

MINUTES OF ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL HELD WEDNESDAY 15-OCTOBER 2025

An Ordinary Meeting of Poundstock Parish Council was held on Wednesday 15-October 2025 at 7.00 p.m. in the Beach House, Widemouth Bay.

1. To note persons present and receive apologies for absence: 475/25
In attendance were Cllr. Stephen Blake in the Chair and Cllrs. Eric Harris, Pamela Ideslon, Tom O’Sullivan, Graeme Swatton, Liz White and John Worth.
Apologies were received and accepted from Cllr. Michelle Carter.
Members of the public present 1.
2. Declarations of Interests: None received. 476/25
3. Requests for Dispensation: None received. 477/25
4. Public Open Session: No representations were made during the public open session. 478/25
5. To resolve that the Minutes of the previous Full Council Meeting are an accurate record:
(a) Minutes of the Full Council:
RESOLVED, that the Minutes of the Ordinary Meeting held on 01-October 2025 were a true and accurate record and were signed by the Chair (2 abs). 479/25
(b) Note any matters arising - None. 480/25
6. Correspondence to discuss and resolve a course of action with any associated expenditure:
Correspondence schedule was reviewed and the following **NOTED**.
(a) 07/10/2025 ICO Case Reference IC-425497-N1B9 - At the Chair’s discretion, and with the agreement of the Council, the item relating to correspondence from the Information Commissioner’s Office was moved to the end of the meeting to be considered in closed session due to the confidential nature of the matter. 481/25
7. Planning Matters:
(a) Planning Applications to discuss and make a consultee comment:
PA25/05551 Proposal: Single custom build dwelling and solar array.
Location: Land South of Mount Pleasant Cottage, Poundstock, Bude, Cornwall EX23 0DD.
Following discussion, it was **RESOLVED to make no objections.** 482/25
(b) To note any applications received from Cornwall Council by the time of the meeting: None. 483/25
(c) Planning Decisions – **NOTED** <https://www.poundstock-pc.gov.uk/planning-applications> 484/25
8. Finance to discuss and resolve a course of action with associated expenditure:
(a) To note income, banking and investment statements - **NOTED.** 485/25
(b) To resolve to approve payment of outstanding accounts as per schedule.
RESOLVED unanimously, to make payments as scheduled. 486/25
9. Agenda items to discuss and resolve a course of action and associated expenditure:
(a) To receive an update and consider next steps for a new hall for Poundstock - The agenda item concerning the next steps for the new hall was, at the Chair’s discretion, and with the agreement of the Council, deferred to the end of the meeting to be considered in closed session due to the confidential nature of the matter. 487/25
(b) To receive an update and consider next steps for the public toilets - The Chair reported that the new soap dispensers have been installed and are proving a successful addition. The Clerk advised that damage has occurred to a toilet cistern in the gents’ toilets which required immediate attention due to water overspilling. Emergency repairs were authorised and completed within 24 hours. 488/25
(c) To receive an update and consider next steps for Widemouth Bay Car Park (Cllr. Stephen Blake). There was no further information on this matter, pending a response from Cornwall Council. 489/25
(d) To consider Clerk’s request to attend ICCM online training Introduction to Cemetery Management for Parish and Town Clerks, **it was unanimously RESOLVED to approve this request.** 490/25

(e) To approve NALC Local Government Services pay Agreement 2025/26 for Clerk's salary and to further approve backdated pay to 01-April 2025. **It was unanimously RESOLVED to approve the pay increase and backdated pay in accordance with NALC Local Government Services Pay Agreement 2025/26.** 491/25

10. To receive reports and authorise any action: 492/25

(a) Poundstock Ward Member's Report: Cllr. Chopak gave a brief report, noting that August had been a quiet month, with committees resuming in September. She advised that she is the Chair of Cornwall Council's Health and Adult Social Care Overview and Scrutiny Committee, and she informed members that the next CAP meeting will be held on 08-December 2025.

(b) Chair's Report: The Chair gave his report, noting that granite blocks are to be placed in the lower car park to prevent vehicles from becoming stuck on the soft surface.

(c) Clerk's Report: The Clerk contributed to the meeting when required and reported to make members aware of the upcoming 2026/27 budget preparations.

