

**Ordinary Meeting of the Council – Tuesday, November 11, 2025 at 7pm**  
**Location: St John's Church, Delabole**

**TO MEMBERS OF THE COUNCIL:** H Ferguson (chairman), K Cann (vice chairman), J Chapman, A Pooley, A Stacey, A Pengelly, P Homans, J Richards and B Gardiner.

Dear Members,

I hereby give you notice that an Ordinary Meeting of Delabole Parish Council will be held on **Tuesday, November 11, 2025 at 7pm at St John's Church, Delabole.**

All members of the council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely,  
*Suzanne Cleave*  
**Parish Clerk**

Press and public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

**AGENDA**

- 25/258 Councillors present**  
To note councillors present.
- 25/259 Apologies for absence**  
To receive apologies for absence with reasons.
- 25/260 Declaration of Interests**  
a. To declare any personal interests in items on the agenda and their nature.  
b. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for relevant items)  
c. To declare any gifts received for the value of £50 or more.
- 25/261 To receive and approve minutes of the last meeting**  
Councillors to receive and approve minutes from the Ordinary meeting on October 14, 2025.
- 25/262 To note minutes of the Finance Committee meeting**  
Councillors to note minutes from the Finance Committee meeting on November 5, 2025.
- 25/263 Public participation (15 minutes allowed for this)**  
To note views shared and questions posed to the parish council on issues on this agenda only.
- 25/264 County Councillor report - Cllr David Garrigan**  
To note any updates from Cllr Garrigan – County Councillor.
- 25/265 Clerk's report**  
To note information from the clerk on actions since the last meeting.
- 25/266 Consideration of planning applications**  
PA25/07555 – Erection of a single storey outbuilding (double garage with storage room). St Anthony's Cottage, Poldark Road. Delabole.  
  
PA25/07891 – Works to trees in a Conservation Area to remove lowest heavy limb from Willows (G1) and then reduce remaining crown to shape and

stabilise trees. Remove three lower branches from Sycamore (T1). Thin crown by approximately 20% and remove dead wood of Willow (T2). Treligga Farm, Treligga (as application is for works to trees in a Conservation Area, it will be decided under delegated authority – no requirement for parish council comments).

PA25/07944 – Works to trees within a Conservation Area (TCA) – G1 Ash – remove larger front limbs and one side branch of group of small Ash trees. The Old Wesleyan Chapel, Treligga (as application is for works to trees in a Conservation Area, it will be decided under delegated authority – no requirement for parish council comments).

**b. To consider any other consultations received since publication of the agenda.**

None.

**c. To note planning application decisions**

PA25/06425 – Part conversion of existing outbuilding to annexe accommodation. 10 Medrose Street, Delabole

**APPROVED**

**25/267 Correspondence**

Thank you letter from St Johns PCC; Rights of Way Improvement Plan – Town and Parish Council Focus Session information; Cornwakk Community Flood Forum Annual Conference information; LGA virtual events information; Planning News for Local Councils and Agents.

**25/268 Iron bars on gates**

To discuss the condition of the iron bars on the main park gates.

**23/269 Traffic warden**

To discuss the possible reinstatement of a traffic warden.

**25/270 Neighbourhood Policy Statement**

To discuss if the council would like to move forward and establish an NPS.

**25/271 Rendle Street car park**

To consider writing to Cornwall Housing about the condition of Rendle Street car park.

**25/272 Community Emergency Plan**

To consider forming a working group to compile an Emergency Plan for the parish.

**25/273 Toilet lease**

To receive an update.

**25/274 Speedwatch**

To receive an update.

**25/275 Parking in Pengelly**

To discuss parking concerns in Pengelly.

**25/276 Finance Committee terms of reference**

To approve terms of reference for the council's Finance Committee.

**25/277 Speed indicator signs**

To discuss.

**25/278 Speeding outside the school**

To discuss.

**25/279 Pump track application**

To resolve to appoint an agent to submit planning application.

- 25/280 South West Water**  
To discuss the current situation with South West Water.
- 25/281 Assets**  
To review the council's assets.
- 25/282 Grants**  
To discuss the council's grants allowance (and remaining money at the end of the year).
- 25/283 Chairman's allowance**  
To discuss including a budget line for a chairman's allowance.
- 25/284 Budget**  
To receive a recommendation from the Finance Committee on next year's budget.
- 25/285 Finance**  
a. To **note** the balances of accounts as accurate for November 5, 2025.  
**Bank balance £125,640.79**

b. To **note** the income received.

| Name            | Budget line | Payment method | Value   |
|-----------------|-------------|----------------|---------|
| Planning Portal |             | BACS           | £114.00 |

- c. To **note** and **authorise** the below payments. Two councillors to sign each invoice on behalf of the council as authorised and noted where direct debits and other payments have been pre-approved:

| Budget line                              | Payment – November                                                             | Total            |
|------------------------------------------|--------------------------------------------------------------------------------|------------------|
| Staff wages                              | Staff wages                                                                    | As per contracts |
| Pension                                  | Cornwall Pension Fund (October)                                                | As per contract  |
| Office                                   | Clerk mileage                                                                  | £ 48.60          |
| Grass cutting, weed spraying & footpaths | Growing Concern (October)                                                      | £1,848.00        |
| Maintenance, utilities & supplies        | EDF Energy – clock electricity                                                 | £TBC             |
| Maintenance, utilities & supplies        | Suez – cemetery bin                                                            | £ 79.24          |
| Office                                   | 3 mobile phone                                                                 | £5.89            |
| Maintenance, utilities & supplies        | Source for Business – water cemetery                                           | £TBC             |
| Maintenance, utilities & supplies        | Source for Business – water toilets                                            | £TBC             |
| Maintenance, utilities & supplies        | British Gas – electricity toilets                                              | £TBC             |
| Bank                                     | Unity Trust service charge                                                     | £6.00            |
| Grants                                   | Delabole Hospital Car Service (grant approved at October meeting)              | £500.00          |
| Maintenance, utilities & supplies        | The Cumbria Clock Company – clock service (inc LED bulbs and to fit sync dial) | £282.00          |
| Elections                                | Cornwall Council – May 2025 election recharges                                 | £2,592.06        |
| Office                                   | Stamps                                                                         | £ 6.96           |
| Staff wages                              | HMRC underpayment (PAYE and NI)                                                | £96.50           |

- 25/286 Agenda items for next meeting – December 9, 2025 – Delabole Fire Station.**  
To discuss items to be added to future agendas.