

Minutes 14th August 2025

Page 1 of 5

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

06.01 Apologies – none

06.02 Declarations of Interest –

Cllr Anderson declared an interest in finance item 'Environment'.

Cllr Costello declared an interest in - Geothermal Engineering Ltd.

Cllr Yates declared an interest in Community Centre funding application. He requested dispensation to speak but not vote. Cllr Hitchman-Smith proposed the dispensation be granted. Seconded by Cllr Peyman. All in favour.

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 Hitchman-Smith proposed the dispensation be granted. Seconded by Cllr Peyman. 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 Hitchman-Smith proposed the dispensation be granted. Seconded by Cllr Peyman. 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 Hitchman-Smith proposed the dispensation be granted. Seconded by Cllr Peyman. All in favour. Cllrs Yates, Edwards and Hockin abstained.

06.03 Public Participation – two members of the public present.

One member spoke regarding Paradise Triangle and asked for the bio-diversity grass area to be cut. It would be useful to employ (if funding could be found) a horticultural expert to give advice and guidance on what, how and when to prune back the trees and shrubs. They also advised they had been cutting back foliage obscuring a number of 20mph signs. A number of road signs around the village are obscured due to foliage growth.

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.

06.04 Planning – To consider planning applications received

Application	PA25/05024
Proposal	Listed Building Consent for the installation of cabinet for Public Access Defibrillator on West Elevation
Location	Napoleon Inn High Street Boscastle Cornwall

Cllr Smith proposed the council support this application. Seconded by Cllr Yates. All in favour.

Application	PA25/04327
Proposal	Replacement roof and conservatory windows
Location	Wellsteads Boscastle Cornwall PL35 0EN

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



Minutes 14th August 2025

Page 2 of 5

Application	PA25/05323
Proposal	Works to Tree covered by a Tree Preservation Order (TPO) - Removal of dead sycamore tree.
Location	Paradise House Paradise Road Boscastle Cornwall

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

Application	PA25/05335
Proposal	Lawful Development Certificate for the Existing use of a garden at land East of 1A Penally Terrace
Location	1A Penally Terrace Boscastle Cornwall PL35 0HA

Cllr Yates proposed the council object to this application in that there is insufficient evidence provided to prove that on the balance of probabilities there has been continuous domestic use of the garden for the claimed 10 years the reason for this is that in the submitted documents there are no photos of said enjoyment. There has also been a significant change in the use of the land in recent years which is inconsistent with the long-term residential use which they talk about. Therefore we request Cornwall Council to review the historical site records and assess the situation and consider any recent operational work constitutes a separate planning application. Seconded by Cllr Smith. All in favour.

Application	PA25/05383
Proposal	To fit seven solar panels to the roof with ancillary works.
Location	Shenley Forrabury Boscastle Cornwall PL35 0DJ

Cllr Hitchman-Smith proposed the council support this application. Seconded by Cllr Costello. All in favour.

06.05 To consider other planning applications received by time of meeting. – none

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

06.07 Minutes

Minutes of the meeting held on 10th July 2025 – Cllr Yates proposed, the minutes be accepted as a true record. Seconded by Cllr Hitchman-smith. All in favour. Cllr Peyman abstained not at meeting.

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

Cllr Yates identified the request from the previous meeting for further funding to the Boscastle Community Interest Company had not been included in the financial payments.

06.09 Finance

Approval of cheques for payment

Cllr Anderson left the meeting.

Category	Sub Category	Amount	For
Administration	Staff Costs	£1219.10	Salary (July)
Administration	Staff Costs	£43.61	Expenses (July)
Administration	Village Hall	£28.00	Hall Hire 5 th & 12 th June

Adrian Prescott (Clerk)

Signed Chairman.....



Minutes 14th August 2025

Page 3 of 5

Administration	Environment	£190.00	Environment Jjuly
Open Spaces	Castle Site Bin	£36.00	Bin emptying 1 st Aug 2025
Administration	Training	£60.00	FH & RY CoC Training
Loan	Direct Debit	£940.29	PWLB final payment
Section 137	Boscastle CIC	£1500.00	Grant*

Cllr Yates proposed that the council approve the amounts as listed for payment. Seconded by Cllr Edwards. All in favour. * see agenda item Car Park -Toilets below.

Cllr Anderson rejoined the meeting.

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

Cornwall Air Ambulance support request. Cllr Yates proposed the council make support the air Ambulance fund raising with a donation of £500. Seconded by Cllr Smith. All in favour.

Clerk asked to accept invitation for a couple of planning officers to meet with the council to provide advice on planning policy and take questions.

06.11 Reports

Cornwall Councillor Report – CCllr Burnett reported Cornwall Council have two consultations underway one is rights of way and the other is a statutory fire service questionnaire. Council farms are being reviewed is so much as how they are operating to get a better understanding and see if there is a better operating model. Cornwall Council cabinet have set their priorities for the next 4 years.

Chairmans Report – Cllr Hockin reported the gates on the football field have been repaired.

Parish Clerk Report – Updated the council on the correspondence re New Road rear access path. He advised all councillor registers of interest are loaded on the website. Ask the council to bear in mind the fibre roll out as the council telephone is on copper cable. Advised the pay award for 2025 -2026 has been published and back pay is included in his pay this month.

