

Sancreed Parish Council

Minutes – 17 February 2026

Minutes of the monthly meeting of Sancreed Parish Council held on Tuesday 17 February 2026 at 7.00pm at the Mary Williams Memorial Hall, Sancreed.

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

In attendance: Cornwall Councillor Brian Clemens and one member of the public.

Officer support: Clerk/RFO

Minute no.	AGENDA ITEMS
26-02/1	To record absences and note apologies for absence Councillors absent: Cllr Mullaney. Apologies received from: Cllr Mullaney.
26-02/2	<u>Declarations of Interest:</u> None
26-02/3	Member Dispensations None
26-02/4	Public Speaking None
26-02/5	Cornwall Councillor reports Cornwall Councillor Clemens gave an update report which included: support for the parish council applying for CIL and CHIP funding; support for the requests for highways maintenance work; information to help seek funding for Sancreed Village Hall; next CAP meeting will focus on emergency plan work; thanks to Cllr Bottrell for his attendance at the recent West Sub Area Planning Committee; Cornwall Council has reversed the discretionary bus timings; a complete policing review is due to be carried out. C.Cllr Clemens will be carrying out a charity walk the length of Cornwall, in support of Dementia UK.
26-02/6	Minutes of the meeting held on <u>20 January 2026</u> Resolved – 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.
26-02/7	Clerk's update report Members considered the clerk's update circulated prior to the meeting. Agreed to ask Highways to install a grating over the drain by Sancreed Green.
26-02/8	Planning Applications None.
26-02/9	5 day planning protocol – responses to 5 day planning protocol consultations sent to Cornwall Council in the last month None
26-02/10	Planning applications determined by Cornwall Council in past month Noted - Update from Cllr Bottrell on attending the West Sub Area Planning Committee. The application had been granted planning permission, with conditions. (PA25/08086 – The Annexe, Meadowfield, Trannack Road).
26-02/11	Schedule of Payments Resolved - to approve the payments to be made, as set out in the schedule

	Payee	Purpose	Amount (inc VAT)
	<i>To be paid by online banking</i>		
	Cornwall Council	Calculation and set up – new employer, pension scheme.	£180.00
	ICT Connect	Monthly website hosting	£12.00
	Staff costs, including salary, pension, NI, PAYE Month 11		£756.56
	L Clifton	Clerk's expenses Jan 26	£40.85
26-02/12	Playground Noted: the land agents have arranged a survey of the storm damaged trees at the play area and that the annual play inspection will be carried out in April. Agreed – for the grass to be cut before the Connecting Communities event to be held on 13 & 14 June.		
26-02/13	Sancreed Nature Action Group Cllr Goodman reported on a recent meeting of the steering group, shaping up plans for the Connecting Communities event in June. A range of activities will include moth survey, quiz, talks, local films, gardening and composting sessions.		
26-02/14	HIGHWAYS and PUBLIC RIGHTS OF WAY Local Maintenance Partnership 2026/27 Resolved – to agree to participate in the LMP scheme 2026/27 VAS at Newbridge and Drift Agreed to request data from Cornwall Council, from the vehicle activated sign Community Highways Improvement Programme Approved the revised submission for the Expression of Interest to be revised, now submitted for a pedestrian warning sign only. Request to be added, for the pedestrian warning sign to be instead or in addition to a welcome sign. Location – at the layby. Highways Manager to be updated, landowner not known, for works at Derval Gate.		
26-02/15	Fingerpost at Deadmans Finger Members noted the photos provided by Cllr Freeman, showing the condition of the fingerpost. Considered the potential to seek heritage funding. Agreed to seek a quote for sanding and painting, and Councillors to look into potential funding that might be available.		
26-02/16	Community Emergency Plan Earlier in the day Cllrs Haigh, Freeman and Goodman had attended a meeting with Cornwall Council's Emergency Management Manager. There had been a presentation and Q&A. Discussion on how Cornwall Council's emergency responsibilities are provided, and steps that local councils could take to help with emergency preparedness. Local Councillors had raised concerns at the planned loss of landlines, loss of communications and extended battery packs needed for Lifeline equipment. Had raised the limitations of provision that could be provided at parish level and the need for funding and support. Training would be offered by Cornwall Council soon. Information available on Cornwall Council website. Cllr Haigh reported on the public meeting hosted by Andrew George MP and included SWW and Open Reach, SWW had left early and so had given information but not answered		

	questions. MP took note of local issues and would be raising constituency concerns with Government. Agreed – Community Emergency Plan to be drafted (Clerk); Preparedness information for website and noticeboards (Clerk).
26-02/17	Potential event at the Glebe – Sancreed Feast, 24th May – Whitson – to consider parish council support for the proposed event [Cllr Goodman] An event at The Glebe was discussed at the village hall meeting on the 10th. This year, possibly a sports/games afternoon with picnics. Next year considering a larger event. Noted at this stage.
26-02/18	Update from the Grants Working Group None.
26-02/19	Finance reports and bank reconciliations (i) Budget v Actual report; bank reconciliation; receipts and payments report to 31 January 2026, (ii) Balances – CIL Funds and Earmarked Reserves as at 31 January 2026 Resolved - to receive the Finance Reports as at 31 January 2026.
26-02/20	Compliance with AGAR Assertion 10, digital and data compliance The update report was noted.
26-02/21	IT Policy Resolved – that the draft IT Policy circulated with the meeting papers be approved and adopted as Council policy.
26-02/22	Data Protection Policies Resolved – to approve and adopt: - the Data Protection Policy (to replace the former Information & Data Protection Policy); - the Data Breach Policy; and - the Subject Access Request Policy.
26-02/23	Correspondence - Request from a member of the public for Minutes to be posted on noticeboards in addition to website. Noted – not a legal requirement, will be posted on noticeboards where possible. Limitations in noticeboard space. - Photos received from a member of the public showing panels on agricultural land. Cllr James advised that the equipment was for cattle handling and was deemed appropriate for the location in terms of planning and animal welfare according to Cornwall Council officers.
26-02/24	Councillors - Training Cllr Nicholson, booking for next available Code of Conduct training, following elections.
26-02/25	Co-option applications – None received.
26-02/26	Agenda items for a future meeting - Any items deferred from this meeting Policy for use and audit controls - Council Debit Card To review and resolve to approve policy. Date of next meeting: 17 March 2026 at the Mary Williams Memorial Hall, Sancreed

26-02/27	Exclusion of the press and public Resolved 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.	
26-02/28	Drift Reservoir Layby <i>To consider the terms of the draft licence agreement from Highways and to resolve to confirm the terms acceptable to the Parish Council.</i> Resolved – to approve the updated version to include the wording circulated by Cllr Haigh earlier in the day. Agreed - Volunteer group to meet to do some clearing. Councillors to make arrangements.	
26-02/29	Finger post at Drift <i>To consider update on insurance claim and quote for works</i> Members noted the Clerk's update and discussed arrangements for repair. Agreed not to proceed with the first quote received at this stage, pending receipt of other quotes.	
	Meeting closed: 8.21pm	Signed by Chair: