

WITHIEL PARISH COUNCIL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 3RD DECEMBER 2025 AT 6.30PM

Present	Cllr. M. Davies (Chair)	Mrs. J. Burdon (Parish Clerk)	Cllr. Mrs. W. Symons (Vice-Chair)
	Cllr. R. Wilson	Cllr. J. Hancock	Cllr. E. Piper
	Cllr. E. Piper	Cllr. Ms. A. Hoyle	Barry Cornelius
	3 Members of Public		

Minute	AGENDA ITEMS	Action
203/25	Apologies:- Councillor D. Cotton, Cornwall Councillor C. Batters	
204/25	<p>Public Forum (Members of the public are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. The designated time will be 15 minutes and no longer than 5 minutes per person (the time may be extended at the discretion of the Chair) (Including (a) Update from Barry Cornelius in respect of the Camel Connect Community Transport Scheme; (b) Monthly Report from Cornwall Councillor Report if received:- Three members of the public in attendance.</p> <p>Update from Barry Cornelius in respect of the Camel Connect Community Transport Scheme:- Barry Cornelius reported on the bus scheme. He has written to Parish Councils in the area to request help with funding. They deliver quite a few prescriptions in Withiel parish currently. They do hospital journeys due to the cost of taxi services. Some time ago they obtained funding from the Levelling up Fund and engaged Cornwall Council to carry out a survey. They put a bid together to Peninsula Transport and they were able to obtain funding for 12 months. He has funding but to keep this sustainable he is approaching Parish and Town Councils. Unfortunately, you are unable to keep funding projects on grants. CAP is very supportive, and Cornwall Council are interested in the project but have no funds available. There is no charge for delivering medicine, trip to Treliske and return is £15.00 and Derriford and return £20.00 and a trip to Wadebridge is £5.00. He has volunteer drivers. It is targeted for the whole community. The annual contribution from Withiel would be £186.00. Barry would arrange to suppliers' fliers and details to advertise for parishioners.</p> <p>A member of the public commented that he did not want Councillors to think he was against the Christmas Tree for the village, he is all for it and it is looking lovely. He raised the new sign and advised it was reinstated within the week after the meeting.</p> <p>Withiel Flower and Art Festival grant application – Representative attended to explain in more detail of who they are raising funds for, etc. They would like a grant towards the food to put a little more money into the funds raised for the Church drainage. Chairman reported the application received by the Parish Council is for the Flower Festival and not for Church drainage.</p>	

	<p>Monthly Report from Cornwall Councillor:- Report received from Cornwall Councillor C. Batters as follows:-</p> <ul style="list-style-type: none"> • As requested by Councillor R. Wilson, I chased up the Highways issues he raised and have contacted Rachael Tatlow or Cornwall Highways. She did, in fact, send an email with Councillor R. Wilson included, covering most of the issues raised and also included Tregawne bridge observations. • Councillor R. Wilson had also asked for a meeting, and yes, if a meeting is still sought, then after the Christmas break was suggested. He tried calling him to arrange without any success. • Concerning the Highways fund and the opportunity for each parish to submit a possible local upgrade, you may have seen that the deadline has been extended to February. Still, at the same time, it is suggested that parishes get their selection in as soon as possible. • He wished everyone a Happy Christmas and a Healthy New Year. <p>Chairman suspending Standing Orders to bring forward Min.216/25 to discuss the Community Bus contribution. Barry Cornelius left the meeting at 7.05pm. Member of the public from Flower Festival left the meeting at 7.07pm.</p>	
205/25	<p>Members Declaration of Interest in items raised on the Agenda/Requests for Dispensation:- Councillor Mrs. W. Symons declared a non-registerable interest under Paragraph 3.5A in respect of the News and Views. Councillors Mrs. W. Symons and R. Wilson declared a non-registerable interest under Paragraph 3.5A in respect of the Withiel Playing Fields Committee.</p>	
206/25	<p>Confirmation of Minutes of the Monthly Meeting held on the 5th November 2025:- Resolved to approve the Minutes of the Monthly Meeting held on the 5th November 2025 as circulated, which were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor Mrs. W. Symons; Seconded: Councillor R. Wilson) (All in Favour)</p>	
207/25	<p>Matters Arising from the Monthly Meeting held on the 5th November 2025:-</p> <p>Page 2 Min.175/25 Saints Way Signage replacement:- Reported above in Cornwall Councillor C. Batters update.</p> <p>Page 2 Min.175/25 Riverbank issues with the riverbank at Tregawne:- Reported above in Cornwall Councillor C. Batters update.</p> <p>Page 2 Min.195/25 Setting Precept:- Confirmation received confirming the precept of £8,000.00 from Cornwall Council.</p> <p>Page 4 Min.199/25 Waste Collection:- Clerk reported email had been sent and we are awaiting a response Action: Keep Pending.</p>	Clerk
208/25	<p>Highway Issues in the Parish (Including letter from Cornwall Council – Community Highways Improvement Programme):- Councillor R. Wilson reported he was concerned about the increase in fly tipping. He has requested some data since the booking system at the dump from Cornwall Councillor C. Batters.</p> <p>Cornwall Council – Community Highways Improvement Programme:- Councillor R. Wilson has been in contact with Cornwall Councillor C. Batters and the majority of works required in Withiel are on Cornwall Councils list to do. It is hoped a site meeting can be held in the New Year.</p>	

