

## PELYNT PARISH COUNCIL

### MINUTES

Minutes of the Meeting of Pelynt Parish Council held in Pelynt Village Hall on Thursday 28th May 2026 at 7.30pm immediately following the Annual Council Meeting.

#### PRESENT

Cllr K Wakeham - Chairman  
Cllr M Boxall  
Cllr S Blake  
Cllr A Taylor

Cllr J Philp  
Cllr D Jones  
Cllr S Smith  
Cllr J Dingle

Cllr J Candy – Cornwall Councillor

Eight members of the public were also in attendance.

#### 1) 25083 APOLOGIES

Apologies had been received from:

Cllr B Garrott  
PCSO Cocks.

#### 2) 25084 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Item 15 Cllr J Philp

#### 3) 25085 MINUTES OF THE LAST MEETING

The minutes of the Parish Council meeting held on the 26<sup>th</sup> April 2026 were signed off as a true record.

**Proposed Cllr A Taylor**

**Seconded Cllr S Blake.**

**Voting: For: 8 Against: 0 Abstentions: 0 No Vote: 0**

The minutes of the Annual Parish Council meeting held on the 26th April 2026 were signed off as a true record.

**Proposed Cllr M Boxall**

**Seconded Cllr D Jones**

**Voting: For: 8 Against: 0 Abstentions: 0 No Vote: 0**

**4) 25086 MATTERS ARISING**

None.

**5) 25087 PUBLIC PARTICIPATION**

None.

**6) 25088 CORNWALL COUNCILLOR**

Cllr Candy gave his report; reminding all of the “Just Park” app and the savings that could be made using it in the Millpool car park and some other selected car parks owned by Cornwall Council. He reported that the number of potholes had decreased. He was in discussions with South West Water regarding the discharge from the parish sewage works. They had confirmed that all works had been completed and it now conforms. He was monitoring the situation. He had received a response from Devon and Cornwall Police regarding the recent road closure of the A387 of which he believed no one had been informed of. He needed to look into the matter from his side as there had been a pre-meeting to which he hadn't been informed. He apologised for the oversight. As far as the noisy manhole cover outside the Spar shop on the B3359 was concerned, ownership had been confirmed as belonging to South West Water and a date for overnight works had been advised as the 6th August; due to the location in the centre of the Highway. A Councillor questioned the delay as the noise was disturbing residents. Cllr Candy was trying to expedite the repair as an emergency road closure and suggested other residents raise the issue direct with SWW. He looked forward to working with The Parish Council over the coming year.

Councillor J Dingle suggested a vote of thanks be put on record to Cllr Candy for attending Parish meetings and for all he does for the residents of Pelynt. Cllr Candy thanked the Council and reminded councillors he was always available to be contacted.

**7) 25089 GRANT FUNDING APPLICATIONS**

None received.

**8) 25090 PARISH INSURANCE**

The Clerk updated the Council that he had queried a couple of items on the policy and confirmed that The Parish Council had the correct level of cover for its assets and Public Liability. Cllr Candy added that if any resident wishes to carry out any voluntary work on the highway, such as weeding, they would be covered for Public Liability by Cornwall Council so long as they had been contacted, and it agreed, in advance.

**9) 25091 PARISH COUNCIL RESILIENCE**

The Clerk reminded councillors of the protracted repairs to the laptop. He had received it just a few days prior to meeting. He noted that items were stored between the Cloud and the laptop. He suggested that everything be cloud based and that The Chairman of the Council be able to access them in case the Clerk was incapacitated in any manner. In reply to a query

## PELYNT PARISH COUNCIL

from a councillor regarding the audio recording of meetings. He explained that they were to merely facilitate the writing of the minutes and would be deleted immediately following the approval of those minutes. He added that as soon as the Chairman had agreed the minutes as accurate they would be published and circulated to Councillors. He expected Councillors to query any errors or omissions prior to approval at the following meeting. A Councillor asked if there was an external hard drive and suggested that copies be kept on that. The Chairman added that if the data was stored online then a hard back up would not be required. A Councillor asked if the current laptop was resilient enough or should it be replaced? The Clerk replied that he understood it was three years old and should be good enough for another year. However, he was concerned at the length of repair but explained once everything was online it would be accessible from any computer. The Chairman asked for an update at the next meeting. A Councillor queried the GDPR over a non-councillor, the repairer, having access to Council files. The Chairman confirmed this would no longer be an issue once everything was online. Councillors were in agreement of the plans laid out.

