



A-barth Onan Hag Oll! Representing One and All

REPORTS FOR NOVEMBER 2025 MEETING

I'm a bit late with my report this month because I wanted Cllr. Phil Blease to hear this news first. He has sent me a very nice reply and he understands my position.

I will be stepping back from Stithians Energy Group (SEG) in the new year; it's a decision I have found very difficult to make but at the age of 78 I feel it's time. I think we have achieved a lot in the eight years SEG has been working with the Parish Council and hopefully we have helped people to understand climate change and how they can help by reducing their carbon footprint. I would love to think someone younger would take on SEG but unfortunately, so far, this has not happened.

I feel since 2017 when we started SEG things have changed greatly in take-up of EVs, home insulation, PVs, batteries and heat pumps, and in decarbonising electricity, etc. etc. Let's face it very few people even knew what a heat pump was let alone consider driving an electric car. I think the economics of these technologies will speed their take-up even further as people realise the benefits but as I have said so many times we are still moving too slowly and are running out of time.

The two initiatives we are looking at at the moment are **Cornwall's Nature Recovery Strategy** and an event in conjunction with Community Energy Plus (CEP) to tell people about **home energy saving grants**. Both of these initiatives are taking a long time to come to fruition so I will have to pass these to the PC to initiate.

I have asked Community Energy Plus (CEP) if the government had introduced its new Warm Homes Plan as I was afraid, I had missed it somehow, but CEP tells me "They haven't been made aware of any updates, so yes, it's the same old schemes we've had for the last year or so. If they get wind of an announcement, they will be in touch". I will be happy to help with any practical things such as tree planting or helping out with events.

COP30 (6th - 21st November)

I'm hoping for great things to come out of COP30 and I'm trying to keep up to date by listening to daily podcasts. I can compile a summary of outcomes if this would be helpful.

The Stithians Times

I'm happy to continue with my articles for TST

Heat Pump public awareness

I continue to host the Visit a Heat Pump visits.



A- barth Onan Hag Oll! Representing One and All

Application Ref: PA25/07798|Application for Permission in Principle: Erection of two dwellings (minimum 2, maximum 2)|Land Adj To Little Acre Tresevern Croft Goonlaze Stithians Truro Cornwall TR3 7AR

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:

Decision in principle only required at this stage for 2 detached dwellings in the land that now forms part of the garden of Little Acre, Tresevern Croft.
Design details etc will follow with a formal Planning Application.

Matters of Concern:

None

Cllr Phil Blease
7th November 2025



Clerk/ RFO's Report for Meeting on 18th November 2025

10.1 Council's Current Financial Position

Decisions Required:

- 1. To note the Council's current financial position.**

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

- Summary Report
- Bank Reconciliation
- Reserves Balance

10.2 To Agree the Budget & Precept for 2026 / 2027

Decisions Required:

- 1. To agree the Budget for 2026/27**
- 2. To agree the PRECEPT of £104,185 for submission to Cornwall Council for 2026/27**

REPORT

As agreed at the October Meeting the final budget has been prepared, a copy is attached to this report. The Precept documentation has now been received, so the Precept costs to residents are now based on the correct 2026/27 figures. As a result of this the costs to residents, based on a Band D property for the required Precept of £104,185, will see an increase of £21.32 per annum (£1.78 per month)

10.3 Authorising of Payments, to include invoices received after publication of the agenda and regular payments / direct debits for November 2025.

To authorise the payment of invoices received & regular payments due for the period 22nd October 2025 to 19th November 2025 , Voucher No's: 140 - 152, Total: £6942.22

REPORT:

The attached Payments Awaiting Authorisation Reports dated 12th November 2025 details all invoices received, or payments made since the meeting held on the 21st October 2025. Vouchers 140 – 153, total amount payable: £7,320.85 (Net).

