

Sancreed Parish Council.

Minutes – 17 March 2026.

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

Members present: Councillors: D Haigh (Chair), K Goodman (Vice-Chair), L Cock, S Freeman, A Mullaney, A Nicholls, P Nicholson.

In attendance: Cornwall Councillor Brian Clemens.

Officer support: Clerk/RFO.

AGENDA NO.	AGENDA ITEMS
26-03/1	To record absences and note apologies for absence Councillors absent: Cllrs Bottrell and James. Apologies received from: Cllrs Bottrell and James.
26-03/2	<u>Declarations of Interest:</u> None.
26-03/3	Member Dispensations None.
26-03/4	Public Speaking None.
26-03/5	Cornwall Councillor reports Cornwall Councillor Clemens gave an update report including: the Cornwall Council budget has been approved; the new bus service is up and running and will be reviewed; 18 CHIP applications received in the CAP area and the decisions on these will help show how well the new scheme is working; new planning laws are coming into force and local councillors are encouraged to attend the upcoming planning training; a report to the next meeting will include an update on planning enforcement; cyber security has been an issue recently and so be extra alert to risk of malicious emails; the internal control process includes audit and recovery of £2 million last year, recovery of benefits; parking enforcement patrols had been carried out. Question – the bus to Mousehole is now a double decker, not suitable for the narrow road. This has been raised with GoCornwall and has scope to be reviewed.
26-03/6	Minutes of the meeting held on 17 February 2026 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.
26-03/7	Clerk's update report The update report circulated prior to the meeting was noted . Items discussed: • Drain at Sancreed – Cornwall Councillor Clemens has requested cover • VAS data – Clerk to request again. • Spotlight at Higher Grumbla, considered a danger on the highway, to be reported to Environmental Health and Highways.
26-03/8	Planning Applications

	a)	PA26/01538 – Treganhoe Farm, Sancreed, Penzance – Listed Building consent for alterations to existing barns with variation of condition 4 of decision notice PA23/03047 dated 20.07.2023. Resolved – to support the application.																								
	b)	PA26/01494 – Trannack Mill Farm, Sancreed – Retention of building for use as agricultural store. Resolved – that the Parish Council requests that the advice of the County Land Agent is sought, on the need of the use of the building for use as an agricultural store. If permission is granted then that grant of permission should include clear restriction that the use as agricultural store should not be changed without seeking permission for change of use at a later date – ie that Class Q rights should be removed by Condition.																								
26-03/9	5 day planning protocol – responses to 5 day planning protocol consultations sent to Cornwall Council in the last month None																									
26-03/10	Planning applications determined by Cornwall Council in past month Noted: PA25/09162 – Trerice, Sancreed – Demolition of existing outbuildings and erection of domestic store/workshop – Approved with conditions. PA25/07772 – Trannack Barn, Trannack, Newbridge – Conversion of barn to dwelling – Refused – conclusion from planning officer report set out below, for information.																									
26-03/11	Schedule of Payments Resolved – to approve the payments to be made, as set out in the schedule <table border="1"> <thead> <tr> <th>Payee</th><th>Purpose</th><th>Amount (inc VAT)</th></tr> </thead> <tbody> <tr> <td colspan="3"><i>To be paid by online banking:</i></td></tr> <tr> <td>Cornwall ALC</td><td>Code of conduct training PN</td><td>£30.00</td></tr> <tr> <td>Savills (for Truro Diocese)</td><td>Rent in advance, Playing Field</td><td>£62.50</td></tr> <tr> <td>ICT Connect</td><td>Monthly website hosting</td><td>£12.00</td></tr> <tr> <td colspan="2">Staff costs, including salary, pension, NI, PAYE, February 2026 Month 12 (HMRC paid by Direct Debit, quarterly)</td><td>£756.76</td></tr> <tr> <td>Louise Clifton</td><td>Clerk's expenses February 2026</td><td>£40.85</td></tr> <tr> <td>Contract Sign Systems</td><td>Signs – Drift reservoir layby</td><td>£75.70</td></tr> </tbody> </table>		Payee	Purpose	Amount (inc VAT)	<i>To be paid by online banking:</i>			Cornwall ALC	Code of conduct training PN	£30.00	Savills (for Truro Diocese)	Rent in advance, Playing Field	£62.50	ICT Connect	Monthly website hosting	£12.00	Staff costs, including salary, pension, NI, PAYE, February 2026 Month 12 (HMRC paid by Direct Debit, quarterly)		£756.76	Louise Clifton	Clerk's expenses February 2026	£40.85	Contract Sign Systems	Signs – Drift reservoir layby	£75.70
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26-03/12	Playground Cllr Goodman had checked the play equipment on 10 March, all in order. Annual Inspection has been booked, expected in April. Diocese had not yet cut the fallen tree																									
26-03/13	ENVIRONMENT																									
	a) Sancreed Nature Action Group – update had been emailed around. A local resident will be making dead-hedges, offering to collect brash, for shelter belts. Information will be circulated. Noted. b) Drift Reservoir Layby – volunteer clean-up group Councillors to organize. Noted that if organised in conjunction with Cormac, a risk assessment form hi vis jackets, litter picks would be provided and the rubbish collected would be collected by Biffa (paid for by Cormac).																									

