

Minutes 11th September 2025

Page 1 of 5

Present Cllr Hockin, Cllr Yates, Cllr Bridges, Cllr Peyman, Cllr Edwards, Cllr Costello, Cllr Lakie and Cllr Hitchman-Smith. In attendance CCllr Burnett

07.01 Apologies – Cllr Smith and Cllr Anderson

07.02 Declarations of Interest –

Cllr Costello declared an interest in - Geothermal Engineering Ltd.

Cllr Hitchman-Smith declared an interest in planning application PA25/04815.

Cllr Yates declared an interest in planning application PA25/06620 though not due to be discussed.

Cllr Yates declared an interest in Community Centre funding application. He requested dispensation to speak but not vote. Cllr Peyman proposed the dispensation be granted.

Seconded by Cllr Hitchman-Smith. All in favour. Cllr Yates abstained.

Cllr Yates declared an interest in agenda item Car Park – Toilets, he is a member of the Boscastle Community Interest Company (CIC) and owns a business that could be impacted on. He requested dispensation to speak but not to vote. Cllr Peyman proposed the dispensation be granted. Seconded by Cllr Hitchman-Smith. All in favour. Cllrs Yates, Edwards and Hockin abstained.

Cllr Hockin declared an interest in agenda item Car Park – Toilets, he is a member of the CIC. He requested dispensation to speak and vote. Cllr Peyman proposed the dispensation be granted.

Seconded by Cllr Hitchman-Smith. All in favour. Cllrs Yates, Edwards and Hockin abstained.

Cllr Edwards declared an interest in agenda item Car Park – Toilets, she is a member of the CIC. She requested dispensation to speak and vote. Cllr Peyman proposed the dispensation be granted. Seconded by Cllr Hitchman-Smith. All in favour. Cllrs Yates, Edwards and Hockin abstained.

07.03 Public Participation – five members of the public present.

Two members advised they represented the Boscastle and Crackington Gig Club and would answer any questions the council had.

One member advised he was a member of the Harbour Rowing Club and had come along to listen in and if necessary, give some background information.

Two members here as representatives to planning application PA25/04815.

07.04 Planning – To consider planning applications received

Application	PA25/05594
Proposal	Listed building consent to install an oak post supporting mini antenna, underground cable service duct with access chamber and service cable.
Location	Lime Kiln The Harbour Boscastle Cornwall PL35 0HD

Cllr Peyman proposed the council support this application. Seconded by Cllr Bridges. All in favour.

Cllr Hitchman-Smith left the meeting.

Application	PA25/04815
Proposal	Outline Planning Permission with some matters reserved (Appearance, Landscaping, Layout and Scale) for the phased development of one new dwelling, together with demolition of existing outbuilding.
Location	Land At Peartree Garden Fore Street Boscastle PL25 0AX



Minutes 11th September 2025

Page 2 of 5

Cllr Costello proposed the council support this application on the proviso tree T1 is preserved with a tree preservation order. Seconded by Cllr Yates. All in favour.
Cllr Hitchman-Smith rejoined the meeting.

07.05 To consider other planning applications received by time of meeting. –

The clerk advised two applications had been received since agenda published PA25/06444 and PA25/05292. Cllr Yates proposed the council consider both applications at this meeting. Seconded by Cllr Costello. All in favour.

Application	PA25/06444
Proposal	Application for tree works within a TPO area: T1 - Holm Oak and T2 Elm tree - Removal of trees due to close proximity of power and BT lines
Location	Trees At Penally Hill Boscastle Cornwall

Cllr Yates proposed the council object to this application to remove trees and prefer tree management. Seconded by Cllr Hitchman-Smith.

Application	PA25/05292
Proposal	Proposed use of Railway Cottage as an unfettered residential dwelling
Location	Railway Cottage Higher Pendavey B3314 Between Higher Trethern Farm And Station Road Cornwall Camelford PL32 9TY

Cllr Costello proposed the council support this application. Seconded by Cllr Bridges. All in favour.

07.06 Planning Decisions: as listed ([see website](#))

07.07 Minutes

Minutes of the meeting held on 14th August 2025 – Cllr Yates asked for item 6.13 to be rewritten in the third person.

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07.08 Matters to Report (only) from previous meetings minutes –

Cllr Yates has produced a Community Champion briefing for distribution. The nomination form is now also available as an online form.

