



A-barth Onan Hag Oll! Representing One and All

REPORTS FOR MARCH 2026 MEETING



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Application Ref: [PA26/01539](#) | [Listed Building Consent for the proposed installation of 3no. rooflights, positioning of air source heat pump, and extract locations. | The Piggery Tretheague Farm Tretheague Stithians Truro Cornwall TR3 7AF](#)

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:

A straight forward application to install 3 rooflights and installing an airsource heat pump in the rear garden. Application is in respect of a grade II listed building. The 3 roof lights are proposed at a high level to the rear of the roof and only have minor visual impact.

Matters of Concern:

None

**Cllr Phil Blease
16th March 2026**



Clerk/ RFO's Report for Meeting on 17th March 2026

9.1 Council's Current Financial Position

Decisions Required:

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

The Council's financial position as at 28th February are detailed in the attached appendices:

- Summary Report
- Bank Reconciliation
- Reserves Balance

9.2 Authorising of Payments, to include invoices received after publication of the agenda and regular payments / direct debits for March 2026.

DECISIONS REQUIRED:

To authorise the payment of invoices received, direct debits & regular payments due for the period 19th February to 18th March 2026 , Voucher No's: 191 – 218 , Total: £13,773.76 (Net) and the Direct Debit due on 2nd April 2026 to PWLB for the sum of £1,477.99.

REPORT:

The attached Payments Awaiting Authorisation Reports dated 9th March 2026 details all invoices received, or payments made since the meeting held on 17th February 2026. Vouchers 221 – 231 total amount payable: £6682.48 (Net). And the direct debit payable to PWLB for the sum of £1478.24.

Explanatory Notes (where applicable)

Voucher No	Details
222 - 223	Details the Clerk's Salary & HMRC Payment for March 2026.
224 - 225	Details the payment for the Environmental Maintenance Contract payable in 12 equal payments
Direct Debit 02/04/26	Payable to PWLB for the sum of £1,478.24. This payment includes: Loan 2 (PF) - £694.63 Loan 3 (SC) - £783.36 – Final Payment. Loan completed.

J E Richards
Clerk / RFO,

Stithians Parish Council

	Bank Reconciliation at 28/02/2026		
	Cash in Hand 01/04/2025		158,011.53
	ADD Receipts 01/04/2025 - 28/02/2026		126,919.07
			284,930.60
	SUBTRACT Payments 01/04/2025 - 28/02/2026		130,302.15
A	Cash in Hand 28/02/2026 (per Cash Book)		154,628.45
	Cash in hand per Bank Statements		
	Petty Cash 28/02/2026	0.00	
	Lloyds Current Account (Treasurer: 28/02/2026	6,275.66	
	Lloyds Instant 28/02/2026	148,352.79	
			154,628.45
	Less unrepresented payments		
			154,628.45
	Plus unrepresented receipts		
B	Adjusted Bank Balance		154,628.45
	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	6,784.20		65,230.26
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		97.50		2,672.50
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	38,384.24	8,491.22	103,518.60
TOTAL RESERVE	119,466.22	13,945.40	38,384.24	8,491.22	103,518.60
GENERAL FUND					51,109.85
TOTAL FUNDS					154,628.45

