

SEG Report to SPC 16-09-2025

03-09-25

Cornwall & Isles of Scilly Nature Recovery Strategy (CISNRS).

Phil, Joy and I had a meeting about **CISNRS** on 29th July to discuss how Stithians parish could help. It was thought the best approach would be to let Cornwall Nature Trust take the lead in this and that we would provide local support by encouraging volunteers to help with projects.

We then went on to look at **CISNRS's** interactive map and at what nature recovery priorities there were in Stithians Parish. This led on to discussing various areas that might be of interest including land owned by the PC.

Joy and Phil think there are two people who could potentially be interested in some form of nature recovery and have said they will contact them. When Phil and Joy tell me what reaction they have had, whether positive or negative, I will set up a meeting with Steph, Cornwall Wildlife Trust. This meeting could be at my place or as Phil suggested at Cornwall Wildlife Trust's office.

Promotional film for Kensa heat pumps 29 July

Kensa asked if I would be interviewed for a promotional film. Smart Pension wanted to make a film of a heat pump installation and how it worked out for a homeowner.

Kensa was suggested to Smart Pension by Octopus energy. Smart Pension will be a provider of funding for some of Kensa's big projects like Heat the Streets.

I was told I would see the film but nothing yet.

Home insulation and grants event

Still no news of Government's new Warm Homes Plan, expected this Autumn, so pointless organising an event with Community Energy Plus until this is released.

Heat Pump public awareness

I continue to host the Visit a Heat Pump visits.

Everything Electric (formally Full Charged)

I will be attending Everything Electric at Farnborough on 11th and 12th October to keep up to date on latest green tech.



A- Barth Onan Hag Oll! Representing One and All

Application Ref: PA25/05368 Barn conversion to two dwellings and associated development. Barn At Calamankey Farm Longdowns Penryn Cornwall TR10 9DL

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

N/A

Councillors who undertook the site inspection:

N/A

REPORT:

This is an application to convert a redundant agricultural barn into two dwellings, one with 2 bedrooms & a one bedroom one. The new owners of Calamankey Farm have done considerable improvements to the site and it is considerably tidier than it has been for many years. The plans look sensible and includes solar panels. There is one parking space for each dwelling which is the bare minimum but given the site, additional parking may be available.

Matters of Concern:

None

No public objections at time of report

Cllr Phil Blease
11th September 2025



A- barth Onan Hag Oll! Representing One and All

Application Ref: PA25/05687|Retrospective full planning application for an agricultural building for machinery, implement and fodder storage|Land At Trewince Barton Tregolls Stithians TR3 7B

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

N/A

REPORT: Based on Design, Access and Planning Statement

The agricultural building has been constructed with a steel portal frame, green box-profile steel cladding with fibre cement roofing sheets.. The structure is of a modern agricultural design typical of generalpurpose buildings and fits well with the rural character of the area and the existing agricultural buildings on the holding. As indicated on the site plan, the building is located on established agricultural holding and amongst existing yards and buildings and therefore is not isolated.

The building is required to provide undercover storage for machinery, implements and fodder and has been constructed to satisfy this business need.

The building is constructed in materials that are consistent with modern agricultural buildings and sympathetic to the rural setting. The dark green cladding allows the structure to blend into the surrounding landscape and the existing farmyard.

There are no nearby residential properties likely to be impacted by the development. The building does not break the skyline and is seen against a backdrop of established hedgerows and rising land, limiting visual impact from public vantage points.

Matters of Concern:

None



A- barth Onan Hag Oll! Representing One and All

Application Ref: PA25/03765 | Construction of portal frame storage unit and associated works for existing commercial business

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

N/A

Councillors who undertook the site inspection:

N/A

REPORT: Based on extracts from applicant's planning statements.

Members may recall the applicant previously visited SPC to give us the heads up about this application coming forward.

The application site lies within the confines of the former Little Trolvis Quarry, located just north of the village of Longdowns and accessed directly from a rural road that links to the A394. The surrounding area is characterised by a mix of open countryside, dispersed dwellings, and industrial quarrying activity. The site is partially enclosed by bunding and established planting and benefits from visual containment. The land has previously been used for granite extraction and more recently for the processing of stone. That use has now ceased, and the site is currently vacant. The reuse of this land for continued commercial purposes is entirely in keeping with the character and historic use of the area. Kea Haulage & Plant Ltd holds contracts with both Carnsew and Chywoon quarries, located in close proximity. These contracts account for the majority of the company's movements. Relocating to Little Trolvis Quarry will significantly reduce travel distances, vehicle mileage and environmental impact, while improving the overall efficiency and sustainability of the business. The proposed development offers an opportunity to centralise and secure the business's vehicle and equipment storage in a purpose-built facility, appropriate to both the scale and nature of the business.

