



MINUTES OF THE PELYNT PARISH COUNCIL MEETING HELD ON 30th JULY 2026

Present: Kevin Wakeham – Chairman, John Philp, Debbie Jones,
Molly Boxall, Steve Smith, and Benita Garrott
Jim Candy – Cornwall Councillor, Dave Hannah – Head of Pelynt Academy
And six members of the public.

Officer: Robert Horskins, Parish Clerk and Responsible Finance Officer

WELCOME

Kevin Wakeham – Chairman, welcomed all to the meeting.

IN MEMORIUM

A one-minute standing silence to remember former Parish Councillor Mike Harvey was held.

AGENDA

1) 25103. *APOLOGIES FOR ABSENCE*

Apologies for absence were received from Councillors: James Dingle, Serena Blake, and Andy Taylor. *Post meeting apology received from PCSO Cocks who had been called to a major incident in Liskeard.*

2) 25104. *DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA*

Item 11. Councillor J Philp.

3) 25105 *PRESENTATION FROM PELYNT ACADEMY*

Dave Hannah, Head of School, Pelynt Academy, gave an overview of a project to form a Community Toddler Group and Multipurpose Music Room on the School site. He outlined that numbers had fallen at the school over the years, and he wished to set up a parent and toddler group and music room. Part of the application asked for support from the Parish Council amongst others. A Councillor asked would it be promoted for children with Special Educational Needs? Mr Hannah replied that it would be open to all. The Chairman asked how people would access the room? Mr Hannah replied that access would be through the main school entrance. Councillor Wakeham added that currently some people were accessing the school from the side

gate behind the public toilets. He added that there wasn't an issue with parents using the Village Hall car park for drop off and collection times. He went on to explain that historically there was a footpath behind the toilets linking the Village Hall and Premier car parks. He explained that a request had been made to Cornwall Council to re-open this pathway, but they had declined due to safeguarding. He added that if the side gate was locked and the main entrance was used then it wouldn't be an issue. He explained that it would give quicker access to the defibrillator attached to the Village Hall. Mr Hannah expressed that he personally did not have an issue with the path being opened up and would be happy to work alongside the Parish Council to look further into the matter. Mr Hannah asked to be included in future emails and discussions and would welcome any historical data. The Council fully endorsed the project, and The Clerk would write on behalf of the Council to Mr Hannah in support.

4. PUBLIC PARTICIPATION

4.1) 25106 POLICE REPORT – *Post meeting apology received from PCSO Cocks who had been called to a major incident in Liskeard. The report is included below.*
Dear Councillors,

Please accept my apologies for my non-attendance at this month's Parish Council meeting as I was urgently dispatched to the major gas leak in Liskeard.
From the 01/04/2026 – 30/07/2026 there were 6 crimes in the public domain including 2 thefts, 2 harassment crimes, 1 criminal damage and 1 public order offence.
Numerous patrols have been conducted around the Parish, and all was found to be in order.
If there are any questions or matters arising for my attention, then please contact me in the usual manner.

The following two items were taken in reverse order to that published on the agenda.

4.3) 25107 PARISH FORUM –

A member of the public mentioned speeding cars through the Village. Councillor Candy said he would cover this in his report. Another resident reported two noisy drain covers. One on the B3359 adjacent to the rear of the shop and one on the left as you turn into Barton Meadow. They are positioned in such a way that it isn't every vehicle that rides over them. The Clerk will confirm ownership and report. Additionally, there was a street light in Barton Meadow that wasn't working. Again, the Clerk would review and report. The Chairman added that they were only on certain hours. Cllr candy explained the lights were turned off midnight through to 5am. Another member of the public reported the "keep left" arrow was missing on one of the bollards on the traffic island. The Clerk would report. Cllr Candy reminded all present that it was easy for anyone to use the reporting system on the Cornwall Council website. It logged the issue and kept the person reporting it up to date with progress. A local resident was concerned with pedestrians walking into the village particularly along the B3359 from the local holiday park. He noted that the verges had been recently cut. Which was carried out on behalf of the Parish council at a cost. Additionally, he was concerned to the speed of vehicles. This part of the road was a National Speed limit zone, entering a 40mph zone before the village 30mph zone. "We should be encouraging people to walk and not drive." He asked if the verges could be maintained so that they could be walked along. He added that Cornwall Council maintained the drainage ditch run offs however that silt was dumped onto the verges causing ridges and troughs and not conducive to walking along. The Chairman thought the verges were a designated footpath? However, this was not the case. It was noted that the suggested walking route from the holiday park was via narrow, National Speed Limit, country lanes. Councillor

