

WITHIEL PARISH COUNCIL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 7TH JANUARY 2026 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. D. Cotton
	Cllr. Ms. A. Hoyle	2 Members of Public	

Minute	AGENDA ITEMS	Action
1/26	Apologies:- Councillor E. Piper, Cornwall Councillor C. Batters.	
2/26	<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 Monthly Report from Cornwall Councillor Report if received):-</p> <p>Monthly Report from Cornwall Councillor:- Apologies received from Cornwall Councillor C. Batters. He had reported to the Clerk that he had community chest funding available around £150.00 to £200.00 if the Parish Council can come up with a project. Resolved to request cost of materials to paint the bus shelter and noticeboard, Councillors to paint (Proposed: Councillor Mrs. W. Grose; Seconded: Councillor J. Hancock) All in Favour Action: Clerk.</p> <p>Two members of the public were in attendance, and the Flower Festival organiser was available for questions this evening. She advised that there are approximately 300 people in the parish and hoped many would attend. Last year 360 people attended, but she believes the real number was around another 10%. She would like to think they could double the numbers this year and they need to cater for this number. On the catering, there was only one figure entered, so it was difficult to work out costs for lunches, coffees, cakes, etc., as it was not broken down but better records will be made this year. Councillor Mrs. W. Symons asked whether this is a one-off? They were unsure but are hoping so. The Church will put the funds raised towards anything they require, although the rainwater goods are a key priority.</p> <p>Resident commended the delightful Christmas tree in the parish, and he thanked the Parish Council and Councillor E. Piper on behalf of the community for arranging this.</p>	Clerk
3/26	<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.</p> <p>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>	

4/26	Confirmation of Minutes of the Monthly Meeting held on the 3rd December 2025:- Resolved to approve the Minutes of the Monthly Meeting held on the 3 rd December 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)	
5/26	<p>Matters Arising from the Monthly Meeting held on the 3rd December 2025:-</p> <p>Page 4 Min.199/25 Waste Collection:- Clerk reported a further email had been sent and we are awaiting a response from Cornwall Councillor Loic Rich Action: Keep Pending.</p> <p>Councillor R. Wilson sent an email with and update on the fly tipping situation and sent to Councillors and will re-arrange the list into bullet points and send on to Cornwall Councillor Loic Rich as advised by Cornwall Councillor C. Batters Action: Councillor R. Wilson.</p>	<p>Clerk</p> <p>Cllr. R. Wilson</p>
6/26	<p>Highway Issues in the Parish (Including letter from Cornwall Council – Community Highways Improvement Programme):- Chairman reported there are quite a few outstanding issues with potholes, etc., and reminded Councillors to continue to report online on a regular basis.</p> <p>Councillor R. Wilson reported there was another issue with an Arctic lorry stuck today outside his property; he is assuming he got out himself. It is beyond the Parish Council's power to do anything more about the situation. Councillor R. Wilson suggested a diplomatic call to companies with relevant lorries to inform them of the situation.</p>	
7/26	<p>Footpath Issues in the Parish (Including information on LMP Payment for 2026/2027):- Councillor J. Hancock reported he is waiting to hear back from Chris Monks of Cornwall Council.</p> <p>Chairman reported there are going to be quite a lot of changes with regards to legislation around stock worrying, some of which are quite severe.</p> <p>Clerk reported she had submitted the invoice today for the Enhanced LMP stiles project Action: Keep Pending.</p>	Clerk
7/26	<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 Applications:-</p> <p>PA25/08802 – Mr. & Mrs. Damien & Phillippa McNee – Single storey extensions to front and rear of property with internal and external alterations, Upper Hustyns, St. Breock Downs Road, Wadebridge – Support (Proposed: Councillor Mrs. W. Symons; Seconded: Councillor D. Cotton) (All in Favour)</p> <p>Planning Correspondence:-</p> <p>1. Cornwall Council – PA25/01075 – Dr. & Mrs. Ashby – Prior Approval for the proposed conversion of two barns to two dwellings, Buzzards Reach, Withiel – advising an appeal has been made to the Secretary of State against the decision of Cornwall Council to refuse to grant planning permission</p>	Clerk