Kea Haulage & Plant Ltd is an established and growing rural business, providing haulage services for the construction and agricultural sectors across Cornwall. The proposed development seeks to provide secure and weather-resilient storage for the company's heavy goods vehicles and plant attachments, which are integral to daily operations. The facility will enhance the security, safety and operational efficiency of the business. This application follows a pre-application enquiry (ref. PA24/00864/PREAPP) submitted in July 2024, in which the Local Planning Authority confirmed that the proposed use could be supported in principle, subject to justification and the provision of further detail. This statement responds directly to that feedback and outlines how the proposed development accords with both local and national planning policy.

The industrial building proposed is in keeping with the site and its historic use. The site has previously been bunded to reduce noise and visual impact and no modification to the entrance is required.

Matters of Concern:

None

No public comments on portal at date of this report.

Cllr Phil Blease
11th September 2025

**A- barth Onan Hag Oll! Representing One and All**

Application Ref: PA25/05270 | Conversion and alterations of agricultural buildings to form dwelling and incidental building, Crosspost Farm Trebost Lane Stithians Truro Cornwall TR3 7DW

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

N/A

Councillors who undertook the site inspection:

N/A

REPORT: Based on Planning Design & Access Statement

The development proposal consists of the residential conversion of redundant agricultural buildings. The north and east buildings will be combined to create a part single storey, part two storey dwelling. The west building will be renovated to create floor space that can be used for purposes incidental to the residential use of the dwelling, such as an office (for home-working), gym, games room or workshop.

The intention is for the north, east and west buildings to function together as one residential planning unit. The existing farmhouse, which has a well-established residential use, will function as a separate residential planning unit.

Residential accommodation within the proposed dwelling will be provided at ground floor and first floor levels, consisting of: Ground floor - Open plan kitchen / dining room / lounge; television / games room; hall / lobby; utility with WC; and 2 x bedrooms with ensuite • First floor - Landing with stairs up from ground floor; 3 x bedrooms with ensuite 3.3 The proposed dwelling will have a gross internal area of approximately 289m².

The building to the west will have a gross internal area of approximately 53m². 3.4 Externally, the walls of the dwelling and accompanying building will utilise natural stone, painted cement render and timber cladding. The roofs will be covered with natural slate. Rooflights are to be installed in the single storey portion of the dwelling. Windows and doors will be of hardwood timber construction, double glazed 3.5 It is intended that the small

AGENDA ITEM 9.3(d)

triangle of land to the north of the main barn will be utilised as a private amenity space for the proposed dwelling.

Matters of Concern:

None

No public objections at time of writing

Cllr Phil Blease
11th September 2025



A- barth Onan Hag Oll! Representing One and All

Application Ref: PA25/06017 Conversion and extension of an existing dwelling to form two dwellings without complying with condition 2 of decision PA22/08705 dated 22/05/2023

Decision Required:

Members are requested to consider the following report to reach an informed decision regarding the above planning application.

Date of Site Inspection:

N/A

Councillors who undertook the site inspection:

N/A

REPORT:

Planning application PA22/08705 was granted to extend an existing dwelling to create a new 2 bedroom semi-detached dwelling. SPC supported the application. Condition 2 stated that the building should comply with the drawings submitted at the time. The current application is for a larger 3 bedroom extension to replace the 2 bedroomed dwelling previously supported by SPC and granted.

Matters of Concern:

None

Cllr Phil Blease
11th September 2025



Clerk's Report for Meeting on 16th September 2025

10.1 Council's Current Financial Position

Decisions Required:

- 1. To note the Council's current financial position.**
- 2. To approve the National Pay Award for 2025/2026**

The Council's financial position as at 31st August 2025 are detailed in the attached appendices:

- Summary Report
- Bank Reconciliation
- Reserves Balance

The National Pay Award for 2025/26 has been announced, this amounts to an increase of 3.2%, which is backdated to April 2025.

10.2 To consider renewing subscription to Cornwall Association of Local Councils (CALC)

Decision Required:

To renew subscription to CALC at a cost of £572.00 for 2025 and £784 – 2026.

REPORT:

A number of you may recall that we suspended our membership of CALC in 2023 as it was felt that its contribution to the Council was less than expected. There has been some managerial changes in the organisation and it seems that the focus and support has been rejuvenated.

I recently met the new County Executive Officer, Lee Dunkley, at an SLCC event, he was keen to promote CALC and the support it would be offering going forward.

