

Minutes

18 September 2025

Draft

Time: 6.30pm
Location: Old School, Menheniot PL14 3QY
Present: Cllrs Adrian Cole (Chair); Steve Roberts (Vice Chair); Eve Easterbrook; Peter Luck; Keith Goldsmith; Sean Smith; Richard Dawson; Jerry Tucker.
Also present: Cornwall Councillor Sean Smith. There were 7 members of the public in attendance.

046/2025 Chair's Welcome and opening remarks.

Chair welcomed councillors and visitors to this meeting after the summer recess.

047/2025 Apologies for Abs

Received from Cllr Pat Cade

048/2025 Members' Declarations.

No declarations of interest or dispensations requested.

049/2025 Closed Session

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, the Press and Public be excluded from the meeting for the following item of Business.

Councillors received a presentation from Pearce Homes in connection with Housing on Land South of Parc Keres. The company presented its proposals for a small development at that location, and took questions from them. The parish council noted that the development complied with its Neighbourhood Development Plan, and looked forward to receiving a formal application in due course.

Open session resumed at 7pm

050/2025 Public Participation.

Cornwall Councillor Sean Smith reported that: members allowances have increased by 3.6%; car parking charges are set to rise by 6%; has registered his concerns about road safety and maintenance on the A390 which is seeing an increase in its use by HGV traffic; is following up his previous complaints to CC Highways about the location of 20mph speed signs, especially those which come after a 60mph or 40mph limit; has obtained clarification on the ownership of overgrowing hedges at Merrymeet.

A resident from the Merrymeet & Pengover Green Residents Association attended to request that the parish council agree to act as recipients for MAPGRA assets in the event that their proposed CIC is liquidated. The Chair accepted a copy of their draft Articles of Association and agreed to meet with them on Monday 6 October 2025 to discuss the matter.

Action: Clerk to book meeting room at the village hall

PCSO Steve Edser attended to report on latest crime statistics, and to thank councillors for the opportunity to meet with them for a walkabout on 27 August 2026. He acknowledged their concerns about potentially dangerous parking and driver behaviour adjacent to the school on East Road: he will be revisiting this topic in October (see Item 54B below)

051/2025 Minutes of Meeting

It was **Resolved to approve** the minutes of the meeting held on 17 July 2025. Proposed Cllr Roberts. Seconded Cllr Tucker. All agreed.

052/2025 Planning

A To agree the parish council's response to Cornwall Council consultations on new planning applications received before the agenda was finalised.

Councillors **Resolved to endorse these decisions** made by the Planning & Community Development Working Group. Proposed Cllr Cole. Seconded Cllr Luck. All agreed.

PA25/03564

Proposal Replacement livestock building

Location Camping Site Tencreek Farm Plymouth Road Liskeard

(supported by the Planning & Community Development Group)

PA25/05575

Proposal Alteration of existing access and bin store arrangement (approved under decision PA22/09662) to enable access/turning for larger vehicles (refuse etc). Improved parking arrangement to include provision for electric car charging facilities and relocation of bin storage facility.

Location Jaxons Barn Pengover Farm Pengover Green Liskeard

(supported by the Planning & Community Development Group)

PA25/05617

Proposal Construction of an agricultural shed for dung storage.

Location Land At Lower Trehurst Menheniot Liskeard Cornwall

(supported by the Planning & Community Development Group)

PA25/06469

Proposal Erection of detached dwelling house with garage and installation of septic tank without compliance with condition 3 of decision notice 5/89/00336/F dated 20.12.1989.

Location Rosebank Roseland Menheniot Liskeard

It was **Resolved to support this application**. Proposed Cllr Cole. Seconded Cllr Goldsmith. All agreed. In making their decision, councillors noted that the original Condition 3 could not be sustained because of the specificity of the original condition to a named person.

Action: Clerk to inform Planning Officers of the decision and reasoning.

B Any applications received by Cornwall Council by the time of the meeting. Information only: PA25/06366

Proposal: Change of use and conversion of Grade II listed barn and horse engine house, Grade II listed granary, small historic barn and 2nos. modern agricultural barns to 1no residential dwelling and 2no ancillary annexes.

Location: Treweatha Farm Merrymeet Liskeard Cornwall

Councillors received this late application and agreed to pass it to the Planning & Economic Development Working Group for comment, prior to its inclusion at the 16 October public meeting.

C Planning decisions made by Cornwall Council.

See listing below or on our website

053/2025 Finance

A It was **Resolved to approve** the schedule and agree payment. Proposed Cllr Easterbrook. Seconded Cllr Tucker. Cllr Cole to authorise.

Date	Payee	Description	£
22/09/2025	ACE-ARB Ltd	Grounds maintenance	2027.56
22/09/2025	BDO	Audit fees	252.00
22/09/2025	Earth Anchors	Parish noticeboard	2280.00
22/09/2025	Liskerrett Centre	Printing	155.40
26/09/2025	John Hesketh	Salary	810.80
26/09/2025	Kyleigh Newbould	Salary	244.25
26/09/2025	HMRC	PAYE	378.00
All payments this period			£ 6,148.01

B Bank Reconciliation.

