

**MINUTES** of the **ANNUAL MEETING** of the St. Ender Parish Council held on **Tuesday 26<sup>th</sup> May 2026** in the Fraddon Village Hall at 7pm.

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**PRESENT:** Cllrs R Wimberley, R Cole, S Farrell, P Cocks, E. Johns, A Shaw.

*The Chairman informed members that today Council had received Cllr Cowburn's resignation from the Council.*

*Proposal by Cllr Shaw to send a thank you letter, seconded Cllr Wimberley, carried.*

*The above was duly **resolved**.*

**26/086 Election of Chairman.**

Chairman Nominations:

Nomination by Cllr Shaw, Cllr Wimberley is elected Chairman for the ensuing municipal year, seconded Cllr Cocks, no other nominations, unanimous.

It was **resolved** that Cllr Wimberley be elected Chairman for the ensuing municipal year.

**26/087 To receive the Chairman's Declaration of Acceptance of Office or, if the Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.**

Cllr Wimberley signed the Declaration and accepted the position of Chairman.

**26/088 Election of Vice Chairman.**

Vice-Chairman Nominations:

Nomination by Cllr Cocks, Cllr Shaw is elected Vice-Chairman for the ensuing municipal year, seconded Cllr Wimberley, unanimous.

It was **resolved** that Cllr Shaw be elected Vice-Chairman for the ensuing municipal year.

**26/089 To receive the Vice-Chairman's Declaration of Acceptance of Office or, if the Vice Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.**

Cllr Shaw signed the Declaration and accepted position of Vice-Chairman.

**26/090 Apologies for Absence**

Cllrs Kessell, Lobb, Roberts, Hook & Beardwell.

**26/091 Declarations of Interest both registerable and non-registerable under the Code of Conduct (to declare interests on agenda items), to issue dispensations (if required) & to declare gifts over £50. To complete new Register of Interest forms as under the Code of Conduct.**

No Interests to declare.

**26/092 Police Report.**

No report received.

Members reported tractor crash on Carnego Lane. Vandalism on Strongmans Field, some has been cleared up and table top replaced although it has been reported

there has been further vandalism.

## 26/093 Planning Matters

### a. Planning Applications.

- i. PA26/02915 Gwel An Pell My Lords Road Fraddon. Change of use from C3 (dwellinghouse) to C2 (small residential children's home).  
Proposal by Cllr Shaw to support the application, seconded Cllr Johns, carried.  
The above was duly **resolved**.
- ii. PA26/03123 Tivoli House Beacon Road Summercourt. Proposed Rear single-storey extension.  
Proposal by Cllr Shaw to support the application, seconded Cllr Cocks, carried.  
The above was duly **resolved**.
- iii. PA26/02791 White Rose Farm Summercourt. Proposed conversion and extension of barn to dwellinghouse.  
Proposal by Cllr Cocks to support the application, seconded Cllr Johns, carried.  
The above was duly **resolved**.
- iv. PA26/00941 Trevisome Higher Fraddon. Change of use of land from agricultural to residential garden. Construction of a building used for purposes incidental to the residential use of the dwelling known as Trevisome.  
Proposal by Cllr Johns to support the application, seconded Cllr Cocks, carried.  
The above was duly **resolved**.
- v. PA26/03216 Lanarth Chapel Road Indian Queens. Demolition of existing garage and workshop and replacement with new outbuilding.  
Proposal by Cllr Wimberley to support the application, seconded Cllr Johns, carried.  
The above was duly **resolved**.
- vi. Cornerstone (Vodafone Three), Trewheela Farm. Proposed upgrade to existing base station at communication mast  
Noted.