Explanatory Notes (where applicable)

Voucher No	Details
149 & 150	Details the Clerk's Salary & HMRC Payment for November 2025.
151 & 152	Details the payment for the Environmental Maintenance Contract payable in 12 equal payments

10.4 To consider the quote from Mr Zipwire for the annual service of the Zipwire to maintain warranty.

Decision Required:

To approve annual cost of £400 + vat, for the annual service of the Zipwire, to ensure the warranty is maintained.

REPORT

The annual service quote for Mr Zipwire was shared with Members by email on 23rd October.

**Clerk / RFO,
13th November 2025**

Stithians Parish Council

A	Bank Reconciliation at 31/10/2025		
	Cash in Hand 01/04/2025		158,011.53
	ADD Receipts 01/04/2025 - 31/10/2025		108,164.37
	SUBTRACT Payments 01/04/2025 - 31/10/2025		266,175.90
	Cash in Hand 31/10/2025 (per Cash Book)		95,493.85
B			170,682.05
	Cash in hand per Bank Statements		
	Petty Cash 31/10/2025	0.00	
	Lloyds Current Account (Treasurer: 31/10/2025	710.70	
	Lloyds Instant 31/10/2025	169,971.35	
B			170,682.05
	Less unrepresented payments		
	Plus unrepresented receipts		170,682.05
	Adjusted Bank Balance		170,682.05
	A = B Checks out OK		

Stithians Parish Council
Reserves Balance
2025-2026

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Playing Field Development	17,775.80	6,699.00	24,096.66	110.00	488.14
Tennis Court Fencing	12,816.27	-1,800.00			11,016.27
Albert Collins Community Hub	63,128.39	8,886.07	1,261.00		70,753.46
Legacies	10,572.37				10,572.37
Community Fund	424.42				424.42
Institute Fund	3,667.22		3,667.22		0.00
Contested By-Election	3,695.00	450.00			4,145.00
Fingerposts	1,120.00				1,120.00
CIL Receipts	2,867.38		2,589.99	4,444.88	4,722.27
KCC Event 2023					0.00
Donations for Play Equipment A	744.37		744.00	460.00	460.37
Scarecrow Festival		-404.67	404.67	809.34	0.00
Benches for Parish					0.00
Enhanced LMP	2,770.00				2,770.00
Stithians Football Club Pitch M:				2,667.00	2,667.00
Pavilion Project CC Grant	-115.00	115.00			0.00
Total Earmarked	119,466.22	13,945.40	32,763.54	8,491.22	109,139.30
TOTAL RESERVE	119,466.22	13,945.40	32,763.54	8,491.22	109,139.30
GENERAL FUND					61,542.75
TOTAL FUNDS					170,682.05

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

2 November 2025 (2025-2026)

INCOME

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Precept	87,000.00	87,000.00					(0%)
2 Cemetery Fee's	4,000.00	2,400.00	-1,600.00				-1,600.00 (-40%)
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	1,050.00	-750.00				-750.00 (-41%)
6 Bank Interest	1,000.00	860.48	-139.52				-139.52 (-13%)
7 LMP	4,224.27		-4,224.27				-4,224.27 (-100%)
82 Bowling Club - Use of Field (MO	275.00	275.00					(0%)
83 CC Closed Churchyard Mainten:	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	234.07	-365.93				-365.93 (-60%)
86 Playing Field		440.10	440.10				440.10 (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	92,944.02	-8,273.25				-8,273.25 (-8%)

Environment, Highways & Foc

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
16 Meadowside Cemetery Maintena				250.00	552.67	-302.67	-302.67 (-121%)
18 Meadowside Cemetery NNDR				600.00		600.00	600.00 (100%)
19 Water Supply Cemetery				100.00	44.79	55.21	55.21 (55%)
21 Litter Clearance Materials					77.74	-77.74	-77.74 (N/A)
22 NNDR Toilets				400.00		400.00	400.00 (100%)
23 Toilets - Electricity				600.00	233.51	366.49	366.49 (61%)
24 Water & Sewage Toilets				450.00	302.62	147.38	147.38 (32%)
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	95.94	104.06	104.06 (52%)
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	92.86	257.14	257.14 (73%)
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	517.29	482.71	482.71 (48%)
SUB TOTAL				5,170.00	2,108.23	3,061.77	3,061.77 (59%)

