

SANCREED PARISH COUNCIL

**MINUTES FULL COUNCIL MEETING OF
SANCREED PARISH COUNCIL AT SANCREED VILLAGE HALL
TUESDAY 15 JULY 2025 AT 7.00 PM**

Contact the Clerk regarding
any item in these Minutes:
Parish Clerk & RFO
Victoria Burton-Davey
clerk@sancreed-pc.gov.uk

Press & Public were invited to attend the above meeting. The Chair welcomed attendees. The Meeting commenced @19:00		
REF.	DESCRIPTION	ACTION
25-07/1	PERSONS PRESENT: Cllr Hawkins (Chair); Cllr Haigh (Vice Chair); Cllrs Cock, Freeman, Goodman, James, and Nicholls. CLERK: Victoria Burton-Davey ALSO PRESENT: Cornwall Councillor Brian Clemens APOLOGIES: Cllr Bottrell was on leave PUBLIC ATTENDEES: 2	
25-07/2	MEMBERS DECLARATIONS None this month	
25-07/3	COUNCILLOR CO-OPTION Members REVIEWED the two applications for Co-Option for the role of Councillor and VOTED via ballot. Paul Nicholson was co-opted as a Member of Sancreed Parish Council via ballot. The Meeting NOTED the signing of his Councillor Declaration of Acceptance of Office which was witnessed by the Clerk The Meeting NOTED the signing of the Councillor Statement of Assurance and Councillor Communications Agreement. The Clerk to send a Register Of Interests form to Cllr Nicholson and arrange Code of Conduct Training. Members AGREED to invite second applicant to attend the next meeting and stand for co-option.	CLERK PN CLERK
25-07/4	PUBLIC FORUM Speaker 1 let the Council know about Public Rights of Way that she had spoken to Cornwall Council (CC) about as they needed some cutting back of woody in-growth. The Vice Chair had met on site to look at paths that were overgrown. Members took time to go through the PRow Parish Map to identify issues. Speaker 1 was assured that the LMP Cutting Schedules would be updated on the PC website. The Clerk to report three paths not already reported to CC.	CLERK
25-07/5	APPROVAL OF MINUTES The Meeting RESOLVED that the Minutes of the Full Council Meeting (FCM) of Sancreed Parish Council (SanPC) held on 17 June 2025 having been previously circulated be taken as read, APPROVED, and signed. Proposed: Cllr Freeman Seconded: Cllr Nicholls Abstained: Cllrs James, Cock, and Haigh were not present at the meeting above All Rest In Favour (AIF): YES	CLERK
25-07/6	MATTERS ARISING Included below.	
25-07/7	CORNWALL COUNCILLOR REPORT Cornwall Councillor's Report from Councillor Brian Clemens: He had received many enquiries regarding the proposed planning committee changes and the part that local councils would play going forward: There was a survey being conducted and final details would emerge post consultation. He had circulated the planning changes plus the latest enforcement report, and he encouraged members to read the Town and Parish Newsletter dated the 4 July 2025 as there was a considerable amount of information to help understand the process. As Chair of the West Sub	

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	Planning Committee, the main concern was that the committee structure changes and the idea that the Chair and Senior planning officer would have to decide on any contentious applications going forward to committee from the mid-tier applications. Chairs of planning committees would also have some form of extra training and be the holder of some form of certification though as yet, there was no indication of what this would be or how it would be achieved. There were also rumours of some quite significant changes to the provision of service from the children's directorate, but they were still waiting to find out the proposals from Government. The rural transport bill had had its second reading in Parliament, and he intended to put a question to the portfolio holder at the next CC full council meeting, to seek a guarantee that CC were doing all they could to ensure a satisfactory outcome this time around. At the CAP meeting on the 2 July 2025 he had been re-elected as Chair for the coming year, and looked forward to working with the vice chair who was also the Mayor of St Ives, and the wider community to achieve the best for the communities represented. Councillors asked about the changes to the appeals process and were informed that Central Government had plans to do away with sub-area committees, and that Cornwall may end up with only two appeals committees to deal with the most serious issues. Another Councillor asked about housing provision and expressed the hope that local families' needs would not be sidelined by the needs of refugees. Cllr Clemens offered to get some accurate figures and information if the Member emailed for details.	PN/BC
25-07/8	NEW PLANNING APPLICATIONS	
a)	PA25/04268 Proposal: Application for a Lawful Development Certificate for the existing use of building for storage purposes Location: Meadow Valley Stables Newbridge Penzance Cornwall Members discussed the obstacles in being able to find substantial information to support this application. Sancreed Parish Council AGREED that having tried to arrange a site visit via the Agent (and having received no response), and there being sparse information available via the portal, that they had insufficient information from which to form an opinion on this application.	CLERK
b)	PA25/04562 Proposal: Hedgerow removal notice to remove 3 x 2m sections of hedgerow in order to install kissing gates to allow pedestrian access to the general public. Location: Treganhoe Farm Sancreed Penzance TR20 8RH Members had made a site visit. The application was discussed. SanPC RESOLVED to SUPPORT PA25/04562 Proposed: Cllr Hawkins Seconded: Cllr Goodman AIF: YES	CLERK