209/25	<p>Footpath Issues in the Parish (Including information on LMP Payment for 2026/2027):- Councillors E. Piper and J. Hancock reported it is fairly quiet at the minute but there are still issues on the Saints Way signage.</p> <p>LMP Payment for 2026/2027:- Clerk reported the Parish Council have been offered an estimated grant of £412.02. Details to accept will be sent in January.</p>													
210/25	<p>To RECEIVE consultation response requests and to RESOLVE a response. Formal requests from the planning authority received before the start of the meeting will be considered, including Results/Correspondence/Any Planning Results:-</p> <p>Planning Results:- PA25/08925 – Jessica Dowrick – Works that are considered to be exempt from the Electricity Act 1989 by falling within the Overhead Lines (Exemption) (England & Wales) Regulations 2009, Street Record, Coddles Lane, Withiel – Closed – Advice given</p> <p>Planning Correspondence:-</p> <ol style="list-style-type: none"> 1. Cornwall Council – EN23/00615 – Mrs. K. Cherry, Mr. M. Cherry and Ms. J. Cherry – Land north of Penosivvi, Withiel – Appeal Dismissed, No costs claimed. 2. Cornwall Council – Parish Call for Sites Update – November 2025. 													
211/25	<p>Monthly Accounts for December 2025, including monthly bank reconciliation and budget monitoring and any other Financial Matters:- It was proposed that the Council approve and accept the accounts for November 2025 as circulated on schedule, including agreement with the bank reconciliation and budget monitoring as reported (Proposed: Councillor Mrs. W. Symons; Seconded: Councillor J. Hancock) All in favour</p> <table border="1"> <tr> <td>Salaries and Expenses</td><td>£304.56</td><td>December 2025</td></tr> <tr> <td>HMRC – Income Tax</td><td>£69.40</td><td>December 2025</td></tr> <tr> <td>Receipt:- HSBC – Gross Interest</td><td>£34.52</td><td>December 2025</td></tr> <tr> <td>Receipt:- Cornwall Council</td><td>£403.13</td><td>LMP Footpath Works</td></tr> </table>	Salaries and Expenses	£304.56	December 2025	HMRC – Income Tax	£69.40	December 2025	Receipt:- HSBC – Gross Interest	£34.52	December 2025	Receipt:- Cornwall Council	£403.13	LMP Footpath Works	Clerk
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212/25	<p>To review the appropriateness of the overall internal audit arrangements between Barbara Goraus and Withiel Parish Council:- Resolved to, with information received, we have reviewed the appropriateness of the overall internal audit arrangements as satisfactory (Proposed: Councillor R. Wilson; Seconded: Councillor Mrs. W. Symons) All in Favour.</p> <p>Paperwork received from Barbara Goraus and circulated to all Councillors showing competency, appropriateness, independence, and all required for these three items.</p>													
213/25	<p>To consider the Internal Auditor's independence and competence and to re-appoint Barbara Goraus as the Internal Auditor for 2024/2025:- Resolved to appoint in consideration of independence and competence (Proposed: Councillor R. Wilson; Seconded: Councillor Mrs. W. Symons) All in Favour.</p>													
214/25	<p>To note the letter of engagement for Internal Audit Services between Barbara Goraus and Withiel Parish Council and approve the audit proposal:- Resolved to accept letter of engagement previously received and minuted (Proposed: Councillor R. Wilson; Seconded: Councillor Mrs. W. Symons) All in Favour) Action: Clerk.</p>	Clerk												
215/25	<p>Any Application(s) for Voltaire Funding (if received):- Flower and Art Festival. Resolved to include on the next agenda for a decision and request a quote for the food and expected attendees Action: Clerk.</p>	Clerk												

