

Minutes 13th January 2026

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

11.01 Apologies – none

11.02 Declarations of Interest –

Cllr Yates declared an interest in Community Centre funding application and a related correspondence item. 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 Yates declared an interest in agenda item Car Park – Parking Order, 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 and vote. Cllr Peyman proposed the dispensation be granted. Seconded by Cllr Costello. All in favour. Cllrs Yates 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.

Cllr Anderson declared an interest in Finance.

11.03 Public Participation – No members of the public present.

11.04 Planning – To consider planning applications received in time for agenda - none

11.05 To consider other planning applications received by time of meeting.

Cllr Smith Propose the council consider this application. Seconded by Cllr Bridges. All in favour.

Application	PA25/09348
Proposal	Permission to reposition a 3m return section of the existing stone boundary wall approximately 2 metres further into the garden to widen the driveway.
Location	The Brew House, Valency Row, Boscastle, Cornwall

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

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

Adrian Prescott (Clerk)

Signed Chairman.....



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11.07 Minutes

Minutes of the meeting held on 11th December 2025 – Cllr Yates proposed, the minutes be accepted as a true record. Seconded by Cllr Bridges. All in favour. Cllr Hitchman-Smith, Cllr Anderson and Cllr Smith abstained not at meeting.

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

Cllr Costello reported the lights from the Tregarth industrial site have been dimmed as they were causing driving issues. And the tree issue in Old Road is being progressed.

11.09 Finance

Approval of cheques for payment

Cllr Anderson left the meeting

Category	Sub Category	Amount	For
Administration	Staff Costs	£1126.01	Salary (Dec)
Administration	Staff Costs	£19.50	Expenses (Dec)
Parks & Open	General Maint.	£945.00	Village Maint.
Administration	Environment	£295.00	November & December 2025
Administration	Information Com.	£52.00	Data Protection renewal
Parks & Open	Play Area Maint.	£90.00	Secure Bench to ground
Administration	Village Hall	£42.00	Hall Hire 13 th & 27 th Nov
Parks & Open	Castle Site	£36.00	Bin Emptying

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

Cllr Anderson rejoined the meeting.

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

11.11 Reports

Cornwall Councillor Report – CCllr Burnett reported the council tax will be increased by 4.99%. Cornwall Council has budgetary concerns as the anticipated income against expected expenditure show a £153 million short fall over the next three years.

The Community Infrastructure Levy (CIL) fund is opening for expressions of interest from 16th January, the theme is connecting communities, and it will be accepting combined expressions of interest.

Chairmans Report – Cllr Hockin awaiting to hear from the contractor re further work on Paradise triangle but due to the recent storm they may be busy with more pressing work.

Parish Clerk Report – The clerk reported they had received an email re 4 meetings for county wide clerks.

11.12 Items from previous meeting

Car Park –

Toilets – nothing further to report.

Parking Order – information is not yet available.

Adrian Prescott (Clerk)

Signed Chairman...



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Highways –

Waterpit Down Crossroads – The information provided by Cornwall Highways confirms that, over the past five years, there have been five collisions resulting in slight injuries and one resulting in serious injury at this junction. While these figures form the official record, the Parish Council recognises that they may not capture the full picture. Residents frequently report near misses and unreported incidents, which are not always reflected in formal statistics but remain a cause of genuine concern. At present, there is no immediate engineering or traffic management solution identified within existing road safety budgets. The Parish Council also encourages residents to continue reporting concerns, incidents, or near misses. This can be done by emailing the Parish Council or raising the issue in person at a Council meeting. Community input remains vital in strengthening the case for future action.

Civil Emergency and Contingency –

Community Plan – Cllr Yates reported he had put out a post on the day of the storm to highlight the fact days like this an emergency plan would help keep people informed and know support is out there. The team aim to do a further push for sign up later this week. The flood forum have been in contact to see if we would be interested in funding for something like a satellite phone.

Mobile Communications (EE) – Nothing further to report. But hope some lesson following the storm and power outages will again put the lack of communication in the event of a power failure.

Website and communications – Cllr Hitchman-Smith reported the website is in need of some modifications to align it with the requirements in the revised Annual Governance and Accountability Return. Cllr Peyman proposed the council agree the necessary changes and associated cost. Seconded by Cllr Hitchman-Smith. All in favour. The Cllr Hitchman-Smith and the clerk to liaise and arrange the move of the land line.

Play Area

Monthly inspection – The inspection was all ok, no defects to report. Cllr Bridges would chase up quotes to refix the two rockers. The team had a meeting with the Outdoor Play People about replacing the junior multi-play tower, they have come back with two options for the council to consider, both design to fit in with the Lookout. Cllr Bridges proposed the council accept option 2. Seconded by Cllr Hitchman-Smith. All in favour.

NB

Castle Site

Monthly inspection – Cllr Costello reported all ok. The Bin has been emptied.

Links to wider footpath Network – nothing further to report.

CIL Funding Application – Cllr Yates suggested a combine Village Hall and Community Centre application toward windows and lights.

Community Champion – Reminder to councillors for nominations, the council have received two nominations to date.

Annual Parish Meeting – In previous years it has been a meeting whereby local organisation have been invited to give reports and the councillors listened. Last year was different in that a hot topic was put on the agenda to encourage people to attend and give their views. Councillors asked to think of a format for this year's meeting.

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Works around the Village - Cllr Hockin reported the contractor was hoping to get back on site in January but following the recent storm is dealing with more pressing work.

Playing Field – Dog Fouling – nothing further to report.

Community Centre – Cllr Yates reported the Community Centre work is progressing but due to the wet weather some works are requiring more materials and support than anticipated which is impacting on the material cost. The Community Centre is trying hard to get the work completed as soon as possible. Cllr Hitchman-Smith proposed the council support the correspondence request for support to replace the boiler and pay the invoice (at approximately £2500 + VAT) for the boiler. Seconded by Cllr Smith. All in favour. Cllr Yates abstained.

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 –

IT Policy – minor amendment for website address

Privacy Policy – no changes required.

GDPR Risk Assessment – no changes required

GDPR Assessment of Personal Data Held – no changes required

Parish Clerk – Annual Appraisal – The chair asked councillors for their completed councillor survey forms.

Speed Signs – The councillors discussed the data available with the average speed in the region of 24mph.

Bus Shelter – The councillors agreed to clean the shelter and consider getting a window cleaner to keep it clean.

Assertion 10 – See Documentation Review and Website and Communications agenda items above.

11.13 Items since last meeting –

11.14 Agenda items for next meeting

Car Park

Toilets

Parking Order

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*

Links to wider footpath network.

CIL Funding Application – *ideas for expressions of interest*

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Signed Chairman.....



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College Transport – *post 16*
Community Champion
Annual Parish Meeting - *format*
Works around the village – *Paradise Triangle lefthand side*
Playing Field – *dog fouling*
Community Centre – *Funding Application*
Riverside Walk
Bus Shelter – *cleaning.*
Council Documentation Review
Parish Clerk – *Annual Appraisalment*

With no further business the Chairman closed the meeting at 20.19pm

Date of next monthly meeting Thursday 12th February 2026 in the Village Hall

Adrian Prescott (Clerk)

Signed Chairman.....