### b. Decisions and Appeals

- i. Appeal Reference 6005358 7 Lindsay Fields, Fraddon. The appeal is made under section 78 of the Town and Country Planning Act 1990 (as amended) against a refusal to grant planning permission. The proposed development is first floor extension over ground floor living room. Pitched roof. Additional first floor window -Appeal dismissed.
- ii. PA25/08679 Land South East Of Moorview Highgate Hill Indian Queens. Reserved matters application for appearance, landscaping, layout and scale for five dwellings (details following outline consent PA22/08765 dated 30.11.2022)- approved.
- iii. PA26/02844 A30 Business Park Plot 6 Lodge Way Indian Queens. Non Material Amendment in relation to Decision Notice PA24/08989 dated 1st April 2025, namely, addition of windows to existing north, west and south elevations of plot 6 unit A, A30 Business Park- approved.
- iv. PA26/03292 Communications Mast MMO 2 Cell 8281 Summercourt. Proposed upgrade to existing base station installation at (cs12459902) communications mast-closed advice given.  
*Cllr Shaw felt it was dangerous not to have an entrance/exit on Moorland Road for Unit 2 Lodge Way. The Industrial Estate is meant to be separate from the Village, therefore that it uses the main road in.*

*Cllr Cole took no part in the decision of the above planning applications as Cornwall Cllr.*

**26/094 Public Session**

No public present.

**26/095 Election of Council Committees etc. and representatives to outside bodies.**

List circulated with meeting papers. List went through and amendments made. Proposal by Cllr Wimberley to appoint committees & representatives as per the amended list, seconded by Cllr Cocks, carried. The above was duly **resolved**; attached to these minutes as Appendix 1.

**26/096 Report of Cornwall Councillor.**

Report circulated via email prior to the meeting- noted. Cllr Cole went over the report.

**26/097 Minutes** of the Ordinary meeting of 14<sup>th</sup> April 2026 to be approved and signed. It was proposed by Cllr Cocks, seconded by Cllr Farrell, that the Minutes of the meeting of 14<sup>th</sup> April 2026 be approved and signed as a true and correct record by the Chairman, carried. The above was duly **resolved**.

**26/098 Matters Arising**

PA26/079-Query re Cornwall Council weed control, St Enoder PC to review this.  
PA26/085 - Indian Queens Under 5s – the staff are still waiting for money owed, Cornwall Cllr Cole is meeting with the Chairman of the Charity to ascertain how much money is needed to close down the Charity.

**26/099 Finance**

a. Accounts: as presented to be approved.

Payment	Payee	Vat	Grand Total
DD	AngloTech- photocopier	£3.76	£22.58
DD	Lloyds- Bank Charges		£14.35
DD	EDF- electricity IQ Rec	£5.89	£123.65
DD	Suez- bin lift	£19.22	£115.30
BACS	Reef- 2 months legionella testing	£37.03	£222.18
BACS	NBB Co Ltd- brackets to fix recycled bench	£5.99	£35.94
BACS	CDA- move CCTV recorder to Youth Club	£129.00	£774.00
BACS	Ace of Spades- various grounds maintenance	£276.17	£1,657.00
BACS	Glanvilles- handyman supplies	£4.67	£28.00
BACS	TP Tree Services- Cemeteries	£230.00	£1,380.00
BACS	Aquasource- Borehole St Columb Allotments (Burthy Com Ben)	£860.00	£5,160.00
BACS	Indian Queens Pantomime-Film Club Grant (Goonabarn Com Ben)		£600.00
BACS	A Kendall- refund postage, phone etc.		£81.74
BACS	Staff salaries and expenses (incl staff refunds)		£5,797.32
<b>TOTAL</b>		<b>£1,571.73</b>	<b>£16,012.06</b>

Proposal by Cllr Shaw to approve payments of £16,012.06 for May 2026, seconded

Cllr Johns, carried.

The above was duly **resolved**.

Invoices provided and checked by Cllr Johns.

Budget statement, forecast sheet, ear-marked reserves & Bank Rec. circ. - noted as part of Internal Control.

- b. To review Asset Register- to consider and resolve if adequately insured, to review quotes for Insurance renewal (one quote outstanding) and resolve, to approve assoc. expenditure.

St Enoder Parish Council has now come to the end of the Long Term Agreement with Zurich. Clerk has tried to get 3 quotes, Zurich, Clear Councils and James Hallam Insurance, all on a like for like basis.

Zurich is £6861.14 reduced to £6190.40 for entering a 3 year LTA,

Clear Councils is £3703.05 reduced to £3562.36 for entering a 3 year LTA

James Hallam not received in time.

