STITHIANS PARISH COUNCIL

A-barth Onan Hag Oll! Representing One and All

REPORTS FOR OCTOBER 2026 MEETING

AGENDA ITEM 9.3(a)

A- barth Onan Hag Oll! Representing One and All

PLANNING REPORT

PA26 / 06502

1 Meadow Court, Hendra, Stithians – Listed Building Consent for replacement of three windows on the South Elevation and two windows on the West Elevation on a like for like basis: replacement of two doors on the West Elevation and removal of a small section of internal wall and other alterations.

Decisions Required:

1. **To consider application and decide response**

REPORT:

Notwithstanding that this appears to be a 'retrospective' application as the work has already been completed, the doors and windows appear to be totally in keeping with the remainder of the property.

I would recommend supporting this application.

Cllr Mrs J Thomas
Sept 2026

AGENDA ITEM 10

Clerk's Report for Meeting on 20th October 2026

10.1 Council's Current Financial Position

Decision Required:

To note the Council's current financial position.

The Council's financial position as at 30th September 2026 are detailed in the attached appendices:

- Summary Report
- Bank Reconciliation as at 30th September 2026
- Reserves Balance

10.2 Authorisation of Payments for October 2026

DECISIONS REQUIRED:

To authorise the payment of invoices received, direct debits & regular payments due for the period ,17th September to 21st October 2026. Voucher No's: 84 – 100, total £10,751.65 (Net)
REPORT:

The attached Payments Awaiting Authorisation Reports dated 10th September 026 details all invoices received, or payments made since the meeting held on 21st July 2026. Vouchers 58 – 75 total amount payable: £15,583.98 (Net)

Explanatory Notes (where applicable

Voucher No	Details
95 & 96	Details the Clerk's Salary & HMRC Payment for October 2026
94 & 97	Details the payment for the Environmental Maintenance Contract payable in 12 equal payments and additional invoice for works outside of the contract.

10.3 Draft Budget – separate report

10.4 Update on Cemetery Management System

When the Scribe Accounting system was adopted in 2022, the decision was also taken to take up the Scribe Cemetery records software. This system has not proved to be as efficient as was anticipated and I have found it to be of little benefit for record keeping purposes.

I am currently researching alternative Cemetery systems and will report these at a later date.

I therefore recommend that the annual subscription for Scribe Cemetery is cancelled.

Decision Required:

To cancel the subscription for Scribe Cemetery and authorise the Clerk to research alternative systems.

10.5 Remembrance Sunday – Traffic Marshalling

As instructed at the September Meeting, I contacted Will Thomas to ask if he would be prepared to act as Traffic Marshall for Remembrance Sunday, unfortunately he is not available.

Decision Required.

To authorise Traffic Marshalls for Remembrance Sunday

10.6 Letters of Thanks received from Cornwall Air Ambulance & Cornwall Citizens Advice.

Jane E Richards.
Clerk / RFO,
October 2026

Stithians Parish Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/09/2026			
	Cash in Hand 01/04/2026			149,270.47
	ADD			
	Receipts 01/04/2026 - 30/09/2026			113,007.41
				262,277.88
	SUBTRACT			
	Payments 01/04/2026 - 30/09/2026			50,215.75
A	**Cash in Hand 30/09/2026** (per Cash Book)			**212,062.13**
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2026	0.00	
	Lloyds Current Account (Treasurer:	30/09/2026	1,610.47	
	Lloyds Instant	30/09/2026	210,451.66	
				212,062.13
	Less unpresented payments			
				212,062.13
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**212,062.13**
	A = B Checks out OK			

Created by Scribe

Stithians Parish Council
Reserves Balance
2026-2027

Reserve	OpeningBalance	Transfers	Spend	Receipts	CurrentBalance
Earmarked					
Playing Field Development	578.80	3,000.00			3,578.80
Tennis Court Fencing	11,016.27				11,016.27
Albert Collins Community Hub	65,230.26	23,692.82		993.35	89,916.43
Legacies	10,572.37				10,572.37
Community Fund	424.42				424.42
Institute Fund					0.00
Contested By-Election	4,145.00				4,145.00
Fingerposts	1,120.00				1,120.00
CIL Receipts	4,631.61			2,449.28	7,080.89
KCC Event 2023					0.00
Donations for Play Equipment A	460.37				460.37
Scarecrow Festival			1,342.12	1,343.10	0.98
Benches for Parish			490.00	490.00	0.00
Enhanced LMP	2,672.50		130.00		2,542.50
Stithians Football Club Pitch M:	2,667.00				2,667.00
Pavilion Project CC Grant					0.00
Total Earmarked	**103,518.60**	**26,692.82**	**1,962.12**	**5,275.73**	**133,525.03**
TOTAL RESERVE	**103,518.60**	**26,692.82**	**1,962.12**	**5,275.73**	**133,525.03**
GENERAL FUND					78,537.10
TOTAL FUNDS					212,062.13