A copy of his statement is attached to this report. Having considered the information I would recommend that we renew our membership for 2025 and 2026 and carry out a review in September 2026.

10.3 To consider request for donation to Cornwall Air Ambulance.

The email detailing the request was circulated to Members on the 28th August, you are asked to consider and agree whether or not to make a donation. A donation of £100 was made in 2024-25

10.4 To approve the change of the Meeting date in January 2026 from 20th January to the 13th January 2026.

Due to a family event falling on the week commencing 19th January, I am requesting that the January Meeting be brought forward by one week to Tuesday 13th January, as the December Meeting, is routinely brought forward by one week, rescheduling the January Meeting will mean that the gap between the December & January Meetings would be 5 weeks rather than the currently scheduled 6 weeks.

Jane E Richards
Clerk / RFO,
28th August 2025

Stithians Parish Council

A	Bank Reconciliation at 31/08/2025		
	Cash in Hand 01/04/2025		158,011.53
	ADD Receipts 01/04/2025 - 31/08/2025		60,918.64
	SUBTRACT Payments 01/04/2025 - 31/08/2025		218,930.17
			70,132.37
	Cash in Hand 31/08/2025 (per Cash Book)		148,797.80
B	Cash in hand per Bank Statements		
	Petty Cash 31/08/2025	0.00	
	Lloyds Current Account (Treasurer: 31/08/2025	1,500.83	
	Lloyds Instant 31/08/2025	147,772.64	
			149,273.47
	Less unrepresented payments		475.67
			148,797.80
	Plus unrepresented receipts		
	Adjusted Bank Balance		148,797.80
	A = B Checks out OK		

Stithians Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

10 September 2025 (2025-2026)

Ear Marked Reserves

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
8	CIL		2,588.87	2,588.87				2,588.87 (N/A)
81	Hire of Tennis Court	150.00		-150.00				-150.00 (-100%)
93	Computer & IT							(N/A)
94	Purchase equipment authorised							(N/A)
95	Playing Field Maintenance							(N/A)
96	Donations to Playing Field Deve		110.00	110.00				110.00 (N/A)
97	Authorised expenditure from Ins					3,667.22	-3,667.22	-3,667.22 (N/A)
100	Election Costs 21/22							(N/A)
110	Donations / Resources for King							(N/A)
112	Pavilion Replacement					1,261.00	-1,261.00	-1,261.00 (N/A)
113	Scarecrow Festival		809.34	809.34		404.67	-404.67	404.67 (N/A)
115	Playing Field Footpath 2022							(N/A)
116	Benches & Tables for Parish							(N/A)
118	Enhanced LMP							(N/A)
119	Donations for Play Equipment		460.00	460.00		744.00	-744.00	-284.00 (N/A)
121	New Play Equipment					24,096.66	-24,096.66	-24,096.66 (N/A)
127	CCCC Grant Pavilion Project							(N/A)
129	Stithians Football Club (temp fur							(N/A)
132	Cancelled							(N/A)
134	Football Foundation Grant	2,667.00	2,667.00					(0%)
SUB TOTAL		2,817.00	6,635.21	3,818.21		30,173.55	-30,173.55	-26,355.34 (-935%)

General Reserve

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
111	Kings Coronation Event							(N/A)
128	Correction							(N/A)
SUB TOTAL								(N/A)

Summary

NET TOTAL	104,034.27	54,505.47	-49,528.80	90,481.72	64,368.16	26,113.56	-23,415.24 (-12%)
V.A.T.		6,413.17			5,764.21		
GROSS TOTAL		60,918.64			70,132.37		

Stithians Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

10 September 2025 (2025-2026)

INCOME

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	87,000.00	43,500.00	-43,500.00				-43,500.00 (-50%)
2	Cemetery Fee's	4,000.00	1,700.00	-2,300.00				-2,300.00 (-57%)
3	Playing Field - Football Club (MC	540.00		-540.00				-540.00 (-100%)
4	PCC	550.00		-550.00				-550.00 (-100%)
5	Toilet Rent (Wellness Hut)	1,800.00	750.00	-1,050.00				-1,050.00 (-58%)
6	Bank Interest	1,000.00	661.77	-338.23				-338.23 (-33%)
7	LMP	4,224.27		-4,224.27				-4,224.27 (-100%)
82	Bowling Club - Use of Field (MO	275.00		-275.00				-275.00 (-100%)
83	CC Closed Churchyard Maintena	1,200.00		-1,200.00				-1,200.00 (-100%)
84	Wayleaves	28.00	29.45	1.45				1.45 (5%)
85	Electricity Charges for Tennant -	600.00	169.96	-430.04				-430.04 (-71%)
86	Playing Field		225.00	225.00				225.00 (N/A)
87	Donations to Council							(N/A)
89	VAT Claim							(N/A)
92	Administration & Finance		654.92	654.92				654.92 (N/A)
SUB TOTAL		101,217.27	47,691.10	-53,526.17				-53,526.17 (-52%)

