

## MINUTES OF ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL HELD ON WEDNESDAY 16-JULY 2025

An Ordinary Meeting of Poundstock Parish Council was held on Wednesday 16-July 2025 at 7.00 p.m. in the Gildhouse.

1. To note persons present and receive apologies for absence: 355/25  
In attendance were Cllr. Stephen Blake in the Chair and Cllrs. Michelle Carter, Eric Harris, Pamela Idelson, Tom O'Sullivan, Graeme Swatton and John Worth.  
Apologies were received and accepted from Cllr. Liz White.  
Members of the public present 1.
2. Declarations of Interests: Cllr. Tom O'Sullivan agenda item 9(d) Hele Valley Trail. 356/25
3. Requests for Dispensation: None received. 357/25
4. Public Open Session: A member of the public put forward reasons for their request for an exclusive right of burial in Poundstock Cemetery. At the Chair's discretion, this item was brought forward for discussion, however, for clarity and ease, the minutes are recorded in the original order of the agenda. Another member of the public raised concerns about the overgrown road hedges along the coastal road. From Bridwell Corner to Millook. This matter will be reported to the County Councillor Nicky Chopak. 358/25
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 02-July 2025 were a true and accurate record and were signed by the Chair (1 abs).** 359/25  
(b) Note any matters arising - None. 360/25
6. Correspondence to discuss and resolve a course of action with any associated expenditure:  
Correspondence schedule was reviewed and the following **NOTED**.  
(a) 07/07/2025 - Burial Plot in Cemetery - **It was unanimously RESOLVED to permit the exclusive right of purchase of the burial plot at the non-parishioner rate, before it is required.** 361/25  
(b) 10/07/25 - CCLA joins Jupiter IM Group - **NOTED.** 362/25
7. Planning Matters:  
(a) Planning Applications to discuss and make a consultee comment: None. 363/25  
(b) To note any applications received from Cornwall Council by the time of the meeting: None. 364/25  
(c) Planning Decisions – **NOTED** <https://www.poundstock-pc.gov.uk/planning-applications> 365/25
8. Finance to discuss and resolve a course of action with associated expenditure:  
(a) To note income, banking and investment statements **NOTED.** 366/25  
(b) To resolve to approve payment of outstanding accounts as per schedule.  
**RESOLVED unanimously, to make payments as scheduled.** 367/25  
(c) To update current bank mandate and authorised signatories.  
The banking mandate was reviewed, and it was **RESOLVED that Cllrs. Michelle Carter and John Worth be added to the list of signatories.** 368/25
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 - Following discussion, it was **RESOLVED to accept the quotes provided by the architects in connection with mandatory planning conditions for the new hall: EDS for preparation of a Surface Water Management Plan at a cost of £2,790.00 (plus vat), and Wheal Grey Ecology Ltd for the Habitat Management and Monitoring Plan at a cost of £900.00 (plus vat) and to instruct Laurence Associates to proceed accordingly.** 369/25  
(b) To receive an update and consider next steps for the public toilets - The RNLI has responded to the PPC's recent correspondence, confirming that they are working with their Lifeguard Contracts and Property teams

to establish a formal agreement with PPC regarding utility supplies. This agreement would sit alongside their existing licences to occupy the site, which were originally issued by Cornwall Council before responsibility for the public toilets and associated utilities transferred to PPC. As the existing licences do not cover utility arrangements, and the RNLI's supply is connected through the toilet block, a new agreements is being sought to clarify responsibilities going forward. The RNLI has provided recent meter readings for both electricity and water, noting that the water meter serves both the Lifeguard unit and wash down/storage container. While they are not currently able to make a payment on account, they have confirmed that, once the billing information has been compiled, they will review and agree the charges so that payment can be made. **370/25**

(c) Hele Valley Trail update - Cllr. Tom O'Sullivan, as a Marhamchurch Councillor, updated members on the Hele Valley Trail fundraising, noting that funds now stand at £15,000 and that alternative sources of funding are being explored. **371/25**

