

CARDINHAM PARISH COUNCIL MINUTES OF PARISH COUNCIL MEETING

Held in Cardinham Parish Hall on Tuesday 15th July 2025 at 7:30pm

The clerk advised that the meeting was being recorded.

Present: Cllr P Claridge (Chair), Cllr G Tucker (Vice-Chair), Cllr L Sutton, Cllr A Bonker, Cllr R Farley, Cllr K Rowe, Cllr D Saunter (arrived later in the meeting), Cllr G Rogers, and Cllr T Irwin. County Cllr C Batters, J Wilson (Clerk/RFO). No members of the public were present.

124/25 Apologies

Cllr C Batters (Apology received next day)

125/25 Declaration of Interests and Requests for Dispensations

Cllr G Tucker declared an interest in item 14 on the agenda.

126/25 Public Session

None.

127/25 County Councillors Report

- No report. We would like to receive the Councillors report if he is unable to attend.

128/25 Minutes of the Previous Meeting held on 17th June 2025

The minutes of the previous meeting had been circulated.

The minutes for the previous meeting were proposed by Cllr L Sutton, seconded by Cllr K Rowe and agreed by all as a true record of the meeting and signed by the Chair.

129/25 Matters Arising from the meeting held on 17th June 2025

- Co-option will take place at the August meeting.
- The Tommy will stay up until VJ Day - 15th August.

130/25 Planning Decisions

[PA25/03565](#) Newland Preeze, Chapel Lane Millpool Bodmin Cornwall PL30 4HZ. Demolition of the existing glass conservatory and extension of existing ground floor accommodation to provide a new kitchen and breakfast room to the rear of the property. **Approved**.

[PA25/04959](#) Street Record Glynn Bodmin Cornwall. Electricity Act 1989: Overhead Lines (Exemption)(England and Wales) Regulations 2009. **Closed – advice given**.

[PA25/04102](#) Land East of Little Cutmadoc Farm Lanhdrock Bodmin Cornwall PL30 4AQ. Prior notification of agricultural or forestry development for agricultural storage shed. **Prior approval not req'd(PA/AF/TEL/DEM/)**

[PA25/03359](#) The Lodge Fletchersbridge Bodmin Cornwall PL30 4AN. External and internal alterations to an existing dwelling. **Approved**.

131/25 Planning Applications

None.

132/25 Other planning items

Confirmation from enforcement on actions they take: they do pursue; they do take to court (Magistrate / Crown).

133/25 Consider the Chairman's proposal for the Parish notice boards. Resolve on any action.

The proposal was for 3 notice boards. It was proposed by Cllr R Farley to go for 4 noticeboards i.e. include Littledowns as well. Cllr L Sutton seconded, all agreed. Sizes are: size 8 (£596) for Littledowns, Millpool and outside the Hall; size 10 (£667) for outside the school. Total £2996 plus vat. Chair will confirm with Greenbarnes.

134/25 To Consider applying for the Community Chest grant (max of £200 per parish) available from Cllr C Batters to support the above proposal (if agreed) or any other Parish Council project. Resolve on any action.

Cllr G Tucker proposed and Cllr K Rowe seconded to ask Cllr C Batters for the Community Chest grant application form. To be completed for the amount of £200 towards the notice board project. Clerk to action.

135/25 Consider the Notice prepared by the Chairman regarding Emergency Plans for Cardinham Parish (whilst we wait to hear about possible existing Emergency Plans). Resolve on any action

An Emergency Plan has been drafted by the Chair and will need to be agreed with the Hall Committee. It then needs to go to Cornwall Council and Emergency Services. It would also be useful to have a list of contacts and a list of people who could be called upon in an Emergency e.g. if a tree is down; if there is a medical emergency; to coordinate action.

Cllr G Tucker proposed and Cllr L Sutton seconded that the Parish Council adopt the Emergency Plan and have a small group/committee made up of Cllrs P Claridge, G Tucker, L Sutton and D Saunter. All in favour. Cllr D Saunter joined the meeting.

136/25 To Reconsider the Sub-Committees, if required.

We have the new Emergency Plan committee. It was not considered necessary to reconsider the other sub committees.

137/25 To Review the Burials fees list and resolve on any action.

The Burials fees list has been reviewed and updated as follows (Cllr G Tucker proposed and Cllr K Rowe seconded approx. 15% on all but sexton's fees – those agreed separately, proposed by Cllr G Rogers, seconded by Cllr K Rowe - see below):

Burials: Sextons Fees £500, Purchase grave space £175, Interment £85, erection of headstone £60

Cremation: Sextons fees £100, Purchase of plot £105, Interment £80, placement of slab £60.

Admin charge: £40.

All other conditions as specified on the fees list to remain the same as before.

Next review July 2027

All in favour. Burials clerk to be notified of the new fees list.

Finance reports and payment of accounts:**138/25 Payment of Accounts**

The receipts and payments report for June/July 2025 showed:

- 1) Receipts of £2824.74 vat rebate for June.
- 2) Payments of £1,858.74 in June/July, made up of:
 - i) HMRC – Tax and ER's NIC on clerk's wages - £113.49
 - ii) J Wilson – Clerk's wages net - £402.32
 - iii) J Wilson – Clerk's expenses - £53.29
 - iv) Lanhdyrock – grass cutting (3 months) - £1,223.64
 - v) J Wilson - Reimburse for Biffa's charge for cemetery waste collection - £66.00

Cllr G Rogers proposed and Cllr L Sutton seconded to authorise the payments list. All in favour. A Payments List, Budget to Actual comparison and a bank reconciliation for the current period had been prepared and circulated to all Councillors. Bacs Payments were completed at the end of the meeting.

139/25 Correspondence

Information on Christmas lights received.

Another letter from Barclays. Forms have been completed and once Cllr G Tucker has completed the ID check, the clerk can complete the secure transfer of the mandate form to Barclays.

140/25 Footpaths

Cllr G Tucker provided an update on the Parish footpaths:

- 508/22/1 – there is a sign up to say don't use this path as it is a dead end. Cllr G Tucker will notify Countryside Access.
- Cllr Tucker has begun strimming the footpaths.
- 508/33/1 – the climb up to the steps is difficult and have to get across stream. A handrail is needed next to the steps, and stepping stones over the stream. Cllr Tucker will look into this.

14125 Highways Issues

- Cattle Grid in Millpool – post has been reported as needing repair – closure on 21st.
- Fly tipping of 6 tyres. Cllr T Irwin will remove.
- Parking by the crossroads in Cardinham village. Cllr R Farley will mention this again to the school.
- Gorse hanging over the road at Treslea. flagpole.sisters.marshes to folders.clipboard.cove
- Bunnys Hill – LHS as you go up needs trimming. tax.constrain.widen to heartburn.prop.handle
- Road from Gwel an Nans to Kernow slide - hedges need trimming back.
- Langs Mill to Milltown – trimming. crazy.mason.refer to straddled.curiosity.gent

142/25 Parish Matters

- Welltown – the inscribed stones at Venn Cross need to be cleared - broadens.bench.tags. This should be reported to Historic England.
- Le Hayes – water on road. Road is closed at present.
- The temporary repair by the sewage works between the bridge and Woodside school needs redoing issues.rainy.concerned.
- Cllr L Sutton if we could have a visit to the Recycling Facilities, as suggested by our speaker at the Annual Parish Meeting, who was part of the Cornwall Council Waste Management Team. Clerk to find out.

143/25 Items for the next agenda

- Co-option

There being no further business, the meeting was closed at 8.46pm.

Chairman:

Date: 19/08/2025