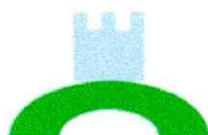
07.09 Finance

Approval of cheques for payment

Category	Sub Category	Amount	For
Administration	Staff Costs	£1126.01	Salary (Aug)
Administration	Staff Costs	£61.03	Expenses (Aug)
Administration	Village Hall	£28.00	Hall Hire 9 th & 10 th July
Administration	Environment	£190.00	Environment August
Open Spaces	Castle Site Bin	£72.00	Empty 16 th Aug & 9 th Sept
Administration	HMRC	£1213.14	Tax & NI
Open Spaces	Play Area	£108.00	Rocker repair
Open Spaces	General Maint.	£56.02	Bench repair timber
Agency	Verge Grass	£1404.00	Cuts 3 and 4
Section 137	Grant	£500.00	Air Ambulance
Administration	Auditor External	£378.00	External Audit
Open Spaces	General Maint.	£425.00	Weed clearance

Adrian Prescott (Clerk)

Signed Chairman.....*[Signature]*



Minutes 11th September 2025

Page 3 of 5

Cllr Yates proposed that the council approve the amounts as listed for payment. Seconded by Cllr Hitchman-Smith. All in favour.

Insurance – The Council considered the insurance schedule and cover. Cllr Yates proposed the council insurance cover was acceptable. Cllr Peyman seconded. All in favour

Risk Assessment – The Council reviewed the risk assessment. Cllr Yates proposed no changes required. Seconded by Cllr Hitchman-Smith. All in favour

External Audit report – The clerk advised the council the external audit has concluded and notice to that effect has been published. Rounding of figures did cause a £1 variation. External Audit report no further action required.

07.10 Correspondence – the clerk outlined the significant items of correspondence received, all of which had been copied to councillors.

PC Planning liaison meeting, clerk to arrange with planning officer a daytime meeting.

Letter from Cornwall Council re the Parish Council support of Marazion Town Council. Cllrs Yates and Peyman to draft a reply.

Email from resident re car parked in Fore Street, clerk to refer them to Cornwall Council Highways.

Email from resident re Tree preservation order, clerk to refer them to Cornwall Council Tree Preservation request form.

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07.11 Reports

Cornwall Councillor Report – CCllr Burnett reported Cornwall Council are working on the budget for 2026 and it is likely council tax will be raised by the maximum permitted. The Geothermal power plant application should go before the strategic planning committee on 25th September. The parking levy is to be reintroduced to help fund toilet provision. The carpark charge will increase by 20p. This reintroduction will only be in place under the current administration and to safeguard this for the long term needs to be addressed.

Cllr Costello asked about the college and school buses which are either not operating or running late, students can't now get to college in Bodmin and the bus to Sir James Smith school is consistently late. CCllr Burnet advised the colleges contract the buses and the problem is right across Cornwall.

Chairmans Report – Cllr Hockin reported the minibus is out of action following an incident in Padstow. The Boscastle Community Interest Company that provide the bus have used its reserves to keep the toilets open so are unsure if they can afford the repairs.

Of the six cones placed on Tintagel Road opposite Potters Lane only four remain.

Parish Clerk Report – nothing further to report.

07.12 Items from previous meeting

Boscastle and Crackington Gig Club CIO – Cllr Yates thanked the representative of the Gig Club for responding to the Parish Council with a covering letter and the constitution. The Council noted from the constitution community assets are locked to a similar sporting organisation. It was observed that the club trustees are all members and the council suggested including independent trustees from the community.

Car Park – Toilets – Cllr Yates reported following CCllr Burnett's announcement that the car park levy will be re-introduced, the next step is to seek a mechanism to protect toilet funding for the years to come. The concern regarding the previous administration's aim to contract out some car parks has been shelved. The councillors felt that a contingency in the Parish Council



Minutes 11th September 2025

Page 4 of 5

budget should be considered for toilet operation and upkeep. Cllr Yates asked the council to consider a further grant to the CIC the help with interim running costs and mini bus repairs.

Highways – The B3266 will be closed from Five Ways to the Doctors Hill junction for resurfacing from the 29th September to 10th October 2025 7:30 to 17:00. Councillor raised concern over the school run, Sir James Smith school bus and access to the doctors surgery.