Stithians Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
			Lloyds Current Accol	Direct Debit	PWLB Loans	PWLB	E	783.37		783.37
221	04/03/2026									
221	04/03/2026		Lloyds Current Accol	BACS	Clerks Salary Nett	Clerk / RFO	X	1,671.54		1,671.54
222	18/03/2026									
222	18/03/2026		Lloyds Current Accol	BACS	Clerks Salary Nett	Clerk / RFO	X	26.00		26.00
222	18/03/2026		Lloyds Current Accol	BACS	Clerks HMRC Payment	HMRC	X	232.24		232.24
223	18/03/2026									
223	18/03/2026		Lloyds Current Accol	BACS	Clerks HMRC Payment	HMRC	X	417.18		417.18
223	18/03/2026		Lloyds Current Accol	BACS	Clerks HMRC Payment	HMRC	X	417.18		417.18
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	142.01		142.01
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	60.86		60.86
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	181.24		181.24
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	9.91		9.91
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	91.29		91.29
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	59.84		59.84
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	111.58		111.58
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	352.02		352.02
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	35.50		35.50
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	90.00		90.00
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	77.42		77.42
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	30.43		30.43
224	18/03/2026		Lloyds Current Accol	Emc Monthly Payrr	Environment Management Con	Tyrone Martin	X	247.62		247.62
225	18/03/2026		Lloyds Current Accol	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	201.67		201.67
225	18/03/2026		Lloyds Current Accol	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	62.50		62.50
225	18/03/2026		Lloyds Current Accol	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	750.60		750.60
225	18/03/2026		Lloyds Current Accol	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	50.72		50.72
225	18/03/2026		Lloyds Current Accol	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	520.00		520.00
225	18/03/2026		Lloyds Current Accol	EMC Monthly Payrr	Environment Management Con	Tyrone Martin	X	520.00		520.00
226	09/03/2026		Lloyds Current Accol	Direct Debit	Waste Collection	Suez	S	109.66	21.93	131.59
226	09/03/2026		Lloyds Current Accol	BACS	Bank Charges	Lloyds Bank	X	4.25		4.25
227	09/03/2026		Lloyds Current Accol	BACS	General Maintenance	MacSalvors Ltd	S	18.63	3.73	22.36
228	09/03/2026		Lloyds Current Accol	BACS	Glebe Rent	Savills	E	300.00		300.00
229	09/03/2026		Lloyds Current Accol	Visa Debit Card	Shredder	Amazon	S	37.49	7.50	44.99
230	09/03/2026		Lloyds Current Accol	VISA DEBIT CARD	General Maintenance	Screwfix	S	6.91	1.38	8.29
231	06/03/2026									
							Total	6,682.48	34.54	6,717.02



NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING –Tuesday 3rd March 2026

Decisions required:!

1. To agree content, actions and associated expenditure detailed in notes.

Present: Cllr H Downing, Cllr P Blease, Cllr J Thomas, Cllr W Oakley-Moore, 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.	03/03/26	Wooden structure repaired. Chain link and surface to be completed. Safety surface to be completed when weather improves. DONE
	Safety Surface	Cracked / Raised in areas		To consider replacing all damaged safety surface in play area.	03/03/26 COSTS	1 quote received to date.
	Tennis Court Footpath	Very wet & muddy,	T. Martin	To clear area		
	Tennis Court	Lock broken – replace	T. Martin	To purchase & replace		
		Scaffolding around Tennis Court still in place (Christmas Lights)	J. Richards	To contact Claire and request update on removal.		
4	Footpaths					

ITEM	ISSUE	Person Responsible	Action	UPDATES	
Footpath 54	Inaccessible	Cllr W Oakley-Moore	To arrange team, to clear footpath 54.	03/03/26	Outstanding
Footpath 53 (Mill Lane)	Surface damaged Existing drainage blocked / overgrown	J Richards	Reported to Countryside Access, On list for Enhanced LMP 26/27. To obtain quotes in advance		
Footpath 21	Access blocked / not visible from point opposite entrance to Stithians Showground	J Richards	To contact Countryside Access	03/03/26	Response received – Countryside Access aware of issue.
Way Marking Session	Improve signage of PRow		2 nd session completed 3 rd session to be arranged	03/03/26	
Trembroath	Ongoing obstruction of PRow	JR	To investigate external legal process' for dealing with issue	03/03/26	Cornwall Council aware and dealing.
Footpath 25	Way forward following refusal of DMMO?	JR	To write to Wildlife Trust to gauge interest / support in any future discussion regarding footpath through to Kennal Vale	<i>Done Response Received</i>	
5	MSAS				
	New Camera arrived. Software downloaded	T. Martin	To install camera on pole at top of Foundry by bus stop	03/03/26 <i>DONE</i>	Outstanding

