

## St Pinnock Parish Council

**Minutes of the Meeting of St Pinnock Parish Council held in the East Taphouse Community Hall on Monday, 16<sup>th</sup> March 2026 at 7.00pm.**

Item No.		Action by
1	<p><b>Councillors present.</b> Cllrs. J Dingle (Chairman), J Simmonds (Vice Chairman), G Crabb, H Knapman, P Matthews, J Lawman, D Stevens, R Jessop.</p> <p>Also attending: Mrs J Hoskin (Parish Clerk) Cllr. J Pascoe (Cornwall Council)</p>	
2	<p><b>Public Session.</b> There were no members of the public present.</p>	
3	<p><b>Apologies for absence.</b> None.</p>	
4	<p><b>Members Declarations of Interest on items on the Agenda.</b> None declared at this stage of the meeting.</p>	
5	<p><b>Report from Cornwall Council –</b> Cllr J Pascoe tabled her report (to be forwarded by email). Cllr Pascoe thanked Councillors who came along and met with the Leader of the Council, Cllr Leigh Frost during his recent visit to East Taphouse. Councillors were reminded the consultation for the administration charges for the Tamar Bridge tags ended on the 6<sup>th</sup> April 2026. The results to be published in June 2026. Tourist tax was something Cornwall Council were debating.</p>	
6	<p><b>To approve the Minutes of the Meetings held on the 16<sup>th</sup> February 2026.</b> The minutes of the meetings held on the 16<sup>th</sup> February 2026 were approved and signed by the Chairman, proposed by Cllr Simmonds, seconded by Cllr Stevens and unanimously agreed by those who attended.</p>	
7	<p><b>Matters arising from the Minutes not listed on the agenda.</b> <b>Item 8b) Asset Register.</b> To be circulated. <b>Item 13a) CALC training –</b> Cllrs J Dingle, J Lawman and P Matthews had attended the seminar at Lostwithiel.</p>	
8	<p><b>Accounts / Financial Matters –</b></p> <p style="padding-left: 20px;"><b>a) To approve the accounts presented for payment.</b> The council approved the payment of accounts presented. Proposed by Cllr Lawman, seconded by Cllr Stevens and unanimously agreed.</p> <p style="padding-left: 40px;">Ch 1132 &amp; 1133 J Hoskin - payment &amp; HMRC = £ 493.24 Ch 1134 St Pinnock Band Community Hall = £ 22.00</p> <p style="padding-left: 20px;"><b>b) To consider a donation to the St Pinnock Show should the event go ahead.</b> Cllr Simmonds reported a meeting had been held and a provisional date had been set for Sunday, 6<sup>th</sup> September 2026. Following a discussion the Council agreed in principle to make a donation. The amount to be confirmed.</p>	Clerk

	c) <b>Appointment of Auditor for the 2025/2026 accounts.</b> The Council agreed to appoint LC Bookkeeping Services ( L Coles) to carry out the audit. Proposed by Cllr Jessop, seconded by Cllr Matthews and unanimously agreed.	
9	<b>CIL funding. Update on the projects.</b> Having looked at costs provided by the Hall Committee for Insulation, hand dryers and toilet roll holders the Council agreed to purchase these goods from the CIL funding. Proposed by Cllr Stevens, seconded by Cllr Matthews and unanimously agreed.	Clerk
10	<b>Planning Applications – to record the council’s response on the following applications and consider any further applications received between the publication of the agenda and the meeting.</b> a) No applications received. b) Planning Information – The Clerk had met with the Chairman and Vice Chairman and spoke about the advice received from CALC in relation to the publication of planning information relating to the parish that was not required to be formally published on an agenda or debated. Following a discussion this meeting recommended the Clerk notifies Councillors of any planning matters, for information only. Proposed by Cllr Matthews seconded by Cllr Stevens and unanimously agreed.	
11	<b>Playing Field, East Taphouse -to report on inspections and any work required.</b> Cllr Crabb had carried out inspections with no issues to report. The path had not yet been reinstated by the housing developer.	
12	<b>Community Area Partnership Meeting – to note the date of the next meeting on the 7<sup>th</sup> April 2026.</b> The venue was confirmed as the East Taphouse Community Hall at 6.30pm.	
13	<b>Correspondence to be noted.</b> Noted.	
14	<b>Post Horn parish magazine – update on the next publication.</b> Cllr Simmonds reported the March 2026 edition had been published. The cut-off date for reports to go into the June edition was the 14 <sup>th</sup> May 2026. Cllr Simmonds will ask D Mills to forward the printing invoice to the Clerk.	JS
15	<b>East Taphouse Community Hall – to note the contents of the Trust Deed, if available.</b> The Clerk will endeavour to obtain the Trust Deed for the hall along with minutes of council meetings from 1992 to 2016.	Clerk
16	<b>Trevelmond Shute – update on work required.</b> The Chairman reported Cormac were unable to carry out any repair work in this financial year as all programmed work had been paused to concentrate on highway emergency repairs.	
17	<b>Provision of Allotments – to note the response for allotments and agree a way forward.</b> Enquiries were ongoing into the availability on two possible sites at East Taphouse.	Clerk/ PM