Civil Emergency and Contingency –

BT Phone box - Cllr Yates reported the BT Phone box outside the telephone exchange is working again.

Community Plan - A letter has been sent to the Village Hall and Community Centre Trustees seeking their agreement for the use of the asset in the event of a civil emergency. The draft plan has been sent to Cornwall Council Emergency Management (CCEM) and to Cornwall Community Flood Forum (CCFF). The CCFF have replied with a number of change suggestions. The community engagement form has been developed and tested so it is ready to go. CCEM want the council to have a safeguarding policy. The working group would come back to council with a finalised core policy.

Mobile Communications (EE) – Cllr Yates would discuss this with Cllr Smith.

Website and communications – Cllr Hitchman-Smith reported the 'push notifications' should be working with an increase in subscriber numbers. Suggested doing a web page audit to check links work and there are no dead pages.

Camelford By-Pass – Cllr Hockin felt this council and other affected town and parish councils should as a collective body on this. CCllr Burnet advised that Camelford Town Council are still working toward the original plan asking the transport minister to get other quotes.

Play Area – Monthly inspection – Cllr Bridges reported inspection ok. The rocker has been repaired and awaits refitting. The bench needs to be pegged down. Cllr Hockin proposed the council write a specification for the work to refit the rockers and secure the bench, if quote is under working group delegated authority to get the work done. Seconded by Cllr Edwards. All in favour. Cllr Bridges at the next school governors meeting to ask how best to involve the children and parents in deciding a replacement for the junior multi-play tower.

Castle Site

Monumental project – Cllr Costello reported the timber supporting the Interpretation Board has a split but is part of the natural grain of the timber.

Monthly inspection – Cllr Costello all ok. Bin emptied.

Community Champion Award – Reminder that the award is open for nominations. Online nomination form now available on website.

Works around the Village - Cllr Hitchman-Smith reported no change on Paradise Triangle awaiting the repair and re-siting of the Castle site picnic bench, which is in progress.

Playing Field – Dog Fouling – Cllr Hockin reported the environmental officer has indicated to significant problems anywhere currently.

Community Centre – Cllr Yates reported the Centre has been successful in getting funding from the Cornwall Levelling Up Programme (CLUP) and has already received part of the funds. The funding is to, in part, build an extension to the building with a caveat that the money must be spent and works completed by end of December. The Council believe the administration of this

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Minutes 11th September 2025

Page 5 of 5

funding source needs a serious revision. Cllr Yates advised the council that a planning application would be coming soon for their consideration.

Geothermal Planning application PA23/10067 – Cllr Yates reported he would attend with CCllr Burnett the strategic planning meeting on 25th September.

Parish Council Telephone Number – Cllr Hitchman-Smith reported he had done research and identified a local company that can provide a local phone number which can be diverted to a mobile or landline the package which includes 2000 in bound minute per month. Options to use the existing telephone number and use Voice Over Internet Protocol (VOIP) to direct it to a laptop as the receiver were discussed and would need further research.

Riverside Walk – Cllr Costello reported they had met with The National Trust (NT) and the working group have a vision and will meet again with the NT and draft a letter.

Council Documentation Review – nothing further to report.

GHS

07.13 Items since last meeting –

Parking Restrictions – Cllr Costello asked about the double yellow lines on Old Road opposite The Wellington. The reason these lines were put there was discussed, the Parish Council have included an expression of interest for the next round of a collective Traffic Regulation Order.

07.14 Agenda items for next meeting

Car Park – *Toilets*

Highways

Civil Emergency and Contingency

- Community Plan
- Mobile Communications (EE)

Website, Communications and Council Telephone

Play Area –

Monthly inspection - *report and equipment update*

Castle Site

Monthly Inspection – *report*

Works around the village – *Paradise Triangle*

Playing Field – *dog fouling*

Community Centre – *Funding Application*

Riverside Walk

Parking Restrictions – *Old Road*

Remembrance Day

Budget Meeting – *date and items to include*

Council Documentation Review

With no further business the Chairman closed the meeting at 20.56pm

Date of next monthly meeting Thursday 9th October 2025 in the Village Hall

Adrian Prescott (Clerk)

Signed Chairman.....