

CARDINHAM PARISH COUNCIL

TO: Members of the Council

Cardinham Parish Councillors: Cllr P Claridge (Chair), Cllr G Tucker (Vice-Chair), Cllr A Bonker, Cllr R Farley, Cllr T Irwin, Cllr K Rowe, Cllr G Rogers, Cllr L Sutton, Cllr D Saunter, Cllr R Tyers.

Cornwall Councillor: County Cllr C Batters.

Dear Members,

I hereby give notice that a meeting of the Cardinham Parish Council will be held in **Cardinham Parish Hall** on Tuesday 21st July 2026 commencing at 7:30pm. All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out below.

16th July 2026

Sue Warburton, Parish Clerk/RFO

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media, or members of the public. The clerk also records the meetings (audio only).

AGENDA

1. Apologies.
2. Declaration of interest in items on the agenda & requests for Dispensation.
3. Public session.
4. Cornwall Councillor's Report.
5. To approve minutes of Parish Council meeting held on 16th June 2026.
6. Matters arising (including Action Log) from the meeting held on 16th June
7. Planning Decisions:
 - (i) [PA26/02723](#) Prior approval for change of use of barn to 8 residential units including building operations necessary for the conversion - **Planning Permission required**
8. Planning Applications:
 - (i) [PA26/03921](#) Change of use of annexe to a single dwelling house - **Awaiting decision**
 - (ii) [PA26/04546](#) Construction of Temperate Rainforest Research Station (including removal of existing mobile homes).' with variation of Condition 2 of decision notice PA24/09427, dated 04/03/2025. - **Awaiting decision**
 - (iii) [PA26/03917](#) Change of use of holiday property to dwelling house- **Awaiting decision**
9. Information Commissioner's Office (ICO) – Parish Council's registration
To **DISCUSS** the requirement for the council to be registered with the ICO and **AGREE** to complete the registration – cost £52 per annum.
10. Enhanced LMP 26/27
To **DISCUSS** if the Parish Council can identify any further work within the parish for 26/27 and **AGREE** the next steps.
11. Parish Council Software – to align with CALC guidelines
To **DISCUSS** if the council want to upgrade their Microsoft Office package, purchase a 1TB hard drive and anti-virus software and **AGREE** the next steps. All of which are required.
12. Parish Council Website
To **DISCUSS** a number of forthcoming issues and **AGREE** the next steps.
13. Finance report and payments
To **REVIEW** the following finance documents for July and **MINUTE** accordingly.
 - Budget to Actuals July 2026
 - Approval of payments for July 2026
 - Bank reconciliation – ensure June 2026 spreadsheet aligns with Lloyds bank statement dated 1st July 2026
14. Correspondence
15. Footpaths.

16. Highways issues.
17. Parish matters.
18. Items for next month's agenda:

A copy of this agenda, together with a copy of the draft minutes for the previous month's meeting, is available to view on the Cardinham Parish Council website:
www.cardinhamparish.net