

**MINUTES OF THE MEETING OF STITHIANS PARISH COUNCIL**  
**Held on Tuesday 17<sup>th</sup> June 2025**

**Persons Present:** Cllr Miss H Downing, Cllr P Blease, Cllr Mrs S Cotton, Cllr W Thomas, Cllr Mrs J Thomas, Cllr Mrs C Sylvester, Cllr J Gill, and the Clerk.

Also Present: Mr B Piper and 5 members of the public.

**1. APOLOGIES :**

No apologies were received.

**2. URGENT ITEMS:**

The Chair advised that there were 2 Urgent Items to be considered:

- Footpath to Kennal Vale – Response from Landowner
- Possible Broken Sewer Pipe – Goonlaze Terrace

**3. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATION:**

No declarations of interest or requests for dispensation were received.

**4. MINUTES OF THE PREVIOUS MEETINGS**

**4.1 RESOLVED: to accept the minutes of the Council Meeting held on the 29<sup>th</sup> of April 2025 as a true record of the proceedings.**

*Proposed by Cllr W Thomas seconded by Cllr Mrs J Thomas and carried unanimously.*

**MINUTE: 01/06/25**

**4.2 RESOLVED: to accept the minutes of the Annual Meeting held on the 13<sup>th</sup> May 2025 as a true record of the proceedings.**

*Proposed by Cllr W Thomas seconded by Cllr Mrs S Cotton and carried unanimously.*

**MINUTE: 02/06/25**

**4.3 RESOLVED: to accept the minutes of the Council Meeting held on the 13<sup>th</sup> of May 2025 as a true record of the proceedings.**

*Proposed by Cllr W Thomas seconded by Cllr J Gill and carried unanimously.*

**MINUTE: 03/06/25**

**5. MATTERS ARISING:**

**5.1 Matters arising from the Annual Parish Meeting Meetings held on the 29<sup>th</sup> April 2025 and not dealt with elsewhere on the Agenda.**

No matters arising reported..

**5.2 Matters arising from the Annual Meeting held on the 13<sup>th</sup> May 2025 and not dealt with elsewhere on the Agenda.**

No matters arising reported

**5.3 Matters arising from the Council Meeting held on the 13<sup>th</sup> May 2025 and not dealt with elsewhere on the Agenda.**

No matters arising reported

*The Meeting was closed at 19:05hrs for Public Participation.*

**6. Co-Option to Parish Council**

One application had been received; however, the candidate was unable to attend the meeting. This was postponed for consideration at the July Meeting.

**7. PUBLIC PARTICIPATION:**

*The Chairwoman invited the Members of the public present to speak.*

*A member of the public spoke in support of PA24/06291.*

*A member of the public spoke to express concerns about the Highways project scheduled to start in July / August and the lack of direct consultation with a local business.*

*The Chairwoman then presented Cllr P Blease with his Star of Stithians Certificate of appreciation.*

*The Meeting was opened at 19:25hrs*

**8. CORNWALL COUNCILLOR JOHN THOMAS**

CCllr John Thomas was unable to attend but had sent his report, which had been shared with the Members, Subjects covered included:

Speed watch

Grant towards new play equipment in the School

Role as newly appointed Vice Chairman of Cornwall Council.

**9. STITHIANS ENERGY GROUP:**

**8.1 SEG Report**

Brian Piper presented his report a copy of which is attached to these minutes. Subjects covered included::

- Home Insulation and Grants Event
- Heat Pump Awareness Event.
- Cornwall & Isles of Scilly Nature Recovery Strategy

The content of the report was noted.

*Brian Piper left the meeting.*

**10. PLANNING**

**10.1. Notification of Planning Decisions Received:**

**PA25/00890 – REFUSED - Little Menerdue, Rame Common Cross** – The retention of self-build/custom – build holiday accommodation, water storage (Pump Shed) artist's workshop and retention of shed (incorporating tractor store with workshop).

*(Stithians Parish Council did not support)*

**PA25/03135 – APPROVED – Trecarne, Crelow Lane, Stithians** – Non material amendment in relation to decision notice PA24/06603 dated 14/10/24 – to move the bifold wall by 2m.

*(Stithians Parish Council Supported)*

**PA25/02170 - APPROVED – Tregoose Cot Hill, Ponsanooth** – Subdivision of existing dwelling to form two dwellings and associated works, including installation and alteration of windows and doors.