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

2 November 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 Clt				300.00	87.70	212.30	212.30 (70%)
71 General Maintenance Expenses				3,000.00	1,351.06	1,648.94	1,648.94 (54%)
72 Annual Staining / Painting of Equ					226.42	-226.42	-226.42 (N/A)
73 Lease from Glebe				600.00	300.00	300.00	300.00 (50%)
74 Annual Safety Inspection				300.00	253.50	46.50	46.50 (15%)
75 Electricity for Footpath Lighting				1,000.00	351.19	648.81	648.81 (64%)
80 Signage				200.00		200.00	200.00 (100%)
126 Repairs to Play Equipmr				1,000.00	243.22	756.78	756.78 (75%)
130 Electricity Pavilion							(N/A)
SUB TOTAL				6,400.00	2,813.09	3,586.91	3,586.91 (56%)

Staff Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
45 Clerks Salary NETT				19,500.00	11,075.60	8,424.40	8,424.40 (43%)
46 Clerks HMRC Employer				3,350.00	1,885.56	1,464.44	1,464.44 (43%)
48 Clerk HMRC Employee				5,200.00	2,788.63	2,411.37	2,411.37 (46%)
49 Clerks Pension ERs Contributor							(N/A)
SUB TOTAL				28,050.00	15,749.79	12,300.21	12,300.21 (43%)

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	475.00	-175.00	-75.00 (-25%)
39 Public Relations				100.00		100.00	100.00 (100%)
40 Spotlight							(N/A)
41 Website Maintenance				1,200.00	1,150.00	50.00	50.00 (4%)
42 Cemetery Admin System				450.00	417.60	32.40	32.40 (7%)
43 Hall Hire Stithians Centre				550.00	447.00	103.00	103.00 (18%)
44 Election Expenses					329.24	-329.24	-329.24 (N/A)
50 Admin Expenses		79.16	79.16	500.00	902.44	-402.44	-323.28 (-64%)
52 CALC / NALC Subscription					572.97	-572.97	-572.97 (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	3,047.43	52.57	52.57 (1%)
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	676.80	23.20	23.20 (3%)
102 Field In Trust Membership							(N/A)

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

2 November 2025 (2025-2026)

117 Clerks Working from Home Allow			312.00	156.00	156.00	156.00 (50%)		
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				37.16	-37.16	-37.16 (N/A)		
133 Cancelled Invoice						(N/A)		
SUB TOTAL			179.16	179.16	9,187.00	9,552.98	-365.98	-186.82 (-2%)

Environment Maintenance Coi

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
10	EMC Highway Verge Maintenance				1,704.00	994.07	709.93	709.93 (41%)
11	EMC Litter Clearance				2,175.00	1,268.68	906.32	906.32 (41%)
12	EMC Haverigg Cemetery Maintenance				730.00	426.02	303.98	303.98 (41%)
13	EMC Lower Churchyard Maintenance				1,096.00	639.03	456.97	456.97 (41%)
14	EMC Closed Churchyard Maintenance				1,339.00	781.06	557.94	557.94 (41%)
15	EMC Meadowside Cemetery Maintenance				2,420.00	1,411.71	1,008.29	1,008.29 (41%)
20	EMC Toilet Cleaning				2,971.00	1,733.34	1,237.66	1,237.66 (41%)
25	EMC Footpath Maintenance				4,224.00	2,464.14	1,759.86	1,759.86 (41%)
29	EMC Longdowns Bus Shelter Cleaning				365.00	213.01	151.99	151.99 (41%)
31	EMC Cresswell Fields Caretaking				1,080.00	541.94	538.06	538.06 (49%)
32	EMC Cresswell Fields Grass Cutting				929.00	630.00	299.00	299.00 (32%)
33	EMC Cresswell Fields Hedge Trimming				426.00	248.50	177.50	177.50 (41%)
34	EMC Weed Treatment				750.00	437.50	312.50	312.50 (41%)
35	EMC Cleaning of Notice Boards				119.00	69.37	49.63	49.63 (41%)
66	EMC Maintenance of Speed Signs				718.00	418.88	299.12	299.12 (41%)
67	EMC Playing Field Grass Cutting				6,240.00	3,640.00	2,600.00	2,600.00 (41%)
68	EMC Playing Field Hedge Trimming				609.00	355.04	253.96	253.96 (41%)
69	EMC Playing Field Caretaker				9,007.00	5,254.20	3,752.80	3,752.80 (41%)
SUB TOTAL					36,902.00	21,526.49	15,375.51	15,375.51 (41%)

