

**Minutes of the meeting of South Petherwin Parish Council held on
Wednesday 12th November 2025, at 7.00pm, in South Petherwin Methodist Chapel
Schoolroom, South Petherwin.**

Present: Cllr P Parsons (Chairman), Cllr MA Screech (Vice Chair), Cllr J Ashdown, Cllr Middleton
and Cllr Rowse.

In Attendance: Linda Coles, Parish Clerk

There were 2 members of the public present.

Item No		Action By
1	Chairman's welcome. The Chair welcomed all to the meeting.	
2	Apologies. Cllr Barlow and Cllr A Parsons, Cornwall Councillor.	
3	Declarations of Interest. a) Agenda Items. None declared. b) Gifts. None declared.	
4	Consideration of written requests for dispensation. None received.	
5	Casual Vacancies. No applications received. The Clerk reported that there are currently four vacancies to be filled by co-option.	
6	Unitary Councillor's Report. Cllr A parsons had sent apologies. The Clerk had circulated his report to the Members and there were no questions raised.	
7	Public Participation. It was reported that a significant amount of water is running down the road towards Petherwin Water/ Daws House. The Chairman has reported this to Highways and it is on the scheduled list of works.	
8	Response to Public Participation. Not applicable	
9	Planning. a) Planning applications received before the agenda was finalised: PA25/07797 Barn North of East Petherwin, South Petherwin, Launceston. Non material amendment in relation to decision notice PA25/00821 dated 01/07/25. Following discussion it was RESOLVED to support the application, proposed by Cllr Middleton, seconded by Cllr Ashdown with all in favour. b) Planning applications received after the agenda was published: None c) Planning decisions notified by Cornwall Council: None d) Other Planning Matters. None	
10	Minutes of the meeting held on 8th October 2025 It was RESOLVED that the Minutes are a true record of that meeting Proposed by Cllr Rowse and seconded by Cllr Middleton, four votes for and one abstention.	
11	Matters Arising from the above Minutes. The Remembrance Day Service went very well and was well attended.	
12	A30/B3257 Junction at Bodmin Services (Plusha). There has been a Teams meeting with Cornwall Council attended by The Chairman and the Clerk. It was agreed that the Clerk will send a response to Rick Clayton.	Clerk

13	Emergency Plan. Cllr Screech suggested that the Parish Council liaises with various organisations in the Parish and sets up key contacts.	
14	Wind Turbine Funding. A letter is to be sent to Nat West bank requesting the closure of the bank account and transfer of those funds to the Parish Council at Unity Trust Bank. Proposed by Cllr Parsons, seconded by Cllr Screech with all in favour.	Clerk
15	Clerk's Transition. It was reported that following a successful interview process Mrs Alison Barham has been appointed as the new Clerk/RFO. Details of the handover etc. will be discussed in the Closed Session at the end of this meeting.	
16	Parish Matters a) Church Lighting. Ongoing b) A new halyard is needed for the Flagpole.	
17	Highway and Footpath matters Cllr A Parsons has emailed Highways to ascertain ownership of the footpath between Trelinnoe Gardens and Trelinnoe Close and the responsibility for the trees. Cllr Barlow is getting quotes for the tree work from Bees Trees. The footpath from Tiny Meadows onto B3254 is very slippery; this is the responsibility of Cornwall Council and Highways will be notified again. It is the responsibility of the private landowners to cut back the overhanging vegetation. Cllr Ashdown had a copy of a letter to a resident from Cornwall Council in which it was stated that it was not permissible to cut back the vegetation on the highway. The Parish Council noted its displeasure with the tone of this response to the resident. School Hill, which has been reported, is in a quite dangerous state; Oliver Jones, Highways, is aware and will let the PC know when it is to be resurfaced and how. The Clerk will ask OJ to inform the Council when the Area Steward is coming to the Parish so that the Chairman can liaise about the various highway issues.	Clerk
18	Correspondence. a) Update from SPAG on Plusha. Noted	
19	Finance. a) Payments. It was RESOLVED to make the payments for October proposed by Cllr Screech seconded by Cllr Rowse with all in favour of the following: Online – L Coles, Clerk's salary etc. for October Online – HMRC, Clerk's October PAYE, Employer NIC Online – Angel Peerless cleaning of toilet & bus shelter October - £56.00 Online – L Coles, reimbursement for purchase of Remembrance Day Wreaths - £40 Online – South West Water, water bill for toilets - £63.46 Direct Debit – British Gas, monthly direct debit for electricity for toilets - £17.05 Direct Debit – Unity Trust, service charge - £6.00 Receipts: None b) Bank Reconciliations. It was RESOLVED to approve the bank reconciliation for October proposed by Cllr Ashdown, seconded by Cllr Screech with all in agreement. The bank balances at 31st October 2025 totalled £40,707.52 (includes £7161.65 Wind Turbine Fund) c) Grant Applications received. A grant application had been received from South Petherwin Methodist Church. It was RESOLVED to award a grant of £500 from PC funds, proposed by Cllr Middleton, seconded by Cllr Ashdown with all in favour. This payment will be added to this month's schedule. d) Budget and Precept. The Clerk circulated the papers for the 2026/2027 budget and precept for discussion at the December meeting. A Zoom meeting will be set up for	

	the Members on Wednesday 3 rd December to discuss this prior to the PC meeting on the 10 th December.	
20	Any Other Business Cllr Rowse would like permission to engage with parishioners about becoming councillors. He will develop this with the use of leaflets etc. The Notice Board on the public toilets needs repairing and the Clerk will contact Andy Crocombe. The Clerk reported that she has left telephone messages for D Elcock, Plumber, to repair the leak at the toilets.	Clerk
21	Items for inclusion in future meetings. <ul style="list-style-type: none"> • Budget and Precept • Community Engagement • Coffee Morning 	
22	Date of next meeting. The next meeting of the Parish Council will be held on Wednesday 10 th December 2025 at 7pm in South Petherwin Methodist Hall, South Petherwin. Cllr Ashdown gave advance apologies.	
23	CLOSED SESSION. Pursuant to the Public Bodies (Admission to Meetings) Act 1960, members of the public and press were excluded from this part of the meeting. <ul style="list-style-type: none"> • It was agreed that L Coles, outgoing Clerk will stay in the background to help the new Clerk with the transition. This will cover the banking arrangements until the new Clerk is established. 	

There being no further business to transact the Chairman closed the meeting at 20.10hrs.

Signed.....Chairman Dated.....