Stithians Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

Ear Marked Reserves

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
8	CIL		2,449.28	2,449.28				2,449.28	(N/A)
81	Hire of Tennis Court								(N/A)
93	Computer & IT								(N/A)
94	Purchase equipment authorised								(N/A)
95	Playing Field Maintenance								(N/A)
96	Donations to Playing Field Devel								(N/A)
97	Authorised expenditure from Inst								(N/A)
100	Election Costs 21/22								(N/A)
110	Donations / Resources for Kings								(N/A)
112	Pavilion Replacement		993.35	993.35				993.35	(N/A)
113	Scarecrow Festival		1,343.10	1,343.10		1,342.12	-1,342.12	0.98	(N/A)
115	Playing Field Footpath 2022								(N/A)
116	Benches & Tables for Parish		490.00	490.00		490.00	-490.00		(N/A)
118	Enhanced LMP					130.00	-130.00	-130.00	(N/A)
119	Donations for Play Equipment								(N/A)
121	New Play Equipment								(N/A)
127	CCCC Grant Pavilion Project								(N/A)
129	Stithians Football Club (temp fun								(N/A)
132	Cancelled								(N/A)
134	Football Foundation Grant								(N/A)
	SUB TOTAL		**5,275.73**	**5,275.73**		**1,962.12**	**-1,962.12**	**3,313.61**	**(N/A)**

Environment Maintenance Cor

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
10	EMC Highway Verge Maintenanc				1,769.00	884.46	884.54	884.54	(50%)
11	EMC Litter Clearance				2,257.00	1,128.72	1,128.28	1,128.28	(49%)
12	EMC Haverigg Cemetery Mainte				758.00	379.02	378.98	378.98	(50%)
13	EMC Lower Churchyard Mainten				1,137.00	568.56	568.44	568.44	(49%)
14	EMC Closed Churchyard Mainte				1,390.00	694.92	695.08	695.08	(50%)
15	EMC Meadowside Cemetery Ma				2,512.00	1,255.98	1,256.02	1,256.02	(50%)
20	EMC Toilet Cleaning				3,084.00	1,542.12	1,541.88	1,541.88	(50%)
25	EMC Footpath Maintenance				4,300.00	2,158.26	2,141.74	2,141.74	(49%)
29	EMC Longdowns Bus Shelter Cl				379.00	189.54	189.46	189.46	(49%)
31	EMC Crellow Fields Caretaking				964.00	482.16	481.84	481.84	(49%)
32	EMC Crellow Fields Grass Cutti				1,121.00	560.52	560.48	560.48	(50%)
33	EMC Crellow Fields Hedge Trim				442.00	221.10	220.90	220.90	(49%)
34	EMC Weed Treatment				779.00	389.28	389.72	389.72	(50%)
35	EMC Cleaning of Notice Boards				123.00	61.68	61.32	61.32	(49%)
66	EMC Maintenance of Speed Sigı				745.00	372.72	372.28	372.28	(49%)
67	EMC Playing Field Grass Cutting				6,477.00	3,238.56	3,238.44	3,238.44	(50%)
68	EMC Playing Field Hedge Trimm				632.00	315.84	316.16	316.16	(50%)
69	EMC Playing Field Caretaker				9,350.00	4,674.84	4,675.16	4,675.16	(50%)
	SUB TOTAL				**38,219.00**	**19,118.28**	**19,100.72**	**19,100.72**	**(49%)**

Stithians Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

Environment, Highways & Foo

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
16	Meadowside Cemetery Maintena				250.00	30.00	220.00	220.00 (88%)
18	Meadowside Cemetery NNDR				600.00		600.00	600.00 (100%)
19	Water Supply Cemetery				100.00	73.12	26.88	26.88 (26%)
21	Litter Clearance Materials					32.08	-32.08	-32.08 (N/A)
22	NNDR Toilets				400.00		400.00	400.00 (100%)
23	Toilets - Electricty		27.79	27.79	500.00	367.53	132.47	160.26 (32%)
24	Water & Sewage Toilets				450.00	599.77	-149.77	-149.77 (-33%)
26	Toilet Repairs & Maintenance				300.00	187.90	112.10	112.10 (37%)
27	Village Green Status Costs							(N/A)
28	Emergency Plan							(N/A)
30	Bus Shelter Repairs & Maintenai				200.00	40.00	160.00	160.00 (80%)
36	Maintenance of Grit Bins				200.00		200.00	200.00 (100%)
65	Extra Footpath Maintenance & V					5.42	-5.42	-5.42 (N/A)
90	General Maintenance							(N/A)
91	Meadowside Cemetery Cremate				120.00		120.00	120.00 (100%)
104	Toilet Cleaning Materials				300.00	88.97	211.03	211.03 (70%)
105	Maintenance of Noticeboards - M				100.00	2.00	98.00	98.00 (98%)
106	Maintenance of MSAS - Material				100.00	25.00	75.00	75.00 (75%)
114	War Memorial					300.00	-300.00	-300.00 (N/A)
123	Waste Collection				1,200.00	461.13	738.87	738.87 (61%)
	SUB TOTAL		**27.79**	**27.79**	**4,820.00**	**2,212.92**	**2,607.08**	**2,634.87 (54%)**