<b>18</b>	<b>Cost of the provision and emptying of a dog bin.</b> The Chairman had obtained a cost from Cornwall Council. The Clerk will confirm a cost with Biffa.	Clerk
<b>19</b>	<b>Parish Council Responsibilities – to discuss the appointment of Councillor responsibilities.</b> The Chairman had now spoken with all Councillors and provided a list of the responsibilities they were willing to take on. It was proposed by Cllr Jessop, seconded by Cllr Stevens and unanimously agreed these be adopted. A copy to be placed on the parish council website. Councillor responsibilities will be placed on the agenda of each meeting, should there be anything to report.	Clerk
<b>20</b>	<b>To discuss relocating the defibrillator at East Taphouse and costs involved.</b> The Chairman had met with Duchy Defibrillators to relocate the defib at East Taphouse owing to the Hall Committee wishing to close the gates at night. Following a discussion about the costs, the impact on closing the hall gates, and the current wi-fi system it was agreed to leave the defibrillator in its' current location and revisit this in the future, if needed. Pedestrian access via the gates will be permitted.	
<b>21</b>	<b>Parish Matters / Items for the next Agenda.</b> <ul style="list-style-type: none"> <li>○ <b>Footpath sign, Farmers Lane, East Taphouse</b> – Cllr Matthews offered to clear around the sign.</li> <li>○ <b>Residents gate onto footpath</b> – Cllr Crabb will look at the opening position of a new gate installed by a private household along the path from the village to Hillside. It had been reported the gate now opened outwards across the path that may cause an issue to path users.</li> <li>○ <b>Signpost at Downpool</b> – Cllr Knapman reported the Herodsfoot arm of the sign post at Downpool was missing. This had previously been replaced by Cormac. The Clerk will report this.</li> <li>○ <b>St Pinnock Band</b> – Congratulations were expressed to St Pinnock Band who had recently won the 3<sup>rd</sup> section of the West of England Area Band Festival.</li> </ul>	PM  GC  Clerk
<b>22</b>	<b>Review of Parish Council policies – to adopt the Social Media Policy, the Press &amp; Media Policy and the Social Media at Meetings policy.</b> Councillors agreed to adopt the three policies. It was agreed the GDPR policy and the IT & Digital Policy be redated and amended in the future if required. Proposed by Cllr Stevens, seconded by Cllr Jessop and unanimously agreed.	Clerk
<b>23</b>	<b>Date of the next Meetings</b> – Monday, 20 <sup>th</sup> April 2026 at East Taphouse Community Hall.	
<b>23</b>	<b>To close the Meeting.</b> There being no further business the public section of the meeting closed at 8.45pm.	
<b>24</b>	<b>Closed Session (part 2)</b> The Chairman notified the Council, that along with Cllr Simmonds he had met with the Clerk and finalised the new contract of employment. It was proposed by Cllr Knapman, seconded by Cllr Matthews and unanimously agreed this now be signed and dated by the Chairman and Clerk who would each keep a copy.	

	The meeting closed at 9.20pm	
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Dated. 20<sup>th</sup> April 2026

Signed