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
6	War Memorial	Requires cleaning and lettering on recent plaques requires maintenance.	JR	To contact Warnes for quote for maintenance to lettering and cleaning.	03/03/26	Outstanding To continue to chase.
7	Bus Shelter Opposite Spar	Requires cleaning and fresh coat of limewash applied	T. Martin	To complete lime wash To remove old grit bin	03/03/26	Delayed due to installation of Christmas Lights, once removed work to be completed. Further delayed due to weather.
8	Meadowside					
		Gate post loose at entrance to Meadowside (Hendra end)	T. Martin	To repair	03/03/26 <i>DONE</i>	
		Footpath puddles & bare patches	T. Martin	requires scraping and low areas filled		
	Volunteer Gardeners	Cllr J Thomas to relinquish volunteer coordinator role	P Blease	Facebook appeal to invite volunteers to come forward		
9	Highways					
	Highways Liaison Meeting		J Richards	To contact J. Thomas, Highways Manager to arrange next liaison meeting	03/03/26	Meeting arranged for 31/03/26 Agenda Items include: Poor condition of roads Potholes Parking on double yellow lines
	Parking double yellows lines	Cars continuing to park in areas prohibited by	J Richards	Parking enforcement action?		

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
		double yellow lines		Discuss with J Thomas at liaison meeting		

NEXT MEETING: Tuesday 3rd March 2026



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Report on DMMO WCA 584 – Kennal Farm.

Decisions Required:

To agree to remove objections submitted to WCA 584

REPORT:

The Clerk recently attended a meeting with Mr K Twigger, his legal representative, and Officers from Cornwall Council to discuss the current position of Definitive Map Modification Order (DMMO) reference WCA 584.

Mr Twigger has indicated that he is keen to progress proposals for diversions affecting Footpath 25, which crosses his property.

The key points arising from the discussion are set out below:

1. Status of DMMO – WCA 584

No amendments to the route can be considered until the current DMMO application has been formally concluded.

2. Outstanding Objections

There are currently four objectors to the DMMO as it stands.

- If all four objectors withdraw their opposition, Officers at Cornwall Council will be able to finalise the Order.
- If the objections are not withdrawn, the matter will be referred to the Planning Inspectorate for determination.

Withdrawal of objections would not alter the substance of the application.

Subsequent Diversion Proposals

Should the Order be confirmed, Mr Twigger would then be in a position to pursue his proposed diversions to Footpath 25. Any such proposal would be subject to the statutory process, including a period of public consultation.

3. Potential Extinguishment Application

In considering diversion proposals, there may also be an application to extinguish Footpath 25. Members should note that the legal test for extinguishment is significantly higher than that for a DMMO. It must be demonstrated unequivocally that the footpath is “no longer needed for public use.”

Matter for Consideration

The Parish Council is requested to consider whether it would be prepared to withdraw its objection to DMMO WCA 584 in order to enable the current process to be concluded.

J E Richards
Clerk / RFO



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Report on Emergency Plan Informal Meeting Held on Sunday 8th March

Decisions Required:

To agree the actions detailed in the report.

REPORT:

As resolved at the February Meeting under Minute: 05/02/26, an informal meeting was held on the 8th March 2026 to discuss the production of a Community Emergency Plan,

Persons present: Cllr H Downing, Cllr V Nicholas, Cllr P Blease, Cllr S Cotton, Cllr J Taylor, Cllr C Sylvester and the Clerk.

Those present viewed the presentation from Cornwall Council on Emergency Preparedness.

Following discussion it was thought that the main risks to the parish would be that of flooding and storms. The following actions are proposed:

1. That a single page, handout be designed to include the following:
 - Be Prepared – what residents can do now to prepare for an Emergency situation
 - What to do when a warning is issued – making your household safe
 - Emergency Contact Telephone Numbers / Email addresses for utility companies and relevant organisations and help lines.

The handout to be distributed to residents – either as a page in The Stithians Times or as an additional leaflet.