### 10) 25092 VILLAGE GREEN UPDATE

The Clerk explained he had measured the village green and had contacted a company for a quote. He had found one quote on file. He asked Councillors for recommendations of local builders who may be able to quote for the work.

### 11) 25093 PLAY AREA

The annual ROSPA inspection had been circulated to Councillors along with photographs of the damaged play equipment. A resident, Mr P Wakeham, had repaired the broken swing seats at no cost to the Council saving a considerable sum of money. It was proposed a letter of thanks be sent to Mr Wakeham.

**Proposed Cllr M Boxall.**

**Seconded Cllr A Taylor.**

**All agreed.**

**Voting: For: 8 Against: 0 Abstentions: 0 No Vote: 0**

### 12) 25094 AUDIT RETURN

Copies of the Annual Audit and Internal Auditors Report had been circulated to Councillors prior to the meeting.

a) **25094** Conflict of interest – actioned at the April meeting

b) **25095** Annual Governance Statement 2025/2026 – it was resolved to accept the Annual Governance Statement 2025/2026.

**Proposed Cllr J Philp.**

**Seconded Cllr M Boxall.**

**Voting: For: 8 Against: 0 Abstentions: 0 No Vote: 0**

## PELYNT PARISH COUNCIL

c) **25096** Accounting Statements 2025/2026 – it was resolved to accept the Accounting Statements for 2025/2026.

**Proposed Cllr D Jones.**

**Seconded Cllr M Boxall.**

**Voting: For: 8 Against: 0 Abstentions: 0 No Vote: 0**

### 13) 25097 ACCOUNTS

a) Parish Council accounts for May 2026 – Payments of the accounts was ratified to the amount of £4139.62.

**Proposed Cllr J Philp.**

**Seconded Cllr A Taylor**

**Voting: For: 8 Against: 0 Abstentions: 0 No Vote: 0**

b) Village Hall accounts were not available due to the IT issues experienced outlined earlier in the meeting. They would be brought to the June meeting.

### 14) 25098 CORRESPONDENCE

- a) Clear Commercial Insurance Renewal Documents
- b) ROSPA Report on play areas
- c) Anna Gelderd MP's Weekly Update x 1
- d) CALC Glyphosate Usage
- e) Cornwall Council Public Realm Improvement and Re-introduction of Weed Treatment
- f) Trelawny's Green Parishg) SE Cornwall Area Partnership
- h) SE Cornwall Area Partnership Bus Consultation
- i) Cornwall Councillor Jim Candy's Report
- j) Cornwall Council: Pelynt Bus Shelter – Real Time Information Board

The Clerk apologised for any duplications in correspondence resulting in the Clerk handover process. He added that he had contacted Cornwall Council relating to item J and had it confirmed the installation would be pole mounted on the Highway sometime in July or August. A Councillor asked about the electric supply to it. The Clerk was under the impression it would be solar powered. Cllr Candy gave an overview of his understanding of these information boards. A discussion took place over the delays to bus services during the recent road closure of the A387.

### 15) 25099 PLANNING APPLICATIONS

Cllr J Philp left the meeting room.

PA23/04909 dated 21/02/2024

Tremaine Green Pelynt Looe Cornwall PL13 2LT

Proposed development of an outdoor pool, spa and associated facilities, extension to existing parking area, continued use of manor House as two holiday lets, refurbishment of existing

## PELYNT PARISH COUNCIL

cottages and various landscaping works with variation of Condition 2 of decision notice.  
I Serlin – PA26/02401 (Case Officer – Shauna Vandermeulen)

Details of this application can be seen by visiting-

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activetab=summary&keyVal=TD9E9MFGGSZ00>

It was resolved to support the planning application PA23/04909

**Proposed Cllr J Dingle.**

**Seconded Cllr A Taylor**

**Voting: For: 7 Against: 0 Abstentions: 0 No Vote: 0**

### 16) 25100 PUBLIC PARTICIPATION

**Noisy manhole:** A member of the public asked if anyone had considered the EHO noise nuisance threshold? Cllr Candy responded that he would ask for someone to monitor the noise level. A further discussion followed on the progress of the issue and carrying out of the remedial works.

