

MINUTES

20 November 2025

A closed session of Menheniot Parish Council was held at The Old School Menheniot at 1830 followed at 1900 Public Meeting on Thursday 20th November 2025.

Councillors present

Cllr Adrian Cole, Chair, Cllr Steve Roberts, Vice Chair, Cllr's Pat Cade, Peter Luck, Sean Smith, Eve Easterbrook, Jerry Tucker.

In attendance

10 members of the public

Locum Parish Clerk Pam Tamblyn

071/25 Apologies for absence

Apologies received from Cllr Richard Dawson and Cllr Keith Goldsmith.

072/25 Members declaration of interest

Cllr Smith will not take part in discussion or comment on planning application 25/06766.

073/25 CLOSED SESSION – Co-option for council vacancy - Interview of applicant

The Council interviewed and appointed Mr Elliott Harrison as a Co-opted Councillor. Induction process to be arranged

Proposed Cllr Adrian Cole **Seconded** Cllr Steve Roberts
All agreed.

074/26 PUBLIC MEETING

074/25 Chair's welcome and opening remarks

The Chair welcomed all to the meeting.

075/25 Public Participation

Robert Diamond Vice Chair MPGRA asked when the last tree survey was conducted, and the date of the next review.

It has been brought to the Council's attention that some limbs had been removed from a tree in Pengover without the knowledge or agreement of the Council. This is concerning on several points, including damage of the tree, rot in the point of any limbs removed. Cllr Cole to seek advice on any remedial work needed to protect the tree and investigate further why this happened.

Report from Councillor Sean Smith

- Cllr Smith was in full agreement with the Chair regarding the tree at Pengover.

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| Proposed | Cllr Cole | Seconded | Cllr Luck |
| All agreed | | | |

- 076/25 Minutes of meeting

Proposed	Cllr Roberts	Seconded	Cllr Smith
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Proposed	Cllr Cole	Seconded	Cllr Luck
All agreed.			

PA25/07800 Land East of Lower Clicker Close Liskeard. Permission in principle for the erection of up to one dwelling (minimum of 1 maximum of 1)

The view of the Council is that a site visit be requested to consider and understand better the topography and relationship of the site to adjoining land, available access and its context with the Clicker Development Boundary and the immediate area of Valued Landscape.

The Clerk was asked to write to the applicant to request a meeting.

PA25/06766 Land east of The Oaks, Pengover Green. Permission in principle for erection of a self-build (supervisory) dwelling (minimum 1 maximum1).

The Council do not support the application for the following reasons:

1. The Menheniot NDP is protected and carries full weight in considering this application. The site is located outside the Pengover Green Development Boundary and as referred to in previous pre-applications as not suitable for residential development.
2. The development is for business (security) and residential use but there is no indication as where the existing main business use on the site is displaced to, and how that would meet the policies of the Local Plan and NDP particularly as regards access.
3. Approval for use of the site is currently subject to conditions relating to boundary treatment and access. These conditions have not been met and the boundary hedges destroyed contrary to the consent and policy.

Proposed	Cllr Cole	Seconded	Cllr Roberts
All agreed.			

PA25/04036 Trebarn Trehill Farm Menheniot. Construction of a garage/store/plant room

The Council support the application as the changes from that already approved are minor.

Proposed	Cllr Cole	Seconded	Cllr Tucker
All agreed.			

PA25/07670 Land south of Park An Kres Park, An Keres, Liskeard. Erection of twelve dwellings (3affordable) including new vehicular/pedestrian access, landscaping, and other works.

The Council agrees to support the application. In arriving at that decision, it would like to recognise the efforts of the applicant in working to meet the expectations and needs of the community.

Proposed	Cllr Roberts	Seconded	Cllr Easterbrook
All agreed.			

PA25/06366 Treweatha Farm, Merrymeet, Liskeard. 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.

The Council support the application but would comment as follows:

1. A traffic impact assessment should be undertaken to give reassurance that the narrow lane access and the junction with the A390 will not adversely affect traffic flows or road safety.
2. A masterplan should be prepared to illustrate the intended relationship of uses particularly of the commercial to residential formed by the contemporaneous Class Q notifications submitted.
3. An overall foul and surface water drainage scheme is prepared to demonstrate there will be no adverse impact on present drainage systems and adjoining land or property.

Proposed	Cllr Easterbrook	Seconded	Cllr Tucker
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PA25/07432 Land at Tencreek Farm, Plymouth Road, Liskeard. Application for modification of S106 attached to PA22/03642 dated 25/07/2024.

The majority decision was that the Council does not support the application.

