

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

Chacewater Parish Council

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The Square

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CHACEWATER PARISH COUNCIL

Minutes of the Regular Parish Council Meeting 30th September 2026

In Attendance: 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. Apologies for Absence were received from Cllr James Godolphin (Chair) {JG},
In the absence of {JG} Cllr Daniel took the Chair for the meeting.

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

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

3.1 A Member of the Public raised matters concerning parking and highway obstruction in the village, including vehicles parking close to a junction. The Clerk confirmed that contact had been made with the Cornwall Council Highways Manager and that a meeting was being pursued. An update would be provided following the meeting.

3.2 A member of the public raised the matter of the Parish Council's annual contribution towards the maintenance of St Paul's Churchyard. The Council explained that the matter would be considered in conjunction with its review of the current financial position. No commitment was made at this stage.

3.3 Representatives of Chacewater Carnival Committee outlined plans to revive the Chacewater Carnival on the Bank Holiday Monday in 2027 and asked about possible Parish Council support. The Committee advised that fundraising activities were planned and that public liability insurance and other start-up costs would need to be considered. The Council offered to provide information and practical assistance where appropriate, with any financial support to be considered in accordance with the Council's financial position and available powers.

4. To confirm the accuracy of the following minutes and authorise the Chair to sign them as a correct record:
The Council confirmed the accuracy of the minutes of the Extraordinary Parish Council meeting held on 19 August 2026 and the Extraordinary Parish Council meeting held on 9 September 2026. The Chair was authorised to sign them as correct records.

5. Cornwall Councillors Report: Apologies had been received from the Cornwall Councillor and no report was available.

6. Clerks Report

The Clerk reported on attendance at the MVRG meeting and other clerk-related meetings, including discussions concerning emergency planning and planning matters.

The Clerk also reported on assistance requested by the health centre in connection with its flu vaccination weekend, the replacement of damaged defibrillator cabinets and cases, and the completion of recent playground repairs. The annual external inspection of the play area would be arranged.

The Council noted the report.

7. Correspondence:

7.1 Anti-social behaviour at East Bridge – The Clerk reported correspondence concerning young people using bicycles in the area and a request for signage. The Clerk would raise the matter with the Highways Manager. A further report concerning alleged anti-social behaviour was also being followed up, including contact with the local police/community officer once the location had been established.

8. Highways and public rights of way.

The Clerk reported that further information was awaited from Cornwall Council regarding the proposed weed management arrangements. No decision was required at this meeting.

9. Car Park / Toilet

9.1 Plumbing and Electrical Issues – The Council noted that the electrical works were substantially complete and that the plumbing works had restored the toilets to working order. The final sensor connection was expected to be completed shortly. The leaking tap had also been replaced.

9.2 New signs for car park – The wording for new car park signs had been agreed in principle. It was proposed that three signs be installed at prominent locations, including at the car park entrance and on the rear of the WI Hall. The Council agreed that the Parish Council's official logo should be used.

10. Recreation Ground / Centre

The Council received an update on the access ramp works. The excavation, clearance and shaping works had progressed further than originally anticipated, with the contractor having worked for approximately four days rather than the estimated one and a half days.

The Council indicated its agreement to pay for the digger works for three days' work, subject to the availability of funds. The quotation received for the concreting works was discussed. The Council agreed in principle that the works should proceed, subject to confirmation that the expenditure could be accommodated within the Council's available funds and grant requirements.

The Council agreed that an early Finance Committee meeting should be arranged to review the Council's financial position and the proposed expenditure. A meeting for 14 October 2026 at 7.00 pm was proposed, subject to confirmation of venue availability.

The Council also discussed potential funding opportunities for the wider Recreation Centre project and agreed that further work should be undertaken to establish potential project costs and funding requirements.

11. Charity and Trusts – Status, Trustees and Management

The Clerk reported that enquiries were continuing regarding the potential amalgamation of the three charities/trusts and the future trustee arrangements. Further professional advice was being sought.

The Clerk also reported that HMRC had contacted the Council concerning outstanding tax return requirements relating to the charities/trusts. HMRC had advised that the penalty would be waived and that the required return should be submitted by the end of March 2027. Written confirmation was awaited. The Clerk was investigating precisely which entities and information were covered by the requirement and how the return should be submitted.

12. St Paul's Churchyard – Annual Contribution

The Council considered the request for the Parish Council's annual contribution towards the maintenance of St Paul's Churchyard. The Council noted the historic position and the request for payment for the current and previous year.

The Council agreed that no commitment could be made until the Parish Council's financial position and the appropriate arrangements for future expenditure had been reviewed. The matter would be considered further following the Finance Committee's review. Possible assistance through volunteer activity was also discussed.

13. Planning Applications

13.1

PA26/06246

Proposal: Works to Trees within a Conservation Area (TCA) - G3 - Ash and G13 - Alder -Fell

Location: Chacewater Community Primary School Church Hill Chacewater Truro

RESOLVED: No objection, subject to the recommendations of the Cornwall Council Tree Officer.

PA26/06366

Proposal: Construction of replacement extension and front porch, internal and external refurbishments, construction of replacement garage and associated works with variation of Condition 2 of decision notice PA26/02545 dated 26.06.2026

Location: Foxes Hollow Wheal Busy Chacewater Truro

RESOLVED: No objection. The Council requested that consideration be given to the incorporation of on-site renewable energy generation.