*(Stithians Parish Council Supported)*

**10.2 To note Planning Decisions Received after publication of Agenda**

**PA25/01025 – APPROVED Old Mill Cottage, Penhalvean** – Proposed two storey extension and new garage

*(Stithians Parish Council Supported)*

**PA25/02582 – APPROVED – Tresevern Farm, Tresevern** – Proposed siting of general purpose agricultural building

*(Stithians Parish Council Supported)*

**PA25/02534- REFUSED – The Chalet, The Paddocks, Penhalvean, Redruth** – Construction of replacement self-build dwelling.

*(Stithians Parish Council Supported)*

**10.3 To consider Planning Applications received**

**10.3(a) PA25/03513 – Stithians Playing Field** – The demolition of the existing derelict sports pavilion on site and the construction of a new single-storey community hub and associated landscape works.

**RESOLVED that the following comment should be submitted:**

**Whilst acknowledging that Stithians Parish Council are the applicants, if it was allowed to submit a comment it would be this: As the legal trustees of Stithians Playing Field the Parish Council have always taken great care to manage the site in the manner in which it was bequeathed, to ensure that the playing field continues to be available for the inhabitants of Stithians, as a recreational space in perpetuity as required by the donor, Albert Collins.**



The existing pavilion no longer serves the community the proposal to replace the building will ensure that residents have access to a building that not only supports the recreational space but enhances it further, by supporting existing users and offering the potential to do more.

*Proposed by Cllr Mrs J Thomas seconded by Cllr Mrs C Sylvester and carried unanimously.*

**MINUTE: 04/06/25**

- 10.3 (b) **PA24/06291 – The Piggery, Menerdue, Carnmenellis** – Erection of self-build dwelling, conversion of outbuilding and associated works, in lieu of permission ref PA22/08047.

**RESOLVED to support this application.**

*Proposed by Cllr W Thomas seconded by Cllr Mrs S Cotton and carried unanimously.*

**MINUTE: 05/06/25**

- 10.4 **To consider any Planning Applications received after the publication of the agenda.**  
No further applications have been received.

4 Members of the public left the meeting.

## **11 The Appointment of Portfolio Holders**

- 11.1 Appointment of Portfolio Holders for Planning.

**RESOLVED that Cllr P Blease is appointed as Portfolio Holder for Planning and Cllrs R Iles and W Thomas be appointed as Assistants.**

*Proposed by Cllr Mrs S Cotton seconded by Cllr Mrs J Thomas and carried unanimously.*

**MINUTE: 06/06/25**

- 11.2 To consider the appointment of Assistant Portfolio Holders for Finance and Administration.

**RESOLVED that Cllr J Gill be appointed as Assistant Portfolio Holder for Finance and Administration.**

*Proposed by Cllr W Thomas seconded by Cllr Mrs C Sylvester and carried unanimously.*

**MINUTE: 07/06/25**

- 11.3 To consider the appointment of Portfolio Holder and Assistant for Footpaths, Highways and Environment.

**RESOLVED that Cllr W Oakley-Moore is appointed as Portfolio Holder for Footpaths, Highways and Environment and Cllr Mrs J Thomas is appointed as Assistant Portfolio Holder.**

*Proposed by Cllr W Thomas seconded by Cllr Mrs C Sylvester and carried unanimously.*

**MINUTE: 08/06/25**

## **12 CLERK /RFO's Reports**

- 12.1 Council's Current Financial Position

*The Clerk / RFO presented her report a copy of which is attached to these Minutes.*

**RESOLVED to agree the financial position as of 31<sup>st</sup> May 2025.**

*Proposed by Cllr W Thomas seconded by Cllr Mrs S Cotton and carried unanimously.*

**MINUTE : 09/06/25**

- 12.2 Request from Wendron Parish Council to consider partnership working on CAP Highways project.