Finance & Administration

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
37	Grants & Donations				300.00	200.00	100.00	100.00 (33%)
39	Public Relations				100.00		100.00	100.00 (100%)
40	Spotlight							(N/A)
41	Website Maintenance				1,200.00	1,345.00	-145.00	-145.00 (-12%)
42	Cemetery Admin System				450.00		450.00	450.00 (100%)
43	Hall Hire Stithians Centre				550.00	54.00	496.00	496.00 (90%)
44	Election Expenses							(N/A)
50	Admin Expenses				600.00	799.75	-199.75	-199.75 (-33%)
52	CALC / NALC Subscription				782.00	829.42	-47.42	-47.42 (-6%)
53	SLCC Subscription				270.00		270.00	270.00 (100%)
54	ICCM Membership				120.00	110.00	10.00	10.00 (8%)
55	Data Protection Fee				50.00	47.00	3.00	3.00 (6%)
56	Internal Audit Fees				500.00	508.50	-8.50	-8.50 (-1%)
57	External Audit Fees				460.00	420.00	40.00	40.00 (8%)
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	3,121.15	-21.15	-21.15 (-0%)
61	Training Staff & Councillors				300.00	140.00	160.00	160.00 (53%)
63	Contingency Fund							(N/A)
101	SCRIBE Accounting Annual Mair				700.00		700.00	700.00 (100%)
102	Field In Trust Membership							(N/A)
117	Clerks Working from Home Allow				312.00	156.00	156.00	156.00 (50%)

120	Postage				3.37	-3.37	-3.37 (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	88.93	88.93	70.00	29.50	40.50	129.43 (184%)
133	Cancelled Invoice						(N/A)
137	Land Registry Fees						(N/A)
138	Donations						(N/A)
	SUB TOTAL	**88.93**	**88.93**	**10,209.00**	**7,863.69**	**2,345.31**	**2,434.24 (23%)**

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)**

INCOME

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	104,185.28	104,185.28					(0%)
2	Cemetery Fee's	3,500.00	650.00	-2,850.00				-2,850.00 (-81%)
3	Playing Field - Football Club (MC	540.00	270.00	-270.00				-270.00 (-50%)
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	441.59	-558.41				-558.41 (-55%)
7	LMP	4,300.00		-4,300.00				-4,300.00 (-100%)
82	Bowling Club - Use of Field (MO	275.00		-275.00				-275.00 (-100%)
83	CC Closed Churchyard Maintena	700.00	568.56	-131.44				-131.44 (-18%)
84	Wayleaves	28.00	29.45	1.45				1.45 (5%)
85	Electricity Charges for Tennant -	500.00	226.08	-273.92				-273.92 (-54%)
86	Playing Field	150.00		-150.00				-150.00 (-100%)
87	Donations to Council							(N/A)
89	VAT Claim							(N/A)
92	Administration & Finance							(N/A)
	SUB TOTAL	**117,528.28**	**107,420.96**	**-10,107.32**				**-10,107.32 (-8%)**

Playing Field

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70	Water Playing Field (Bowling Clu				300.00	73.11	226.89	226.89 (75%)
71	General Maintenance Expenses				3,000.00	93.91	2,906.09	2,906.09 (96%)
72	Annual Staining / Painting of Equ							(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				750.00	258.66	491.34	491.34 (65%)
80	Signage				200.00		200.00	200.00 (100%)
126	Repairs to Play Equipmr				1,200.00		1,200.00	1,200.00 (100%)

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
130	Electricity Pavilion							(N/A)
	SUB TOTAL				**6,350.00**	**979.18**	**5,370.82**	**5,370.82 (84%)**

Playing Field Development Pr

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- 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%)**

Staff Costs

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
45	Clerks Salary NETT				20,450.00	10,238.64	10,211.36	10,211.36 (49%)
46	Clerks HMRC Employer				3,789.00	1,544.43	2,244.57	2,244.57 (59%)
48	Clerk HMRC Employee				4,950.00	2,559.60	2,390.40	2,390.40 (48%)
49	Clerks Pension ERs Contributior							(N/A)
	SUB TOTAL				**29,189.00**	**14,342.67**	**14,846.33**	**14,846.33 (50%)**

Stithians Centre Development

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
78	PWLB Loan 3 Stithians Centre				783.36	783.61	-0.25	-0.25 (-0%)
79	PWLB Loan 4 Stithians Centre				1,566.74	783.37	783.37	783.37 (50%)
	SUB TOTAL				**2,350.10**	**1,566.98**	**783.12**	**783.12 (33%)**

The Stithians Times

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
135	Advertising Income		194.00	194.00				194.00 (N/A)
136	The Stithians Times Printing Cos					375.99	-375.99	-375.99 (N/A)
	SUB TOTAL		**194.00**	**194.00**		**375.99**	**-375.99**	**-181.99 (N/A)**

Summary

NET TOTAL	**117,528.28**	**113,007.41**	**-4,520.87**	**92,526.36**	**49,116.46**	**43,409.90**	**38,889.03**
V.A.T.					1,099.29		
GROSS TOTAL		**113,007.41**			**50,215.75**		

