

CARDINHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

Held in Cardinham Parish Hall on Tuesday 16th June at 7:30pm

The clerk advised that the meeting was being recorded.

Present: Cllr P Claridge, Cllr G Tucker, Cllr C Saunter, Cllr T Irwin, Cllr G Rogers, Cllr R Farley, Cllr L Sutton, Cllr A Bonker, Cllr K Rowe, Cllr R Tyers, Cornwall Cllr C Batters, S Warburton (Parish Clerk/RFO).
The Chair welcomed everyone to the meeting.

092/26 Apologies

None

093/26 Declaration of Interests and Requests for Dispensations

Cllr Tucker declared an interest re Agenda item 20 finance

094/26 Public Session

No members of the public present

095/26 Cornwall Councillors Report

Cllr Batters advised the meeting that he had received confirmation from Cornwall Highways that they would look at the issue on Bunny's Hill, however he was advised that nothing to date had been done so he agreed to follow up with Cornwall Highways.

He also advised that a decision had been made on Kernow Slide planning application as per minute ref 098/26, Planning Decision.

Cllr Batters provide an update on CAP meeting 15th June, when the issue of animals being killed on roads in and around the parish was discussed and the need for new signage. He therefore requested that any incidents are reported to Cornwall Council or the police so they can be recorded to enable them to get a comprehensive view of the issue.

096/26 Minutes of the Previous Meeting held on 19th May 2026

The minutes from the previous meeting had been circulated. There was a discussion regarding the wording in respect of 084/26 Parish Council Insurance, it was agreed that no amendment to the minutes was required. The minutes for the previous meeting were proposed by Cllr Rogers, seconded by Cllr Rowe and agreed by all, with 1 abstention, as a true record of the meeting and signed by Cllr P Claridge Chair

097/26 Matters Arising from the meeting held on 19th May 2026

The Clerk provided an update on the following:

Minute Ref: 080/26 – Countryside Service Bridleway 508/32/1 – further email sent 15th June requesting an update from Cormac.

Minute Ref: 088/26 – see minute ref 113/26 for update

Minute Ref: 089/26 – new date for the installation of the cattle grid is w/c 20th July, work will take 5 days

The clerk advised that all remaining actions from the previous meeting were completed.

098/26 Planning Decisions

- (i) [PA26/02376](#) Submission of details to discharge Condition 7 toilet facilities, in respect of Decision Notice PA24/05867 and subsequent appeal APP/D0840/W25/3367753 approved on 30.12.2025 - **Decision: S52/S106 and discharge of condition apps**

099/26 Planning Applications

None received.

100/26 Neighbourhood Priorities Statement

A discussion took place whether to proceed with a NPS and it was proposed by Cllr Tucker and seconded by Cllr Saunter and agreed by all at this time not to proceed

101/26 Cornwall Council Planning vacancy – Camel Valley parishes

A councillor expressed an interest in being considered for the role and the submission of his application was proposed by Cllr Tucker and seconded by Cllr Loveday and agreed by all.

102/26 Enhanced LMP 26-27 update

The clerk advised that the above had been approved and a PO had been received, invoice was sent to request payment on 3rd June.

Action: The Clerk to determine if the Parish Council are able to apply again in 2026/2027 for Enhanced LMP.

103/26 Register of Interests- required amendments

The Clerk advised that following clarification from CALC, all councillors will need to complete new Register of Interests forms and resubmit them to corporate@cornwall.gov.uk. Clerk requested that she is copied into the submission.

104/26 Tourism Information Leaflet

The Chair advised that the supply of Cardinham Parish leaflets has been exhausted and asked was there a need to produce some more. A discussion took place and Cllr Tucker proposed and Cllr Rowe seconded that both a printed version and a QR version, that would open a copy on the Council's website, would be investigated, all agreed.

Action: Cllr Claridge to forward the PDF of current leaflet to Cllr Saunter to enable him to obtain a quote for production of the leaflets. Also, to Cllr Tyers to enable him to create a QR code.

105/26 Review Internal Auditors report 25/26 and agree any amendments required.

The Internal Auditors had prepared their report and found that Cardinham Parish Council demonstrates that the authority continues to operate with integrity, transparency, and a clear commitment to proper practice. However, there were a number of recommendations that the Council could adopt and a plan has been drafted documenting these and was circulated prior to the meeting. The Parish Council reviewed and accepted the report and agreed to the action plan. Cllr Saunter proposed that the Parish Council accept and adopt the Internal Audit report for 25/26, seconded by Cllr Tucker, all in favour.

106/26 Agree the Annual Governance Statement 25/26, adopt and sign.

Cllr Saunter proposed and Cllr Tucker seconded to agree, adopt and sign the Annual Governance Statement for 25/26 as being correct. All in favour. The Chair and Clerk signed and dated it. The minute reference is to be added to the Annual Governance Statement on completion of the minutes.