Candy had noted that the verges should be cut more frequently and added that it was not practical for the gangs to take the silt away. He shared the residents concern and added that if anyone saw the work gangs clearing the drains to ask them to not pile up the waste. He would do what he could. The resident added that he had received a letter from Cornwall Council, on a separate matter, stating that the verges were not safe to walk along although there were bus stops along the route! Councillor Wakeham asked for a copy of the letter to be forwarded to the Clerk who would forward to Councillor Candy. Another resident added that there was a lot of litter and glass bottles on the South Western side of the B3359 on the verge as you approached the 30mph sign. Councillor Candy added that this should be reported on Cornwall Council website.

4.2) 25108 CORNWALL COUNCILLOR

Cornwall Councillor, Jim Candy, went through his report to the Council. He asked if it had been circulated to the public. It is detailed below.

- A) The pothole backlog stands at under 1,000 currently on our system. However nearly 400 per day are being fixed, and methods which are longer lasting but can only be used in dry weather now being more common.*
- B) I have spoken directly with Go Cornwall staff re evening buses. They have produced fliers and posters with some timings on, for the evening uplift period for the summer holidays from Tregoad via Looe to Polperro.*
- C) The Tag Account monthly fee for the Tamar Bridge and Ferry will not be increased, if MPs come up with funding for locals. I attended the protest last Saturday.*
- D) I attended a meeting with Cormac at Bodmin, as I am unable to attend the local event. There were presentation on support for volunteer groups, and the work of the Environment and Highways teams. I hope a rep from Pelynt attended the Liskeard event as it was very informative*
- E) I will be attending Mount Edgumbe Country Park Joint Cttee, as I am Co-Chair this Friday.*
- F) I have reported the overgrown hedges on Wilton Terrace and Summer Lane Roads.*
- G) I have met Coastguards to discuss their allowance payments. This is obviously not an abuse of workers' rights, and I hope it can be resolved.*
- H) I will discuss the Community Highway Improvement Plan options after the meeting after a meeting with the Highways Manager.*
- I) Cornwall Council joined the vote of No Confidence in SW Water at its recent Full Council meeting*
- J) Cornwall Council's Cabinet has agreed to the Government's plan to make Cornwall a single Foundation Strategic Authority. This would keep strategic decision-making within Cornwall and create opportunities to secure more powers and funding in future, without a Mayor being imposed.*

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Councillor Candy expanding on item H. He explained that the plan was to install “speed cushions” along the B3359 through the village. He shared the location plans amongst all present for annotation of agreement, or amendments, to the suggested locations.

He added that the former Clerk, Mrs Jan Cook, had been proposed for a Civic Award which would be presented in due course at a suitable time and location.

It had been suggested to him that solar panels be installed on the roof of the Village Hall, funded by the Parish Council. A Councillor stated that the roof supports were not strong enough. The Chairman would find a suitable structural engineer to review the structure as the roof struts were initially designed to support a tin roof.

5) *MINUTES OF THE LAST MEETING*

5.1) 25109 The minutes of the Annual Parish Council Meeting held on Thursday, 28th May were signed off as a true record.

Proposed by Councillor Debbie Jones Seconded by Councillor Molly Boxall

Voting: For: 6 Against: 0 Abstain: 0 No Vote: 0

5.2) 25110 The minutes of the May Parish Council Meeting held on Thursday, 28th May were signed off as a true record.

Proposed by Councillor Molly Boxall Seconded by Councillor John Philp

Voting: For: 6 Against: 0 Abstain: 0 No Vote: 0

6. **25111** *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	This would be progressed seeking companies from further afield to quote.
25093	28/05/26	Letter of thanks to P Wakeham	RH	25/06/26	Sent 18/6/26
25095 & 28/05/26	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	See minute number: 25117
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	This has been scheduled for 20 th August.