Stithians Parish Council

15 October 2026 (2026-2027)

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
84	Insurance	24/09/2026		Lloyds Current Accou	BACS	Insurance	Gallagher	E	3,121.15		3,121.15
85	Grants & Donations	23/09/2026		Lloyds Current Accou	BACS	Donation	Cornwall Air Ambulance	X	150.00		150.00
86	Grants & Donations	24/09/2026		Lloyds Current Accou	BACS	Donation	Citizens Advice Cornwall	X	50.00		50.00
87	Maintenance of Noticeboards -	25/09/2026		Lloyds Current Accou	BACS	Wayleave Longdowns Bus Shel	Mr E L Oppy	X	2.00		2.00
88	Water Supply Cemetery	17/09/2026		Lloyds Current Accou	Direct Debit	Water Charges	Everflow	Z	20.54		20.54
88	Water & Sewage Toilets	17/09/2026		Lloyds Current Accou	Direct Debit	Water Charges	Everflow	Z	39.95		39.95
88	Water Playing Field (Bowling Cl	17/09/2026		Lloyds Current Accou	Direct Debit	Water Charges	Everflow	Z	32.60		32.60
89	PWLB Loan 2 New Playing Fielc	02/10/2026		Lloyds Current Accou	Direct Debit	PWLB Loans	PWLB	X	694.63		694.63
90	General Maintenance Expenses	01/10/2026		Lloyds Current Accou	BACS	Benches / Picnic Tables	Engraving Studios	S	13.29	2.66	15.95
90	General Maintenance Expenses	01/10/2026		Lloyds Current Accou	BACS	Benches / Picnic Tables	Engraving Studios	E	3.50		3.50
91	Bank Charges	15/10/2026		Lloyds Current Accou	BACS	Bank Charges	Lloyds Bank	E	5.09		5.09
92	Electricity for Footpath Lighting	01/10/2026		Lloyds Current Accou	BACS	Electricity Stithians Bowling Clu	Stithians Bowling Club	L	106.03	5.30	111.33
93	Waste Collection	15/10/2026		Lloyds Current Accou	Direct Debit	Waste Collection	Suez	S	74.78	14.96	89.74
94	General Maintenance Expenses	15/10/2026		Lloyds Current Accou	BACS	General Maintenance	Tyrone Martin	X	95.00		95.00
95	Clerks Salary NETT	15/10/2026		Lloyds Current Accou	BACS	Clerks Salary Nett	Clerk / RFO	X	1,706.44		1,706.44
95	Clerks Working from Home Allc	15/10/2026		Lloyds Current Accou	BACS	Clerks Salary Nett	Clerk / RFO	X	26.00		26.00
96	Clerks HMRC Employer	15/10/2026		Lloyds Current Accou	BACS	Clerks HMRC Payment	HMRC	X	257.41		257.41
96	Clerk HMRC Employee	15/10/2026		Lloyds Current Accou	BACS	Clerks HMRC Payment	HMRC	X	426.60		426.60
97	EMC Closed Churchyard Mainte	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	115.82		115.82
97	EMC Crellow Fields Caretaking	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	80.36		80.36
97	EMC Crellow Fields Grass Cutti	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	93.42		93.42
97	EMC Cleaning of Notice Boards	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	10.28		10.28
97	EMC Highway Verge Maintenar	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	147.41		147.41
97	EMC Litter Clearance	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	188.12		188.12
97	EMC Haverigg Cemetery Mainte	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	63.17		63.17
97	EMC Lower Churchyard Mainter	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	94.76		94.76
97	EMC Footpath Maintenance	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	359.71		359.71
97	EMC Longdowns Bus Shelter Cl	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	31.59		31.59
97	EMC Crellow Fields Hedge Trin	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	36.85		36.85
97	EMC Maintenance of Speed Sig	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	62.12		62.12
97	EMC Meadowside Cemetery Ma	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	209.33		209.33
97	EMC Toilet Cleaning	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	257.02		257.02
97	EMC Weed Treatment	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	64.88		64.88
97	EMC Playing Field Grass Cutting	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	539.76		539.76
97	EMC Playing Field Hedge Trimn	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	52.64		52.64
97	EMC Playing Field Caretaker	15/10/2026		Lloyds Current Accou	EMC Monthly Payr	Environment Management Con	Tyrone Martin	X	779.14		779.14

Stithians Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
98	General Maintenance Expenses	15/10/2026		Lloyds Current Accou	BACS	General Maintenance	MacSalvors Ltd	S	9.55	1.91	11.46
99	SCRIBE Accounting Annual Mai	15/10/2026		Lloyds Current Accou	BACS	Scribe ACCOUNTS	Scribe	S	676.80	135.36	812.16
100	Toilets - Electricty	13/10/2026		Lloyds Current Accou	Direct Debit	Electricity - Toilet (Wellness Hu	Corona Energy	L	53.91	2.70	56.61
								Total	**10,751.65**	**162.89**	**10,914.54**

Stithians Parish Council

INCOME

Draft Budget 2027/28

Code		2026/27	*Forecast 2026/27*	2027/28	Increase / Decrease	
	Precept	104,185.28	*104,185.28*		-104,185.28	
	CC LMP	4,300.00	*4,300.00*	4,400.00	100.00	
	CC Closed Churchyard Maintenance	700.00	*944.42*	965.00	265.00	Now includes Haverigg Cemetery
	Football Club	540.00	*540.00*	540.00	0.00	In light of Lease renewal, this has to be reviewed.
	Tennis Court Fees	150.00	*120.00*	150.00	0.00	
	Bowling Club	275.00	*285.45*	295.00	20.00	Rent now increases in line with CPI
	PCC Churchyard Maintenance	550.00	*568.56*	575.00	25.00	
	Wayleaves	28.00	*29.45*	30.00	2.00	
	Cemetery Fees	3,500.00	*650.00*	3,000.00	-500.00	
	Bank Interest	1,000.00	*885.00*	900.00	-100.00	
	Wellness Hut Rent	1,800.00	*1,800.00*	1,800.00	0.00	
	Electricity Recharge - Wellness Hut	500.00	*452.00*	500.00	0.00	
	TOTAL	**117,528.28**		**13,155.00**		
	Income less Precept	13,343.00		13,155.00		
	Shortfall					

Stithians Parish Council

EXPENDITURE

CPI

3.1%

Draft Budget 2026/27

Code		BUDGET 2026/27	*Forecast end 2026/27*	BUDGET 2027/28	Increase / Decrease	
Environment, Highways & Footpaths						
16	Meadowside Maintenance & Materials	250	125	250	**0**	
18	Meadowside NNDR	600	0	600	**0**	
19	Meadowside Water	100	95	100	**0**	
22	Toilets NNDR	400	0	400	**0**	
23	Toilets Electricity	500	620	600	**100**	Expenditure is recharged back to tennant
24	Toilets Water & Sewage	450	600	500	**50**	Increase in charges
26	Toilets Repair & Maintenance	300	250	300	**0**	
27	Village Green Status	0	0	0	**0**	
28	Emergency Plan	0	0	300	**300**	
30	Bus Shelter Repairs & Maintenance	200	300	200	**0**	Repair to roof increased cost
36	Maintenance of Grit Bins	200	120	200	**0**	
90	General Maintenance	0	300	0	**0**	Works to War Memorial
91	Meadowside Cremation Plot Prep	120	0	120	**0**	
104	Toilet Cleaning / Litter clearance Material	300	0	0	**-300**	Now included in Toilets Repair & Maintenance
105	Maintenance of Notice Boards	100	0	100	**0**	
106	Maintenance of MSAS	100	25	100	**0**	
123	Waste Collection	1200	980	1200	**0**	
	Sub Total:	***4,820.00***	*3,415.00*	***4,970.00***	**150**	
Playing Field						
70	Water	300	*120*	150	-150	
71	General Maintenance	3000	*1200*	3000	**0**	
73	Lease from Glebe	600	*600*	10500	**9900**	Worse case scenario + solicitors fees for lease negotiations
74	Annual Safety Inspection	300	*253.5*	300	**0**	
75	Electricity for Footpath	750	*520*	600	**-150**	Electricity charges reduced.
80	Signage	200	*120*	200	**0**	
126	Repairs to Play Equipment	1000	*0*	1000	**0**	
	Sub Total	***6,150.00***	*2,813.50*	***15,750.00***	**9600**	
Staff Costs						

45	Clerks Salary NETT	20450	*21500*	21100	**650**	Assumed Annual Increase of 3%
46	HMRC Employer	3789	*4000*	4000	**211**	
48	HMRC Employee	4950	*5500*	5275	**325**	
	Sub Total;	***29,189.00***	***31,000.00***	***30,375.00***	**1186**	
Finance & Administration						
37	Community Grants	300	300	300	**0**	Includes donations for 25/26
39	Public Relations	100	0	100	**0**	
40	Spotlight / Stithians Times	250	250	250	**0**	Annual Payment to The Stithians Times?
41	Website Maintenance	1200	1345	1500	**300**	
42	Cemetery Admin System	450	415	0	**-450**	Cancel subscription
43	Hall Hire	550	550	550	**0**	
50	Admin Expenses	600	800	600	**0**	Overspend due to purchase of replacement laptop
52	CALC / NALC Subscription	782	829	850	**68**	
53	SLCC Subscription	270	270	300	**30**	
54	ICCM Membership	120	110	120	**0**	
55	Data Protection Fee	50	47	50	**0**	
56	Internal Audit Fees	500	509	510	**10**	
57	External Audit Fees	460	420	460	**0**	
58	Chair's Allowance	100	100	100	**0**	
59	Subsistence & Travel	100	0	100	**0**	
60	Insurance	3100	3121	3200	**100**	
61	Training Staff & Councilors	300	140	300	**0**	
101	Scribe Accounting	700	677	700	**0**	
102	Fields In Trust Subscription	65	65	65	**0**	
117	Clerk Working from Home Allowance	312	312	312	**0**	
120	Postage	0			**0**	
122	MVRG Annual Subscription	100	100	100	**0**	
125	Open Spaces Subscription	45	45	45	**0**	
131	Bank Charges	70	60	70	**0**	
138	Donations (to organisations)	0	0	300	**300**	New for 26/27Spilt from Grants
	Sub Total:	***10,524.47***	10,464.62	***10,882.00***	358	
Environment Maintenance Contract						
10	Verge Maintemance	1769	1769	1824	55	
11	Litter Picking	2257	2257	2327	70	
12	Haverigg Cemetery Maintenance	758	758	782	24	

