



Minutes 11th December 2025

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Present Cllr Hockin, Cllr Bridges, Cllr Peyman, Cllr Yates, Cllr Edwards, Cllr Costello, and Cllr Lakie. In attendance CClr Burnett

10.01 Apologies – Cllr Smith, Cllr Anderson and Cllr Hitchman-Smith.

10.02 Declarations of Interest –

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 Costello. 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 Costello. 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 Costello. 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 Costello. All in favour. Cllrs Yates, Edwards and Hockin abstained.

10.03 Public Participation – One member of the public present.

They reported they hadn't been able to do much on Paradise Triangle recently, but it is looking good and who ever has trimmed the shrubs has gone right into the bottom of the rhododendrons to remove the shoots coming up. They raised concern regarding the lighting in Tregath Industrial Estate which are extremely bright and dangerous when driving from Camelford to Boscastle.

10.04 Planning – To consider planning applications received

Application	PA25/08794
Proposal	Certificate of lawfulness for existing use for garden area to 1A Penally Terrace
Location	1A Penally Terrace Boscastle Cornwall PL35 0HA

Cllr Yates proposed the council submit to the planning authority photographic evidence to demonstrate the land in question has not been used as a domestic garden within the relevant 10-year period. Seconded by Cllr Lakie. All in favour.

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

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

10.07 Minutes

Minutes of the meeting held on 13th November 2025 – Cllr Lakie proposed, the minutes be accepted as a true record. Seconded by Cllr Bridges. All in favour. Cllr Peyman abstained not at meeting.



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Minutes of the meeting held on 27th November 2025 – Cllr Yates proposed, the minutes be accepted as a true record. Seconded by Cllr Bridges. All in favour. Cllrs Edwards and Costello abstained not at meeting.

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

10.09 Finance

Approval of cheques for payment

Category	Sub Category	Amount	For
Administration	Staff Costs	£1125.81	Salary (Nov)
Administration	Staff Costs	£217.44	Expenses (Nov)
Administration	HMRC	£1186.09	Tax & NI
Administration	Village Hall	£14.00	Hall Hire (9 th Oct)
Projects	Community	£1500.00	Boscastle CIC
Parks & Open	Castle Site	£36.00	Waste Bin Empty
Parks & Open	Castle Site	£1520.00	Annual Maintenance 2025*

The clerk advised an invoice had been received that afternoon*. Cllr Edwards proposed that the council approve the amounts as listed plus the payment for Castle Site Annual Maintenance*. Seconded by Cllr Bridges All in favour. Cllr Yates Abstained.

Precept - The clerk advised that the precept request has been submitted.

Budget – Cllr Yates proposed the council adopt the budget as detailed from the meeting on 27th November. Seconded by Cllr Bridges. All in favour. Cllrs Edwards and Costello abstained.

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

10.11 Reports

Cornwall Councillor Report – CCllr Burnett reported the Community Infrastructure Levy (CIL) fund is opening for expressions of interest from 16th January, the theme is connecting communities. The funding for scheme/projects will be between £20,000 to £100,000.

Cornwall Council has published its first draft budget papers, balancing the budget for 2026-27, but some significant figures to be addressed in the years going forward. They are looking to make some capital investments to reduce some long term costs.

Chairmans Report – Cllr Hockin nothing further to report.

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.

10.12 Items from previous meeting

Car Park – Toilets – Cllr Yates reported 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 CIC do not have sufficient funds to open an additional toilet or adequately operate the mini bus. Cllr Yates explained the reason

Adrian Prescott (Clerk)

Signed Chairman.....



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why the car park permit charge remains at £2. The CIC are there to balance costs and not make money.

Highways – Waterpit Down crossroads – from correspondence with the police inspector there is a clear disconnect between what is recorded and what Cornwall Council can see. The councillor discussed the issues of the junction in terms of visibility and apparent disregard for road signage. Cllr Yates asked for more information from the collision team on the cause of the accidents over the last five years so we can understand what measures we could ask Cornwall Highways in order to mitigate the risks.

PC

Civil Emergency and Contingency –

Community Plan – the response to sign up has been limited and without sufficient responses the plan is unsustainable. The team aim to do a further push for sign up in the new year.

Mobile Communications (EE) – Nothing further to report.

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

Play Area

Monthly inspection – The inspection was all ok, no defects to report. Cllr Bridges reported they have a quote to secure the bench and will progress the work. Awaiting a quote to refit and re-site the rockers. A meeting is scheduled with the Outdoor Play People on Monday to discuss options for the junior multi-play tower.

Castle Site

Monthly inspection – Cllr Costello reported all ok. The letter from Cormac regarding a tree on the Castle site was discussed as they indicated it was potentially dangerous and recommend the council seek professional advice. The tree appears to have three old cuts into the bark which is often used to kill a tree. Cllr Costello has made inquiries with the manager of The Wellington re access between the castle site and the wider footpath network.

PC

Works around the Village - Cllr Hockin reported the contractor is hoping to get back on site in January and continue work on the left-hand side.

Playing Field – Dog Fouling – nothing further to report.

Community Centre – Cllr Yates reported work on the Community Centre work is underway the funding project is due to end on 31st December, the village has secured £112,000 of funding of which approximately £50,000 has been spent. The building work is due to finish at the end of January and is likely to have an overspend of approximately £2000 due to unforeseen issues including tree preservation, relocating oil tank and upgrade boiler.

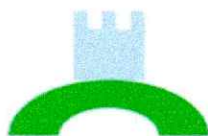
Riverside Walk – nothing further to report.

Parking Restrictions – Old Road – Expression of interest submitted to the Community Highways Improvement Programme: 2026-2029.

Council Documentation Review –

Safeguarding procedure – Cllr Yates proposed the council adopt the procedure. Seconded by Cllr Peyman, All in favour.

Planning Policy – 5 Day Protocol – Cllr Lakie proposed the council adopt the policy. Seconded by Cllr Yates. All in favour.



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10.13 Items since last meeting –

Parish Clerk – Annual Appraisal – The clerk provided the form to be completed by each councillor and handing to Cllr Hockin at next meeting.

Speed Signs – The councillors discussed the data available. Clerk to identify the installation date of the signs. Clerk & Cllr Hockin to attempt to extract data from the unit in Camelford Station.

Bus Shelter – From the recent budget meeting it was identified the need to have the shelter cleaned on a regular basis. Clerk to put a Facebook post up seeking people interested in cleaning the shelter 4 times year to email.

ALL

PC
PC
FH

PC

10.14 Agenda items for next meeting

Car Park

Toilets

Parking Order

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*

Links to wider footpath network.

Community Champion

Annual Parish Meeting - *format*

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

Parish Clerk – *Annual Appraisal*

Speed Signs – *review locations and data*

Bus Shelter – *cleaning.*

Assertion 10 – *determine what is required*

With no further business the Chairman closed the meeting at 20.30pm

Date of next monthly meeting Thursday 8th January 2026 in the Village Hall

Adrian Prescott (Clerk)

Signed Chairman.....