



FMPC Councillor Representatives – 2025/26

Each year the parish council appoints councillors to positions of ‘special responsibility’ for roles in addition to their normal work as a councillor.

Special Additional Responsibilities

Environment Officer – to establish and maintain a good working relationship with the warden, acting as an intermediary to raise and resolve issues between the Council and the Street Warden

Street Warden - Litter - to establish and maintain a good working relationship with the warden, acting as an intermediary to raise and resolve issues between the Council and the Street Warden

National Trust - to establish and maintain a good working relationship with the local National Trust representatives, acting as an intermediary to raise and resolve issues between the Council and the Trust

Digital Communication - to establish and maintain a good working relationship with the website manager, acting as an intermediary to raise and resolve issues between the Council and the website manager. To identify items for inclusion on the website and ensure the content is up to date and relevant.

Village Hall / Sir John Cotton’s Trust

- to attend Village Hall committee meetings, representing the interests of the parish council and reporting back to the council about Village Hall issues.
- to attend Trust committee meetings, representing the interests of the parish council and reporting back to the council about Trust issues.

Children’s Play Area – to carry out monthly safety and maintenance inspections of the play area and to raise any issues of concern with the council. To liaise with contractors to obtain quotes for repair work or new equipment and to check that any agreed work is carried out to an acceptable standard.

Community Area Partnership – to attend the Area Partnership meetings, to represent the council’s interests and to report back to the council on Area Partnership issues, initiatives and progress. One of the councillors to vote on behalf of the council.

Allotments - to establish and maintain good working relationships with the allotment holders, acting as an intermediary to raise and resolve issues between the Council and the allotment holders.

Castle Site – To maintain a working relationship with the contractors who maintain the site. To identify and scope works required. To formulate a close working partnership with the AONB Monumental Improvement Project team.

Paradise Triangle – To work with contractors to tidy the area by clearing brambles, trimming trees.

Staffing - to promote development by reviewing past performance and setting achievable objectives i.e. clerk appraisalment.

Community Champion Award

To develop a process for the community to nominate local community champions. This is designed to be an annual award scheme.

Car Park Working Group

To oversee the maintenance and capacity of the Cobweb Car Park and make recommendations to the parish council about this and potential additional capacity for visitors to Boscastle at peak periods.

Radar Activated Speed signs

To monitor the location, functionality of the signs and advise councillors. Liaise with clerk for data capture.

Civil Emergency and Contingency

To produce a emergency plan for the community and keep it up to date.

See Table below of appointees

Special Responsibility	Council representative
Street Warden - Litter	Cllr Costello and Cllr Lakie
Environment Officer	Cllr Hockin
National Trust	Cllr Peyman, Cllr Anderson, Cllr Costello and Cllr Lakie
Digital Communication	Cllr Bridges, Cllr Yates and Cllr Hitchman-Smith
Village Hall/ Sir John Cottons Trust	Cllr Hockin (chair), Cllr Smith (vice chair) & Cllr Edwards
Children's Play Area	Cllr Peyman, Cllr Yates & Cllr Bridges
Community Area Partnership	Cllr Hockin, Cllr Smith and Cllr Edwards
Allotments	Cllr Hockin and Cllr M Smith
Castle Site	Cllr Costello, Cllr M Smith
Paradise Triangle	Cllr Hockin, Cllr M Smith, Cllr Peyman and Cllr Hitchman-Smith
Staffing	Cllr Hockin, Cllr Edwards, Cllr Smith & Cllr Yates



Community Champion Award	Cllr Yates, Cllr Anderson and Cllr Edwards
Car Park Working Group	Cllr Bridges, Cllr Peyman & Cllr Yates
Radar Activated Speed signs	Cllr Hockin and Cllr Peyman
Civil Emergency and Contingency	Cllr Hockin, Cllr Edwards, Cllr Yates & Cllr Peyman