	Clerk to check the wording of the notice to be issued if items are dumped in the layby and to notify Cornwall Council that the notice on the boat has been removed.
26-03/14	HIGHWAYS and PUBLIC RIGHTS OF WAY
	a) Public Rights of Way (PRoW) Working Group • Creepy Lane – the tree has been cleared • Enhanced LMP works – the contractor will speak to the landowner once the area has dried after the recent heavy rain. Cllrs Nicholson and Mullaney to help with liaison between the two. • Concerns at potential water pollution in stream from Lower Grumbla had been reported to South West Water. b) VAS data – Drift and Newbridge Has been requested twice, Clerk to request again. c) Deadmans Fingerpost – quotes to be sought.
26-03/15	PARTNERSHIP WORKING AND CONSULTATIONS
	a) Potential event at the Glebe – Sancreed Feast, 24th May – Whitson – no update. b) Cornwall Council Post-Storm Survey – Cllr Mullaney to write the parish council response. c) Draft Community Emergency Plan – <i>to consider options for drafting a Community Emergency Plan and how to proceed to get a plan in place, including resources (time and funding)</i> RESOLVED: to delegate to a sub-committee (Cllrs Mullaney, Goodman, Nicholls and Cock) to go through the draft community emergency plan and report back to Council.
26-03/16	Update from the Grants Working Group None.
26-03/17	Finance reports and bank reconciliations - No report.
26-03/18	Compliance with AGAR Assertion 10, digital and data compliance Members reviewed the parish council's arrangements with respect to digital and data compliance. Resolved - that the Council approves and adopts: Accessibility Statement for Website 2026 Data Map 2026 Document Accessibility Statement for Website 2026 Data Protection Impact Assessment (DPIA) Process 2026 Members noted the Website Accessibility Audit February 2026
26-03/19	Review of Employer Pension Discretions Policy The Council is required to adopt an Employer Pension Discretions Policy, as part of the membership of the Local Government Pension Scheme. New advice had been received on additional elements to be added to the policy previously agreed. Resolved – that the council approves and adopts the revised Employer Pension Discretions Policy.
26-03/20	Review of Co-option Policy Members reviewed the council's Co-option Policy in line with best practice. Resolved – for the council to approve and adopt the revised Co-option Policy.
26-03/21	Correspondence February items: (None)
26-03/22	Councillors. No updates.

26-03/23	Co-option applications. None received.	
26-03/24	Agenda items for a future meeting i. Any items deferred from this meeting ii. Policy for use and audit controls - Council Debit Card <i>To review and resolve to approve policy.</i> iii. <i>Review of Council insurance cover, including review of fidelity guarantee, assets covered and valuations.</i> Date of next meeting: 21 April 2026 at the Sancreed Village Hall, Sancreed	
26-03/25	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.	
26-03/26	Drift Reservoir Layby It was noted that the updated wording had been sent to the Highways Manager.	
26-03/27	Finger post at Drift Deferred to next meeting.	
	Meeting closed: 8.28 pm.	Signed by Chair: