

CARDINHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

Held in Cardinham Parish Hall on Tuesday 19th August 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). Two members of the public were present (both were candidates for the vacancy).

The Chair welcomed everyone to the meeting and thanked the 2 candidates for putting themselves forward for the vacancy.

144/25 Apologies

None.

145/25 Declaration of Interests and Requests for Dispensations

Cllr G Tucker declared an interest in item 13 on the agenda.

146/25 Public Session

The two candidates for the Parish Vacancy, Mrs Jenny Cruse and Mr Robert Tyers each addressed the Council, and each gave a brief outline of why they would like to join Cardinham Parish Council and what skills they have to offer. The vote will take place later in the meeting.

147/25 County Councillors Report

Cllr Batters covered the following issues:

- Councillor Batters agreed to support the Parish Council's project to replace the four notice boards in the parish. He offered a contribution from his Community Chest fund of £200 and will arrange for the relevant form to be sent to the clerk. The Councillors thanked Cllr Batters.
- He briefly discussed the changes brought in by the Government to the NPPF and how this will affect planning policy in Cornwall.
- He agreed to chase up any Highways issues. Clerk to send a list to him each month of highways items for him to look into.

148/25 Minutes of the Previous Meeting held on 15th July 2025

The minutes of the previous meeting had been circulated.

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

149/25 Matters Arising from the meeting held on 15th July 2025

- Cllr G Tucker noted that parking is available outside the hall gates. One space is reserved for a resident but the other spaces are available for users of the hall.
- Cllr G Rogers requested that any results of highways issues received from Cornwall Council be forwarded to members.
- It was noted that hedges can be cut from 1st September.

150/25 Planning Decisions

[PA25/04046](#) Goonvyhan Cardinham Bodmin Cornwall PL30 4EF. Proposed extension and re-modelling extension and re-modelling to include external cladding and roof mounted solar panels. **Approved.**

151/25 Planning Applications

[PA25/05429](#) Cartwheel Cottage Higher Carblake Cardinham Bodmin Cornwall PL30 4HH. Application for a Lawful Development Certificate for the Existing use of a dwellinghouse with unfettered residential use. Cllr G Tucker proposed and Cllr K Rowe seconded to support. All in favour.

[PA25/05430](#) Barn Cottage Higher Carblake Cardinham Bodmin Cornwall PL30 4HH. Application for a Lawful Development Certificate for an Existing use of a dwellinghouse with unfettered residential use. Cllr G Tucker proposes support, with concerns regarding the period of non-habitation, when the property was empty for two years, to be mentioned. Seconded by Cllr G Rogers. All in favour.

[PA25/04836](#) Glynn Hendra Glynn Bodmin Cornwall PL30 4AX. Extension to existing garage and home office building to form residential annexe. Cllr K Rowe proposed support, subject to sufficient sewage handling facility and capacity. Seconded by Cllr G Rogers. All in favour.

152/25 Other planning items

The following applications were not consulted on:

[PA25/05919](#) Callybarrett Farm Callybarrett Road Cardinham Bodmin Cornwall PL31 2AZ Prior notification of agricultural or forestry development for concrete yard renewal of area of existing hardstanding yard.

[PA25/05412](#) Land West Of Brighton Water Farm Brighton Water Hill Cardinham Bodmin Cornwall PL30 4DL. Submission of details to discharge condition 3 in respect of application PA25/00071.

The Councillors had no comments on the above two applications.

153/25 Consider any Candidates for the Parish Vacancy, and ballot the members. Note: the new member will take their seat at the September meeting.

The Councillors held a paper ballot and each member voted for their preferred candidate. The clerk counted up the votes and passed the result to the Chairman, who then announced that after a close vote, Mr Robert Tyers will be our new member. The Chairman thanked both Mrs Cruse and Mr Tyers for attending and congratulated Mr Tyers, who will take his seat at the September meeting.

Mrs Cruse thanked everyone and left the meeting.

154/25 To Consider the application form for the Community Chest grant (max of £200 per parish) to support the Parish Notice Board project.

Cllr G Tucker proposed and Cllr L Sutton seconded to apply for the grant of £200 from the Community Chest. All agreed. Clerk to action.

155/25 To Consider any further updates on the Emergency Plans for Cardinham Parish. Resolve on any action.

The Cardinham Parish Emergency plan has been lodged with Cornwall Council's system, and will also be added to the magazine and the website. Once the four new notice boards are in place, hard copies of the Emergency Plan will be put up so anyone within the parish will be able to access this information.

We will need to notify Cornwall Council who the keyholders are for the Parish Hall so they can add this to their records.

The Councillors thanked the Chairman for preparing the Plan and ensuring it is held by the right organisations for easy access by emergency services in the event of flood, fire or any other emergency or incident.

Finance reports and payment of accounts:**156/25 Approve payment for the Parish Noticeboards if they are ready.**

Additional funding has been pledged towards the new notice boards. Trago has pledged £100 and Mr Bruce Robertson has pledged £25. The final invoice for the notice boards is £3022.43. Cllr L Sutton proposed approval, seconded by Cllr T Irwin, all in favour.

157/25 Consider the staff committees recommendations regarding the clerk's salary.

The Local Government Services Pay Agreement has been approved for the financial year 2025/26 and new scale points released. Following consultation with the Personnel and Finance Committees it is recommended that the Parish Council approves the Clerk's Pay by 3.2% at LC2 SCP 18, in line with the National Agreement, backdated to April 2025.

Cllr G Tucker proposed and Cllr K Rowe seconded to accept the recommendation, all in favour.

The Clerk thanked everyone.

158/25 Payment of Accounts

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

- 1) Receipts of £2,268.31 for July (24/25 LMP) and payments adjustment in July of £4.25 re bank charges.
- 2) Payments of £4,814.67 in July/August, 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 - £24.30
 - iv) Lanhydrock – grass cutting (1 month) - £407.88
 - v) C&G Tucker – Footpath Maintenance - £840.00
 - vi) Greenbarnes – Four new parish notice boards – £3,022.43
 - vii) Lloyds – August Bank Charges - £4.25

Cllr G Rogers proposed and Cllr K Rowe 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.

159/25 Correspondence

Monthly correspondence emailed to Councillors as and when it comes in, for their information.

Additional items received by post: South West Children's Hospice - notices to give out.

160/25 To Consider the Enhanced LMP Grant invitation from Cornwall Council.

It was agreed that Councillors would each look into this and provide feedback at the September meeting. Criteria such as safety and connectivity could be considerations. Add to September agenda for discussion.

161/25 To Consider the online survey for the Rights of Way Improvement Plan

It was agreed that everyone would complete this individually. It was suggested that the little known and little used paths could be voted for to keep them on the map.

162/25 To Consider the information provided by Aalgaard Renshaw on the requirements for dedicated authority-owned email accounts for parish councillors.

Cllrs P Claridge, R Farley and R Tyers will look into this and report back at the September meeting.

163/25 Footpaths

Cllr G Tucker provided an update on the Parish footpaths:

- 508/30/2 – the sheep hurdle can't be opened. The gateway needs clearing and a stile or gate needs to be put in place there instead of the hurdle. W3W:///custodial.disclose.cloth. Ensure there is a footpath sign there.

164/25 Highways Issues

- Milltown to Langs Mill hedging needs chopping back as it is encroaching onto the road. Starts at W3W:///button.gymnasium.giant to W3W:///rival.buckling.achieving.
- It was agreed to report all of the July Highways issues again and copy Cllr Batters in on these. Clerk to action.

165/25 Parish Matters

- The issue of parking in Cardinham village was raised again. The road from the Parish Hall down to the crossroads was blocked, preventing access. It was discussed – people need to be more considerate when parking.
- Request to circulate the Bodmin Recycle Tour link to all.
- Planning for Flood Resilience – to forward to Cllr G Tucker.

166/25 Items for the next agenda

- Request from the Parish Hall for the Parish Council to finance the bin for the Hall.
- Add Flood Resilience to the Emergency Plan.
- To Consider the requirements for dedicated authority-owned email accounts for all Cardinham parish councillors.
- To Consider information provided by Councillors for the Enhanced LMP grant funding from Cornwall Council.
- To Consider any further information re the survey on Rights of Way Improvements.

There being no further business, the meeting was closed at 9.30pm.

Chairman:

Date: 16/09/2025