(d) Neighbourhood Priority Statement (Cllr.Tom O'Sullivan). **It was agreed that the Clerk respond positively to the invitations from Bude and Stratton Town Council confirming Poundstock PC's interest in joining the group, and it was further RESOLVED that Cllr. John Worth hold the Planning Policy Portfolio.** **372/25**

(e) Grant to Gildhouse Management Committee (Cllr. Eric Harris) Following consideration, **it was unanimously RESOLVED to award a grant of £500.00 to support the Gildhouse.** **373/25**

10. To receive reports and authorise any action: **374/25**

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

Chair's Report: The Chair did not present a separate report as matters had already been covered during discussions throughout the meeting.

(c) Clerk's Report: The Clerk gave no report. The Assistant Clerk reported on FOI requests and associated matters, confirming that three FOI requests had been responded to. A challenge to the AGAR 2024/25 has also been addressed, with an invitation to inspect issued to the complainant in accordance with the Public Rights of Inspection.

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

The NDP Chair Matthew Blows, reported that with the new housing target now addressed, the Plan can progress. The consultant is currently reviewing the document, with the next step being for Council to consider it at the September meeting before undertaking the formal Regulation 14 Public Consultation, which requires a minimum 6-week consultation period. A referendum is anticipated by summer 2026. The Chair extended thanks to the NDP Chair for the significant work undertaken to date. **375/25**

12. Councils Representatives to receive reports from Outside Bodies: No reports. **376/25**

13. Portfolio Reports to receive written reports and authorise any action and expenditure: **377/25**

Cemetery and Closed Churchyard Cllr. Eric Harris reported damage to the cemetery gate, Clerk to arrange repair.

Police Advocate & Emergency Procedures Cllr. Graeme Swatton gave a report, contents of when were noted. It was further reported that Cllr. John Worth will be attending the upcoming Police Seminar at Strawberry Fields, Lifton on 23-July 2025.

PROW Cllr. Pamela Idelson confirmed the fallen tree has been removed from PROW 14.

14. Co-option of Parish Councillors: It was NOTED that there are currently tow casual vacancies, and no further applications have been received to date. **378/25**

15. Items for Information: None. **379/25**

16. Notification of meeting and suggested items for the agenda: **380/25**

The next ordinary meeting will be held at the Gildhouse on 03-September 2025.

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.

**381/25**

18. Close the Meeting - Meeting Closed at 20:43.

**382/25**

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## FINANCE SCHEDULE 16-JULY 2025

### BANKING AND INVESTMENT STATEMENTS

Current Account	Statement 20/06/2025	£45,541.27
Reserve Account	Statement 20/06/2025	£82,153.77
CCLA	Statement 30/06/2025	£91,304.26
Call Account	Statement 30/06/2025	£314,504.24

### INCOME

Arthur Bryant Funerals	Interment - Jones 07/07/2025	£200.00
Donations	Public Toilets	£140.42
Donations	Public Toilets	£47.77
HMRC	VAT Refund YE25	£11,667.92
Arthur Bryant Funerals	Memorial - Jones 14/07/2025	£120.00

**TOTAL INCOME 16/07/2025** **£12,176.11**

### EXPENDITURE

Starboard Systems Ltd	Invoice 11131 01-31 July 2025 (DD) 01/07/2025	£50.40
T.J. Davies Ltd	Invoice 17 Cleaning Public Toilets July 2025 (BACS)	£1,980.00
Source for Business	Invoice 6090581080 20-Dec 2024 to 27-Jun 2025 (BACS)	£27.64
Crystal Clear	Invoice 60 Window Cleaning Public Toilets (BACS)	£59.00
Staff Costs	Mth 4 (BACS)	£848.92
HMRC	PAYE/NIC Mth 4 (BACS)	£294.10

**TOTAL EXPENDITURE 16/07/2025** **£3,260.06**