216/25	<p>Camel Valley Community Area Partnership (Including (a) Community Transport within the CAP area; (b)Template from Cornwall Council for current projects, issues and/or questions):-</p> <p>Community Transport within the CAP area:- Resolved to support the community bus to the level of £186.00 in the first year (Proposed: Councillor E. Piper; Seconded: Councillor R. Wilson) All in Favour Action: Clerk.</p> <p>Template from Cornwall Council for current projects, issues and/or questions:- Councillor R. Wilson reported on the direction of any projects. There is an extension of time until February 2026 for submission of projects. Councillors R. Wilson and E. Piper to follow up and complete expression of interest with the Clerk Action: Clerk/Councillors R. Wilson and E. Piper.</p>	<p>Clerk</p> <p>Clerk/ Cllrs.</p>
217/25	<p>Parish Councillor Training Requirements:- None.</p>	
218/25	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <ol style="list-style-type: none"> 1. Cornwall Council – Small Business Saturday 2. Cornwall Council - Town & Parish Council Newsletter: 7th November 2025 3. Cornwall Council - Cornwall Youth Council Elections 4. NALC - Chief Executive's Bulletin – 6th November, 13th November, 20th November, 27th November 2025 5. Great Western Railway - Extended engineering works - Newquay line 6. NHS Cornwall & Isles of Scilly - Cornwall together: Help shape the future of health and care in Cornwall and the Isles of Scilly 7. Bodmin Police Station - Your Neighbourhood policing Team 8. NALC – Events Newsletter 9. Cornwall Council – Draft Notes: Camel Valley Community Area Partnership Meeting - Monday 20th October 2025 10. Rural Services Network - Weekly Newsletter – 12th November, 19th November, 26th November, 3rd December 2025 11. Great Western Railway - Storm Claudia travel update 12. Great Western Railway - Severe weather - disruption to rail services 13. CALC – New Bulletin – 14th November 2025 14. Cornwall Council - Affordable Housing Newsletter November 15. Great Western Railway - Annual Stakeholder Survey 16. NALC – Legal Bulletin 17. NALC - Voting is now open for 2025 governance elections 18. Great Western Railway - Engineering works - Truro and Penzance area 19. Gunners Kids CIC – Update 20. Great Western Railway - GWR pay-as-you-go card now available throughout Cornwall 21. Cornwall Council - 16 days of Action to End Violence Against Women and Girls 22. Cornwall Council - Caring Where It Matters: Have Your Say Survey 23. NALC - Star Council Awards 2025/26 finalists announced today 24. CALC - Assertion 10 made simple: Strengthening Governance & Compliance – Free Training Session for Clerks 25. Bodmin Police Station - 12 Bodmin December 2025 Newsletter 26. Great Western Railway - Engineering works between Liskeard and Looe - Monday 8th December to Friday 19th December 2025 27. Cornwall Council - Your views needed on the Council Priorities Plan and Budget consultations 	

	28.CALC - Analysis of Budget - Report by Cornwall Council	
219/25	Any Urgent Matters the Chair considers relevant for this meeting:- None.	
220/25	Date of next Meeting:- Next meeting to be held on Wednesday 7 th January 2026 at 6.30pm in the Withiel Village Hall. There being no further business to discuss, the meeting closed at 7.51pm.	

Signature:

Chair

Date: 7th January 2026

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