Playing Field Development Pro

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	1,389.26		(0%)
SUB TOTAL					1,389.26	1,389.26		(0%)

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	1,566.72		(0%)
79	PWLB Loan 4 Stithians Centre				1,566.74	783.37	783.37	783.37 (50%)
SUB TOTAL					3,133.46	2,350.09	783.37	783.37 (25%)

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

2 November 2025 (2025-2026)

Ear Marked Reserves

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
8 CIL		4,444.88	4,444.88		2,589.99	-2,589.99	1,854.89 (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 Kings							(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	8,491.22	5,674.22	32,763.54	-32,763.54		-27,089.32 (-961%)

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)

The Stithians Times

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
135 Advertising Income		136.80	136.80				136.80 (N/A)
136 The Stithians Times Printing Cos				250.00	380.45	-130.45	-130.45 (-52%)
SUB TOTAL		136.80	136.80	250.00	380.45	-130.45	6.35 (2%)

Summary

NET TOTAL	104,034.27	101,751.20	-2,283.07	90,481.72	88,633.92	1,847.80	-435.27 (-0%)
V.A.T.		6,413.17			6,859.93		
GROSS TOTAL		108,164.37			95,493.85		

Draft Budget 2026/27

Code	BUDGET 2025/26	Forecast end 2025/26	BUDGET 2026/27	Increase / Decrease
<u>Environment, Highways & Footpaths</u>				
16 Meadowside Maintenance & Materials	250	250	250	0
18 Meadowside NNDR	600	0	600	0
19 Meadowside Water	100	120	100	0
22 Toilets NNDR	400	0	400	0
23 Toilets Electricity	600	420	500	-100
24 Toilets Water & Sewage	450	300	450	0
26 Toilets Repair & Maintenance	350	160	300	-50
27 Village Green Status	0	0	0	0
28 Emergency Plan	300	0	0	-300
30 Bus Shelter Repairs & Maintenance	250	100	200	-50
36 Maintenance of Grit Bins	200	150	200	0
65 Footpath Maintenance	0	0	0	0
90 General Maintenance	0	0	0	0
91 Meadowside Cremation Plot Prep	120	0	120	0
104 Toilet Cleaning / Litter clearance Materials	350	200	300	-50
105 Maintenance of Notice Boards	100	50	100	0
106 Maintenance of MSAS	100	0	100	0
123 Waste Collection	1000	950	1200	200
Sub Total:	5,170.00	2,700.00	4,820.00	-350
<u>Playing Field</u>				
70 Water	300	120	300	0
71 General Maintenance	3000	3000	3000	0
72 Annual Staining / Painting	0	0	0	0
73 Lease from Glebe	600	600	600	0
74 Annual Safety Inspection	300	253	300	0
75 Electricity for Footpath	1000	550	750	-250
80 Signage	200	200	200	0
126 Repairs to Play Equipment	1000	750	1200	200
130 Electricity Pavilion	0	0	0	0
Sub Total	6,400.00	5,473.00	6,350.00	-50
<u>Staff Costs</u>				
45 Clerks Salary NETT	19500	18965	20450	950
46 HMRC Employer	3350	4101	3789	439
48 HMRC Employee	5200	4175	4950	-250
Sub Total;	28,050.00	27,241.00	29,189.38	1139
<u>Finance & Administration</u>				
37 Grants & Donations	300	300	300	0
39 Public Relations	100	0	100	0
40 Spotlight / Stithians Times	250	250	0	-250
41 Website Maintenance	1200	1150	1200	0
42 Cemetery Admin System	450	417	450	0
43 Hall Hire	550	489	550	0

