

PELYNT PARISH COUNCIL MEETING – JULY 2026

To Councillors: Kevin Wakeham, John Philp, Debbie Jones, James Dingle,
Molly Boxall, Serena Blake, Steve Smith, Benita Garrott

You are hereby summoned to attend a meeting of the Parish Council to be held in The Village Hall, Pelynt, on **Thursday, 30th July 7.30pm**. The business to be transacted is set out in the agenda below.

Photographing, recording, broadcasting or transmission of the proceedings of a meeting by any means is permitted unless the public are excluded by reason of the confidential nature of the business or where publicity would be prejudicial to the public interest.

WELCOME

IN MEMORIUM

To observe a minutes standing silence to remember former Parish Councillor Mike Harvey.

AGENDA

1. *APOLOGIES FOR ABSENCE*

To receive apologies for absence.

2. *DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA*

Councillors are reminded to declare any interest on any item on the agenda at this point or at any other time during the meeting, if appropriate, in accordance with the Council's Code of Conduct.

3. *PRESENTATION FROM PELYNT ACADEMY*

To receive a presentation from Dave Hannah, Head of School, Pelynt Academy, regarding a project to form a Community Toddler Group and Multipurpose Music Room on the School site.

4. *PUBLIC PARTICIPATION*

PELYNT PARISH COUNCIL

4.1 POLICE REPORT – To receive a report from Devon & Cornwall Police on local issues.

4.2 CORNWALL COUNCILLOR - To receive a report from Cllr Jim Candy.

4.3 PARISH FORUM - This part of the meeting is set aside for members of the public to ask questions of the Parish Council. The Chairman will invite each person to speak for up to three minutes on any subject of concern. Please note the Council is unable to make formal decisions under this item. Members of the public are requested to raise any matter during this session as the rest of the meeting is not open to public participation.

5. *MINUTES OF THE LAST MEETING*

To accept the minutes of the last meeting held on Thursday, 28th May.

- a. Annual Council Meeting
- b. May Parish Meeting

6. *MATTERS ARISING 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	COMPLETE
25092	28/05/26	Obtain Quotes For Village Green Works	RH	25/06/26	Three companies contacted. No response to date.
25093	28/05/26	Letter of thanks to P Wakeham	RH	25/06/26	Sent 18/6/26
25095 & 29096	28/05/26	Audit Return to be signed and returned	RH / KW	25/06/26	COMPLETE
25097	28/05/26	May Village Hall Accounts to be ratified	RH	25/06/26	TBC
25100	28/05/26	Manhole. EHO Noise Monitor.	Jim Candy	25/06/26	COMPLETE
25100	28/05/26	To Confirm meeting of Village Hall Committee	RH	25/06/26	August - TBC
25101	28/05/26	PC Vacancy update	RH	25/06/26	Two applications received. Agenda item.
25101	28/05/26	New email addresses to be in use	ALL	30/06/26	DEADLINE PASSED
25101	28/05/26	General Matters. Overgrown Path Wilton Terrace	Jim Candy	25/06/26	JC chasing.
25101	28/05/26	Village Hall Carpark. Obtain quotes for re-lining	VHC	25/06/26	PASSED TO VILLAGE HALL COMMITTEE

PELYNT PARISH COUNCIL

25101 28/05/26	Coastline: Sentry Meadow Establish who's responsibility to maintain.	Jim Candy	25/06/26	AW Cllrs visit report.
25101 28/05/26	To view Sentry Meadow	ALL	25/06/26	Update?
25101 28/05/26	Draft letter to Coastline	RH	25/06/26	AW update

7. *FINANCE COMMITTEE MINUTES*

To accept the minutes of the Finance Committee meeting held on 18th June 2026

8. *COMPOSITION OF FINANCE COMMITTEE*

To review the composition of the Finance Committee. Currently The Committee has four members: however current Standing Orders states it should be five.

9. *ACCOUNTS*

9.1. To review the Parish Council Accounts:

June

HMRC – Clerk's PAYE	£346.14
RJC Horskins – Clerk's Salary	£849.18
RJC Horskins – Office Allowance	£16.66
RJC Horskins – Broadband Rental	£10.65
Mr R Horskins – Public Conveniences Cleaning	£220.00
Mr J Welch – Grass Cutting	£1445.00

July

HMRC – Clerk's PAYE	£346.14
RJC Horskins – Clerk's Salary	£849.18
RJC Horskins – Office Allowance	£16.66
RJC Horskins – Broadband Rental	£10.65
Mr R Horskins – Public Conveniences Cleaning	£280.00
Mr J Welch – Grass Cutting	£TBC
South West Water – Public Conveniences 09/04 – 07/07/26	£83.98
Mr G Walton – Laptop Repair	£120.00
Eset – Anti virus for Laptop 07/26-07/29	£114.45
Amazon UK – Office supplies	£27.98
Nisbets – Toilet Roll & Bleach	£50.36
Lloyds Bank – Bank Charges	£4.50