13	Lower Churchyard Maintenance	1137	1137	1172	35	
14	Closed Churchyard Maintenance	1390	1390	1433	43	
15	Meadowside Cemetery Maintenance	2512	2512	2590	78	
20	Toilet Cleaning	3084	3084	3180	96	
25	Footpath Maintenance	4317	4317	4317	0	Figure will be confirmed once LMP Payment announced.
29	Cleaning Longdowns Bus Shelters	379	379	391	12	
31	Crellow Fields Grass Cutting	1121	1121	1156	35	
32	Crellow Fields Caretaking	964	964	994	30	
33	Crellow Fields Hedge Trimming	442	442	456	14	
34	Weed Treatment	779	779	803	24	
35	Cleaning Notice Boards	123	123	127	4	
66	Maintenance of MSAS	746	746	769	23	
67	Playing Field Grass Cutting	6477	6477	6678	201	
68	Playing Field Hedge Trimming	632	632	651	20	
69	Playing Field Caretaker	9350	9350	9640	290	
	Sub Total:	***38,236.70***	***38,236.70***	***39,288.70***	1,052.00	
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						
79	PWLB Loan 4	1566.74	*1566.74*	1566.74		
	Sub Total:	***1,566.74***	***1,566.74***	***1,566.74***		
Allocation to EMRs						
44	Election Expenses	0	0	0		
112	Pavilion Replacement	22000	22000	25000		
95	Playing Field Development	3000	3000	3000		
	Tennis Court Fencing	0	0	0		
	Sub Total	***25,000.00***	***25,000.00***	***28,000.00***		
	Budget Expenditure Total:	**£ 116,876.17**	**£ 113,885.82**	**£ 132,221.70**		

2027/28

14.3%

2026/27 Precept		**£104,185**
Total Estimated Expenditure	**£**	**132,222**
LESS Other Income	£	13,155
PRECEPT Required	**£**	**119,067**
Shortfall	**£**	-

SUBMISSION TO CORNWALL COUNCIL

Total Est. Gross Expenditure	£	132,221.70		
Less Other Income	£	13,155.00		
Total Estimated Net Expenditure	£	119,066.70		
Amount from Balances	£	-		
PRECEPT REQUIRED	**£**	**119,066.70**	**£**	**14,881.42**

Council Tax Calculation (estimate based on 26/27 figures)			Cost per month	
2026/27 cost on Band D Property	£	132.18	£	11.02
2027/28 Cost per annum based on Band D P	£	151.06	£	12.59
Increase cost per month	£	1.57		

NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING –Tuesday 6th October 2026

Decisions required:

1. **To agree content, actions and associated expenditure detailed in notes.**
2. **To approve and authorise purchase of new signs for p[laying field, zip wire, car park and skateboard park.**
3. **To approve & authorise repairs to the roof of the bus shelter opposite the Spar and set budget of £1,300**

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

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
1	**Skateboard Park**	Routine cracks present	**T Martin**	Repairs completed. To continue to monitor		
2	**Playing Field**					
	Safety Surface	Cracked / Raised in areas		To consider replacing all damaged safety surface in play area.	06/03/26	1 quote received to date.
	Space Net	Operational issues reported to suppliers.	**J Richards**	To chase Sovereign and confirm inspection date.	06/10/26	Repair completed in September. Ground movement still present. Report & video sent to Sovereign for action
	Camper Van parked overnight in car park		**T. Martin**	To place approved notice on van	06/10/26	Campervan left area before notice was placed has now returned, notice to be placed on van. New signs to be placed.
	Playing Field & Car Park Signs	Signs need updating	**J Richards**	To prepare draft signs for approval at October Meeting. To include sign for car park & zipwire		
	Broken / rotten fence in corner of playing field	Remove or replace	**T. Martin**	To remove the broken fence.		

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
	(					
3	**Footpaths & Open Spaces**					
	Footpath 53 (Mill Lane)	Surface damaged Existing drainage blocked / overgrown	**J Richards**	Enhanced LMP approved.	15/09/26	Work scheduled to start w/c: 14/09, if full team available.
	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	06/10/26	Meeting scheduled for 3rd November. To pick up again following meeting with various stakeholders, led by C. Holden, Gain Consulting Ltd *Discussion regarding a future management model.*
	Footpath Works from Councillor Walks	Various	**T Martin**	To carry out post repairs / installation & placing of Waymarkers as identified in reports	06/10/26	Work progressing
4	**Bus Shelters**					
	Bus Shelter Opposite Spar	Roof collapsed	T. Martin	To review and confirm if able to carry out work. Due to condition of roof, Additional fencing to be placed around shelter to prevent children climbing	06/10/26	T.M. submitted design & costs to be approved at Council Meeting. Budget: £1,300 T.M to place fencing
5	Meadowside					
	Memorial Bench	Family of V. Kavanagh have asked to install bench in memory of Vivienne	J. Richards	To seek quote for bench to match existing Granite bench and continue to liaise with family.		
6	Highways					
	Parish Council EOI Bid	Improvement to road safety	J Richards	To request a copy of the proposed plan for road safety improvements	06/10/26	Plans received and shared with Members. Concerns that there

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
				through the village from J Thomas & H Kneale		was no prior discussion with Parish Council. JR to request that the access points are clearly marked on the road and parking prevented.
7.	Other Areas of Concern / General Maintenance					
	Cornish Cross Old Vicarage	Not easily accessible	J Richards	To research what can be done to ensure that this valuable historical asset remains accessible to all.		