50 Admin Expenses	500	900	600	100
52 CALC / NALC Subscription	0	573	782	782
53 SLCC Subscription	270	245	270	0
54 ICCM Membership	100	110	120	20
55 Data Protection Fee	35	47	50	15
56 Internal Audit Fees	475	486	500	25
57 External Audit Fees	450	420	460	10
58 Chair's Allowance	100	0	100	0
59 Subsistence & Travel	100	0	100	0
60 Insurance	3100	3047	3100	0
61 Training Staff & Councilors	300	178	300	0
63 Contingency Fund	0	0	0	0
101 Scribe Accounting	700	676	700	0
102 Field in Trust Membership	0	0	0	0
117 Clerk Working from Home Allowance	312	312	312	0
120 Postage	0	0	0	0
122 MVRG Annual Subscription	100	100	100	0
125 Open Spaces Subscription	45	45	45	0
131 Bank Charges	0	65	70	70
Sub Total:	9,437.00	9,810.31	10,209.47	772

Environment Maintenance Contract

10 Verge Maintenance	1704	1704	1769	65
11 Litter Picking	2175	2175	2257	83
12 Haverigg Cemetery Maintenance	730	730	758	28
13 Lower Churchyard Maintenance	1096	1096	1137	42
14 Closed Churchyard Maintenance	1339	1339	1390	51
15 Meadowside Cemetery Maintenance	2420	2420	2512	92
20 Toilet Cleaning	2971	2971	3084	113
25 Footpath Maintenance	4224	4224	4300	76
29 Cleaning Longdowns Bus Shelters	365	365	379	14
31 Crelow Fields Grass Cutting	1080	1080	1121	41
32 Crelow Fields Caretaking	929	929	964	35
33 Crelow Fields Hedge Trimming	426	426	442	16
34 Weed Treatment	750	750	779	29
35 Cleaning Notice Boards	119	119	123	5
66 Maintenance of MSAS	718	718	745	27
67 Playing Field Grass Cutting	6240	6240	6477	237
68 Playing Field Hedge Trimming	609	609	632	23
69 Playing Field Caretaker	9007	9007	9350	342
Sub Total:	36,902.56	36,902.56	38,220.07	1,317.51

Playing Field Development Loan

77 PWLB Loan 2	1,389.26	1,389.26	1389.26
Sub Total:	1,389.26	1,389.26	1,389.26

Stithians Centre Development Loans

78 PWLB Loan 3	1566.72	1566.72	783.36	783.36
79 PWLB Loan 4	1566.74	1566.74	1566.74	
Sub Total:	3,133.46	3,133.46	2,350.10	

Allocation to EMRs

44 Election Expenses	450	450	0
112 Albert Collins Community Hub	8000	8000	22000
95 Playing Field Development	3000	3000	3000
Tennis Court Fencing	1000	1000	0

Sub Total	12,450.00	12,450.00	25,000.00
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Budget Expenditure Total:	£ 102,932.28	£ 99,099.59	£ 117,528.28
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2026/27

19.8%

2025/26

£87,000

Total Estimated Expenditure	£	117,528
LESS Other Income	£	13,343
PRECEPT Required	£	104,185
Shortfall	£	-

SUBMISSION TO CORNWALL COUNCIL

Total Est. Gross Expenditure	£	117,528.28
Less Other Income	£	13,343.00
Total Estimated Net Expenditure	£	104,185.28
Amount from Balances	£	-
PRECEPT REQUIRED	£	104,185.28

