

Chris Ring, Locum Clerk, Responsible Financial Officer (RFO) & Proper Officer

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CHACEWATER PARISH COUNCIL

Minutes of the Extraordinary Meeting 19th August 2026

In Attendance: Cllr James Godolphin (Chair) {JG}, Cllr Daniel Martin (Vice Chair){DM}, Cllr John Carley {JC},
Cllr Rachel Sutton {RS} and Cllr Michael Bruce {MB}, Chris Ring (Parish Clerk/RFO) {PC}.

Members of the public were in attendance {MoP}

1. No Apologies for Absence were received as all councillors were present.

2. To receive declarations of interest: No declarations of interests were received.

3. Public Question Time: Members of the public spoke on various items.

- Questions were asked about the recreation ground project including inspection of the building, insurance, access steps/ramp, pitch and lottery grant. {JG} confirmed that most of the questions would be covered during the meeting. {JG} also confirmed that a Lottery Grant application would need to be reviewed and changes made and submitted by the {PC}
- A question was asked about damage to a Church wall, it was believed this is the responsibility of the Church.

4. Governance, Committees & Internal Controls

4.1 Review and Rationalisation of Committees & Working Parties: To consider a proposal to streamline the Council's working parties from six to three thematic groups alongside the standing committees, and to review the proposed membership of the revised structure and existing appointments, as set out below.

It was RESOLVED that the proposal be accepted

Proposed Committee and Working Group Membership

Staffing Committee: Cllr J Godolphin and Cllr D Martin

Finance Committee: Cllr J Godolphin, Cllr R Sutton and Cllr J Carley

Recreation Centre Working Group: Cllr J Carley, Cllr R Sutton and Cllr M Bruce

Community Facilities & Asset Governance Working Group: Cllr J Godolphin, Cllr D Martin, Cllr R Sutton and Cllr M Bruce

Planning, Resilience & Environment Working Group: Cllr D Martin and Cllr J Carley

The Clerk will provide the appropriate administrative and procedural support to the Committees. The Clerk may attend Working Group meetings where required to provide advice, guidance or administrative support.

It was RESOLVED that the membership as above be accepted.

4.2 Governance Policies:

4.2.1 The updated Financial Regulations and Standing Orders were reviewed and it was **RESOLVED** they be accepted and reviewed annually.

4.2.2 The updated Co-option Procedure was reviewed and it was **RESOLVED** that be accepted.

4.3 Lottery Funding Application for the Recreation Ground Project: It was **RESOLVED** to review amendments to the pending lottery funding application to reflect recent changes in Council governance, and to review again at the next Parish Council meeting.

5. Asset Management & Operations

5.1 Commercial Textile Recycling Bank: It was **RESOLVED** that the Parish Council investigate the provision of an additional commercial textile recycling bank on Council-managed land. A report will be presented to a future meeting, including details of appropriate due diligence regarding the sustainability of the scheme and assurances relating to the regular collection and emptying of the recycling bank.

5.2 Playground Inspection Plan: It was **RESOLVED** that South West Playground Inspections Limited be contracted to complete the monthly playground inspections and arrange a full yearly inspection. It was also **RESOLVED** that the {PC} and two Councillors attend a training course and complete the weekly visual playground inspections. It was also **RESOLVED** that South West Playground Inspections Limited carry out urgent repairs to the surface of the Recreation ground play area

5.3 Parish Storage & Store Security: It was **RESOLVED** that the lock to the car park storage area be replaced and new keys issued under a revised key-signing system. It was further **RESOLVED** that a full audit of all Parish storage areas and associated assets be undertaken.

5.4 Structural Report Quotes: It was **RESOLVED** that {RS} obtain additional quotations for the required structural, building and electrical reports. The quotations will be presented for consideration and review at a future meeting.

5.5 Insurance cover for Recreation Building Project: It was **RESOLVED** that a quote for the insurance be accepted. It was further **RESOLVED** to obtain quotes for additional security fencing.

5.6 IT Security & Clerk Equipment: This will be carried forward to a future meeting after a full audit of all IT items

6. Finance & Land / Facilities

6.1 Budget Reallocation: It was **RESOLVED** to reallocate the £5,000 previously earmarked for Arts & Crafts towards Recreation Centre costs.

6.2 Waste Bin Responsibility: It was **RESOLVED** that the {PC} write to the Village Hall Committee and the Bowls Club to clarify responsibility and agree management arrangements for shared parish waste bins. It was further **RESOLVED** that the cost of the bin be shared between the users

6.3 WI Hall Cleaning Contract: It was **RESOLVED** that the {PC} prepare a specification for the WI Hall cleaning contract and publicise the opportunity, inviting expressions of interest from contractors.

7. Community, Safety & Public Amenities

7.1 Twelveheads Defibrillator Provision: It was **RESOLVED** that the Council support the provision of a new public access defibrillator in Twelveheads. It was further **RESOLVED** that potential funding opportunities be explored, including community fundraising and approaching Gwennap Parish Council for a possible contribution towards the cost.

7.2 Community Activity Sessions (WI Hall): It was agreed to consider proposals for Digital and Arts & Crafts sessions at the WI Hall. Activities including Christmas events and coffee mornings will be considered and discussed at a future meeting

7.3 CCTV Policy & Access Governance: To review the Council's responsibilities and access arrangements in relation to Parish and Village Hall CCTV systems, including appropriate access and oversight for Council and Village Hall Committee members. It was **RESOLVED** that the {PC} contact the provider of the CCTV and take control of the system and manage access to the system.

8. Planning Applications

8.1 To consider the following planning applications and determine the Council's comments.

PA26/05248

Proposal: Change of use of land from rescue animal sanctuary back to agricultural land

Location Highview Farm Creegbrowse Chacewater Truro, Applicant Tregothnan Estate

It was **RESOLVED** that the Council have No Objection to this application.

PA26/05233

Submission of details to discharge Conditions 11 in respect of Decision Notice PA25/07827 dated 13.02.2026

Plot 1 Cornwall Business Park East Hallenbeagle Redruth

It was **RESOLVED** that the Council have No Objection to this application.

8.2 To consider any additional planning applications requiring an urgent response before the next ordinary meeting, where details have been circulated to Members in advance, and determine the Council's comments.

PA26/04956

Proposed Garage adjacent to Salem House. Location Applicant Grid Ref Salem House Salem Chacewater Truro.

It was **RESOLVED** that the Council have No Objection to this application.

PA26/05380 Single-storey Side Extension to Rose Farm House Location Applicant Grid Ref Rose Farm Kerley Chacewater Truro

It was **RESOLVED** that the Council have No Objection to this application, the Council requested that the applicant consider incorporating **renewable energy measures** into the development, where practicable, including solar panels, battery storage and other suitable energy-efficiency or renewable energy systems.

9. Finances

9.1 It was **RESOLVED** that the payments set out in Appendix 1 be approved

9.2 The {PC} reported that he had answered requests from the external auditor for more information.

9.3 To receive a report from the Clerk on the state of the finances, attached to these minutes Appendix 2

9.4 The {PC} reported he had received a letter from HMRC re Charity Company Tax returns from 2025, he would make further enquiries.

The meeting was closed at 9pm

The next regular meeting of the Council, Wednesday 30th September 2026