PA26/06039

Proposal: Removal of existing buildings on site and the construction of a single replacement dwellinghouse, garage and associated works

Location: Land At Whitehall Chacewater Scorrier TR16 5BB

RESOLVED: No objection. The Council noted the energy report and welcomed the proposed measures, including photovoltaic panels, an air-source heat pump and green/pollinator roofs.

13.2 Additional Planning Applications

No additional planning applications requiring a response before the next scheduled meeting were considered.

13.3 Planning Decisions

No planning decisions were reported.

14. Policies.

The Council reviewed the updated policies and related documents circulated to Members. It was RESOLVED to adopt the updated Council policies, statements, staff and operational policies, committee/working party Terms of Reference and the Working Party Non-Councillor Member Declaration Form as listed on the agenda.

15. Finances

14.1 To approve the payments set out in Appendix 1.

It was RESOLVED to approve the payments set out in Appendix 1

14.2 Insurance – The Council considered the current insurance arrangements. It was agreed that the existing policy should be renewed, with a more detailed review of alternative quotations to be undertaken when circumstances allow.

14.3 The Clerk reported that the external audit process had been completed. The Council noted the Notice of Conclusion of External Audit (AGAR) and the Clerk would publish the required information on the Council's website.

16. Councillors Reports and Items for Future Agenda:

{JC} reported on the successful Green Energy Summit held on 13 September 2026, which had attracted approximately 125 attendees. The next summit had been provisionally booked for 12 September 2027.

The Council discussed improvements to the Parish Council and community websites and the availability of presentations from the Green Energy Summit. The Clerk would continue to progress website improvements and establish arrangements for uploading community material.

{JC} reported on recent emergency planning and resilience work, including the development of local emergency response arrangements and equipment. Further information would be circulated to Members.

The Council also discussed the possibility of introducing recycling provision at communal litter bin locations. The Clerk would investigate costs and potential sources of funding, including whether Community Chest funding might be available.

The Council noted that the car park charity collection boxes had recently been emptied and that arrangements for regular emptying and banking of the proceeds should be established.

A possible co-option candidate was also discussed. No decision was made at this meeting.

17. Exclusion of the Press and Public

No confidential business remained to be considered and the press and public were not excluded.

The meeting was closed at 8.30pm

The next regular meeting of the Council, Wednesday 21st October 2026

Chacewater Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

29 September 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
70	Play Areas R&M	30/09/2026	Sept 2026	CA1		Play Area Repairs	SWPSI	S	520.00	104.00	624.00
66	Training	30/09/2026	Sept 2026	CA1		Training	Cornwall ALC Limited	S	37.50	7.50	45.00
67	Training	30/09/2026	Sept 2026	CA1		Training	Cornwall ALC Limited	S	75.00	15.00	90.00
68	Training	30/09/2026	Sept 2026	CA1		Training	Cornwall ALC Limited	S	65.00	13.00	78.00
69	Play Areas Inspections	30/09/2026	Sept 2026	CA1		Play Area Inspections	SWPSI	S	81.66	16.33	97.99
61	Auditing & Accounts Software	30/09/2026	Sept 2026	CA1		Annual Audit	BDO LLP	S	630.00	126.00	756.00
65	LMP - Footpaths	30/09/2026	Sept 2026	CA1		PROW LMP	Tyler Woodward	X	1,420.00		1,420.00
60	Play Areas R&M	30/09/2026	Sept 2026	CA1		Play Area Materials	GCL Products	S	97.00	19.40	116.40
59	Repairs & Maintenance	30/09/2026	Sept 2026	CA1		Electrical Works toilet	JJ Electrical	S	305.00	61.00	366.00
58	Building costs	30/09/2026	Sept 2026	CA1		Digger work	TH Deuce	S	990.00	198.00	1,188.00
63	Expenses fuel	30/09/2026	Sept 2026	CA1		Expenses Richard Northey	Richard Northey	S	8.41	1.68	10.09
64	Expenses fuel	30/09/2026	Sept 2026	CA1		Expenses Richard Northey	Chiverton Cross Service St	S	8.82	1.77	10.59
62	Defib	30/09/2026	Sept 2026	CA1		Defibrillator Cases	Defib Store	S	915.00	183.00	1,098.00
52	Clerk Expenses	30/09/2026	Sept 2026	CA1		Clerk Expenses Q3	Chris Ring	X	93.25		93.25
54	Waste Removal	30/09/2026	Sept 2026	CA1		Bin Bags	Amazon Bag Market	S	13.32	2.67	15.99
55	Salaries	30/09/2026	Sept 2026	CA1		Staff Salary	Chris Ring	X	1,754.76		1,754.76
56	Salaries	30/09/2026	Sept 2026	CA1		Staff Salary	Richard Northey	X	406.72		406.72
57	Village Maintenance & Furnitun	30/09/2026	Sept 2026	CA1		maintenance	Amazon EU SARL	S	14.99	3.00	17.99
53	Village Maintenance & Furnitun	30/09/2026	Sept 2026	CA1		maintenance	Amazon EU SARL	S	8.13	1.63	9.76
51	Insurance	31/10/2026	Sept 2026	CA1		Annual Insurance	Clear Insurance Managemen	X	1,638.61		1,638.61
Total									9,083.17	753.98	9,837.15