2. That the position of Chairman & Vice Chairman of the Parish Council are nominated as Emergency Co-ordinators and would be responsible for activating an Emergency Plan
3. That The Stithians Centre and Stythians Band Room be signposted as the 'Emergency Hubs'. The Clerk to contact both to seek their agreement.
4. That the Clerk produce a draft 'emergency plan' using the template shared by Cornwall Council.
5. That consideration be given to storing an 'emergency kit' at each of the emergency hubs, which may include a supply of battery powered items such as radios & torches, first aid kits Other items suggested: generators and small camping stoves.

6. The Clerk to look at funding opportunities for the purchase of these items.
7. To canvas residents to identify what support may be available and accessible – information to be recorded and included in the emergency plan.
8. That a dedicated ‘Emergency Plan’ page be set up on Facebook, for assisting in communication in the event of a declared emergency.
9. Consider holding community ‘first aid and defibrillator’ training.
10. When completed the plan to be tested and reviewed at least annually to ensure that it remains up to date.
11. That the Clerk contact South West Water to request details of their resilience / action plan in the unlikely event that the dam should fail.

J E Richards
Clerk / RF0



COMMUNITY EMERGENCY PLAN

Stithians, Cornwall

Be Ready – Stay Safe – Help Each Other

 Emergencies such as storms, flooding, power cuts, or road closures can happen with little warning. A few simple steps can help protect you, your family, and your property.

BEFORE AN EMERGENCY – BE PREPARED

-  Battery-powered radio
-  Torches & spare batteries
-  Mobile phone & power bank
-  First aid kit
-  Bottled water
-  Non-perishable food
-  Warm clothing / blankets
-  Prescription medicines stored safely

Prepare your home:

-  Charge phones & devices
-  Fill flasks with hot water
-  Move valuables upstairs if flooding possible
-  Secure outdoor items (bins, furniture, tools)
-  Check drains & gutters
-  Know how to turn off gas, electricity, & water

IMPORTANT CONTACT NUMBERS

Emergency Services	999
Police (Non-Emergency)	101
NHS Non-Emergency	111
Cornwall Council	0300 1234 100
Environment Agency Floodline	0345 988 1188
Electricity Power Cuts	105
South West Water	0344 346 2020

DURING AN EMERGENCY

-  Stay calm & follow official advice
-  Listen to local radio & updates
-  Avoid unnecessary travel
-  Check on neighbours – especially elderly & vulnerable
-  Do not walk or drive through flood water
-  **Call 999** if life is in immediate danger

AFTER AN EMERGENCY

-  Return home only when safe
-  Beware of damage or power lines
-  Photograph damage for insurance
-  Contact services if you need help

LOCAL CONTACTS

-  **Stithians Parish Council:**
www.stithiansparishcouncil.org.uk
-  **Emergency Coordinator:**
Cllr Helen Downing
Cllr Phil Blease

EMERGENCY CENTRE





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STARS OF STITHIANS AWARD

Decisions Required:

To approve the criteria, selection process and timeline for the Star of Stithians Award 2026.

REPORT:

It is proposed that the same format is followed as 2025 :

- A single award for Star of the Year for an outstanding contribution to the Parish – this could be an individual or group that live or operate/work in the Parish, voluntary or paid, long term or a one-off contribution.
- Those nominated must agree to be nominated and nominations are accepted via email over a 1 month period with a 100 word limit on why the group or person deserves the award.
- A small sub-committee of 3 Councillors will judge the entries.
- Under 18s can be nominated with parent/guardians permission.
- The award is presented at the Annual Parish Meeting scheduled for the 28th April 2026.

Proposed Criteria for deciding who wins the award:

- Nominee with the most nominations would automatically win
- Where there is no outright winner due to number of nominations, the sub committee of parish councillors will by agreement reduce nominations to a shortlist of 2, then vote for the nomination they feel most deserving out of those two. Nomination with the most votes wins.

12th March 2026