

Sancreed Parish Council

Tel: 07704 642 521

Email: clerk@sancreed-pc.gov.uk

Agenda – 21 October 2025

To Members of Sancreed Parish Council:

Councillors: D Haigh (Vice-Chair), J Bottrell, L Cock, S Freeman, K Goodman, W James, A Nicholls, P Nicholson, 2 vacancies

Dear Councillor

You are summoned to the monthly meeting of Sancreed Parish Council on **Tuesday 21 October 2025 at 7.00pm**, to be held in the **Mary Williams Memorial Hall, Sancreed**, for the purpose of transacting the following business.

Press & Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

Yours sincerely

Louise Clifton

Clerk to the Council
15 October 2025

AGENDA

Chair's Announcements

AGENDA NO.	AGENDA ITEMS
25-10/1	To record absences and note apologies for absence
25-10/2	Election of Chair , followed by signing of Declaration of Acceptance of Office
25-10/3	<i>If necessary</i> , Election of Vice-Chair , followed by signing of Declaration of Acceptance of Office
25-10/4	Declarations of Interest: <i>All Councillors are reminded to keep their Register of Interests up to date (available online at: https://www.cornwall.gov.uk/people-and-communities/community-area-partnerships/penwith/) All Councillors must declare any interest i.e. Disclosable Pecuniary Interest (DPI), Other Registerable Interest (ORI) or Non-Registerable Interest (NRI), in items on the agenda and the nature of the interest. In keeping with the Council's Code of Conduct, Members must leave the meeting during the discussion relating to the item in which the interest has been declared – including during public speaking - unless a dispensation has been requested in writing by the Member and granted by the Council.</i>
25-10/5	Member Dispensations <i>To consider written requests from Members for dispensations, received by the Clerk in advance of the meeting</i>
25-10/6	Public Speaking <i>(up to 15 minutes in total)</i>
25-10/7	Cornwall Councillor reports – <i>To receive reports from the Cornwall Council division member on their work relevant to Sancreed parish.</i>

25-10/8	Minutes of the meeting held on 16 September 2025 To resolve – that the minutes of the meeting of the council, as above, having been circulated, be taken as read, approved and signed by the Chair as a true and accurate record of the meeting.	
25-10/9	Clerk's update report – <i>To receive updates and consider any actions necessary</i>	
25-10/10	Reports from Cllrs as representatives on outside bodies	
25-10/11	Reports from Cllrs from recent meetings <i>To consider reports and to Resolve to take action on recommendations to Council as appropriate.</i>	
25-10/12	Planning Applications	
	a)	PA25/05405 – The Farmhouse, Boswarthen Farm, Sancreed, Penzance – Extensions and external alterations
	b)	<i>Any additional planning consultations received before the meeting.</i>
25-10/13	5 day planning protocol – responses to 5 day planning protocol consultations sent to Cornwall Council in the last month <i>None since last meeting.</i>	
25-10/14	Planning applications determined by Cornwall Council in past month – <i>report for information, to note.</i>	
	PAYMENTS & GRANTS	
25-10/15	Schedule of Payments - <i>To approve the payments to be made, as set out in the schedule</i>	
25-10/16	CIL Funds, Grants and s.137 Payments – <i>to review the balances of these funds and to approve expenditure from these funds if appropriate</i>	
	AMENITIES	
25-10/17	Playground <i>To receive an update on maintenance checks and to resolve to take any resulting action that may be necessary.</i>	
25-10/18	Drift bus stop set down / car park side <i>To receive an update on advice from the Highways Manager, Cornwall Council, and to resolve to take any resulting action</i>	
25-10/19	Fingerpost <i>To receive an update on the insurance claim and final</i>	
25-10/20	Reservoir car park <i>To consider a report from Cllr Haigh on potential options</i>	
	COMMUNICATIONS AND OUTREACH	
25-10/21	Website / email <i>to review the operation of each and to agree any actions needed for improvement</i>	
25-10/22	Parish Council Noticeboards <i>to review the arrangements for updating the parish noticeboards and to appoint new volunteers if needed</i>	
	ENVIRONMENT	
25-10/23	Sancreed Nature Action Group <i>to receive an update on the work of the group and to agree any actions requested of the parish council</i>	
	HIGHWAYS and PUBLIC RIGHTS OF WAY	
25-10/24	Public Right of Way consultation – HAD 313 – Proposed Diversion of Public Footpath 1 Sancreed – Treganhoe Farm, Sancreed <i>To review the consultation and to resolve a parish council consultation response</i>	

25-10/25	Public Rights of Way (PRoW) Working Group <i>To receive any updates from the working group, also to receive any update on the Enhanced LMP application submitted</i>
	PARTNERSHIP WORKING AND CONSULTATIONS
25-10/26	Community Emergency Plan <i>to receive correspondence from the Emergency Planning team at Cornwall Council and to decide whether to follow up with action by the Parish Council</i>
	ACCOUNTS AND GOVERNANCE
25-10/27	Review of Bank Mandates <i>To review the Councillor signatories and to resolve any additions or removals of signatories on the bank mandate</i>
25-10/28	Review of appointments to committees and outside bodies <i>To resolve the appointment of Councillors to vacancies on committees and working groups</i>
25-10/29	Appointment of Internal Auditor for year ending March 2026 <i>To review the council's internal audit arrangements and resolve to appoint an Internal Auditor</i>
25-10/30	Compliance with AGAR Assertion 10, digital and data compliance <i>To review the parish council's arrangements with respect to digital and data compliance and to resolve to take appropriate action if needed</i>
25-10/31	Correspondence 1) Cornwall Council – Confirmation of Definitive Map Modification Order – The Cornwall Council (Addition of a Footpath at Treganhoe Farm in the Parish of Sancreed) Modification Order 2025
25-10/32	Training <i>To consider requests and opportunities for training</i>
25-10/33	Finance report and bank reconciliation - <i>To consider and note the budget monitoring report and bank reconciliation.</i>
25-10/34	Co-option applications <i>To consider applications received, if any, for co-option to the Council</i>
25-10/35	Declaration of Acceptance of Office <i>To receive the Declaration/s of Acceptance of Office of any new co-optees to the parish council.</i>
25-10/36	Agenda items for a future meeting i. Any items deferred from this meeting ii. Budget drafting for 2026/27 – November council meeting Date of next meeting: 18 November 2025 at the Mary Williams Memorial Hall, Sancreed
	MATTERS FOR DECISION, INFORMATION EXCLUDED FROM THE PRESS AND PUBLIC
25-10/37	Exclusion of the press and public <i>If necessary, to resolve:</i> that in accordance with s.1(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 business owing to the confidential nature of that business.