NEXT EMC MEETING: Tuesday 3rd November 2026, Hendra Room, Stithians Centre

AGENDA ITEM 11.3

A- barth Onan Hag Oll! Representing One and All

Report on Speedwatch & Traffic Data from MSAS System

For Noting

REPORT:

Update regarding the Speed watch initiative not available at the time of this report.

MSAS Data:

I have been unable to download the data from the original speed camera. So am unable to report on the road into Hendra.

For the period 31st May to 6th July to the system on Foundry has recorded the following for vehicles entering the village:

Speed	% of vehicles
<20	85.91%
20 - 30	13.69%
30 - 40	0.39%
40-50	0.01%
50-60	0.01%

The highest speed recorded was 53 mph by 1 vehicle

Information recorded for vehicles leaving the village:

Speed	% of vehicles
<20	84.26%
20 - 30	15.56%
30 - 40	0.1%
40-50	0%
50-60	0.%

The highest speed recorded was 41 mph by 1 vehicle.

J E Richards
Clerk / RFO
September 2026

AGENDA ITEM 12

A- barth Onan Hag Oll! Representing One and All

Report to Consider the relocation of the Cornish Cross located in the garden of the 'Old Vicarage'

Decisions Required:

1. To agree to investigate the possibility of relocating the Scheduled Medieval Cross currently situated within the grounds of the former Vicarage, Stithians, to an appropriate publicly accessible location within the parish.
2. That advice be sought from Historic England.
3. That the current landowner is approached to gauge support for the relocation of the Cross..

REPORT:

One of the 6 Medieval Cornish Cross' located in Stithians can be found in the garden of the Old Vicarage, the Cross is not visible and not easily accessible to members of the public.

Initial research shows that this Cross is a Scheduled Monument, Historic England List Entry 1004649. Describes it as a medieval wayside cross in the grounds of the former Vicarage,

The fact that the former Vicarage is now a privately owned residence with no public access does not mean the cross can simply be moved, however the records also show that this cross was found buried in the churchyard and subsequently moved to its present location. So, it is not in its original position and therefore adds weight to any argument regarding any further relocation.

Historic England also states that there is no right to public access and that a Scheduled Monument can remain on privately owned land. However, the cross is an important part of Stithians' medieval heritage, its present location means that it is effectively inaccessible to the community. Relocation to an appropriate, secure and publicly accessible location could preserve the monument while allowing its historical significance to be appreciated and interpreted

For discussion and decision.

J E Richards
Clerk / RFO
October 2026

A-barth Onan Hag Oll! Representing One and All

Decisions Required:

1. **To agree the report**
2. **To agree to only run requests for the identification of people from Devon and Cornwall police.**
3. **Agree to a moderator restating policy on the page.**

REPORT: Stithians Neighbourhood Page on Facebook

Along with Claire (and many thanks to the clerk who did my job until I was up and running) I have been moderating the Facebook page and have a few thoughts.

We must strive for freedom of speech but is there cut off. How do we judge if comments are wrong? What are the criteria? Facebook now allows swearing. Do we?

I have removed two pages after complaints. One was the standard anti RNLI page. I removed it as hate speech.

I also removed a post about trying to identify a woman walking her dogs among some poly tunnels. I believe when identification is sought, we should have a policy of running videos/pics if the police ask us but not otherwise. In both cases I also banned the authors as they were not Stithians residents as far as I could see.

Should we ask people wanting to join what their connection with the parish is?

I have been trying to reduce the number of business adverts. As per policy I allow those from Stithians or adjoining parishes but generally redirect others to the business page.

But how far does the ban go? I have halted Enys Gardens as it is not adjoining though aware people go there for events. But it is a business. I presume keen people can follow the Enys Gardens page.

I have cleared up double posts and sent notes to persistent offenders.

I have spoken to a number of people who no longer go on the page because of the adverts. And if you study the page, it's actually a tiny number of people who post and respond unless it's a one off for something that has been lost.

There used to be nice posts thanking people or of a glorious pic of the lake. Those don't seem to exist anymore or very rarely.

We have around 16,000 members. Hundreds are from abroad and are plainly not Cousin Jills or Jacks. It sadly would be too big a task to get rid of them all. The number of apparent bots is large, I think. On average a page is seen by around 150 people. What are all the others doing? Sleeping? Botting?

As Claire and the clerk will no doubt agree, moderating takes up to half an hour a day or around six days a year. This is necessary because it is under our name. But have we set ourselves too big a task?

Also I am not sure what our legal position is when someone posts a libel or anything criminal. Facebook have tried to show they are merely a way of communication but this has been contested in the courts. This is unlikely to happen but we have to have debated the issue at the very least.

Overall The Facebook page is a force for the good and in an emergency could be a vital tool of communication. Certainly it came into its own during Storm Goretti.