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25101 28/05/26	PC Vacancy update	RH	25/06/26	See minute number: 25125
25101 28/05/26	New email addresses to be in use	ALL	30/06/26	All but one Councillor using new email.
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
25101 28/05/26	Coastline: Sentry Meadow Establish whose 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

It was noted that in addition to the condition of Sentry Meadow and the Burial Ground there were also overgrown hedges in Luffman Close causing damage to fences. A surveyor was due to visit from Cornwall Council.

7. 25112 *FINANCE COMMITTEE MINUTES*

The minutes of the Finance Committee meeting held on 18th June 2026 were approved as a true and accurate record.

Proposed by Councillor John Philp Seconded by Councillor Debbie Jones

Voting: For: 6 Against: 0 Abstain: 0 No Vote: 0

8. 25113 *COMPOSITION OF FINANCE COMMITTEE*

The Chairman explained that the Finance Committee currently has four members as agreed at the last Parish meeting. However, current Standing Orders states it should be five. He called for nominations.

It was resolved to appoint Councillor Benita Garratt to The Finance Committee for the Council year 2026-2027.

Proposed by Councillor John Philp Seconded by Councillor Kevin Wakeham

Voting: For: 6 Against: 0 Abstain: 0 No Vote: 0

9. 25114 & 25115 *ACCOUNTS*

The Parish Council Accounts were reviewed and signed off.

25114 June

HMRC – Clerk’s PAYE	£310.64
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

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Mr J Welch – Grass Cutting	£1445.00
Lloyds Bank – Bank Charges	£4.50
TOTAL	£2856.63

Proposed by Councillor John Philp Seconded by Councillor Steve Smith
Voting: For: 6 Against: 0 Abstain: 0 No Vote: 0

25116 July

HMRC – Clerk’s PAYE	£310.64
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	£1116.00
South West Water – Public Conveniences 09/04 – 07/07/26	£83.98
Mr G Walton – Laptop Repair	£120.00
Eset – Antivirus for Laptop 07/26-07/29	£114.45
Amazon UK – Office supplies, Treasury Tags	£5.99
Amazon UK – Office supplies, Paper	£19.99
Amazon UK - Office supplies, stamp,	£7.99
Nisbets – Toilet Roll & Bleach	£50.36
Lloyds Bank – Bank Charges	£4.50
TOTAL	£2990.39

Proposed by Councillor John Philp Seconded by Councillor Molly Boxall
Voting: For: 6 Against: 0 Abstain: 0 No Vote: 0

9.2 25117 To review the Village Hall Accounts.

This agenda item was withdrawn and will no longer come before the Council at Parish meetings. The Parish Council acts as sole charity trustee for the Village Hall and must therefore comply fully with the Charities Act 2011 (as amended by the Charities Act 2022), together with associated regulations including the Charities (Accounts and Reports) Regulations 2008 and applicable Charity Commission guidance and the Statement of Recommended Practice (SORP). This framework sets out specific duties for trustees in relation to accounting, reporting and governance which must be followed in full.

This matter will now be progressed strictly in accordance with those statutory obligations and proper procedures. There will be a separate meeting held, at a date to be agreed, for the Trustees to review accounting, reporting and governance.

10. 25118 *CORRESPONDENCE*

10.1 Correspondence forwarded to Councillors were noted.

Cornwall Council: Van Dwellers survey

Cornwall Council: Planning Training

SE Cornwall CAP Planning

CALC: Community Owned Generation Scheme

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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
Members reported on three vans that were regularly seen around the Parish. Councillor Candy expanded on the purpose of the survey.

10.2 To review correspondence content that is sent to Councillors
The Clerk asked what correspondence Councillors wished to receive? The overwhelming response was that Councillors wished to be sent all the correspondence that the Clerk received as they could then decide what they wished to read or not.

11. 25119 *PLANNING APPLICATIONS*

Councillor John Philp left the room

11.1 It was noted that the following Planning Applications had been approved by email by Councillors prior to the meeting.