06.12 Items from previous meeting

Car Park – Toilets - Cllr Yates ask if CCllr Burnett had anything to report, he stated he had nothing that he can formally report. The Boscastle CIC has launched, in the last month, the Boscastle Village trail. Cllr Smith proposed the Council make a grant of £1500 to the CIC to aid toilet operations. Seconded by Cllr Peyman. All in favour. Cllr Yates abstained. Clerk wrote check and obtained signatures.

Highways –The B3266 from Treforda to the Doctors Hill junction is programmed to be resurfaced from the 29th September 2025 lasting approximately 10 days with the road closed.

Civil Emergency and Contingency (BT Phone box) – Cllr Yates reported the BT Phone box outside the telephone exchange is out of order and has been reported. The Working group met since last meeting and have developed a core policy which is broken down into the core policy with appendices which can be pulled out and used for a particular incident. The document is quite hefty but the individual sections are easy to navigate. The policy will require the use of community assets in the event of a civil emergency such as the Village Hall and Community Centre. The team are working on an electronic data collection for volunteers, resources and vulnerable people.

Adrian Prescott (Clerk)

Signed Chairman.....



Minutes 14th August 2025

Page 4 of 5

Cllr Smith proposed the council write to the trustees to get their permission for the asset inclusion and use. Seconded by Cllr Costello. All in favour.

PC

Website and communications – Cllr Hitchman-Smith reported he had the software installed on the website so that push notifications can be set up. The ‘push notifications’ is now available for people to subscribe to. Further work is ongoing to enable apple devices to get the notifications. The clerk has added a QR code to the agenda linking to the Council website. The ‘push notifications’ should be used sparingly and initially for up and coming meetings and road closures.

Camelford By-Pass – Cllr Hockin felt this council and other affected town and parish councils should be working together 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 working group plan to involve the primary school and open days to gather the ideas of children and parents as to what could replace the junior multi-play tower.

NB
IP

Castle Site

Monumental project – Cllr Costello was asked on next inspection to check the Interpretation Board timber supports as they appear to have split.

SC

Monthly inspection – Cllr Costello all ok. Bin is $\frac{3}{4}$ full and would speak with contractor. Quote received to move the old concrete picnic table to Paradise Triangle. Cllr Yates proposed the quote be accepted and ask contractor to get supplies using Parish Council account. Seconded by Cllr Hitchman-Smith. All in favour.

PC

Community Champion Award – Reminder that the award is open for nominations. Cllr Hitchman-Smith proposed the council develop a digital nomination form. Seconded by Cllr Costello. All in favour.

RY

Works around the Village - Cllr Hitchman-Smith reported no change on Paradise Triangle, he has the signs to inform residents of the plan for the area. Clerk to ask contractor to cut the bio-diversity area back to normal length.

PC

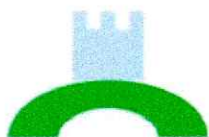
Playing Field – Dog Fouling - Cllr Hockin advised that he hadn’t spoken with environment officer recently but the spoke with members of the football team who didn’t think there was a problem at this time. Cllr Anderson reported that she was also not aware of any significant issues at this time.

Council Documentation Review – Document Retention revised in line with Cornwall Archive instructions.

06.13 Items since last meeting –

Boscastle and Crackington Gig Club CIO: *to consider concerns regarding the sustainability and governance of BaCGC CIO and potential impact on community assets.*

It has been reported by representation in the parish and the public that the Boscastle and Crackington Gig Club CIO has received significant local support over the years, including donations from businesses, residents, and grant bodies. It is reported that membership numbers have fallen, and that a separate gig club group has recently been formed in the village. It was noted that there is no suggestion of wrongdoing, there is a risk that the CIO may become unsustainable.



Minutes 14th August 2025

Page 5 of 5

PC

As a registered charity, the Gig Club holds assets intended for public benefit, and the council believes it would be prudent to seek assurances that these will remain within the community and used in line with the charity's objects. Cllr Yates proposed the council write to the Boscastle & Crackington Gig Club CIO Trustees:-

- To request a copy of the charity's current governing document (constitution) – as a public document available on request in line with Charity Commission guidance.
- To ask for a brief written update on the current status of the Club, including its membership levels and future plans for community engagement and sustainability.
- To invite a representative of the CIO to attend a future Parish Council meeting or to write a letter, in order to provide a short statement or respond to any questions from councillors regarding the charity's position and plans.

Seconded by Cllr Edwards. All in favour.

Community Centre – Cllr Yates reported the funding application is progressing.

Geothermal Planning application PA23/10067 – the application goes before the strategic planning committee on 25th September.

06.14 Agenda items for next meeting

Car Park – *Toilets*

Highways

Civil Emergency and Contingency

BT Phone box

Community Plan

Mobile Communications (EE)

Council Telephone Number - *transferability*

Website and communications

Camelford By-Pass

Riverside Walk

Play Area –

Monthly inspection - *report and equipment update*

Castle Site

Monthly Inspection – *report*

Works around the village – *Paradise Triangle*

Playing Field – *dog fouling*

Council Documentation Review

Boscastle and Crackington Gig Club CIO - *update*

Community Centre – *Funding Application*

Geothermal Planning application PA23/10067 – *Update.*

With no further business the Chairman closed the meeting at 20.46pm

Date of next monthly meeting Thursday 11th September 2025 in the Village Hall

Adrian Prescott (Clerk)

Signed Chairman...