Is there a way to keep the page attractive to residents of our parish without overburdening the moderators? Ideas please.

AGENDA ITEM 14

A- barth Onan Hag Oll! Representing One and All

Report on Meeting with representatives from Savills to discuss the Playing Field Lease Renewal

Decisions Required:

1. **To consider and decide next steps.**
2. **To propose any further amendments to the Lease**
3. **To decide if the Parish Council wishes to engage the services of a solicitor to carry out a formal review of the new Lease.**

REPORT:

The meeting was held on Tuesday 13th October.
Persons Present: Cllr H Downing, Cllr S Cotton, J Richards (Clerk), Michael Greet, Annabel Hennessey (Savills)

Background:

The Sports Field comprises approximately 4.94 acres and is currently leased from the Glebe for community recreational use. The existing lease, which had a term of 25 years expires in September 2027.
The meeting was arranged to open the negotiations regarding the lease renewal and an initial proposed increase in rent from £600 to £6090

It was confirmed that a new lease would be required rather than an extension of the existing lease

Proposed Terms of the New Lease

The proposal is that the new lease should broadly follow the terms of the existing lease, for a term of 25 years with amendments to reflect the current use and layout of the site.

The following amendments and provisions were discussed:

- Footpath: Inclusion of the footpath within the lease arrangements.
- Parking: Recognition of the additional marked parking spaces.
- Bowling green: Inclusion of the bowling green extension.
- Break clause: Inclusion of a break clause at each three-year rent review point, with the detailed terms to be agreed.
- Rent reviews: Rent to be reviewed every three years in line with the Retail Prices Index (RPI), using an agreed reference point.

The wording and precise terms of these provisions will need to be agreed and incorporated into the new lease.

Other amendments considered:

- Insurance provision increased to £10 million, the Clerk confirmed this was the case.
- Replace the reference to 'rugby football' to 'playing of sports'
- Update paragraph 3.10 which restricts the type of notices etc that can be displayed, to allow sponsorship boards and other promotional material.

Legal Costs

The legal costs for the drawing up of a lease sits with the Parish Council, the estimated costs for this are in the region of £5854 + vat. A. Hennessey agreed to provide a more accurate quote. This is a significant initial additional expenditure and has been included in the draft budget which is to be considered at the October Meeting. A. Hennessey confirmed that it would not be possible for

the Parish Council to engage the services of a solicitor of their own choice, however it was the Parish Council's decision if they wish to engage their own solicitor to carry out a review of the proposed lease.

Rent Negotiations
Savills had initially proposed an annual rent of £6,090, based on its assessment of the market rent for the site. Details of their proposal was previously shared with Members.

Their evidence was challenged, due to location, size and resources available on the comparable sites it was felt that this did not demonstrate an accurate representation.

Following discussions, the proposed rent was adjusted to **£5,500 per annum**. The possibility of phasing the increase was also discussed, particularly to help offset the initial legal costs associated with preparing the new lease.

Options discussed were:

Lease year	Proposed annual rent	
Year 1	£1,817	£3045
Year 2	£5,500	£4275
Year 3	£5,500	£5500

These are illustrative options only. The final rent, the duration of any phased arrangement and the interaction with the proposed three-yearly rent reviews remain subject to further negotiation and agreement.

Points for Consideration:
Members are asked to consider the following matters:

- Whether the proposed annual rent of £5,500 is acceptable in principle.
- Whether a phased rent arrangement should be pursued to help offset the initial legal costs.
- The precise terms of the proposed break clause, including whether it should be exercisable by the Parish Council only.
- The proposed RPI-linked rent review mechanism, including the reference date.
- Confirmation of the site plan and the land and facilities to be included in the new lease.

Agreed Actions from Meeting:

1. A Hennessey to provide an up-to-date costing for the Legal Services
2. Parish Council representatives to report meeting to the Full Parish Council

To Conclude:

Savills are keen to progress with the lease arrangements.

Cllrs Downing & Cotton emphasised the need for further negotiation on the proposed rent and asked for further evidence of comparable market rents.

J Richards
October 2026

AGENDA ITEM 16

A- barth Onan Hag Oll! Representing One and All

To consider organisng a Community Event to screen the "Peoples Emergency Briefing Film"

Decisions Required:

1. **To agree to organise a Community Event to screen the film**
2. **To authorise a working party**
3. **To agree a budget for the event to include:**
    - **Hiring Stithians Centre**
    - **Refreshments**
    - **Promotions**

REPORT:

A resident has made an enquiry to ask if the Parish Council would be prepared to organise a screening of the "Peoples Emergency Briefing"

I initially passed the enquiry to Phil Blease & Brian Piper to ask if the Stithians Centre would be prepared to organise such an event. Unfortunately, they are not in a position to do so, but have suggested that as the Parish Council declared a Climate Emergency in 2019 it may be something it would be in a position to organise and promote.

The resident has said that they would be happy to assist with organising.

This requires more than just a showing of the film, a 'brain-storming discussion after the showing. Refreshments to be provided and the event to be held FOC.

The Stithians Centre could be hired at the normal charge; there would be no charge for their routine advertising and promotions.

For discussion and decision.

J E Richards
Clerk / RFO
October 2026