**Village Hall:** A Councillor asked the Chairman, or whoever was responsible, to call a meeting of the Village Hall Committee. There was a query to when it had last met. Concern to damage outside, and a leaking gutter. Local residents had asked for a storage facility and that the committee room could be refurbished and used for that or other use. The Chairman replied that it had been agreed at the last Council meeting that there would be a Village Hall meeting in due course. The Clerk confirmed he had been informed that there would be a meeting in June.

**Cornwall Council:** A Councillor asked why it was so difficult to get through to Cornwall Council by telephone? Cllr Candy replied that email was a better form of communication. He added if residents had issues in getting through to contact him and he would take up the query.

### 17) 25101 MATTERS FOR REPORT AND NEXT AGENDA

**Councillor Vacancy.** The Chairman explained that the resident who had expressed an interest in the vacancy had withdrawn as they had started a new job. The position will be re advertised.

**New Email Addresses.** The Chairman reiterated that Councillors must be up and running on their new email addresses by the end of June. The Clerk would re-send the log in details.

**General Matters:** There were concerns raised regarding an overgrown, litter strewn, path off Wilton Terrace. Cllr Candy replied it was under the ownership of Cornwall Housing and he would progress the issue. Parking on Wilton Terrace, particularly opposite the junction of Richmond Road, was causing concern. It was suggested that the parked cars were actually slowing traffic down. Cllr Candy responded that parking and speeding matters were progressing through The Highway Improvement plan. Poor parking around the vehicle

## PELYNT PARISH COUNCIL

entrance to the Social Club carpark was raised but as there was no obstruction nor illegal parking nothing could be done. The painting of the village hall car park lines was raised, and it was confirmed that quotes would be obtained. The issue of shrubbery and brambles growing over the footway in various locations around the village was raised. Cllr Candy replied that it was the tenants or owners' responsibility. The standard of upkeep on the Coastline estate was raised around Sentry Meadow. Cllr Candy would establish whose responsibility it was. The Chairman asked that it be put on the agenda for the June meeting, to consider proposing a letter be sent, and asked Councillors to have a walk around the area. A Councillor asked that a letter be sent straight away. The Chairman did not think it was correct to propose such under this agenda item. The Clerk did not see why it needed a proposal to send a letter now. A Councillor added that the Chairman could send a letter immediately on behalf of the Council. The Chairman would decide if he would add his name to a letter following a site visit by all councillors and their responses. He proposed that a draught letter be prepared and sent if appropriate. A Councillor requested that any letter be sent recorded delivery.

### **18) 25102 DATE OF NEXT MEETING**

The next meeting will be held on the 25th June 2026

**The meeting closed at 8.45pm.**

Robert Horskins  
Clerk to Pelynt Parish Council

### **Actions & Follow ups**

Reference	Date	Action	Owner	Due By	Note
25091	28/05/26	Update Cloud from laptop. Secondary sign in for Chairman	RH	25/06/26	
25092	28/05/26	Obtain Quotes For Village Green Works	RH	25/06/26	
25093	28/05/26	Letter of thanks to P Wakeham	RH	25/06/26	
25095 & 28/05/26	29096	Audit Return to be signed and returned	RH / KW	25/06/26	
25097	28/05/26	May Village Hall Accounts to be ratified	RH	25/06/26	
25100	28/05/26	Manhole. EHO Noise Monitor.	Jim Candy	25/06/26	
25100	28/05/26	To Confirm meeting of Village Hall Committee	RH	25/06/26	

PELYNT PARISH COUNCIL

25101 28/05/26	PC Vacancy update	RH	25/06/26	
25101 28/05/26	New email addresses to be in use	ALL	30/06/26	
25101 28/05/26	General Matters. Overgrown Path Wilton Terrace	Jim Candy	25/06/26	
25101 28/05/26	Village Hall Carpark. Obtain quotes for re-lining	VHC	25/06/26	
25101 28/05/26	Coastline: Sentry Meadow Establish who's responsibility to maintain.	Jim Candy	25/06/26	
25101 28/05/26	To view Sentry Medow	ALL	25/06/26	
25101 28/05/26	Draft letter to Coastline	RH	25/06/26	