Environment, Highways & Foo

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
16	Meadowside Cemetery Maintena				250.00	207.67	42.33	42.33 (16%)
18	Meadowside Cemetery NNDR				600.00		600.00	600.00 (100%)
19	Water Supply Cemetery				100.00	63.90	36.10	36.10 (36%)
21	Litter Clearance Materials					38.50	-38.50	-38.50 (N/A)
22	NNDR Toilets				400.00		400.00	400.00 (100%)
23	Toilets - Electricity				600.00	180.96	419.04	419.04 (69%)
24	Water & Sewage Toilets				450.00	52.17	397.83	397.83 (88%)
26	Toilet Repairs & Maintenance				350.00	85.99	264.01	264.01 (75%)
27	Village Green Status Costs							(N/A)
28	Emergency Plan				300.00		300.00	300.00 (100%)
30	Bus Shelter Repairs & Maintena				250.00		250.00	250.00 (100%)
36	Maintenance of Grit Bins				200.00		200.00	200.00 (100%)
65	Extra Footpath Maintenance & V							(N/A)
90	General Maintenance					104.82	-104.82	-104.82 (N/A)
91	Meadowside Cemetery Cremate				120.00		120.00	120.00 (100%)
104	Toilet Cleaning Materials				350.00	21.63	328.37	328.37 (93%)
105	Maintenance of Noticeboards - M				100.00		100.00	100.00 (100%)
106	Maintenance of MSAS - Material				100.00		100.00	100.00 (100%)
114	War Memorial							(N/A)
123	Waste Collection				1,000.00	378.95	621.05	621.05 (62%)
SUB TOTAL					5,170.00	1,134.59	4,035.41	4,035.41 (78%)

Stithians Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

10 September 2025 (2025-2026)

Playing Field

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70	Water Playing Field (Bowling Cl				300.00	32.13	267.87	267.87 (89%)
71	General Maintenance Expenses				3,000.00	1,016.34	1,983.66	1,983.66 (66%)
72	Annual Staining / Painting of Equ					226.42	-226.42	-226.42 (N/A)
73	Lease from Glebe				600.00		600.00	600.00 (100%)
74	Annual Safety Inspection				300.00	253.50	46.50	46.50 (15%)
75	Electricity for Footpath Lighting				1,000.00	238.30	761.70	761.70 (76%)
80	Signage				200.00		200.00	200.00 (100%)
126	Repairs to Play Equipmr				1,000.00	19.58	980.42	980.42 (98%)
130	Electricity Pavilion							(N/A)
SUB TOTAL					6,400.00	1,786.27	4,613.73	4,613.73 (72%)

Staff Costs

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
45	Clerks Salary NETT				19,500.00	7,998.24	11,501.76	11,501.76 (58%)
46	Clerks HMRC Employer				3,350.00	928.96	2,421.04	2,421.04 (72%)
48	Clerk HMRC Employee				5,200.00	1,669.12	3,530.88	3,530.88 (67%)
49	Clerks Pension ERs Contributor							(N/A)
SUB TOTAL					28,050.00	10,596.32	17,453.68	17,453.68 (62%)

Finance & Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
37	Grants & Donations		100.00	100.00	300.00	300.00		100.00 (33%)
39	Public Relations				100.00		100.00	100.00 (100%)
40	Spotlight				250.00		250.00	250.00 (100%)
41	Website Maintenance				1,200.00	1,150.00	50.00	50.00 (4%)
42	Cemetery Admin System				450.00		450.00	450.00 (100%)
43	Hall Hire Stithians Centre				550.00	9.00	541.00	541.00 (98%)
44	Election Expenses							(N/A)
50	Admin Expenses		79.16	79.16	500.00	478.08	21.92	101.08 (20%)
52	CALC / NALC Subscription							(N/A)
53	SLCC Subscription				270.00		270.00	270.00 (100%)
54	ICCM Membership				100.00	110.00	-10.00	-10.00 (-10%)
55	Data Protection Fee				35.00	47.00	-12.00	-12.00 (-34%)
56	Internal Audit Fees				475.00	486.00	-11.00	-11.00 (-2%)
57	External Audit Fees				450.00	420.00	30.00	30.00 (6%)
58	Chairman's Allowance				100.00		100.00	100.00 (100%)
59	Subsistence & Travel for Membe				100.00		100.00	100.00 (100%)
60	Insurance				3,100.00		3,100.00	3,100.00 (100%)
61	Training Staff & Councillors				300.00	178.34	121.66	121.66 (40%)
63	Contingency Fund							(N/A)
101	SCRIBE Accounting Annual Mai				700.00		700.00	700.00 (100%)
102	Field In Trust Membership							(N/A)