Stithians Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
140	Grants & Donations	21/10/2025		Lloyds Current Accou	BACS	RBL Poppy Appeal (Wreath)	Royal British Legion	Z	75.00		75.00
141	The Stithians Times Printing Co	22/10/2025		Lloyds Current Accou	Visa Debit	Stithians Times Printing	Hello Print	Z	380.45		380.45
142	Repairs to Play Equipmr	08/10/2025		Lloyds Current Accou	Visa Debit	General Maintenance	S J Andrew	S	5.09	1.02	6.11
143	Repairs to Play Equipmr	09/10/2025		Lloyds Current Accou	Visa Debit	General Maintenance	Duchy Fasteners	S	5.23	1.05	6.28
144	Repairs to Play Equipmr	13/10/2025		Lloyds Current Accou	Visa Debit	General Maintenance	Altrad Generation CD	S	12.70	2.54	15.24
145	Waste Collection	31/10/2025		Lloyds Current Accou	Direct Debit	Duplicate Invoice - CANCELLED	Suez	S			
146	Toilets - Electricity	05/11/2025		Lloyds Current Accou	Direct Debit	Electricity - Toilet (Wellness Hu	Corona Energy	L	36.69	1.83	38.52
147	Admin Expenses	04/11/2025		Lloyds Current Accou	BACS	Legal Fees	Cornwall Council	S	810.00	162.00	972.00
148	Waste Collection	31/10/2025		Lloyds Current Accou	Direct Debit	Waste Collection	Suez	S	64.67	12.93	77.60
149	Clerks Salary NETT	12/11/2025		Lloyds Current Accou	BACS	Clerks Salary Nett	Clerk / RFO	X	1,593.33		1,593.33
149	Clerks Working from Home Allc	12/11/2025		Lloyds Current Accou	BACS	Clerks Salary Nett	Clerk / RFO	X	26.00		26.00
150	Clerk HMRC Employee	12/11/2025		Lloyds Current Accou	BACS	Clerks HMRC Payment	HMRC	X	434.81		434.81
150	Clerks HMRC Employer	12/11/2025		Lloyds Current Accou	BACS	Clerks HMRC Payment	HMRC	X	241.67		241.67
151	EMC Highway Verge Maintenanr	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	142.01		142.01
151	EMC Litter Clearance	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	181.24		181.24
151	EMC Haverigg Cemetery Mainte	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	60.86		60.86
151	EMC Lower Churchyard Mainte	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	91.29		91.29
151	EMC Closed Churchyard Mainte	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	111.58		111.58
151	EMC Longdowns Bus Shelter Cl	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	30.43		30.43
151	EMC Footpath Maintenance	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	352.02		352.02
151	EMC Crellow Fields Grass Cutti	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	90.00		90.00
151	EMC Crellow Fields Caretaking	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	77.42		77.42
151	EMC Crellow Fields Hedge Trin	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	35.50		35.50
151	EMC Cleaning of Notice Board	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	9.91		9.91
151	EMC Maintenance of Speed Sig	12/11/2025		Lloyds Current Accou	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	59.84		59.84
152	EMC Meadowside Cemetery Ma	12/11/2025		Lloyds Current Accou	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	201.67		201.67
152	EMC Toilet Cleaning	12/11/2025		Lloyds Current Accou	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	247.62		247.62
152	EMC Playing Field Grass Cutting	12/11/2025		Lloyds Current Accou	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	520.00		520.00
152	EMC Playing Field Caretaker	12/11/2025		Lloyds Current Accou	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	750.60		750.60
152	EMC Playing Field Hedge Trimn	12/11/2025		Lloyds Current Accou	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	50.72		50.72
152	EMC Weed Treatment	12/11/2025		Lloyds Current Accou	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	62.50		62.50
153	Repairs to Play Equipmr	13/11/2025		Lloyds Current Accou	BACS	Repairs to Play Equipment	Tyrone Martin	X	560.00		560.00
Total									7,320.85	181.37	7,502.22

Re: Stithians Zip Wire

From: Richard Thorne <mr.treehouse@aol.com>

Sent: Thu, 23 Oct, 2025 at 13:23

To: clerk@stithiansparishcouncil.org.uk

Hi the cost is £400 plus vat. Full safety inspection of frames, including lightening of any nuts bolts.
removal of any splinters.

