



Minutes 13th November 2025

Page 1 of 4

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

09.01 Apologies – Cllr Smith and Cllr Peyman.

09.02 Declarations of Interest –

Cllr Anderson declared an interest in Finance - Environment.

Cllr Lakie declared an interest Correspondence - request for meeting date change.

Cllr Yates declared an interest in Community Centre funding application. He requested dispensation to speak but not vote. Cllr Costello 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 Costello 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 Costello 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 Costello proposed the dispensation be granted. Seconded by Cllr Hitchman-Smith. All in favour. Cllrs Yates, Edwards and Hockin abstained.

09.03 Public Participation – No members of the public present.

09.04 Planning – To consider planning applications received

Application	PA25/06741
Proposal	Listed building consent for proposed removal and replacement of part of a concrete and slate tiled patio with a lighter weight wooden decking area
Location	5 Valency Row Boscastle Cornwall PL35 0HB

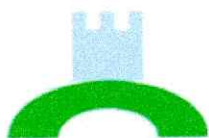
Cllr Costello proposed the council support this application. Seconded by Cllr Yates. All in favour.

Application	PA25/07811
Proposal	Proposed removal and replacement of part of a concrete and slate tiled patio with a lighter weight wooden decking area
Location	5 Valency Row Boscastle Cornwall PL35 0HB

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

09.05 To consider other planning applications received by time of meeting. – None

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



Minutes 13th November 2025

Page 2 of 4

09.07 Minutes

Minutes of the meeting held on 9th October 2025 – Cllr Lakie proposed, the minutes be accepted as a true record. Seconded by Cllr Bridges. All in favour. Cllrs Yates and Hitchman-Smith abstained not at meeting.

09.08 Matters to Report (only) from previous meetings minutes – nothing

08.09 Finance

Approval of cheques for payment

Cllr Anderson left the meeting

Category	Sub Category	Amount	For
Administration	Staff Costs	£1126.01	Salary (Oct)
Administration	Staff Costs	£67.56	Expenses (Oct)
Administration	Village Hall	£14.00	Hall Hire 11 th Sept
Administration	Environment	£200.00	Environment October
Administration	Training	£33.00	COC Training
Churchyard	Church yard	£500.00	Churchyard Maintenance
Parks & Open	General Maint.	£375.00	Rebuild and relocate bench*

The clerk advised an invoice had been received that afternoon*. Cllr Hitchman-Smith proposed that the council approve the amounts as listed plus the payment to rebuild and relocate bench*. Seconded by Cllr Lakie. All in favour.
Cllr Anderson rejoined the meeting.

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

Request received to change meeting date on 8th October 2026. Cllr Bridges proposed the council change the venue to the Community Centre on this occasion. Seconded by Cllr Hitchman-Smith. All in Favour. Cllr Lakie abstained.

Community Highways Improvement Programme: 2026-2029 – Clerk to include in agenda for the meeting on 27th November and include existing Expressions of Interest.

CALC: Information Sharing and information Requests – Request from Clerk to Truro City Council to try and identify what we all collectively invest in infrastructure and activity that is directly attributable or related to tourism and the Visitor Economy. Cllr Yates to reply on behalf of the council.

Planning Application PA23/10067 – notification this has gone to appeal. Clerk asked to add to the agenda for 27th November to consider if the council have any additional representation to support defence of the appeal.

PC

PC

RY

PC

08.11 Reports

Cornwall Councillor Report – CCllr Burnett reported the Paradise Road sign should be reinstated shortly. The issue with the parking tariff (just park app calculation error) he believes has now been sorted. Discussed the rationale for interim patching work on B3266 ahead of major resurfacing work. Two Community Area Partnership meeting coming up, one on 8th December regarding priorities and budget and on 19th December regarding housing.

Chairmans Report – Cllr Hockin nothing further to report.