(d) Assistant Clerk's Report: The Assistant Clerk reported that to date, no response had been received from Cornwall Council regarding the PROW 28 matter, and he will be following up on this.

11. NDP Steering Group to receive reports and authorise any action and expenditure:

The NDP report was given by the Chair, who advised that he had been assisting the NDP Chair, Matthew Blows, in finalising the Regulation 14 documents for the draft Neighbourhood Development Plan, with the assistance of the Clerk. The consultation period will run for six weeks, beginning on Wednesday 15-October 2025 and ending at midnight on 27-November 2025. 493/25

12. Councils Representatives to receive reports from Outside Bodies: No reports. 494/25

13. Portfolio Reports to receive written reports and authorise any action and expenditure: 495/25
Police Advocate & Emergency Procedures Police and Crime Commissioner (PCC) reports had been received and noted.

14. Co-option of Parish Councillors: It was **NOTED** that there are currently two casual vacancies, and no further applications have been received to date. 496/25

15. Items for Information: None. 497/25

16. Notification of meeting and suggested items for the agenda: 498/25
The next ordinary meeting will be held at the Beach House on 05-November 2025 and the following meeting on 19-November 2025.

17. PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960

RESOLVED that in view of the confidential or special nature of the business to be discussed, the public are excluded and instructed to withdraw for agenda items 6(c) ICO Case Reference IC-425497-N1B9 and 9(a) To receive an update and consider next steps for a new hall for Poundstock. 499/25

Confidential minutes available separately.

18. Close the Meeting - Meeting Closed at 20:18. 502/25

FINANCE SCHEDULE 15-OCTOBER 2025

BANKING AND INVESTMENT STATEMENTS

Current Account	Statement 29/09/2025	£51,506.20
Reserve Account	Statement 22/09/2025	£82,419.26
CCLA	Statement 30/09/2025	£92,274.27
Call Account	Statement 30/09/2025	£318,152.72

INCOME

Cornwall Council	Precept Sep 2025 Poundstock 08/09/2025 (BACS)	£19,592.50
Donations	Public Toilets 09/09/2025 (DC)	£224.00
Barclays Bank UK	Interest Earned 02-Jun to 07-Sep 25 (DC)	£265.49
Denise Wellington	Internment - Rowland 18/09/2025 (BACS)	£200.00

TOTAL INCOME 15/10/2025 **£20,281.99**

EXPENDITURE

Cllr. Graeme Swatton	Expenses Claim Min. 468/25 (BACS)	£59.40
S. Cholwill Drain-Jet	Invoice 1293 Public Toilets Emergency Call-Out (BACS)	£100.00
Form Consulting Eng	Invoice 01390 Building Control - Design Stage (BACS)	£1,130.40
Starboard Systems Ltd	Invoice 13032 01-31 Oct 2025 (DD) 01/10/2025	£50.40
Charity Fundraising Ltd	Invoice 4857 Strategic Consultancy Capital Fundraising (BACS)	£594.00
Laurence Associates	Invoice 40407 Architectural Services (BACS)	£3,745.68
TEEC Limited	Invoice 5463 Hosting 2025 (BACS)	£223.20
TEEC Limited	Invoice 5464 Hosting 2025 Part 2 (BACS)	£187.20
T.J. Davies Ltd	Invoice 0044 Cleaning Public Toilets October 2025 (BACS)	£1,980.00
Crystal Clear	Invoice 41 Window Cleaning Public Toilets 07/10/25 (BACS)	£59.00
Poundstock PCC	Invoice 2012325 Contribution to Car Park Rental 08/10/25 (BACS)	£73.33
Cornwall ALC Limited	Invoice 2526-556 Code of Conduct Training 05/10/2025 (BACS)	£90.00
Cornwall ALC Limited	Invoice 2526-657 An Introduction to Planning 05/10/2025 (BACS)	£42.00
Robin Beagle	Invoice 308 Emergency Repairs to Public Toilets 10/10/2025 (BACS)	£120.00
Staff Costs	Mth 7 (BACS)	£848.92
HMRC	PAYE/NIC Mth 7 (BACS)	£294.10

TOTAL EXPENDITURE 15/10/2025 **£9,597.63**