

## MINUTES OF ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL HELD WEDNESDAY 19-NOVEMBER 2025

An Ordinary Meeting of Poundstock Parish Council was held on Wednesday 19-November 2025 at 7.00 p.m. in the Beach House, Widemouth Bay.

1. To note persons present and receive apologies for absence: 529/25  
In attendance were Cllr. Stephen Blake in the Chair and Cllrs. Michelle Carter, Eric Harris, Tom O'Sullivan, Graeme Swatton and John Worth.  
Apologies were received and accepted from Cllrs. Pamela Idelson and Liz White.  
Members of the public present 3.
2. Declarations of Interests: None received. 530/25
3. Requests for Dispensation: None received. 531/25
4. Public Open Session: A member of the public addressed the Council to provide clarification and explanation in relation to a current planning application. 532/25
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 05-November 2025 were a true and accurate record and were signed by the Chair (2 abs).** 533/25  
(b) Note any matters arising - None. 534/25
6. Correspondence to discuss and resolve a course of action with any associated expenditure:  
Correspondence schedule was reviewed and **NOTED.** 535/25
7. Planning Matters:  
(a) Planning Applications to discuss and make a consultee comment:  
**PA25/07663** Proposal: Erection of a 'Boutique Modern', modular contemporary dwelling.  
Location: Bangors Organic, Poundstock, Bude, Cornwall EX23 ODP.  
**Following discussion it was unanimously RESOLVED to make No Objection.** 536/25  
**PA25/01103 PREAPP** Proposal: Pre-Application advice for change of use from holiday accommodation (Class C1) to dwelling (Class C3).  
Location: Outdoor Adventure, Atlantic Court Coast Road, Bude, Cornwall EX23 ODF - **NOTED.** 537/25  
(b) To note any applications received from Cornwall Council by the time of the meeting: None. 538/25  
(c) Planning Decisions – **NOTED** <https://www.poundstock-pc.gov.uk/planning-applications> 539/25
8. Finance to discuss and resolve a course of action with associated expenditure:  
(a) To note income, banking and investment statements - **NOTED.** 540/25  
(b) To resolve to approve payment of outstanding accounts as per schedule.  
**RESOLVED unanimously, to make payments as scheduled.** 541/25  
(c) To consider a grant application received from the Poundstock Packet.  
Following discussions, it was **RESOLVED to award £750.00 to support the parish magazine.** 542/25  
(d) To consider a grant application received from Dimma Methodist Church Graveyard.  
Following discussion, it was **RESOLVED to defer making a decision at this stage, pending clarification from the Trustees for Methodist Church Purposes regarding matters relating to the ongoing maintenance and responsibility for the graveyard.** 543/25
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 - It was noted that the solicitors had provided a quotation for a full pack of searches in the sum of £540.13 (plus VAT). **It was unanimously RESOLVED to instruct the solicitors to proceed with the searches as quoted.** 544/25

(b) To receive an update and consider next steps for the public toilets - Cllr Chopak reported that the Car Park Levy is to be reinstated. The amount has not yet been determined, and confirmation will be provided in due course. **545/25**

(c) To receive an update and consider next steps for Widemouth Bay Car Park (Cllr. Stephen Blake) - There is no formal update available at this time. **546/25**

**10. To receive reports and authorise any action:** **547/25**

(a) Poundstock Ward Member's Report: Cllr. Chopak advised that the deadline for submitting an Expression of Interest to the Highways Improvement Programme has been extended to 01-February 2026. She confirmed that she will be supporting the Council's submitted EOI for road safety improvements along Marine Drive. She also noted local requests for 'No Through Road' signage at Treskinnick Cross and confirmed she will request that speed monitoring be carried out in the same area. Cllr. Chopak advised that two Community Area Partnership (CAP) meetings will take place in December, an online session on 08-December regarding the Cornwall Council budget, and a meeting on Housing scheduled for 19-December at the Parkhouse Centre from 10:00am to 01:00pm.

(b) Chair's Report: The Chair did not present a separate report as matters had already been covered during the discussions throughout the meeting.

(c) Clerk's Report: The Clerk reported on attendance at the recent ICCM Memorial Management course and noted that the training was very helpful for the future management of memorials in the cemetery.

(d) Assistant Clerk's Report: The Assistant Clerk, who had assisted with the arrangements for Remembrance Day, expressed his thanks to all involved for their support in ensuring the day was marked respectfully.

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

The NDP report was given by the Chair, who advised that the Regulation 14 consultation is ongoing. **548/25**

**12. Council Representatives to receive reports from Outside Bodies:** No reports. **549/25**

**13. Portfolio Reports to receive written reports and authorise any action and expenditure:** **550/25**

Police Advocate & Emergency Procedures: Cllr Swatton presented the Police and Crime Commissioners report. Cemetery & Closed Churchyard: Cllr. Harris reported that the footpath through the churchyard would benefit from some tidying and general attention.

**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. **551/25**

15. Items for Information: Cllr. O'Sullivan provided an update on the Hele Valley Trail project, advising that the purchase of the trail is progressing well. Members acknowledged the considerable work he has undertaken on this project in his role as a Councillor for the adjoining parish.

**16. Notification of meeting and suggested items for the agenda:** **552/25**

The next meeting will take place on 07-January 2026, after which the Council will meet monthly on the last Wednesday of each month starting on 28-January 2026.

**17. PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960**

During the meeting it may arise that publicity would be prejudicial to the public interest by reason of the confidential or special nature of the business to be transacted and the press and public will be instructed to withdraw. When this arises, the Chair will recommend to consider passing the following resolution; 'to resolve that in view of the confidential or special nature of the business to be discussed, the public are excluded and instructed to withdraw ' - None. **553/25**

**18. Close the Meeting - Meeting Closed at 20:48.** **554/25**

## FINANCE SCHEDULE 19-NOVEMBER 2025

### BANKING AND INVESTMENT STATEMENTS

Current Account	Statement 30/10/2025	£49,674.45
Reserve Account	Statement 30/10/2025	£82,419.26
CCLA	Statement 31/10/2025	£92,579.49
Call Account	Statement 31/10/2025	£319,329.22

### INCOME

**TOTAL INCOME 19/11/2025** **£0.00**

### EXPENDITURE

Form Consulting Ltd	Invoice 01445 Building Control Package Design Stage 31/10/25	£3,755.28
Charity Fundraising Ltd	Invoice 4893 Strategic Consultancy Capital Fundraising 31/10/25	£1,164.24
Starboard Systems Ltd	Invoice 13416 01-31 Nov (DD) 01/11/2025	£50.40
South West Hygiene Ltd	Invoice 347352 Waste Disposal Public Toilets 02/11/25	£385.85
J D Highway Design Ltd	Invoice 2389 Highway Boundary Plan 04/11/25	£1,510.00
Crystal Clear	Invoice 57 Window Cleaning Public Toilets 08/11/25	£59.00
British Gas Business	Invoice 811869898 Public Toilets 02-Oct to 01-Nov 25 07/11/25 (BACS)	£122.12
T.J. Davies Ltd	Invoice Cleaning Public Toilets November 2025 (BACS)	£1,320.00
Clerk Expenses	Reimburse Poppy Wreath Min. 520/25	£20.00
Staff Costs	Mth 8 Min. 491/25 (BACS)	£1,037.12
HMRC	PAYE/NIC Mth 8 (BACS)	£376.38

**TOTAL EXPENDITURE 19/11/2025** **£9,800.39**