Examine foundations for pole movement.

Check for snags or springs in the wire.

examine trolley externally and internally with an endoscope.camera.

check brake spring

Check clearance of seat when loaded conforms with rospa regs.

check seat[

Tighten adjust wire.

Lubricate wire.

issue certification.

Replacement of any of the items mentioned aboven

Not covered for normal wear and tear act of vandalism or misuse.

regards Dick

On Thursday, 23 October 2025 at 09:13:21 BST, clerk@stithiansparishcouncil.org.uk <clerk@stithiansparishcouncil.org.uk>
wrote:

Good Morning Richard,

To allow the Council to consider the requirement for an 'annual service' to maintain warranty can
you confirm:

What work is completed during the service.

Details of any parts that may be routinely replaced and included as part of the service

The charge for the service.

Regards



NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING –Tuesday 11th November 2025

Decisions required: /

1. To agree content, actions and associated expenditure detailed in notes.
2. Adjustments to BMX track by track users & unauthorised personnel to cease with immediate effect. Any alterations to be authorised by Parish Council.

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

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
1	Skateboard Park					
2	Playing Field					
		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.	11/11/25	Wooden structure repaired. Chain link and surface to be completed.
	Footpath Lighting	Bulbs may need replacing	T. Martin	To replace bulbs		
			P.Blease	To discuss replacing with LED with electrician		
	Safety Surface	Cracked / Raised in areas		To consider replacing all damaged safety surface in play area.	13/11/25	Agree project for 2026/27 Quotes being sought.
	Area between Bowling Club & Pavilion	Requires clearing and strimming	T. Martin	Strim area and remove signs / bins dumped in area		
	ZIP WIRE	Currently out of action	J Richards		11/11/25	Repair to be completed by 'Mr Zipwire'

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
	Car Park	Vehicle parked 'long term'. Current MOT, No tax/	J. Richards P. Blease	Investigate what further action can be taken. Publish enquiry on Facebook.		
		SCOPE Bin Removed	T. Martin	Tidy / Strim area		
3.	BMX Track	Jumps have been dug out	T, Martin	To reinstate original humps	11/11/25	Further holes to be filled, Work on track by riders to stop
5	Footpaths					
	Footpath 54	Inaccessible	Cllr W Oakley-Moore	To arrange team, to clear footpath 54.	11/11/25	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
	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'.	11/11/25	T. Martin to cut footpath. Fallen tree / branch to be removed.
	Footpath 3	Area around stile overgrown	T. Martin	To cut area		
	Way Marking Session	Improve signage of PRoW		To prepare report for July Meeting Volunteer session First session completed	11/11/25	4 PRoW completed. Clerk to collate requirements and present to Council for consider purchase / complete in house of approach Countryside Access.
	Trembroath	Ongoing obstruction of PRoW	JR	To investigate external legal process' for dealing with issue		
	Trelusback	Contact from landowner expressing concerns with dogs walking off lead in 'wildlife area'	W. Oakley-Moore	To contact landowner and advise about signage etc.		

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
6	Meadowside					
		Plot Maintenance	T. Martin	To level plot C12		
7	MSAS					
		New Camera arrived. Software downloaded	JR	To confirm location on Foundry, proposed pole not suitable.	11/11/25	To discuss with Jack Thomas at liaison meeting on Tuesday 18 th November.
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	11/11/25	Outstanding
10						

NEXT MEETING: Tuesday 2nd December



A- barth Onan Hag Oll! Representing One and All

Decisions Required:

- 1. To agree to engage Marraum to assist in the next stage of the Community Hub Project at cost of £12,250**

REPORT:

Cllrs H. Downing, P Blease, W Thomas and the Clerk attended a Meeting at Marraum to discuss the next stage of the project and the support they would be able to provide.