Proposal by Cllr Cocks to confirm Asset Register and accept Clear Councils quote and enter a long term agreement and resolve adequately insured, seconded Cllr Shaw, carried.

The above was duly **resolved**.

- c. To note Exercise of Public Rights taking place 3<sup>rd</sup> June-14<sup>th</sup> July 2026.  
Noted.

#### 26/100 Play Areas-

- a. To review Play Area Risk Assessments, to consider and resolve repairs to zip wire at Indian Queens Rec.

Still waiting for Annual Reports, these have been chased, but the zip wire at Indian Queens requires repair, waiting for quote.

Proposal by Cllr Wimberley to delegate Clerk to authorise repair, seconded Cllr Shaw, carried.

The above was duly **resolved**.

- b. To consider and resolve formal request from Football Clubs to remove dug-outs due to ongoing vandalism, and replace with new, approve assoc. expenditure. 3 quotes provided (if any).

The ongoing vandalism and anti-social behaviour is causing not only issues to the Parish Council but also the Football Clubs. Currently youths are congregating in the dug outs drinking and breaking bottles. The Parish Council did place a bin beside the dugouts to see if this would improve the situation, but this has also been damaged. The current dug outs are in a poor state and new dug outs with metal doors to the front to stop the youths from entering is requested.

3 quotes received, BLT construction £9109.80, N & S Builders £7400 + VAT although this is for wood doors, Clerk has requested an updated quote for metal this is £8685 + VAT, and AC Fabrication £8,000 + VAT but does not include removal of existing or a concrete base.

Proposal by Cllr Cocks to price to demolish existing and replace with removable FA approved removable dug outs along with a 20 foot container and bring back to next meeting, seconded Cllr Shaw, carried.

The above was duly **resolved**.

- c. Legionella Risk Assessments due- updated risk assessments £450, to consider and

resolve, to approve assoc. expenditure (if any).

Proposal by Cllr Shaw to approve, seconded Cllr Wimberley, carried.

The above was duly **resolved**.

- d. Concrete skate park- public consultation required, some ideas received from manufacturer, to consider next steps for grant application and to resolve.

3 schemes circulated with meeting papers, a public consultation is needed with the skateboarders to ascertain exactly what they require. Once this has been established the Parish Council will need to obtain 3 quotes to accompany the grant application.

The closing date for application is Noon 31<sup>st</sup> July 2026.

Proposal by Cllr Cole, to go into Indian Queens School to run the consultation and run through potential options, then obtain 3 quotes from different providers, seconded Cllr Shaw, carried.

The above was duly **resolved**.

**26/101 Policies- Annual Review**-to review the following policies, and approve re-adoption:

All policies available to view on the Parish Council Website.

- Standing Orders
- Financial Regulations
- Code of Conduct
- Data Breach Policy
- Data Protection Policy
- Data Subject Request Policy
- Privacy Notice
- Safeguarding Policy
- Committee Terms of Reference
- Scheme of Delegation
- Equal Opportunities Policy
- Complaint Handling
- Grievance Policy
- Anti-Fraud and Corruption Policy
- Investment Policy
- Grants Policy
- Health & Safety Policy
- Lone Worker Policy
- Whistleblowing Policy
- Volunteer Policy
- General Reserves Policy
- Publication Scheme
- Freedom of Information Policy

Proposal by Cllr Shaw, to approve and (re)adopt the above policies seconded Cllr Wimberley, carried.

The above was duly **resolved**.

**26/102 Devolution of Play Areas from Cornwall Council**- to receive update on situation.

Lindsay Fields is now clear, shed and wood pile has been removed.

Clerk has spoken to the solicitor to advise of current situation; signed paperwork returned ready for the Transfer of all Open Spaces once Cornwall Council has carried out ground maintenance. Clerk has heard back from the solicitor that all paperwork

is in order, but they are aware not to Transfer until Clerk has confirmed maintenance has been completed. Cllr Cole stated the grass has been cut, Clerk to instruct Solicitor to go ahead with the Transfer.

The land on the ground does not match the Deed, therefore new developer will be erecting a new fence to match Title Plan.