Stithians Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

10 September 2025 (2025-2026)

117 Clerks Working from Home Allow	312.00	521.18	-209.18	-209.18 (-67%)		
120 Postage				(N/A)		
122 MVRG Annual Subscription	100.00	100.00		(0%)		
125 Open Spaces Subscription	45.00		45.00	45.00 (100%)		
131 Bank Charges		23.77	-23.77	-23.77 (N/A)		
133 Cancelled Invoice				(N/A)		
SUB TOTAL	179.16	179.16	9,437.00	3,823.37	5,613.63	5,792.79 (61%)

Environment Maintenance Co

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
10	EMC Highway Verge Maintenance				1,704.00	710.05	993.95	993.95 (58%)
11	EMC Litter Clearance				2,175.00	906.20	1,268.80	1,268.80 (58%)
12	EMC Haverigg Cemetery Maintenance				730.00	304.30	425.70	425.70 (58%)
13	EMC Lower Churchyard Maintenance				1,096.00	456.45	639.55	639.55 (58%)
14	EMC Closed Churchyard Maintenance				1,339.00	557.90	781.10	781.10 (58%)
15	EMC Meadowside Cemetery Maintenance				2,420.00	1,008.37	1,411.63	1,411.63 (58%)
20	EMC Toilet Cleaning				2,971.00	1,238.10	1,732.90	1,732.90 (58%)
25	EMC Footpath Maintenance				4,224.00	1,760.10	2,463.90	2,463.90 (58%)
29	EMC Longdowns Bus Shelter Cleaning				365.00	152.15	212.85	212.85 (58%)
31	EMC Crelow Fields Caretaking				1,080.00	387.10	692.90	692.90 (64%)
32	EMC Crelow Fields Grass Cutting				929.00	450.00	479.00	479.00 (51%)
33	EMC Crelow Fields Hedge Trimming				426.00	177.50	248.50	248.50 (58%)
34	EMC Weed Treatment				750.00	312.50	437.50	437.50 (58%)
35	EMC Cleaning of Notice Boards				119.00	49.55	69.45	69.45 (58%)
66	EMC Maintenance of Speed Signs				718.00	299.20	418.80	418.80 (58%)
67	EMC Playing Field Grass Cutting				6,240.00	2,600.00	3,640.00	3,640.00 (58%)
68	EMC Playing Field Hedge Trimming				609.00	253.60	355.40	355.40 (58%)
69	EMC Playing Field Caretaker				9,007.00	3,753.00	5,254.00	5,254.00 (58%)
SUB TOTAL					36,902.00	15,376.07	21,525.93	21,525.93 (58%)

Playing Field Development Project

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
77	PWLB Loan 2 New Playing Field				1,389.26	694.63	694.63	694.63 (50%)
SUB TOTAL					1,389.26	694.63	694.63	694.63 (50%)

Stithians Centre Development

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
78	PWLB Loan 3 Stithians Centre				1,566.72	783.36	783.36	783.36 (50%)
79	PWLB Loan 4 Stithians Centre				1,566.74		1,566.74	1,566.74 (100%)
SUB TOTAL					3,133.46	783.36	2,350.10	2,350.10 (75%)



NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING –Tuesday 9th September 2025

Decisions required:!

1. To agree content, actions and associated expenditure detailed in notes.
2. To agree temporary repair of basketball hoop
3. To authorise purchase of grit bin from Kingfisher Direct to replace bin located opposite Spar
4. To authorise purchase of replacement hydraulic mechanism for toddler area gate at a cost of £200 each.

Present: Cllr H Downing, Cllr P Blease, Cllr J Thomas, J. Richards – Clerk, T. Martin – EMC Contractor

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
1	Skateboard Park					
2	Playing Field					
		Annual Maintenance of play equipment	T. Martin	Replace shackles, grease moving parts, paint as necessary	01/07/25	To review items identified in Annual Inspection report and complete actions.
		Wooden Climbing Wall and climbing frame	T. Martin	Wooden plank at top of wall missing – to replace Chain link at base of chain / rope ladder requires replacing.		
		Old Roundabout – concrete base	T. Martin		09/09/25	Further grass seed to be applied.
		Basketball Hoop Base / pole damaged		To agree that temporary repair / installation can be completed by fixing pole & hoop to metal post and securing in the ground,		