9.2 To review the Village Hall Accounts.

Village Hall Expenditure June/July 2026			
02/06/2026	M & P Electrical	PAT Testing	57.00
02/06/2026	PPL/PRS	Licence	85.20
02/06/2026	Zurich Charities	Insurance	637.95
10/06/2026	Octopus Energy	Electricity	414.42
19/06/2026	Miss L Wakeham	Cleaning - May	50.84
10/07/2026	Octopus Energy	Electricity	78.25
Total			1323.66

PELYNT PARISH COUNCIL

Village Hall Income June/July 2026			
01/06/2026		L Walton	27.00
01/06/2026		Pilates	48.00
01/06/2026		Line Dancing	60.00
02/06/2026		Looe Valley Singers	75.00
04/06/2026		R Warren	19.00
04/06/2026		M Hughes	24.00
11/06/2026		M Hughes	24.00
11/06/2026		RBL	10.00
11/06/2026		Trelawne Manor Hire of Tables	100.00
02/07/2026		A Kidd	12.00
02/07/2026		M Hughes	24.00
02/07/2026		Line Dancing	80.00
03/07/2026		Granite Henge	50.00
09/07/2026		M Hughes	24.00
13/07/2026		Looe Scouts	18.00
Total			595.00

10. *CORRESPONDENCE*

10.1 To note correspondence forwarded to Councillors

Cornwall Council: Van Dwellers survey

Cornwall Council: Planning Training

SE Cornwall CAP Planning

CALC: Community Owned Generation Scheme

Local Council Training: Housing Viability

Email from Head of Pelynt Primary School

CAB; Parish Dashboard

Cornwall Council: Public Spaces Protection Order - Renewals

Minutes of the Benefice Advisory Meeting

Cornwall Council: Making of a Public Path Order

10.2 To review correspondence content that is sent to Councillors

11. *PLANNING APPLICATIONS*

11.1 To note the following Planning Applications that have been approved by email by Councillors prior to the meeting.

Pelynt

(Looe West,

Pelynt, Lansallos

& Lanteglos

Electoral Division)

Trenake Farm Trenake Pelynt Looe PL13 2LT

Extension 11 to existing livestock housing for the existing dairy herd. - Mr

Mark Philp - **PA26/04282 (Case Officer - Josep Sandercock)**

<https://planning.cornwall.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=TGVMU1FGJMN00>

Pelynt

(Looe West,
Pelynt, Lansallos
& Lanteglos
Electoral Division)

Trenake Farm Trenake Looe Pelynt PL13 2LT

Extension 13 to existing livestock housing for the existing dairy herd - Mr

Mark Philp - **PA26/04289 (Case Officer - Josep Sandercock)**

<https://planning.cornwall.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=TGVPNGFGJP900>

Pelynt

(Looe West,
Pelynt, Lansallos
& Lanteglos
Electoral Division)

Trenake Farm Pelynt Looe Cornwall PL13 2LT

Extension 14 to existing livestock housing for the existing dairy herd. - Mr

Mark Philp - **PA26/04292 (Case Officer - Josep Sandercock)**

<https://planning.cornwall.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=TG>

11.2 To consider any further planning requests received.

Pelynt

(Looe West,
Pelynt, Lansallos
& Lanteglos
Electoral Division)

Trenake Farm Pelynt Looe Cornwall PL13 2LT

Extension 14 to existing livestock housing for the existing dairy herd. - Mr

Mark Philp - **PA26/04287 (Case Officer - Josep Sandercock)**

<https://planning.cornwall.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=TGTGVPN1FGJP500>

12. PLANNING RESULTS

13. CO-OPTION

To hear from applicants for the vacant role of Parish Councillor. Applicants may address the Parish Council and Councillors may ask any questions of the candidates. NOTE: The debate and vote will take place in Closed Session later in the meeting.

14. PARISH MATTERS RAISED

14.1 Overgrown shrubbery adjacent to The Village Green

To agree course of action.

14.2 Car parking – The Village Green

To discuss the parking on the spaces adjacent to St. Nun's and agree any action to take.

15. *ITEMS FOR THE NEXT AGENDA*

16. *EXCLUSION OF MEMBERS OF THE PRESS AND PUBLIC*

To consider passing the following resolution.

“in accordance with S1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the consideration of the following matter due to the confidential nature of the business to be discussed.”

CLOSED SESSION – if passed

17. *CO-OPTION*

To consider applications for filling the Parish Council vacancy.

