



# Carn Brea Parish Council

Consel Plu Carn Bre

Mr. Andrew Moyle-Browning (Clerk to the Council)

Scryuynyas dhu Consel

e. clerk@carnbreaparishcouncil.gov.uk

**Minutes the Full Council meeting held at Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB on Thursday 20<sup>th</sup> November 2025 at 7:00 pm.**

## Minutes

**Present:** Councillors R. Drew, (Chairman), S. Dale (Vice Chairman), M. Rainbird, E. Glanville, A. Woodrow, P. Holmes, G. White, J. Cowsill, D. Cooper, J. Poxon, J. Paton, T. Salisbury, T. Sutton, N. Barden and B. Watkins.

**Also Present:** Andrew Moyle-Browning (Clerk) and Anita Hopkinson (Admin. Assistant).  
Cornwall Councillors: Cllr. Desmonde

**25/11/01 Chairman's welcome and safety procedures.**

The Chairman welcomed the meeting and explained the safety procedures and gave a special welcome to the recently co-opted Councillor, Cllr Nigel Barden.

**25/11/02 To receive apologies for non-attendance.**

Councillors S. Charles and J. Pollock  
Cornwall Councillor: Cllr. Crawford

**25/11/03 Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda.**

Cllr. S. Dale declared an interest in agenda item 27.

**25/11/04 To consider written request(s) for dispensations.**

There were no written request(s) for dispensations.

**25/11/05 To receive Cornwall Councillor reports.**

Cllr. Crawford's report was circulated ahead of the meeting.

Cllr. Desmonde reported on the following:

- Parking issues Agar Road
- Speeding Agar Road
- Tolvaddon Overgrown foliage
- Cllr Holmes – Naming of a road
- Attending two Remembrance Services
- Becoming a Shadow Cabinet Member
- Full Council – where she will be raising the question about parking in Truro
- Upcoming meetings @ South Crofty & Langarth
- Heartlands

*Cllr. Desmonde left the meeting.*

**25/11/06 Public Participation on items on the agenda. (Maximum of 20 minutes – every speaker has a limit of 3 minutes under Council Standing Orders).**

There were no members of the public present.

**25/11/07 To receive and approve the minutes of the Full Council meeting held on 16th October 2025.**  
The minutes of the Full Council meeting held on 16<sup>th</sup> October 2025 were circulated ahead of the meeting.

**Resolved:** that the minutes of the Full Council meeting held on 16<sup>th</sup> October 2025 are approved.

**Proposed:** Cllr. D. Cooper

**Seconded:** Cllr. M. Rainbird

**25/11/08 To consider the minutes of the Full Council Meeting held on 16th October 2025 and receive any reports on matters referred.**

The Clerk reported on the following:

25/10/16 – Outstanding DMMO WCA770 – Correspondence received regarding the determination has been received.

**25/11/09 To receive the following financial reports and make appropriate resolutions.**

**a) To receive financial statements for the month of October 2025.**

Financial statements for the month of October 2025 were circulated ahead of the meeting.

The financial checks were completed by Cllr Dale.

**Resolved:** that the financial statements for the month of October 2025 are noted.

**Proposed:** Cllr. S. Dale

**Seconded:** Cllr. B. Watkins

**b) To receive and approve the payment schedule for the month of November 2025.**

Payment schedule for the month of November 2025 was circulated ahead of the meeting.

**Resolved:** that the payment schedule for the month of November 2025 is approved.

**Proposed:** Cllr. J. Poxon

**Seconded:** Cllr. J. Cowsill

**c) To nominate a member to check the invoices, cheques and RBS for the month of December 2025.**

**Resolved:** that Cllr. White completes the financial checks for the month of December 2025.

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. M. Rainbird

**d) To receive and approve the bank reconciliations for the month of October 2025.**

Bank reconciliation reports were circulated ahead of the meeting.

**Resolved:** that the bank reconciliations for the month of October 2025 are approved.

**Proposed:** Cllr. S. Dale

**Seconded:** Cllr. D. Cooper

**e) To approve transfers of money within accounts.**

**Resolved:** that £30,000 is transferred from the Lloyds Commercial Instant Access Account to the Lloyds Business Account and that £28,000 is transferred from the Lloyds Business Account to the Unity Trust Current Account for Novembers Payments.

**Proposed:** Cllr. T. Salisbury

**Seconded:** Cllr. J. Paton



**f) To consider movements to and from the Earmarked Reserves.**

The Clerk confirmed that there were no movements to or from Earmarked Reserves for consideration.

- 25/11/10 To receive the 6-month accounts to 30th September 2025 and make appropriate resolutions.**  
Accounts for the Half Year Ended 30<sup>th</sup> September 2025 were circulated ahead of the meeting.