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c)	PA25/03748 Proposal: Certificate of Lawfulness for existing use:- Rebuilding of an existing outbuilding to continue its use as storage. Location: Barn 1 Chiverton Tregonebris Lane Sancreed Members were familiar with the site. The application was discussed. SanPC RESOLVED to SUPPORT PA25/04268 Proposed: Cllr James Seconded: Cllr Freeman AIF: YES	CLERK
25-07/9	PLANNING DECISIONS were NOTED	
	PA25/00489/PRE Location: Former Drift Methodist Church Pump Lane Lower Drift Buryas Bridge Penzance TR19 6AA Proposal: Pre-application advice for proposed conversion of disused Methodist Chapel into a single dwelling. DECISION: Closed - advice given 27/06/2025	
	PA25/03061 Location: Land South Of Boskyydu Sancreed Penzance Cornwall TR20 8RL Proposed: Reserved Matters application for (access, appearance, landscaping, layout and scale) details following outline consent PA20/06302 dated 21/10/2020 for up to two dwellings without compliance with condition 1 of decision PA23/02931 dated 21.06.2023 without compliance with condition 1 of decision notice PA24/00199 dated 02.04.2024 without compliance with condition 1 of PA24/05207 dated 12.09.2024 DECISION: Approved with conditions 30/06/2025	
	PA25/01207 Location: Hillside Farm Grumbla Sancreed Penzance Cornwall TR20 8QY Proposal: Erection of training building, agricultural buildings, polytunnels and W.C / shower block. Extension to existing agricultural shed to provide training area and associated landscaping. DECISION: Refused 03/07/2025	
	PA24/08089 Location: Meadowfield Trannack Road Sancreed Penzance Cornwall TR20 8QW Proposal: Change of use of land to residential garden with retention of a Shepherds Hut for use ancillary to the dwellinghouse DECISION: Approved with conditions 04/07/2025	
25-07/10	Other Planning Matters including late applications and decisions	
	Amenities a) Playground i. Maintenance checks: The annual RoSPA Playground Inspection had taken place and the Report had been circulated. SanPC NOTED that there were no issues that needed action. The monthly Maintenance check for June and July were handed to the Clerk. No issues were raised. Cllrs Nicholls and Goodman to make the August and September checks.	AN/KG

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25-07/11	a) Drift i. An email had been received concerning the bus stop set down on the car park side at Drift which was considered uneven and a possible Health & Safety concern. The Clerk to contact Highways. The Chair would replace the plaque on new bench at Drift now that work was complete. ii. Fingerpost: A re-installation date for the fingerpost at Drift was near. The works were coming to close and included the replacement of the Sancreed finger which had been 'lost' several years previously. CC to undertake the reinstallation. iii. Reservoir Car Park: SanPC had sought legal advice on Drift reservoir car park issues and awaited the solicitor's response further to an online meeting. There was a discussion about some clearing that had happened at the site. b) Phone Box: no update	CLERK CHAIR MH/DH CLERK
25-07/12	Communications & Outreach a) Website/email: the Clerk Vacancy had been posted to the website, sent to CALC, CC, and enquiries were being made at The Cornishman.	
25-07/13	Environment a) Sancreed Nature Action Group had been working with a group of residents who had taken the initiative to organise a local event to help start local management of Sancreed Green. A budget for the event was circulated. Members RESOLVED to support the event by granting £1,100.00 of \$137 funds to support them. The funds would be ringfenced by the Council and used to meet the event costs. Proposed: Cllr Goodman Seconded: Cllr Haigh AIF: YES	KG/ Bnk sigs /CLERK
25-07/14	Highways Nothing of concern reported this month	
25-07/15	Public Rights of Way (PRoW) WG a) Woody cuts requested for from CC: • 117/17/4 • 117/7/1 • 117/46/2 • 117/2/3 • 117/24/1 • 117/34/1 • 117/3/1 Also to report: 117/17/2 and 117/47/1 identified earlier in meeting. b) The map of a suggested route for local children to ride their bikes between communities separated by the Beacon was circulated and discussed. It was hoped that a discussion with Cornwall Heritage Trust might find a solution solely for local children, rather than any formal approach.	CLERK KG
25-07/16	Policy Reviews & Governance a) Nothing to submit regarding the CC Street Trading Policy.	

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25-07/17	FINANCE a) The Meeting RECEIVED and NOTED the Bank Reconciliations as at the 30 June 2025 b) The Meeting RECEIVED and RESOLVED to APPROVE the July 2025 payment schedule Proposed: Cllr Haigh Seconded: Cllr Nicholls AIF: YES c) RFO report: The Budget was all on track. The 1st Quarter Budget Report would be circulated to Members, and brought to the September meeting for signing. The Clerk would set up a new bank signatory again after a 'glitch' at Lloyds Actioned June Payment Schedule June Payment Schedule to web Renewed Council Insurance Total Receipts for June: £13.12 Total Payments for June: £1.022.99 d) Grants/Funding: i. RBL Poppy order: The wreaths and crosses had not been retained from last year (as it was hoped to recycle the physical items but to still make a full donation, so allowing more funds to go directly where needed). After a discussion about the order/pick up process: it was AGREED that ordering the 1 wreath 15 poppy crosses directly from RBL would be the best option. To be confirmed in September.	CLERK/ Bnk Sigs CLERK CLERK
25-07/18	Clerk's Report and Correspondence a) Clerk report: Posted May Minutes for APM and ACM website/noticeboard Drafted FCM Minutes 06-2025 and Agenda FCM 07-2025 Planning comments in to CC Adopted Policies to website Booked Code of Conduct Training for WJ b) Correspondence received was shared during the meeting at relevant agenda items. c) The Clerk vacancy had been advertised in conjunction with St Buryan Lamorna & Paul PC, and Zennor PC in order to offer a substantial Part-Time post.	
25-07/19	Training and Meetings Attended Cllr Haigh had completed Code of Conduct Training. Cllr Nicholls was also confirmed, and Cllr James booked on. Cllr Goodman asked the Clerk to re-send the link to online training.	CLERK
25-07/20	Diary Dates: Meeting dates confirmed: a) FCM 16 September 2025	
25-07/21	MEETING CLOSED @20:29	

Signed: Chair of Meeting



19/08/2025