Minutes of the Meeting of St Ive Parish Council held on Monday, 12th October 2026 in the Millennium Houe, Pensilva at 7.00pm.

1. Those Present - Cllrs S Willis (Chairman), J Bruce, M Corney, T Hodson, C Whitehead, V Bishop, R Farley, P Steer, N Libby, M Carr and P Mann.

Also present: Mrs J Hoskin (Parish Clerk), PCSO Steve and one member of the public.

2. Apologies for Absence - Apologies were received from Cllr F Southcott and Cllr Jim Gale (Cornwall Council).

3. Declarations of Interest - Declarations of interest were noted, including Cllrs Bruce, Farley and Mann in relation to the Pensilva Community Association, and Cllr Bruce in relation to the Parish Pump and Millennium House staffing matters. No additional dispensations were requested.

4. Public Session and Police Report
PCSO Steve reported on recent incidents of criminal damage at Millennium House and shoplifting at the local shop. Several young people involved in incidents at Millennium House had been identified, although there was insufficient evidence to establish individual responsibility for the damage to the disabled toilet.

Members discussed the appropriate response, balancing the need to protect the building and its users with concerns about the lack of youth provision locally. The Council agreed by majority, with two abstentions, to support both formal banning letters and anti-social behaviour measures. The PCSO requested written confirmation of this decision.

The PCSO also confirmed that suspects in recent shoplifting incidents had been identified and investigations were continuing.

5. Cornwall Council Report - Cllr Jim Gale was unable to attend and give a report.

6. Minutes of the Previous Meeting
The minutes of the meeting held on the 14th September 2026 were approved and signed by the Chairman. Proposed by Cllr Bruce, seconded by Cllr Hodson and unanimoulsy agreed by those who attended. A comment was made regarding the circulation of the final formatted minutes, although draft copies had previously been provided to members.

7. Matters Arising and Action Register
The Council reviewed the rolling Action Register, noting completed items and discussing progress on outstanding matters.

Skate Ramp: Heras fencing had been installed around the unsafe skate ramp and was working effectively. Arrangements had been made for a contractor to dismantle and remove the structure, with work expected to commence around 19th October. A deposit was required, but members agreed that evidence of the contractor's public liability insurance must be obtained before payment.

Sage Accounting and Payroll: The Council's Sage Accounting licence had been transferred to direct payment, restoring invoicing facilities and allowing outstanding Millennium House invoices to be produced. Payroll issues remained unresolved, with a further Sage support session arranged and a move to cloud-based payroll under consideration.

External Lighting: The Chairman confirmed that the historic correspondence concerning external lighting had been answered. However, a full inspection remained outstanding. This will be carried out, defective identified and any necessary repairs completed.

Charity Commission: Cllr Corney had received a response from the Charity Commission and forwarded it to the Clerk. It was clarified that individual councillors did not need to be separately registered as trustees where the Parish Council is the corporate trustee. The Clerk will arrange the appropriate administrator access to update the charity records.

Slimming World Noise Complaint: The matter had not yet been considered by the Millennium House Management Committee. Although the particular incident involved a one-off band booking, members noted that wider noise concerns should also be reviewed.

Finance Officer Vacancy: The Clerk was awaiting a response from an applicant. If he was no longer interested, the vacancy would be re-advertised, with Cllr Bishop offering to assist through local social media groups.

Emergency Plan: The existing Emergency / Resilience Plan had not yet been circulated and would be distributed for review.

Standing Orders: The Chairman and Clerk will review the Council's Standing Orders against the latest template, including provisions relating to meetings in August and December.

Coffee Shop: The alterations to widen the access behind the coffee shop counter had been completed successfully.

8. Finance

The Clerk reported that financial administration was continuing. A Finance Committee meeting will be arranged before the next Full Council meeting to consider the 2027/28 precept and other outstanding matters.

Cllr Corney reported that he continued to receive NEST pension notifications, prompting discussion about ensuring that correspondence and contribution alerts were directed to the correct current officers.

Ongoing difficulties with the Co-operative Bank were discussed, including changes to its systems which had disrupted Sage's Open Banking integration. The Finance Committee will consider the existing banking arrangements and whether alternatives should be investigated.

9. Correspondence

St Ive Churchyard: Correspondence had been received requesting a contribution towards churchyard maintenance. Members noted the difficulties in maintaining the grounds through voluntary work alone and agreed that supporting the upkeep of the burial ground was appropriate. A contribution of £400 was approved; proposed by Cllr Farley, seconded by Cllr Libby and unanimoulsy agreed. The Clerk will write to Brian Dwelly confirming the decision.