PA26/04282 Trenake Farm Trenake Pelynt Looe PL13 2LT
Extension 11 to existing livestock housing for the existing dairy herd. - Mr Mark Philp

PA26/04289
Trenake Farm Trenake Looe Pelynt PL13 2LT
Extension 13 to existing livestock housing for the existing dairy herd - Mr Mark Philp

PA26/04292 Trenake Farm Pelynt Looe Cornwall PL13 2LT
Extension 14 to existing livestock housing for the existing dairy herd. - Mr Mark Philp

11.2 The following planning request was reviewed.

PA26/04287 Trenake Farm Pelynt Looe Cornwall PL13 2LT
Extension 14 to existing livestock housing for the existing dairy herd. - Mr Mark Philp

It was resolved to support the planning application PA26/04287

Proposed by Councillor Benita Garrott Seconded by Councillor Debbie Jones
Voting: For: 5 Against: 0 Abstain: 0 No Vote: 0

Councillor John Philp returned to the room

12. 25120 *PLANNING RESULTS*

None.

13. 25121 *CO-OPTION*

Councillors heard a synopsis from an applicant for the vacant role of Parish Councillor. The Clerk explained he had received an apology from a second applicant as he was away at The Scouts Association's "Wings" event in Windsor Great Park.

14. 25122-25123 *PARISH MATTERS RAISED*

14.1 25122 Overgrown shrubbery adjacent to The Village Green had been reported to the Council. This matter has been resolved.

14.2 25123 Car parking – The Village Green

The Clerk explained that there had been issues relating to long term parking on the spaces adjacent to St. Nun's. He had lettered local residents prior to the Trelawny Plate Service requesting vehicles be moved. All but one vehicle had moved. A local resident had emailed concern that the vehicle hadn't moved for some time and was concerned for the owner as they hadn't been seen for some time. The Clerk contacted the Police who were able to establish the owners address, and they carried out a welfare check and all was well.

Councillors agreed to review the parking policy document wording and come up with any changes required. The Clerk asked Councillors to email any suggestions directly to him.

15. 25124 *ITEMS FOR THE NEXT AGENDA*

None.

16. 25125. *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."

Proposed by Councillor Kevin Wakeham Seconded by Councillor John Philp

Voting: For: 6 Against: 0 Abstain: 0 No Vote: 0

CLOSED SESSION

17. 25126 *CO-OPTION*

Councillors considered two applications for filling the Parish Council vacancy.

It was resolved following a vote that Mr Mike Axon would be co-opted to the Parish Council for the remainder of the 2025 – 2029 term.

Proposed by Councillor Kevin Wakeham Seconded by Councillor John Philp

Voting: For: 6 Against: 0 Abstain: 0 No Vote: 0

18. 25127 *DATE OF NEXT MEETING*

The date of the next meeting was agreed as Thursday, 10th September at 7.30pm in The Village Hall.

The meeting closed at 9.01pm

Robert Horskins

Clerk to Pelynt Parish Council

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Actions and Follow ups

Reference	Date	Action	Owner	Due By	Note
25092	28/05/26	Obtain Quotes for Village Green Works	RH	25/06/26	This would be progressed seeking companies from further afield to quote.
25101	28/05/26	New email addresses to be in use	ALL PPC	30/06/26	.gov.uk addresses will only be used from 05.08.26
25101	28/05/26	General Matters. Overgrown Path Wilton Terrace	Jim Candy	25/06/26	JC chasing.
25101	28/05/26	Coastline: Sentry Meadow Establish whose responsibility to maintain.	Jim Candy	25/06/26	AW Cllrs visit report.
25101	28/05/26	To view Sentry Meadow	ALL PPC	25/06/26	Update?
25101	28/05/26	Draft letter to Coastline	RH	25/06/26	AW update
25105	30/07/26	Path behind toilets	RH	10/09/29	Liaise with stakeholders.
25107	30/07/26	Noisy drain B3359	RH	ASAP	To review and notify owner
25107	30/07/26	Noisy drain cover Barton Meadow	RH	ASAP	To review and notify owner
25107	30/07/26	Possible faulty lamp Barton Meadow	RH	ASAP	To review and notify owner
25107	30/07/26	Missing “Keep Left” arrow on central refuge. B3359 adj to Public Toilets	RH	ASAP	To notify Cornwall Council
25108	30/07/26	Solar Panel Roof Survey To seek a Structural Engineer to confirm the strength of the roof	Kevin Wakeham	10/09/26	PMN. In accordance with minute 25117 this matter will be dealt with by the Village Hall Committee
25123	30/07/06	Parking Policy	ALL PPC	10/09/26	To review and report to clerk

PMN = Post Meeting Note

PPC = Pelynt Parish Councillors

RH = The Clerk, Robert Horskins