At the close of business on 31 August 2025, the parish council held £76,867.15 in its accounts. It was **Resolved to transfer the sum of £25,000** to the Cornwall Council Call Account. Proposed Cllr Cole. Seconded Cllr Roberts. All agreed.

Action: Clerk to arrange transfer at earliest opportunity.

C Donation to Menheniot Scout Group

It was **Resolved to donate £100** to the group to fund its annual Christmas Carol event. Proposed Cllr Tucker. Seconded Cllr Goldsmith. All agreed.

Action: Clerk to inform applicants and arrange funds transfer.

054/2025 Chairs Report

A Acquisition of land at Menheniot Railway Station

Chair reported that after a site meeting of Cllrs with a representative and Cornwall Council, the conditions on potential development were too restrictive. It was **Resolved to decline the offer from Cornwall Council**. Proposed Cllr Roberts. Seconded Cllr Tucker. All agreed.

Action: Clerk to write to Cornwall Council with his decision.

B East Road Playing Fields project

The Chair has met with our consultants and attended several of their meetings to discuss progress on their survey. 165 responses have been received, and their analysis and comments will be included in the final report that is due out at the end of October for discussion by councillors at their public meeting.

C Traffic Management in Menheniot Village

The Vice Chair presented councillors with proposals to improve road safety and parking restrictions in the main village centre, Mine Hill, East Road and Hartmeade. PCSO Edser explained that these issues are common across the area, but that careful siting of parking restricted areas (marked by double yellow lines) can be helpful in managing traffic. The walkabout that took place on 27 August was an opportunity to engage with residents who had direct experience of the problems caused by illegal and inconsiderate parking. It was **Resolved that the Transport and Highways Working Group take on this project** to identify specific areas of concern and make recommendations to CC Highways. Proposed Cllr Smith. Seconded Cllr Roberts. All agreed. Cllr Dawson and Luck agreed to lead on this work. The project is time limited because of the availability of grant funding from Cornwall Council.

Action: Cllr Roberts to arrange meeting and prepare detailed briefing for the working group.

D Lean Quarry fire

The fire at Lean Quarry waste facility that started in July 2025 has had effects beyond its boundary in neighbouring St Keyne & Trewidland. Cllrs Cole and Smith visited the site recently and report back concerns about its management, that: one incinerator was damaged and one was under repair with no back up facility available; the volumes of commercial waste that are collected from within the local area.

Action: Cornwall Cllr Smith will follow up with Cornwall Waste.

E STAR councils

Chair reported that it had made a late entry for the National Association of Local Council's Climate Response of the Year award. The competition is designed to encourage participating council's to demonstrate their work to meet the challenges of climate change. This council cited its work

setting up Menheniot Green and its entry into the RHS Village in Bloom competition. Results will be announced on 24 February 2026.

F South West in Bloom

Results of the South West In Bloom Awards will be made on 8 October at the International Riviera Centre, Torquay. John Hesketh will attend to represent the parish council.

G New parish noticeboards in Menheniot Village

Chair explained that the new parish noticeboards had now been fixed to the wall adjacent to the Spar shop. Thanks are due to Jim Ellacott for his support in agreeing to install the boards, and for his consent for the continuing siting of the boards on his property. Mr Ellacott has agreed to make good the surround to the boards as soon as weather permits.

H Resignation of parish clerk

Councillors noted that the current Clerk will be leaving the council on 24 September 2025. Arrangements are in place to interview three candidates as locum Clerk, until a permanent replacement is recruited. The Chair asked that all councillors should consider amendments to the current Clerk's Job Description and Role Profile. It was **Resolved to remove the current Clerk as an authorised person** on the Lloyds Bank Community & Business accounts with effect from 25 September 2025. Proposed Cllr Cole. Seconded Cllr Roberts. All agreed.

Actions: Clerk to remove self from bank accounts. Chair to circulate details of current Job Description and Role Profile to all councillors for discussion.

055/2025 Councillors Reports

A Cllr Smith Proposed that the parish council should fly the union jack as the council's key flag from its flagpole located on the village green. There being no one to second the Proposal, the Council did not adopt the motion.

Cllr Luck left the meeting at 21.00

B Cllr Steve Roberts explained that he would be expanding use of the council's social media platforms, and asked that councillors should make regular contributions to the parish magazine as part of a project to raise the profile of the council's work.

Action: Cllr Roberts will email councillors individually with suggestions for topics that may be included in the magazine.

Community Bus: highlighted concerns that the parish is dependent on a limited bus service that may sometimes be subject to short-notice cancellation. There is an opportunity for the council to apply for grant funding to create and manage its own community transport.

Action: Cllr Roberts will liaise with the Clerk and Transport & Highways Working Group to make a funding application to Peninsula Transport Sub-National Transport Body.

056/2025 Clerk's Report

A Co-option for casual vacancies

There has been one enquiry for the two vacant posts to date. Recruitment notices continue to be posted on all parish noticeboards and on the website. Councillors are asked use their own social networks to promote recruitment into the vacancies.

B Statutory Training & Returns

Clerk confirmed with councillors on their progress to compliance with Code of Conduct training and return of their Register of Interests.

Action: Clerk to book outstanding training.

057/2025 Diary Dates.

A 16 October 2025 7pm Menheniot Old School

058/2025 End of meeting 21.15

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