18. *DATE OF NEXT MEETING*

To agree the date of the next meeting.

The Clerk is away on Thursday, 24th September. It is suggested that the August and September meetings be merged into one on Thursday, 10th September at 7.30pm in The Village Hall.

Robert Horskins
Clerk to Pelynt Parish Council

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 J Philp
Cllr M Boxall	Cllr D Jones
Cllr S Blake	Cllr S Smith
Cllr A Taylor	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 26th April 2026 were signed off as a true record.

Proposed Cllr A Taylor

Seconded Cllr S Blake.

PELYNT PARISH COUNCIL

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 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

- 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 Parish) 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 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-](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activetab=summary&keyVal=TD9E9MFGGSZ00)

[applications/applicationDetails.do?activetab=summary&keyVal=TD9E9MFGGSZ00](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

Noisey 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 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
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PELYNT PARISH COUNCIL

25091 28/05/26	Update Cloud from laptop. Secondary sign in for Chairman	RH	25/06/26	
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25101 28/05/26	To view Sentry Medow	ALL	25/06/26	
25101 28/05/26	Draft letter to Coastline	RH	25/06/26	

PELYNT PARISH COUNCIL

PELYNT PARISH COUNCIL

MINUTES

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

PRESENT

Cllr K Wakeham - Chairman	Cllr M Boxall
Cllr D Jones	Cllr JR Philp
Cllr S Blake	Cllr S Smith
Cllr A Taylor	Cllr J Dingle

Cllr J Candy – Cornwall Councillor

Eight members of the public were also in attendance.

PELYNT PARISH COUNCIL

Cllr K Wakeham welcomed everyone to the meeting and introduced the new Clerk, Robert Horskins. He explained that Parish meetings would be recorded for the production of the minutes.

1) A0081 ELECTION OF CHAIRMAN

Nominations for Chairman were invited and it was resolved that Cllr K Wakeham be re-elected as Chairman for the Council year 2026-2027.

Proposed Cllr J Philp.

Seconded Cllr M Boxall.

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

Cllr K Wakeham signed the Declaration of Acceptance of Office and took the Chair.

2) A0082 ELECTION OF VICE CHAIRMAN

Nominations for Vice Chairman were invited and it was resolved that Cllr JR Philp be re-elected as Vice Chairman for the Council year 2026-2027.

Proposed Cllr M Boxall.

Seconded Cllr A Taylor.

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

3) A0083 APOLOGIES

Apologies for absence were received from:

Cllr B Garrott
PCSO Cocks

4) A0084 ELECTION OF COMMITTEES

Nominations for Councillors to be members of the Parish Council Committees were invited. Following a discussion, it was agreed to have four members on The Finance Committee. A Councillor requested that a meeting be held at least every quarter as he was not aware of one having taken place previously. It was agreed to hold the Finance meetings one week before a regular Parish Meeting.

a) FINANCE: Four members. It was resolved to appoint the following Councillors to The Finance Committee for the Council year 2026-2027.

Cllr Kevin Wakeham

Proposed Cllr J Philp.

Seconded Cllr S M Boxall.

PELYNT PARISH COUNCIL

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

Cllr John Philp

Proposed Cllr D Jones. Seconded Cllr S Smith.

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

Cllr Debbie Jones

Proposed Cllr J Philp. Seconded Cllr A Taylor.

Cllr James Dingle

Proposed Cllr M Boxall. Seconded Cllr D Jones.

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

b) PLANNING: All Councillors are members. It was resolved to appoint all Councillors to The Planning Committee for the Council year 2026-2027.

Proposed Cllr J Dingle. Seconded Cllr A Taylor.

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

c) MEETING REPRESENTATIVE One member. It was resolved to appoint the following Councillor to be The Meeting Representative for the Council year 2026-2027.

Cllr J Dingle

Proposed Cllr J Philp. Seconded Cllr A Taylor.

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

d) GDPR – General Data Protection Regulations. Two members. It was resolved to appoint the following Councillors to GDPR Committee for the Council year 2026-2027.

Cllr S Smith

Proposed Cllr D Jones. Seconded Cllr M Boxall. All agreed.

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

Cllr D Jones

Proposed Cllr M Boxall. Seconded Cllr S Blake.

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

e) COMPLAINTS – Two members. It was agreed, as in former years, that the members of the GDPR Committee would deal with any complaints.

6) A0085 MEETING DATES FOR THE 2026/2027 COUNCIL YEAR

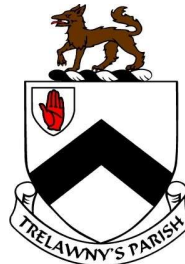
Meeting dates were noted as the last Thursday of the month. The Clerk is not available for the September meeting date and that month's meeting would be agreed in July.