Events Group Printing Costs: A letter from the Millennium House Events Group expressed disappointment that questions had been raised about payment for printing promotional posters, particularly given the considerable voluntary work undertaken by the group. The Clerk clarified that she had only enquired about the usual arrangements and had not requested payment. Members acknowledged the importance of supporting volunteers and agreed that the Events Group would not be charged for printing posters promoting Millennium House events.

10. Committee Reports

Parks & Open Spaces

Replacement Skate Park: The Committee had discussed possible replacement facilities following removal of the existing steel ramp. Timber proposals had been received at approximately £37,500 plus VAT for a smaller design and £62,500 plus VAT for a larger design. A concrete facility was expected to cost considerably more, potentially around £150,000, although no firm quotation had been obtained.

Members discussed the relative costs, durability and maintenance requirements of both options. It was agreed that a final decision should not be made without further information. A small working group, involving Cllrs Farley and Whitehead, will investigate suitable contractors through Skateboard GB, obtain comparative quotations, explore grant funding and consult potential users before returning recommendations to Council. Possible funding sources discussed included Sport England, Cornwall Community Foundation, Samworth Brothers and Community Infrastructure Levy funding.

Proposed Firework Display: A request had been received at short notice to hold a charity firework display on the football field. The organiser had been invited to attend the meeting but did not do so. Given the lack of information concerning insurance, safety arrangements and the limited notice, the Council voted to refuse permission; proposed by Cllr Bruce, seconded by Cllr Farley and unanimoulsy agreed.

Neighbourhood Development Plan Working Group

The Working Group confirmed that work on the NDP would continue, with a further query to be submitted to Cornwall Council. Members discussed the impact of changes to the National Planning Policy Framework, which would require some existing draft policies to be revised or removed. Despite these changes, the group considered that the NDP remained valuable in influencing future development within the parish.

Planning Committee

The Committee had considered an application involving eight caravan bases and associated toilet facilities. No local objections had been received, and the Parish Council had supported the application. The final decision rests with Cornwall Council.

Millennium House Management Committee
The next meeting was expected to take place on 2nd November 2026.

Disabled Access: Members discussed several accessibility concerns around Millennium House, including the disabled parking bays, dropped kerbs, pedestrian paths, overgrown hedges, the steep rear access ramp, gates and entrance doors. An interim arrangement had been trialled to keep access to the dropped kerb clear by restricting parking in one bay.

It was agreed that individual alterations should form part of a wider review rather than being considered in isolation. The Millennium House Management Committee will prepare a report identifying accessibility problems and recommended improvements, drawing on the observations already made by the Parks & Open Spaces Committee.

Community Area Partnership
Cllr Corney reported that the A30 roadworks and associated diversions were expected to continue until the spring. Members noted the possibility of increased traffic through Callington and St Ive, particularly at night, as drivers sought alternative routes.

The next Community Area Partnership meeting will be held on 3rd December 2026.

11. Emergency / Resilience Plan
The Clerk confirmed that the existing plan had not yet been circulated. It will be distributed to members for review and updating.

12. Parish Council Vacancy
The vacancy had been formally advertised, with notices displayed locally and information published in the Parish Pump. At least one expression of interest had been received. The closing date for applications is 4th November 2026, after which the Council will consider co-option.

13. Other Matters and Items for Future Agenda
Remembrance Sunday: Arrangements for the forthcoming Remembrance services were discussed. Cllr Mann will undertake wreath-laying at Pensilva, while Cllr Corney indicated that he would undertake the St Ive role if no other volunteer was available. Vegetation around the War Memorial is to be cut back before the service, with Nigel Libby liaising with the contractor. Cllr Mann offered to produce two silhouette figures for the display. The Coucil will reimburse material costs.

Christmas Gathering: Members agreed in principle to hold the usual Christmas gathering for councillors, staff and volunteers. Friday 18th December was suggested provisionally, subject to venue and catering availability.

National Emergency Briefing: A free public showing of the National Emergency Briefing is planned for Friday 20th November 2026 at Millennium House, replacing the usual film night. Councillors were encouraged to attend.

14. Date of Next Meeting - The next Full Council meeting will be held on Monday 9th November 2026 at 7.00pm, at Millennium House, Pensilva.

15. Closed Session - No Closed Session required.

There being no further business the meeting closed at 9.05pm

Dated Signed