Minutes 13th November 2025

Page 3 of 4

Parish Clerk Report – The clerk made the council aware of the new Assertion 10 which will be included in the Annual Governance and Accountability Return for 2025/26. This new requirement goes beyond the previous expectations bundled together under Assertion 3. Assertion 10 will not only require councils to use a council-owned domain for email and to operate an accessible website, it also explicitly requires parish and town councils to:

- Comply with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018
- Process personal data lawfully, fairly, and in line with UK GDPR principles
- Recognise their roles as both a Data Controller and a Data Processor

The meeting this morning with Planning Officers was very interesting one of the things to come out of it was the use of the 5-day protocol, used when the council and the Planning officer have differing views. The council does not have a process for this. Clerk asked to send the protocol communication to councillors for their response and response back to Cornwall Council is a majority view.

PC

09.12 Items from previous meeting

Car Park – Toilets – Cllr Yates reported the document from Cornwall Council detailing the additional tariff on car park charges and how that supports the CIC (Community Interest Company) to run the toilets has been received. The payment to the CIC will be made in arrears and to that end the CIC will be in a funding crisis. They will receive a half payment in April 2026 and a further full payments each April through to April 2029. The half payment in April 2026 will not be sufficient to get the CIC through to April 2027. The toilets have had incidents of vandalism and it's hoped the new CCTV will help deter such action.

Highways – The B3266 resurfacing work scheduled 12–23 January 2026, which will include some drainage alleviation work.

Civil Emergency and Contingency –

Community Plan – Five responses to be part of the community emergency response have been received.

Mobile Communications (EE) – Nothing further to report.

Website and communications – Cllr Hitchman-Smith and clerk to revisit this and action in the New Year.

GHS
PC

Play Area

Monthly inspection – The inspection was all ok, no defects to report. Cllr Bridges has raised with the school governors about replacing the Junior Multi-play tower and is hoping to get the school children involved to decide what equipment it could be replaced with. Cllr Bridges to get a rough idea of a replacement cost from the supplier.

NB

Castle Site

Monthly inspection – Cllr Costello all ok. The interpretation board has had a new support post fitted. A tree from the Wellington side of the river has come down and fallen partly into the river. Clerk would report it to St Austell Brewery. Bin nearly full and emptying arranged. Councillors asked to consider funding for castle site projects in the budget meeting.

PC

Works around the Village - Cllr Hockin reported the repair and re-siting of the Castle site picnic bench is complete. Focus is now on the left-hand side which needs cutting back, opening up the space and removing a Sycamore tree. Cllr Hockin to get contractor back on site.

FH



Minutes 13th November 2025

Page 4 of 4

Playing Field – Dog Fouling – Cllr Anderson reported the environmental officer has no major issues and has been spraying along Bridge walk to deter dogs from cocking their legs on the wall and shop fronts.

Community Centre – Cllr Yates reported work on the Community Centre would start on Monday. Contractors appointed and work expected to go through until end of January at the earliest.

Riverside Walk – Cllr Lakie reported following the meeting with The National Trust (NT) the working group have a vision, and he is drafting a plan for discussion and consideration. The vegetation has been cut right back and is making a big difference.

Parking Restrictions – Old Road – the council hope it can get this incorporated into the Community Highways Improvement Programme: 2026-2029.

Budget Meeting – The Clerk asked councillors to begin considering potential budget inclusions and changes to the budget for the 2026-27 financial year.

Council Documentation Review – Safeguarding policy and Safeguarding procedure. The council felt the document was not appropriate in its current form. Clerk asked to condense and simplify the procedure.

PL

PC

09.13 Items since last meeting – nothing

09.14 Agenda items for next meeting

Car Park – *Toilets*

Highways

Waterpit down crossroads

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 lefthand side*

Playing Field – *dog fouling*

Community Centre – *Funding Application*

Riverside Walk

Parking Restrictions – *Old Road*

Council Documentation Review

With no further business the Chairman closed the meeting at 20.20pm

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

Adrian Prescott (Clerk)

Signed Chairman.....