7) A0086 DATE OF NEXT ANNUAL MEETING.

The date of the next Annual meeting was noted as Thursday, 27th May 2027.

The meeting closed at 7.41pm

Robert Horskins
Clerk to Pelynt Parish Council



FINANCE COMMITTEE MEETING

Minutes of the meeting held at 7.00pm on Thursday, 18th June 2026 in Pelynt Village Hall.

Present: Councillors: Kevin Wakeham, John Philp, Debbie Jones, James Dingle
There were no members of the public present.

PUBLIC PARTICIPATION SESSION

FC26001. PUBLIC QUESTION TIME

There were no members of the public present.

1. FC26002. ELECTION OF CHAIR AND VICE CHAIR

Cllr J Philp proposed, and Cllr D Jones seconded, Cllr K Wakeham to serve as Committee Chairman for the municipal year 2026-27. A Cllr questioned whether it was good practice for the Parish Chairman to also be the Finance Committee Chairman? A Cllr responded that it was up to others to put their names forward for nomination. The Clerk and Responsible Finance Officer added that there was no preclusion in holding both roles.

Voting: For: 3 Against: 0 Abstentions: 0 No Vote: 1

Cllr K Wakeham took the chair at 7.03pm.

Cllr K Wakeham proposed, and Cllr Debbie Jones seconded, Cllr J Philp to serve as Committee Deputy Chairman for the municipal year 2026-27.

Voting: For: 3 Against: 0 Abstentions: 0 No Vote: 1

2. FC26003. APOLOGIES OF ABSENCE

None.

3. FC26004. TERMS OF REFERENCE

Cllrs reviewed the Committees Terms of Reference and the Clerk agreed to review the Parish Council Financial Regulations and return to the Committee with an up to date document. It was noted that the Finance Committee should be comprised of five councillors and it was agreed to ask for nominations at the June Parish meeting.

4. FC26005. ACCOUNTS

The Committee reviewed the Parish Council Accounts and their presentation at Council meetings. Cllrs agreed with the existing presentation. The Clerk went through Earmarked Reserves and the bank balances.

Cllr J Dingle said he would investigate savings accounts to see if there were better options available:

Cllr K Wakeham would pass the details of the Trelawny Fair Account holder to The Clerk for him to make contact.

The Committee agreed to ask the Village Hall Committee to hold a meeting before the 19th July. The Committee reviewed the Village Hall accounts and noted that expenditure exceeded income some months. Electricity was the greatest cost and Cllr Wakeham would look at accessing the smart meeting. Some discussion took place regarding possible uses of the hall. Cllr J Dingle asked if he could produce some posters to advertise the Hall? This was agreed as a good idea. **Post meeting note.** Cllr Dingle has been asked to hold fire until after the Village Hall Committee has met.

The Committee reviewed the presentation of the accounts at Parish Meetings and agreed to include income and expenditure and current banking totals.

5. FC26006. ITEMS FOR REVIEW

The Clerk referred to the Risk Assessment Document and added that there were some additions that needed to be made. Disaster recovery: illegal encampments on Parish land for example.

The Clerk was reviewing IT Security and would review providers for IT support and document management. He would contact local Parish Clerk's to see who they used. It was disappointing that the current provider had been slow in providing changes to the Clerk's files which were still stored under the previous position holder. The Council may have to purchase its own office software rather than be on a shared account with a third party. It was noted that pelyntparish.co.uk needed to be turned off.

6. FC26007. ANY OTHER BUSINESS

The Clerk referred to the Fixed Assets list which he would update giving everything an asset number.

Cllr Wakeham would look into setting up a Village hall Facebook page.

7. FC26008. DATE OF NEXT MEETING

The date of the next meeting was agreed as Thursday, 6th August at 7pm in the Village Hall.

The meeting finished at 7.45pm

Robert Horskins

Clerk and Responsible Financial Officer to Pelynt Parish Council

Actions & Follow ups

Reference Date	Action	Owner	Due By	Note
FC26005 18/06/26	Investigate savings accounts.	JD	06/08/26	
FC26005 18/06/26	Details of Trelawny Fair Account holder to Clerk and update.	KW	06/08/26	Details given. Message sent.
FC26005 18/06/26	Date of VH Committee Access Smart Meter Posters for VH	KW KW JD	06/08/26 06/08/26 06/08/26	TBC On hold
FC26006 18/06/26	Risk Assessment Document	RH	06/08/26 ongoing	
FC26006 18/06/26	IT Security and assistance	RH	06/08/26	
FC26007 18/06/26	Fixed Assets Review & numbering.	RH	06/08/26	

PELYNT PARISH COUNCIL

FC26007 18/06/26	To look at setting up a Village Hall Facebook group	KW	06/08/26	
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