

Minutes of the Meeting of Sancreed Parish Council held at Sancreed Village Hall on Tuesday 16 September 2025 at 7.00pm

The Chair welcomed attendees.	
25-09/1	PERSONS PRESENT/APOLOGIES PRESENT: Cllr Hawkins (Chair), Cllrs Freeman, Goodman, James, Nicholls and Nicholson. OFFICER SUPPORT: Clerk/RFO APOLOGIES: Cllrs Bottrell, Cock and Haigh, and Cornwall Councillor Clemens. PUBLIC ATTENDING: 0 members of the public.
25-09/2	MEMBERS DECLARATIONS - None.
25-09/3	PROSPECTIVE COUNCILLOR INTRODUCTION – The co-option applicant was not present and so this item was deferred to the October meeting.
25-09/4	PUBLIC FORUM A representative of the the YMCA (Penzance) spoke in support of the grant application. YMCA Cornwall based in Penzance offers accommodation to vulnerable people aged 16 – 24, with a waiting list between 40 and 50 young people, most of whom are aged 16/17. The YMCA has the opportunity to build 4 new flats in Penzance and has raised £153k of the £250k needed for the building project. The YMCA in Penzance accommodates young people from across the county, with the majority from the more local area. Young people can stay for up to 2 years during which time they receive support to help with health, education and employment opportunities.
25-09/5	APPROVAL OF MINUTES RESOLVED that the Minutes of the Meeting of Sancreed Parish Council held on 19 August 2025 having been previously circulated be taken as read, APPROVED, and signed. Proposed: Cllr Goodman, seconded: Cllr Nicholson.
25-09/6	MATTERS ARISING – None.
25-09/7	CORNWALL COUNCILLOR REPORT The Cornwall Council was not present. A question was asked about the management of Cornwall Council accounts. Councillors were advised that questions can be raised by Councillors directly with the Cornwall Councillor between meetings. Also that a question about Cornwall Council finances would be more appropriate to raise at the next Community Area Partnership for direct answer, rather than through the Parish Council.
25-09/8	NEW PLANNING APPLICATIONS None received as of the date of the meeting.
25-09/9	PLANNING DECISIONS to Note PA25/03748 Location: Barn 1 Chiverton Tregonebris Lane Sancreed Penzance Cornwall TR20 8QS Proposal: Certificate of Lawfulness for existing use:- Rebuilding of an existing outbuilding to continue its use as storage DECISION: Granted (CAADs, PIPs and LUs only) 19/08/2025 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 DECISION: Permission Granted 04/08/2025
25-09/10	Other Planning Matters including late applications and decisions

	PA25/04672 5 Day Protocol Proposal: Retrospective change of use of summerhouse to an annexe for family and holiday accommodation. Location: 3 Drift Close Lower Drift Buryas Bridge Penzance CONSENSUS: 1. Agree with the planning officer recommendations 09/09/2025
25-09/11	Grant application – YMCA After considering the grant application received, it was RESOLVED – to award a grant of £250 to the YMCA (Penzance) for the purpose of supporting the building of additional accommodation for young people. Proposed: Cllr Nicholson, seconded: Cllr Nicholls.
25-09/12	Amenities
	a) Playground i. Maintenance checks The maintenance checks were received for August and September. No concerns reported, all equipment and the play area as whole is in good condition. Noted.
	b) Drift i. Bus stop set down/car park side Deferred to next meeting. Advice to be sought from Highways Manager. ii. Fingerpost The fingerpost has been refurbished and installed back into position. The finial is with Cormac and is due to be attached soon. Members expressed thanks to JT Fabrications for carrying out an excellent job. The Clerk was instructed to follow up on the insurance claim. iii. Reservoir Car Park Cllr Haigh is due to report on options and so this aspect was deferred to the October meeting. The Clerk was instructed to notify South West Water of alleged residential use on SWW land next to the car park.
	c) Phone Box Complete, and so no need for this as an agenda item.
25-09/13	Communications & Outreach a) Website/email It was noted that there were still one or two problems getting the new Councillor emails set up, and that these should be resolved by the next meeting.
25-09/14	Environment a) Sancreed Nature Action Group Cllr Goodman reported that on 6 September the Sancreed Green re-flowering day had been a well-attended community event (30 people including 8 children). Of the £1,100 budget the approximate spend to date was £740. A budgeted amount for a talk by Nick had been donated to instead purchase a peening tool for the scythe sharpening. Another planting day would be held for other smaller sections and verges. Signs were suggested, to make clear the re-flowering work that was underway at the site. An update was also given on a Connecting Communities event, a lottery funded project with Sancreed working with groups from Constantine and Treneere Estate. In 2026, on 12 & 13 June, a nature day will be held in Sancreed with support from Budding Nature. Resolved – that the £360 remaining from the original budget for this event can be used for the peening tool, long grass blade, and signage.