Their proposal is attached to this report, it details each phase and what can be expected. The cost would be £12,250.

Clerk will continue to search for funding opportunities. If not costs would be taken from the Community Hub Reserve, CIL Funds may also be allocated to this project (£4,722).

J E Richards
Clerk / RFO
13th November 2025



A- barth Onan Hag Oll! Representing One and All

PRoW Checks – Sunday 2nd November

Decisions Required:

- 1. To agree that the posts, waymarkers and hand posts can be purchased and costs allocated from the Enhanced LMP & Finger Post Reserves. To allocate a budget of £500 with delegated responsibility to the Clerk for ordering posts & waymarkers.**

REPORT:

Individual reports for the PRoW walks completed have been shared. The following actions are proposed:

Installing new / replacement posts:	20
Waymarkers:	30 (at least)
Hand posts: (to assist crossing stiles)	10

- 1 stile requires repair, work required for the majority includes, trimming area around the stile, not just the top and ensuring the steps are clear of vegetation / moss etc.
- Kissing Gate on 231/4/2 requires repair replacement (too narrow)
- Stepping stones would help to cross boggy area on 234/42/2

Funds available in the following reserves:

Enhanced LMP:	£2,770
Finger Posts:	£1,120
<u>TOTAL:</u>	<u>£3,890</u>

I would suggest that these reserves are used to carry out the routine work – posts / waymarkers / hand posts. No formal quote, however, initial investigation indicates the following costs:

Half Round Posts: 1650mm x 100mm – 20 @ £4.98 (easier to mount waymarkers)	£99.60
Round Posts: 1650 x 100mm – 20 @ £9.05	£181.00
Way Markers: (if we can't source from Countryside Access)	£ 87.60
Hand Rails / Posts : dependent on height required approx. £11	£110.00

Additional Costs would include postcrete / labour etc

There is sufficient money in the reserves to undertake this initial work, with funds left for similar work on other routes.

J E Richards
Clerk / RFO
November 2025



Gallagher

Insurance | Risk Management | Consulting

Private & Confidential

Mrs Claire Sylvester
Stithians Christmas light committee
57 Crenow Fields
Truro
Cornwall
TR3 7RE
United Kingdom

16th October 2025

Dear Mrs Sylvester,

Insurance Policy: AJG Community Schemes
Client Name: Stithians Christmas light committee
Client Reference Number: 48497353
Policy Number: 8050749
Effective Date: 09/12/2025

Your insurance policy is due for renewal shortly and we have pleasure in enclosing your renewal quotation(s) and documentation. These have been based on your requirements which you disclosed to us previously or in our recent renewal discussions. Our understanding of your requirements are shown in the enclosed documentation.

There are a number of documents enclosed and it is important that you review each of them. Within this letter we have summarised what we consider to be the most important points to assist you. We have directed you to those documents, or parts of documents, which you must read carefully.

Your renewal premium(s) for the forthcoming year are detailed as follows:-

Policy	Insurer	Premium	Insurance Premium Tax	Administration Fee(s)	Total Due
AJG Community Schemes	Hiscox Insurance Company Limited	£311.60	£37.40	£50.00	£399.00
Total		£311.60	£37.40	£50.00	£399.00

Long Term Agreement Option

In order to ensure rate stability, Stithians Christmas light committee may choose to set up a 3 year binding Long Term Agreement (LTA) with Hiscox Insurance Company Limited, at an LTA premium of £399.00. This means Stithians Christmas light committee will commit to keep their policy with Hiscox Insurance Company Limited for the period of the LTA, which will expire 3 years from the original inception date.

In return Hiscox Insurance Company Limited agrees not to increase the annual insurance premium, except for the following reasons:

- When there are changes to the material facts concerning your policy.

Blenheim House
1-2 Bridge Street
Guildford
Surrey
GU1 4RY

Tel: 01483 462 860

www.ajg.com/uk