107/26 Agree the Annual Return 25/26, adopt and sign.

Cllr Saunter proposed and Cllr Tucker seconded to agree, adopt and sign the Annual Return for 25/26 as being correct. All in favour. The Chair and Clerk signed and dated it. The minute reference is to be added to the Annual Return on completion of the minutes.

108/26 Agree the Certificate of Exemption 25/26, adopt and sign.

Cllr Saunter proposed and Cllr Tucker seconded to agree, adopt and sign the Certificate of Exemption for 25/26 as being correct. All in favour. The Chair and Clerk signed it. The minute reference will be added to the Certificate on completion of minutes and the Certificate will then be submitted to the External Auditors.

109/26 Agree Public rights notice dates 25/26

Cllr Saunter proposed and Cllr Tucker seconded to accept the dates for the Public Rights notice as Wednesday 1st July to Tuesday 11th August 2026, with publication of the notice on 30th June 2026. All agreed. Notices to be put up on the Parish notice boards and on the website on, or just before the agreed date of 30th June.

110/26 Agree no conflict of interest 25/26 with External Auditors and minute this

To agree that there is no conflict of interest between Cardinham Parish Council and the external auditors BDO for 25/26. Cllr Saunter proposed and Cllr Tucker seconded to agree, adopt and sign the form stating that there is no conflict of interest. All in favour. The Chair and Clerk signed the form.

111/26 Finance reports and payment of accounts

1.Receipts

Cornwall Council	LMP 26/27	£2344.54
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2. Payments of £2257.08 made up of

Payee		VAT	Amount
Zurich Insurance	Insurance 26/27		£546.03
S Warburton	May wages		£417.00
S Warburton	Expenses	£4.79	£56.58
Aalgaard Renshaw	Internal audit fee	£30.00	£180.00
Lanhydrock	Grass cutting	£71.30	£427.80
C & G Tucker	Grass cutting- footpath		£525.00
Biffa	Waste collection		£100.00
Lloyds	Bank Charges		£4.67

Cllr Sutton proposed and Cllr Rowe seconded to authorise the payments list. All in favour. BACS payments were completed by the Chair & Clerk at the end of the meeting.

112/26 Correspondence

All correspondence had been circulated prior to the meeting.

113/26 Footpath issues

A councillor advised that work was in progress re the cutting of the grass on the footpaths and that work on the New Park kissing gate would commence following the harvest and his workload permitting this would be completed prior to the next meeting.

114/26 Highways Issues

A councillor raised the issue of the Millpool cattle grid gate and the broken/rotten gate posts W3W fence.tides.conceals

A councillor raised a number of issues at Littledowns - overgrown rhododendron bushes along with vegetation that is overgrown and is causing a road safety issue - W3W stocky.cycle.crinkled along with some dumped tree cuttings and vegetation on the verge which needs cutting back as well - W3W scrapped.slightly.meals

A councillor raised the issue of the rotten posts and the rails on the bridge at the bottom of Peachys Hill - W3W monopoly.trip.covenants

Action: The Clerk to raise these issues with Cornwall Highways.

Discussions regarding the parking around the school, a number of options/ideas were identified.

Action: All to consider parking, traffic calming options for the village in particular adjacent to the school and advise Cllr Farley, who will then take forward to the school's Headteacher.

A councillor raised an issue that the cross roads sign at the school on the road from Millpool was incorrect as it should not give priority to traffic as Shop Lane is the major road. For safety reasons this should be changed.

Action: The Clerk to raise with Cornwall Highways and request that Cornwall Cllr Batters raises the issue too.

A councillor raised an issue with vegetation and trees that are growing next to and through the bridge over the River Fowey below Leball Woods causing damage to its structure - W3W flexed.cabbies.sobbed Cllr Tucker also raised a similar issue at Fletchersbridge – W3W honey.december.commoners

Action: Cllr Bonker to email across photo of the bridge.

Action: The Clerk to raise this issue relating to the two bridges with Cornwall Highways and forward photo.

A councillor raised concerns around the reported instances of fly tipping in the parish, she will share with the clerk further details so this can be raised with Cornwall Council who will make Cornwall Cllr Batters aware too.

Action: The Clerk to raise with Cornwall Council the location of recent fly tipping in the parish

115/26 Parish Matters

A councillor wanted to pass on their thanks to Cllr Rowe & Cllr Rogers for their assistance in tidying the information hub. A councillor volunteered to paint the hub.

A discussion took place regarding the need for a summary of the Parish Council meeting for inclusion in the community magazine.

Action: The Chair agreed to look at providing a short version of the minutes for the magazine.

A councillor asked if there was any further update on the enforcement at Little Deviock.

Action: The Clerk to request an update from Cornwall Cllr Batters on the enforcement at Little Deviock

115/26 Items for the next agenda

There being no further business, the meeting was closed at 9.23p.m.

Chairman:

Date: 21/07/2026