

Sancreed Parish Council

Agenda – 19 May 2026

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To Members of Sancreed Parish Council: Councillors: D Haigh (Chair), K Goodman (Vice-Chair), J Bottrell, L Cock, S Freeman, W James, A Mullaney, A Nicholls, P Nicholson, 1 vacancy

Dear Councillor

You are summoned to the Annual Meeting of Sancreed Parish Council on Tuesday 19 May 2026 at 7.00pm, to be held in the Sancreed Village 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
12 May 2026

AGENDA

1. To elect the Chair of the Council for 2026/2027 and to receive the Declaration of Acceptance of Office.
2. To elect the Vice-Chair of the Council for 2026/2027 and to receive the Declaration of Acceptance of Office.
3. To note Councillors absent and to receive any apologies for absence.
4. To receive any declarations of interest. To resolve to grant dispensations where appropriate.
5. Public Participation. Member of the public are welcome to attend the meeting and may speak at this point of the meeting on items within the remit of the Parish Council. Time allotted: 3 minutes per person (or topic if a group attending).
6. To receive the Cornwall Councillor report.
7. To resolve that the [minutes of the Council meeting held on 21 April 2026](#) be taken as read, approved and signed by the Chair as a true and accurate record of the meeting.
8. To receive the Clerk's update report and consider any actions necessary.

9. To receive reports from Councillors on internal projects/groups
10. To receive planning application consultations and to resolve a response:
 - a. No applications received at time of agenda publication. To consider any applications received before the meeting.
 - b. 5-day planning protocol responses sent since the last Council meeting: None at time of agenda publication.
 - c. To note planning decisions made by the Planning Authority in April:
 - i. PA26/00487/PREAPP – Sancreed House, Sancreed Road – Exception notice for 1x mature Oak tree to section dismantle down to floor level due to poor condition of tree and the potential risks from it. Cornwall Council decision: Closed, advice given.
 - ii. PA26/02000 – Higher Bortrea Farm, Newbridge – Prior notification for change of use from agricultural building to Class E (art studio / pottery workshop)
 - iii. PA26/01538 – Treganhoe Farm, Sancreed – Listed Building consent for alterations to existing barns with variation of condition 4 of decision notice PA23/03047 dated 20.07.2023. Withdrawn.
 - iv. PA26/01448 – Land South of Tanglewood, Sancreed – Permission in Principle for the subdivision of land and creation of one dwelling with new driveway access and parking (minimum of 1, maximum of 1) Cornwall Council decision: Granted (CAADs, PIPs and LUs only).
11. To approve the payments to be made, as set out in the payment schedule
12. To consider grant applications received. Councillors have requested that the Parish Council consider making a donation from the Grants budget to Dementia UK and to let Clemo (C.Cllr Clemens) know that this donation is made in support of his current charity fundraising walk.
13. To receive the Internal Audit report 2025/2026
14. To resolve that there are no conflicts of interest with the External Auditor, BDO LLP
15. To resolve to adopt AGAR Section 1 – Governance Statement 2025/2026
16. To resolve to adopt AGAR Section 2 – Accounting Statements 2025/2026
17. To note that the period for the exercise of public rights will be 3 June – 14 July 2026
18. To approve a schedule of regular payments for 2026/2027
19. To amend method of PAYE/NI payments to HMRC from quarterly Direct Debit to monthly online banking payments.

20. To review the bank signatories currently appointed and agree any changes if appropriate
21. To resolve to appoint members to the Staffing Committee 2026/2027
22. To review the Council's Standing Orders
23. To review the Council's Financial Regulations
24. To review the Terms of Reference for the Council's Committees: Staffing Committee.
25. To appoint representatives to working groups and outside bodies:
 - a. Noticeboard updating (Sancreed, Newbridge, Drift)
 - b. Sancreed Village Hall Committee representative
 - c. Sancreed Nature Action Group
 - d. Drift car park checks
 - e. Penwith Community Area Partnership (Member and Deputy)
 - f. Police Liaison Representative
26. To review the Council's Asset Register
27. To review the Council's Insurance Policy and to agree insurance renewal
28. To review the Council's arrangements for lease: Glebe Recreation Field
29. To review contracts for 2026/2027
 - a. LMP Rights of Way maintenance
 - b. Annual playground safety inspection
 - c. Website and email
30. To agree the dates, times and venues for Ordinary meetings of the council for the council year 2026/2027
31. To receive an update on the Community Emergency Plan and to resolve a course of action if applicable
32. To receive an update on playground inspections and to resolve a course of action if appropriate
33. To receive an update on the Glebe play area trees and to agree any action needed
34. To receive updates on matters of environment, highways and rights of way:

- a. Sancreed Nature Action Group. Sancreed Nature Weekend Quiz (12 June). To decide whether to sponsor the event by providing the prizes, and to invite Cllrs to volunteer to join a Parish Council Team for the quiz (up to 5 people per team)
 - b. Drift Reservoir Layby. To note any updates and to resolve whether to grant funding to South West Lakes towards cost of grass cutting. Raised by Cllr Goodman.
 - c. To receive an update from the Public Rights of Way Working Group and any update on the 2025/26 Enhanced LMP Works
 - d. To consider submitting an application for funding under the Cornwall Council Enhanced LMP scheme 2026/2027.
35. To consider sending a parish council response to the Cornwall Council consultation: Cornwall Seascape Appraisal.
36. To note the monthly finance reports and bank reconciliation
- a. Payments and receipts report for April 2026
 - b. Budget v Actual report as at 30 April 2026
 - c. Bank reconciliation as at 30 April 2026
37. To receive reports from representatives to outside bodies
38. To note correspondence received:
- a. Cornwall Council – Public realm update, 30 April 2026
39. To note any suggested items for the next Council meeting to be held on 16 June 2026 at the Sancreed Village Hall.
- a. To discuss future climate risk and potential impacts to the parish and how to mitigate any identified risks. Requested by Cllr Goodman.
40. To resolve 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.
41. To receive an update report following recent Staffing Committee meetings.

*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.