**26/103 Kelliars-** to consider quote for improvements to path that runs by Forest School, to consider and resolve submitting a grant application to Enhanced LMP Scheme for funding, to approve assoc. expenditure (if any).

Clerk has met with Nathan from Eric Roberts contractors and walked the paths marked red, blue and yellow on enclosed plan. The paths are very overgrown, and will need a good trim back before any improvements take place. Quote received broken down into areas; red path £8016, yellow path £1894, blue path £5110, (excluding VAT).

Proposal by Cllr Shaw to approve red & yellow and submit a grant application to the Enhanced LMP Scheme, seconded Cllr Cole, carried.

The above was duly **resolved**.

There is an issue at the Kelliars, the Footpath Map does not reflect the footpaths on the ground therefore a meeting will need to take place with the contractor to agree it is the walked paths that are cut rather than the map, this may incur an additional cost.

**26/104 To seal Exclusive Rights of Burial- to resolve.**

Proposal by Cllr Wimberley to seal ERB for Indian Queens Cemetery 264 & 265, seconded Cllr Shaw, carried.

The above was duly **resolved**.

**26/105 To seal Contract for BT phonebox adoption as resolved minute 26/039b-**to resolve sealing document.

Proposal by Cllr Shaw to seal Contract for BT phonebox adoption and make the £1 payment, seconded Cllr Johns, carried.

The above was duly **resolved**.

**26/106 Correspondence - Cornwall Council & General**

**a.** Emails circ. during month- for noting- noted.

**b.** St Columb Road pedestrian access has been closed- Cllr Cole has had a meeting and viewed CCTV footage of dog walkers running dogs loose up and down railway line and people playing on the line, it was difficult to argue to keep it open.

**26/107 Agenda Items for the next Meeting.**

Indian Queens Under 5s, Pavement Weeds, Skate Park consultation responses, Dug Outs.

**26/108 Exclude members of the Press and Public from the meeting on the grounds that it involves the likely disclosure of exempt information as defined in the Public Bodies (Admission to Meetings Act 1960) as extended by Section 100 of the LGA 1972- to resolve that due to the confidential nature of the business about to be transacted it is advisable that the press & public be excluded and are instructed to withdraw during the discussion of the following item.**

No Public present.

**26/109 Staffing matter.**

Clerk circulated draft job advert, job spec. and person spec. Members need to consider pay. Pay agreed at SCP 28- 32, dependant on experience and qualifications. Draft application form supplied; agreed. Closing date 9<sup>th</sup> June interviews 26<sup>th</sup> June 2026. Proposal by Cllr Wimberley, to approve as above, seconded Cllr Cole, carried. The above was duly **resolved**.

There being no further business the meeting was closed at 10pm.

Chairman.....

Date.....

**Committees 2026**

Planning Committee	Full Council
General Purposes Committee	Cllrs Hearl, Johns, Shaw, Cocks, Cole, Hook, Beardwell, Kessell & Farrell.
Finance Committee	Cllrs Cocks, Hearl, Hook, Johns, Shaw & Cole.
Internal Audit Member	Finance Committee.
Hon. Service Awards Working Party	Cllrs Cocks, <b>Cole</b> & Wimberley.
Footpaths Officers	Cllrs Johns & Farrell.
Tree Wardens	Cllrs Wimberley & Farrell
C.A.L.C.	Cllr Shaw
Fraddon Village Hall Committee	Cllr Cole
Summercourt Memorial Hall Committee	Cllr Hook
Community Area Partnership Rep	Cllr Farrell (voting rep) / Cllr Beardwell.
Fraddon Millennium Green Trust Nominated Trustee	- Cllr Cole
Rural Transport	- Cllr Wimberley
Newquay/Par Branchline (FoCAL)	- Cllr Wimberley
Imerys Liaison Committee	- Cllr Hearl.
CERC	- Cllr Beardwell
Planning Rota	Full Council
Standing Orders & Policies Rep	-Cllr Cole
Staffing Committee	- Cllrs Cocks, Shaw, Cole, Farrell & Wimberley.
Safeguarding Officer	- Clerk.
Youth Club Rep	- Cllrs Cole & Shaw.
Cornish Lithium Liaison Group	- Cllrs Shaw & Wimberley.