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
				Investigate cost / installation of permanent hoop		
		Vehicles driving on to playing field	J Richards	To purchase & install entrance barrier on gateway adjacent to tennis court	10/09/25	Cost of Barrier £45.02 Lock: £14.00
	Safety Surface	Cracked Raised of ground in areas		To consider replacing all damaged safety surface in play area.		
	ZIP WIRE	Currently out of action as end posts no longer secured on one side	J Richards	Mr Zipwire contacted – last response was to visit whilst in South West . If no update received by Monday 16 th June, Legal advice to be sought – Mr Zip Wire to be advised of this action.	09/09/25	Legal action underway
	SCOPE Bin	Shute Broken	J Richards	To contact SCOPE and request bin is removed	09/09/2025	Contact made on regular basis. Advised that bin will be removed but no date confirmed.
	S. Relton Container	28 days notice for removal to be issued	J Richards	To notify Mr Relton container to be removed with 28 days	11/09/25	Notice issued Deadline Thursday 9 th October
	Gates to Toddler Area	Self-Closing mechanism on gates not working		Replacement costs approximately £200 per gate		
3.	BMX Track					
5	Footpaths					
	Footpath 54	Inaccessible	Cllr W Oakley-Moore	To arrange team, to clear footpath 54.	09/09/25	Outstanding
	Footpath 34	Damp / boggy area	J Richards	To contact Countryside Access to ask if this could be considered under Enhanced LMP	04/02/25	Consider for Enhanced LMP project 2025/26

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
	Footpath 10	Landowner completed some maintenance	T. Martin	To check the route to ensure that the path is clear and check stile and add 'anti slip bars'.	09/09/25	Anti Slip bars installed, landowner to notified of cut, to be completed during September.
	Footpath	Bin required in Trembroath area	J Richards	To contact Cornwall Council and request that the waste bin currently located outside the pub be moved to suitable location	10/09/25	Cornwall Council contacted – waiting for confirmation
	Way Marking Session	Improve signage of PRoW		To prepare report for July Meeting Volunteer session	09/09/25	Waymarkers received, Footpaths to be agreed.
6	Meadowside					
7	MSAS					
			Cllr W Oakley-Moore	To carry out data analysis	09/09/25	JR has downloaded software, to arrange with TM to connect to MSAS and download date.
8	War Memorial	Requires cleaning and lettering on recent plaques requires maintenance.	JR	To contact Warnes for quote for maintenance to lettering and cleaning.	09/09/25	To continue to chase.
9	Bus Shelter Opposite Spar	Requires cleaning and fresh coat of limewash applied	T. Martin	To complete lime wash		

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
10	Grit Bins	<p>Annual check of condition & top up.</p> <p>Replace bin located opposite Spar</p>	<p>T.Martin</p> <p>J Richards</p>	<p>Ensure all bins are serviceable Remove all loose grit Fill with bagged grit</p> <p>Obtain quote for replacement.</p>	10/09/25	<p>Prices for 6 cu ft bin</p> <p>Kingfisher Direct £49.99 (ex VAT) – Black</p> <p>Seton - £81.80 (ex vat) - Black</p> <p>Screwfix: - £99.99 (ex vat) - Yellow</p>

Next Meeting: Tuesday 7th October 2025



Environmental Report for Meeting on 16th September 2025

11.3 Footpath 51 – Mill Lane,

REPORT

For Noting.

Members may recall that at the July Meeting a resident expressed concerns regarding the condition of Footpath 51, this was also confirmed in writing. This was reported to Countryside Access the response received stated: *“Mill Lane was inspected yesterday. Our Officer found the condition of the path to meet our service standards for a bridleway, therefore we don’t propose to take any further action on this occasion. This will continue to be monitored through our usual inspection process.”*

The resident who raised the concerns has been informed of the response.

11.4 – Report on Speed Cameras:

Decisions Required:

1. To authorise the purchase of an additional speed monitoring camera , from Evolis at a cost of £2589 (ex VAT) . The funds to be transferred from the Election Costs Reserve to cover the cost of this purchase.
2. To agree to the installation of an additional camera location on Foundry.

REPORT

As discussed at the July Meeting, I attempted to contact the Clerk at Rosudgeon to discuss their ‘number plate’ recognition speed camera, there has been no response to date. I subsequently contacted the Highways Manager for that area, who advised that the installation of these cameras, is not straightforward and there are several legal requirements to be completed.

The proposed location for a speed camera on Foundry was shared with Jack Thomas, Highways Manager, who has stated that the location would be suitable for westbound traffic, but not for eastbound due to the lack of visibility.