Proposed Cllr Cole

Seconded

Cllr Roberts

078/25 Finance

DATE	PAYEE	DESCRIPTION	AMOUNT
29/10/2025	JOHN HESKETH	FINAL PAYMENT	£ 1,061.34
01/10/2025	ROYAL BRITISH LEGION	REMEMBRANCE WREATH AND DONATION	£ 50.00
30/09/2025	PRYDIS	PAYROLL JULY-SEPT 2025	£ 132.00
06/10/2025	ACE ARB LTD	GROUND'S MAINTENANCE	£ 1,065.86
10/10/2025	SWW - PENNON WATER	MENHENIOT TOILETS	£ 67.75
13/10/2025	SWW - PENNON WATER	ALLOTMENTS	£ 165.02
20/10/2025	JACKIE GEORGE	FINAL INSTALLMENT FOR CONSULTATION	£ 6,900.00
20/10/2025	LLOYDS	SERVICE CHARGES	£ 4.25
25/10/2025	MENHENIOT LOOE CRICKET CLUB	GRANT TOWARDS BENCHES IN THE WILLOW GARDEN	£ 2,650.00
27/10/2025	ACE ARB LTD	GROUND'S MAINTENANCE	£ 1,065.86
28/10/2025	HMRC	PAYE	£ 317.80
28/10/2025	KYLEIGH NEWBOULD	SALARY	£ 244.25
31/10/2025	WESTERNWEB	REPLACE HARD DRIVE ETC	£ 132.35
05/11/2025	CARADON PHYSIO	GIFT VOUCHER FOR JOHN HESKETH	£ 53.00
06/11/2025	TREVALICKS FARM SHOP	GIFT VOUCHER FOR JOHN HESKETH	£ 50.00
14/11/2025	PAM TAMBLYN	OCTOBER 2025 HOURS	£ 721.01
	PAM TAMBLYN	OCTOBER 2025 MILEAGE	£ 56.48
	PAM TAMBLYN	OCTOBER 2025 PRINT COSTS	£ 9.40
15/11/2025	STEVE ROBERTS	PRINTER AND PAPER	£ 54.99
15/11/2025	STEVE ROBERTS	LENOVO LAPTOP	£ 349.00
15/11/2025	STEVE ROBERTS	SPORTSMANS RECEPTION FOR JH	£ 175.00
			£ 15,325.36

The payment to Trevallicks (06/11/25) was made by Cllr Cole, which the Council will reimburse.

The payments for Printer/paper/laptop and Sportsmans were made by Cllr Roberts, which the Council will reimburse.

The Council agreed the payment schedule.

Proposed Cllr Smith

Seconded

Cllr Tucker

079/25 Chair's Report

CAP – Highways budget for highways projects. The Chair invited Cllr Luck to present the findings of the work carried out by him and Cllr Dawson to highlight areas of concern regarding parking and give recommendations to Council.

The Clerk asked to scan explanatory photos and circulate to Council.

The next step is a meeting with Will Glassop from Cornwall Council and Cllr Smith to discuss the proposals and prepare a submission.

The deadline for submitting to the CAP has been extended to the end of February 2026.

080/25 IT Purchases

The Chair invited Cllr Roberts to update on progress on procurement.

Laptop

The current Parish laptop had not been updated in ten years. The Council spent £132.00 on repairs and upgrade, but still very slow and unfit for purpose. It could be used for the PowerPoint presentation as a possibility. Permission was sought from Councillors to purchase a new fit for purpose laptop. Sufficient replies were received from Council to proceed.

Printer

Printer and paper purchased for Clerk's use.

Ink

The most cost-effective solution is to join HP Instant Ink, at approx. £4.50 per month.

Xero

Investigate use of Xero moving forwards. The Council accountants Prydis recommend Xero, which will streamline and making accounting processes easier and more efficient.

E-sim

A purchase of an eSIM will enable the Clerk to just carry one phone and will allow differentiation between MPC and private calls. It can also be routed to answerphone in non-working hours, giving an alternative number for urgent issues, and can also be re-routed to alternative numbers if needed. Will cost no more than £5.00 per month.

Cloud based storage

Currently there are two pen drives as back up devices, which need rationalisation ASAP. Spoke to Barry Isaacs from WesternWeb regarding a personal cloud-based storage. Worth purchasing through WesternWeb for the support provided. Approximate cost £350.00

Further report and final recommendations to be presented at the next meeting.

081/25 Recreation Ground

Councillors held a meeting initially to consider the report and whether it delivered what was asked, which was agreed that it did.

The next step was a meeting on the 13th November with community organisations. The outcome from that meeting was to form a nucleus from those attending to produce a masterplan to reflect various suggestions that came through from the consultation.

Elliot Harrison in his capacity as a Community Volunteer was asked whether he would consider working with the steering group, which he accepted.

Cllr Roberts will arrange publication of the report and subsequent Parish Council document.

Proposed	Cllr Smith	Seconded	Cllr Luck
All agreed.			

082/25 Budget

It was agreed that Cllr Cole and Cllr Roberts would work with the Clerk to produce a basic analysis and circulate to all Councillors. Cllr Smith asked for adequate contingency to be built in.

An extraordinary meeting to be held on 11th December 2025 to confirm budget for 2026/27.

083/25 Work plans and Clerk job description

Clerk role - The FGP working group to review and present to the January meeting if possible for ratification.

Meeting dates – As there are a number of meetings in the new year to diary in it was suggested that the monthly meeting are pushed back by a week to allow space to fit everything in.

Proposed Cllr Smith **Seconded** Cllr Luck

084/25 Village in Bloom

Discussion needed regarding 2026 contribution and recognition individuals. To discuss at next meeting.

085/25 Rubbish bins

A review of the number of bins, sites and size is needed. An extra bin was requested for Colly's Cross by Cllr Smith, along with a suggestion that after a review a tender is put out to independent contractors. Review at next meeting.

Salt bins – Cllr Smith will contact Cornwall Council to obtain a map of the bins.

086/25 Weed killing

Josh Knight is currently pricing, and this will feed into the budget.

087/25 Clerk's report

The Clerk asked that all Councillors respond to email sent regarding dates of Code of Conduct Training undertaken.

088/25 Diary Dates

- Extraordinary meeting to confirm budget 2026/27 11th December 2025 at The Old School Menheniot at 1900.
- January meeting – 15th January 2026 at The Old School Menheniot at 1900.

089/25 End of meeting.

The meeting closed at 2205.