**RESOLVED that this be agreed in principle, to be further considered at the next Highways Manager Liaison Meeting.**

*Proposed by Cllr W Thomas seconded by Cllr P Blease and carried unanimously.*

**MINUTE: 10/06/25**

- 12.3 To review the following policies:

- 12.3(a) Responsibilities of Portfolio Holders

**RESOLVED to approve the Responsibilities for Portfolio Holders Policy**

*Cllr J Gill seconded by Cllr Mrs C Sylvester and carried unanimously.*

**MINUTE: 11/06/25**

12.3(b) Planning & Site Visits and Reporting to Members

**RESOLVED** To approve the Planning – Site Visits and Reporting to Members policy with the following amendment:

The Planning Portfolio Holder to arrange necessary visit, if the meeting to take place with applicant and or agent, they need to be accompanied by either the planning assistant or any other councillor available on the day. If the visit is to view without applicant and / or agent present, the portfolio holder may carry out the visit unaccompanied.

*Proposed by Cllr W Thomas seconded by Cllr J Gill and carried unanimously.*

**MINUTE: 12/06/25**

12.4 *To receive the report from the school detailing the purchase of play equipment and authorise the transfer of the agreed donation from the remaining institute funds.*

**RESOLVED** that the previously approved sum of £3,667.22 be transferred from the Institute funds to the school

*Proposed by Cllr W Thomas seconded by Cllr J Gill and carried unanimously.*

**MINUTE: 13/06/25**

**13 ENVIRONMENTAL MANAGEMENT**

13.1 *Notes from the EMC Meeting held on Tuesday 10<sup>th</sup> June 2025*

**RESOLVED**

To agree the content, actions and associated expenditure detailed in the report.

That the new play equipment be fenced off until a further safety inspection by Sovereign is completed.

That an additional bin be purchased for Crelow Fields Amenity Area.

*Proposed by Cllr Mrs C Sylvester seconded by Cllr Mrs J Thomas and carried unanimously.*

**MINUTE: 14/06/25**

13.2 *Footpaths, Highways and Environment*  
No report to note

13.3 *To discuss concerns raised about vehicles continuing to drive at speed through the village,*  
A discussion ensued, further investigation to be carried out regarding speed cameras, subject to be added to agenda for the next meeting with the Highways Manager.

**14. PLAYING FIELD**

14.1 *Report from the Pavilion sub-committee.*  
No further update at this time.

14.2 *Report from Cllr J Gill on proposals from Stithians Football Club.*  
Cllr Gill presented his report a copy of which is attached to these minutes.

**RESOLVED** that Stithians Football Club be permitted to:

- Place a storage container on the Sports Field adjacent to the car park.
- Install a small wooden hut on the sports field for the purpose of serving refreshments on match days.
- install advertising boards around the perimeter of the pitch, this would be free of charge for the 2025/26 season, but 10% of fees received will be payable to Stithians Parish Council for 2026/27 and following seasons.

*Proposed by Cllr W Thomas seconded by Cllr Mrs C Sylvester and carried unanimously.*

**MINUTE: 15/06/25**

The proposal to organise a 'Litter Picking' event was noted, further detail required.

**15. Scarecrow Festival 2025**  
No further updates at this time.

H. D



**16. URGENT ITEMS**

Cllr Miss H Downing briefed the Members on the response received regarding the proposal to consider an alternative footpath through to Kennal Vale. The content of the report was noted.  
Cllr Mrs J Thomas briefed Members on concerns regarding the possible damage to a 'sewer' pipe which runs through woods behind Goonlaze Terrace. To be reported to SWW.

**17. AUTHORISING PAYMENTS.**

The Clerk presented the report for authorisation, it was noted that this contained the final payment to Sovereign for the new play equipment, the Clerk advised that this payment would not be processed until the final safety checks had been completed.

**RESOLVED to authorise the payment of invoices received & regular payments due for the period 15<sup>th</sup> May – 18<sup>th</sup> June 2025, Voucher No's: 38 – 57 total £35,742.42.**

*Proposed by Cllr W Thomas seconded by Cllr Mrs J Thomas and carried unanimously,*

**MINUTE: 16/06/25**

**17. ITEMS FOR NEXT MEETING.**

No items received.

**18. Date of Next Meeting:**

To confirm the date of the next meeting of the Council as Tuesday 15<sup>th</sup> July 2025 at 7p.m in the Hendra Room of the Stithians Centre.

**The meeting Closed at 21:40hrs.**

**Signed as a true and accurate record of the proceedings.**

.....*H. Downing*..... **Chairwoman**

**Date:** .....*15/7/2025*.....