I requested a quote from Evolis for a Solar Powered Unit, which allows additional messaging, a copy of the brochure is attached.

11.5 Report on Decisions Received in relation to the DMMOs, for Footpath 25

Decision Required:

To agree next steps in relation to WCA 585.

REPORT:

The decisions regarding WCA 584 & 585 were shared with Members via email on the 29th August. In brief the decisions were:

WCA 584: - Having considered the report, its recommendation **to add** to the Definitive Map a Public Footpath between points A-B-C on the attached map in the **Parish of Stithians, was endorsed.**

WCA585: - Having considered the report, its recommendation **not to add** to the Definitive Map a Public Footpath between points A-E or F-G on the attached map in the **Parish of Stithians, was endorsed.**

The Notice of Order has now been published in relation to WCA 584.

We have 28 days in which to appeal to the Secretary of State in relation to WCA 585, deadline would be the 26th September. If the appeal is validated, a response should be expected within 30 weeks.

Jane E Richards
Clerk / RFO,
9th September 2025

Report to Parish Council:

Request for Ratification for Stithians Parish Council to Support and Manage *The Stithians Times*

Submitted by: Councillor Sophie Cotton

Date: 19th August 2025

Prepared for: Stithians Parish Council

Subject: **Ratification request to formally adopt *The Stithians Times* as a Parish Council-led publication**

1. Purpose of the Report

The key objective of this report is to formally seek ratification from Stithians Parish Council to take on official responsibility for the management, production, and oversight of *The Stithians Times*, a community magazine that will serve as the principal local publication for the parish. The aim is to strengthen local engagement, increase transparency of Council communications, and support village cohesion through accessible, high-quality content delivered on a regular basis.

2. Background and Context

Following a successful recent trial edition of *The Stithians Times*, which was distributed free of charge to 600 households and local businesses in the parish, the response from residents and advertisers has been overwhelmingly positive. This has created a valuable opportunity to establish the magazine on a long-term footing, ensuring that it becomes a sustainable and well-loved part of parish life.

Previously, the Parish Council produced an annual printed newsletter for residents, at an annual cost of £200. This function will now be incorporated into *The Stithians Times*, removing the need for a separate publication and allowing for a more dynamic, frequent, and engaging format without additional financial burden to the Council. It is

proposed that the £200 allocation would no longer be required as the Stithians Times business model would return a profit.

3. New Business Model and Advertising Income

The new format of *The Stithians Times* is built on a financially sustainable model where the publication is distributed free of charge, removing the previous paywall and allowing all parishioners to benefit from access. This broader readership is expected to significantly enhance the magazine's appeal to local advertisers.

A structured advertising model has already been developed, and a number of existing advertisers have confirmed their willingness to continue, with additional interest being registered from others in the parish and surrounding areas. Advertising will cover the full printing costs of the magazine, with additional income contributing to a small contingency fund and potential expansion of distribution. Profits will be allocated to the 'Playing Field' fund, benefiting the whole community.

The current proposal is to produce six issues annually, with the target of maintaining advertising content at approximately 40% of each edition to preserve a strong editorial and community focus.

Whilst not shown in the financial models below, there are other opportunities for income, for example, 'Supporters', who would 'donate' an annual amount (suggested £12 annually) in return for a mention on the 'supporters page'

4. Financial Forecast

Proposed rate changes by advertiser (Alex to confirm Bailey's new rate)

	Current Annual Income	Current income per issue (6 issues)	New Fee per issue (6 issues).	Total annual fee per advertiser
Rex Andrew	£91.20	£15.20	£18.00	£108.00
Baileys	£139.65	£23.28	£28.00	£168.00
Baker Cake	£45.60	£7.60	£12.00	£72.00
Roo Creedon	£91.20	£15.20	£18.00	£108.00
Methodist Chapel	£45.60	£7.60	£12.00	£72.00
Michelle flowers	£45.60	£7.60	£12.00	£72.00
Myers Feet	£45.60	£7.60	£12.00	£72.00
Jennifer N	£91.20	£15.20	£18.00	£108.00
Opie Oils	£342.00	£57.00	£65.00	£390.00
Perish a Pest	£91.20	£15.20	£18.00	£108.00
Randle	£45.60	£7.60	£12.00	£72.00
R & G Motors	£91.20	£15.20	£18.00	£108.00
C Rundrum	£91.20	£15.20	£18.00	£108.00
Kingsley Trssider	£45.60	£7.60	£12.00	£72.00
R J Trevarthen	£193.80	£32.30	£50.00	£300.00
Watters funeral	£228.00	£38.00	£50.00	£300.00
F Wearne	£45.60	£7.60	£12.00	£72.00

Option 1 - No new advertisers - rates rise

Financially unviable - £312 loss per annum. Any committed advertisers would have to have funds returned, and the printing would be cancelled.

