Exeter Racecourse on 29-June 2026. **It was RESOLVED to reimburse Cllr Swatton's reasonable travel expenses associated with attending the event.** **235/26**
Churchyard and Cemetery Portfolio: Cllr. Eric Harris enquired as to whether progress had been made in relation to the replacement of the seat within the cemetery. He further asked whether two replacement seats could be purchased using funding from the Community Chest Grant. Clerk to make enquiries. **236/26**
Planning Policy Portfolio: Cllr. Tom O'Sullivan spoke on Neighbourhood Priority Statements following information circulated by the Clerk. He commented that the Parish's Neighbourhood Development Plan would provide a more comprehensive framework for guiding development within the Parish than a Neighbourhood Priority Statement.

14. Co-option of Parish Councillors: It was noted that there is one casual vacancy, and no further applications have been received to date. **237/26**

15. Items for Information: None. **238/26**

16. Notification of meeting and suggested items for the agenda: **239/26**
Date of next meeting Wednesday 15-July 2026 at the Gildhouse.

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. **240/26**

18. Close the Meeting - Meeting Closed at 21:08. **241/26**

FINANCE SCHEDULE 17-JUNE 2026

BANKING AND INVESTMENT STATEMENTS

Current Account	Statement 29/05/2026	£59,706.80
Reserve Account	Statement 20/03/2026	£2,808.72
CCLA	Statement 30/04/2026	£54,324.00
Call Account	Statement 30/04/2026	£327,323.25

INCOME

HMRC	VAT 2025/26 Repayment (DC)	£10.957.64
	TOTAL INCOME 17/06/2026	**£10,957.64**

EXPENDITURE

BDO LLP	Inv. 00832921 Audit Review & Additional Audit Work 2024/24 (BACS)	£3,060.00
Laurence Associates	Inv. 41200 Architectural Services (31/05/26) BACS	£185.76
Robin Beagle	Inv. 351 Public Toilets Emergency Blocked Drain (01/06/26) BACS	£50.00
British Gas	Inv. 15047661 01-May to 01-Jun 26 Public Toilets (01/06/26) BACS	£133.37
Hall Surveyors	Inv. 730 Additional Works (01/06/26) BACS	£540.00
Starboard Services Ltd	Inv. 18924 01 to 30 Jun (01/06/26) DD	£50.40
Robin Beagle	Inv. 354 Emergency Repairs to Redirect Pipes Q150 (03/06/26) BACS	£170.00
South West Hygiene	Inv. 2014020 Nappy Bin Disposal Unit & Service (05/06 to 01/12/26)	£130.74
T.J. Davies Ltd	Inv. 026 Cleaning Public Toilets June 2026 (09/06/26) BACS	£2,220.00
Crystal Clear	Inv. 25 Window Cleaning Public Toilets (12/06/26) BACS	£59.00
All Points Accountancy	Inv. 110793 Internal Audit 2026 (16/06/26) BACS	£200.00
Staff Costs	Mth 3 BACS	£853.72
HMRC	PAYE/NIC Mth 3 BACS	£327.94
	TOTAL EXPENDITURE 17/06/2026	**£7,980.93**

Chairman______________________________ Dated_________________