25-09/15	Highways a) Rural Mobility Pilot Scheme It was agreed not to submit an application to this pilot scheme as there was not sufficient time to work up an application before the deadline.
25-09/16	Public Rights of Way (PRoW) WG a) Enhanced LMP scheme funding opportunity The Clerk reported on the opportunity for the parish council to apply for funding for enhancement works to the public rights of way maintained by the parish council under the LMP scheme with Cornwall Council (Local Maintenance Partnership). Councillors agreed that the rights of way to be included in the application will be agreed at the end of the meeting, when paths and numbers would be confirmed with the Clerk. Resolved – to submit an application for Enhanced LMP funding, list of works to be confirmed by Councillors with the Clerk at the end of the meeting. b) LMP for Burnthouse Lane The Clerk was asked to check whether the path has been officially added to the LMP scheme (Local Maintenance Partnership).
25-09/17	Policy Reviews & Governance a) Consultation on Cornwall Council's Public Spaces Protection Order: Dogs on Beaches. Noted.
25-09/18	FINANCE
	a) Bank Reconciliation RECEIVED and NOTED the Bank Reconciliations as at the 31 August 2025
	b) Payment Schedule RESOLVED to APPROVE the September 2025 payment schedule Proposed: Cllr James, seconded: Cllr Freeman.
	c) RFO report Updated Budget 2025-26 This item was NOTED and Deferred to the October meeting of the council. Clarification to be given on whether the pension figure was for 6 or 12 months. Purchase of an Epson EcoTank 2850 printer at £249.99 as the old printer no longer worked. Deferred to the October meeting for clarification of the need and comparative costs.
	d) New Clerk Appointment: - Clerk pension provision to be via the Local Government Pension Scheme - this item is covered later in the Minutes. RESOLVED to APPROVE a new Clerk debit card application. Proposed: Cllr Hawkins, seconded: Cllr Goodwin.
	e) Grants/Funding RBL Poppy order RESOLVED – that crosses and wreaths would be ordered as per previous years (arrangements and costs). For 15 crosses and 1 wreath. Proposed: Cllr Nicholson, seconded: Cllr James) YMCA Cornwall Grant Application. This had been considered earlier in the meeting.
25-09/19	Clerk's Report and Correspondence - Clerk report – no report to this meeting. - Correspondence received – none.

25-09/20	Training and Meetings Attended Cllr Hawkins reported that he had attended Chair training provided by CALC (Cornwall Association of Local Councils) Councillors Nicholls and James had both attempted to attend Code of Conduct training but there had been a technology problem which had meant that they were not able to attend.
25-09/21	Diary Dates: Meeting dates to be confirmed: a) FCM 21 October 2025 - in the Mary Williams Memorial Hall.
25-09/22	COUNCILLOR CO-OPTION The co-option applicant was not present and so this item was deferred to the October meeting.
25-09/23	Parish Council Pension Scheme The Clerk declared an interest in this item. Members asked that the Clerk remain in the meeting to advise and answer questions on the pension scheme being considered. RESOLVED – that Sancreed Parish Council will request to join the Cornwall Council Local Government Pension Scheme so that this will become the scheme to be offered to employees of the parish council. Proposed: Cllr Hawkins, seconded: Cllr Goodman.
	MEETING CLOSED – 8.29pm

Signed: Chair of Meeting _____ 21/10/2025