	Current Annual Income	Current income per issue (6 issues)	Forecast income per issue (6 issues).	Total income at new rates, with new advertisers
Total (excluding new advertisers)	£1,769.85	£294.98	£385.00	£2,310.00
Total (including 0 new advertisers)	N/A	N/A	£385.00	£2,310.00
Cost per issue (600 copies)			£437.00	£2,622.00
Profit per issue (estimated)			-£52.00	-£312.00

Option 2 - 5 new advertisers (£12 each per issue) plus rate rise

Financially viable. Break-even model - but borderline. If printing rates rise, etc, then a risk of a small loss

	Current Annual Income	Current income per issue (6 issues)	Forecast income per issue (6 issues).	Total income at new rates, with new advertisers
Total (excluding new advertisers)	£1,769.85	£294.98	£385.00	£2,310.00
Total (including 5 new advertisers)	N/A	N/A	£445.00	£2,670.00
Cost per issue (600 copies)			£437.00	£2,622.00
Profit per issue (estimated)			£8.00	£48.00

Option 3 - 8 new advertisers (£12 each per issue) plus rate rise

Financially viable and most likely outcome. Allows for some change in advertisers and small price changes for printing.

	Current Annual Income	Current income per issue (6 issues)	Forecast income per issue (6 issues).	Total income at new rates, with new advertisers
Total (excluding new advertisers)	£1,769.85	£294.98	£385.00	£2,310.00
Total (including 8 new advertisers)	N/A	N/A	£481.00	£2,886.00
Cost per issue (600 copies)			£437.00	£2,622.00
Profit per issue (estimated)			£44.00	£264.00

Option 4 - 15 new advertisers (£12 each per issue) plus rate rise

Shows a solid profit of over £700 - 15 advertisers may be unrealistic

	Current Annual Income	Current income per issue (6 issues)	Forecast income per issue (6 issues).	Total income at new rates, with new advertisers
Total (excluding new advertisers)	£1,769.85	£294.98	£385.00	£2,310.00
Total (including 15 new advertisers)	N/A	N/A	£565.00	£3,390.00
Cost per issue (600 copies)			£437.00	£2,622.00
Profit per issue (estimated)			£128.00	£768.00

Option 5 - 20 new advertisers (£12 each per issue) plus rate rise

Optimal outcome with over £1000 profit for playing field funds but 20 advertisers may be unrealistic

	Current Annual Income	Current income per issue (6 issues)	Forecast income per issue (6 issues).	Total income at new rates, with new advertisers
Total (excluding new advertisers)	£1,769.85	£294.98	£385.00	£2,310.00
Total (including 20 new advertisers)	N/A	N/A	£625.00	£3,750.00
Cost per issue (600 copies)			£437.00	£2,622.00
Profit per issue (estimated)			£188.00	£1,128.00

5. Operational Considerations

- Printing will be managed via an external provider (Hello Print), with Parish Council approval required to create an account. Pricing comparisons have been undertaken, and 'Hello Print' is the most competitive.
- Content production and editing will be overseen by a subcommittee reporting to the Parish Council. All content will be reviewed for legal compliance (including GDPR and safeguarding) and quality assurance before publication.
- Distribution will focus on door-to-door delivery by local volunteers, with additional copies made available at central parish locations (e.g., shops, pubs, and community venues).
- Volunteer Engagement will underpin content creation, with community members invited to contribute stories, features, and local updates.
- Governance and Liability: Oversight of editorial responsibility and public liability has been reviewed. Content decisions will remain with the subcommittee under delegated authority, while final approval will sit with the Parish Council. Insurance implications are covered under the current Parish Council liability

insurance.

6. Community Impact

The move to a professionally presented, accessible, and regular community magazine will:

- Strengthen parish identity and connection across generations.
- Support local charities, groups, and businesses through promotion and coverage.
- Replace and improve upon the existing annual newsletter.
- Encourage civic engagement by promoting council initiatives and village events.
- Generate an income that will be ringfenced for the playing field funds

Other nearby villages have seen strong success with similar models, which has helped shape this proposal and underlines the viability of *The Stithians Times*.

7. Recommendation

The Stithians Times Sub-committee requests Stithians Parish Council's formal ratification of its proposal to assume management responsibility for *The Stithians Times*. This initiative will:

- Enhance communications within the parish.
- Provide a cost-neutral (or profitable) solution for ongoing publication.
- Replace a less effective existing communication method.
- Promote a sustainable, community-led publication model.