	2. Cornwall Council – PA25/01803 – Dr. & Mrs. Ashby – Prior Approval for the proposed conversion of a barn to a dwelling (Class Q), Buzzards Reach, Withiel – advising an appeal has been made to the Secretary of State against the decision of Cornwall Council to refuse to grant planning permission													
8/26	<p>Monthly Accounts for January 2026, including monthly bank reconciliation and budget monitoring and any other Financial Matters:- It was proposed that the Council approve and accept the accounts for January 2026 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>£304.36</td><td>January 2026</td></tr> <tr> <td>HMRC – Income Tax</td><td>£69.60</td><td>January 2026</td></tr> <tr> <td>Max Simpson – Enhanced Scheme</td><td>£1,350.00</td><td>Work on Stiles</td></tr> <tr> <td>Receipt:- HSBC – Gross Interest</td><td>£35.71</td><td>January 2026</td></tr> </table>	Salaries and Expenses	£304.36	January 2026	HMRC – Income Tax	£69.60	January 2026	Max Simpson – Enhanced Scheme	£1,350.00	Work on Stiles	Receipt:- HSBC – Gross Interest	£35.71	January 2026	Clerk
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9/26	<p>Any Application(s) for Voltaire Funding (if received):- Resolved to grant a sum of £1,000.00 to the Flower Festival (Proposed: Councillor D. Cotton; Seconded: Councillor Ms. A. Hoyle) All in Favour Action: Clerk.</p> <p>Councillor Ms. A. Hoyle declared a non-registerable interest in respect of the following email as she lives in Retire hamlet but unfortunately has not heard anything about this until this email was received:- Request from Louis Mathers for an application form to apply for Retire hamlet to be connected to fibre broadband. Retire is still serviced by copper wire internet that is not suitable for modern internet requirements, and there are no plans to connect the hamlet any time soon, which is a concern for the future. The funding is likely to be many thousands of pounds, so any support is much appreciated. Resolved to respond, this does not fit within any of the guidelines within the Voltaire funding (Proposed: Councillor D. Cotton; Seconded: Councillor J. Hancock) All in Favour Action: Clerk.</p> <p>Action: Agenda item for next month on Voltaire Funding and any relevant changes to guidelines and structure.</p> <p>Councillor J. Hancock reported that he is arranging a quotation for works on the road up the side of the Church, which we could possibly use some of the Voltaire funding for works Action: Councillor J. Hancock.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. J. Hancock</p>												
10/26	IT Policy – January 2026 for approval:- Resolved to approve the IT Policy as set out and include on the Parish Council website (Proposed: Councillor Mrs. W. Symons; Seconded: Councillor D. Cotton) All in Favour Action: Clerk.	Clerk												
11/26	<p>Camel Valley Community Area Partnership (Including Template from Cornwall Council for current projects, issues and/or questions):- Councillor R. Wilson reported on possible works at Four Turnings and he will meet with the Chairman to see what can be done.</p> <p>Template from Cornwall Council for current projects, issues and/or questions:- Councillor R. Wilson and Chairman to hold a meeting to discuss.</p>	Chair/ Cllr. R. Wilson												
12/26	Parish Councillor Training Requirements:- None.													
13/26	<p>Correspondence – Clerk listed correspondence and actions required:-</p> <p>1. NALC - Chief Executive's Bulletin – 4th December, 11th December, 18th December 2025</p>													

	2. NHS Cornwall & Isles of Scilly - Cornwall together: December 2025 3. Great Western Railway - Storm Bram rail travel update 4. NALC – Events Newsletter 5. Cornwall Rural Community Council - Clean Cornwall Newsletter 6. Cornwall Council - Good Growth SPF Showcase Event 11 th February 2026 7. Rural Services Network - Weekly Newsletter – 10 th December, 17 th December 2025, 7 th January 2026 8. Cornwall Council - Forest for Cornwall Winter Newsletter 9. Your correspondence with the Ministry of Housing, Communities & Local Government (Our ref: TO2025/30743) 10. CALC – New Bulletin – 18 th December 2025 11. Cornwall Council - Share your views on Cornwall's bus services 12. Cornwall Council - Rural Affordable Housing Forum for Cornwall – Launch Event 13. Cornwall Council - Consultation PSPO Renewal (Alcohol Consumption in Public Places) 2026 14. CALC – Information Sharing and Information Requests – Visitor Economy Sector Consultation 15. NHS Cornwall & Isles of Scilly - Cornwall together: Season's greetings 16. Zurich Municipal Insurance - Prepare for winter with these top tips 17. Great Western Railway - GWR Customer & Community Improvement Fund opens 5 th January 2026 18. NALC - Open letter to Parish and Town Councils 19. Duchy Defibrillators – 2025 year in review 20. Arbor Farm UK Limited - Proper Cornish Trees	
14/27	Any Urgent Matters the Chair considers relevant for this meeting:- None.	
15/27	Date of next Meeting:- Next meeting to be held on Wednesday 4 th February 2026 at 6.30pm in the Withiel Village Hall. Apologies from Councillor Ms. A. Hoyle for the next two meetings as she will be out of the country. There being no further business to discuss, the meeting closed at 7.33pm.	

Signature:
Chair

Date: 4th February 2026