**Resolved:** that the Half Year Accounts to 30<sup>th</sup> September 2025 are approved.

**Proposed:** Cllr. D. Cooper

**Seconded:** Cllr. P. Holmes

The Chairman signed and approved the accounts.

**25/11/11 To consider correspondence received.**

The meeting received the following correspondence ahead of the meeting:

**25/051 Four Lanes Snooker Club**

**CBPC Grant Award**

**25/052 Cornwall Council**

**DMMO WCA770 Determination**

**Resolved:** that the Correspondence for November 2025 is noted.

**Proposed:** Cllr. B. Watkins

**Seconded:** Cllr. J. Cowsill

- 25/11/12 To receive and note the minutes of the following committee meetings and to consider and make decisions on any recommendations and proposals to Full Council contained therein.**

**a) Extraordinary Staffing Committee Meeting held on 25<sup>th</sup> September 2025.**

Minutes of the Staffing Committee meeting held on 25<sup>th</sup> September 2025 were circulated ahead of the meeting.

**Resolved:** that the minutes of the Staffing Committee meeting held on 25<sup>th</sup> September are noted.

**Proposed:** Cllr. E. Glanville

**Seconded:** Cllr. M. Rainbird

**b) Extraordinary Staffing Committee Meeting held on 30<sup>th</sup> October 2025.**

Minutes of the Staffing Committee meeting held on 30<sup>th</sup> October 2025 were circulated ahead of the meeting.

**Resolved:** that the minutes of the Staffing Committee meeting held on 30<sup>th</sup> October 2025 are noted.

**Proposed:** Cllr. E. Glanville

**Seconded:** Cllr. M. Rainbird

**c) Planning Committee Meeting held on 30<sup>th</sup> October 2025.**

Minutes of the Planning Committee meeting held on 30<sup>th</sup> October 2025 were circulated ahead of the meeting.

**Resolved:** that the minutes of the Planning Committee meeting held on 30<sup>th</sup> October 2025 are noted.

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. S. Dale



**d) Staffing Committee Meeting held on 6<sup>th</sup> November 2025.**

Minutes of the Staffing Committee meeting held on 6th November 2025 were circulated ahead of the meeting.

**Resolved:** that the following recommendations from the Staffing Committee meeting held on 6<sup>th</sup> November 2025 are approved:

- that the Clerk liaise with Clerks of comparable Parish Council to research options for a Councillor and Employee development day in the spring / summer of 2026. Delegation to the Staffing committee to make the arrangements for the day with delegation to the Clerk, Cllr Dale and Cllr Glanville to propose a structure for the day to include learning and development objectives reporting back to the Staffing committee.
- that overtime for all employees working at the Council's Carol Concert event on 9<sup>th</sup> December 2025 is approved up to a maximum of 4 hours per employee. Delegation to the Clerk to agree overtime hours worked for the event with each employee.

**Proposed:** Cllr. E. Glanville

**Seconded:** Cllr. M. Rainbird

**Resolved:** that the minutes of the Staffing Committee meeting held on 6<sup>th</sup> November are noted.

**Proposed:** Cllr. E. Glanville

**Seconded:** Cllr. M. Rainbird

**e) Health & Safety and Finance Committee Meeting held on 13<sup>th</sup> November 2025.**

Minutes of the Health & Safety and Finance Committee meeting held on 13th November 2025 were circulated ahead of the meeting.

**Resolved:** that the following recommendations from the Health & Safety and Finance Committee meeting held on 13<sup>th</sup> November 2025 are approved:

- that the Banking and Investment Strategy as amended be approved.

**Proposed:** Cllr. B. Watkins

**Seconded:** Cllr. D. Cooper

**Resolved:** that the following recommendations from the Health & Safety and Finance Committee meeting held on 13<sup>th</sup> November 2025 are deferred to the Annual Finance Meeting:

- that the 3-year draft Budget Paper V1 2026-2029 be approved by the Annual Finance Meeting with the following amendments: that the precept value for the financial year 2026-2027 be set at £279,000 with budget provision for a 3<sup>rd</sup> Speed Indicator Sign made under community projects. In addition, that the earmarked reserve 333, Neighbourhood Development Plan value of £3,536 be re allocated to a new Earmarked Reserve fund for the provision of a new Council Vehicle.
- that Carn Brea Parish Council make an application for a Fixed Rate Loan from the PWLB (Public Works Loan Board) for up to £150,000 on an Annuity Repayment Basis over a period of 10.5 years but not over 11 years for the purposes of funding the proposed Treloweth Community Hall Works budgeted for in the 2026-2027 financial year. Delegation to the Clerk to complete the application and report back to Full Council.

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. S. Dale

**Resolved:** that the minutes of the Health & Safety and Finance Committee meeting held on 13<sup>th</sup> November 2025 are noted.

**Proposed:** Cllr. B. Watkins

**Seconded:** Cllr. J. Poxon



**25/11/13 To receive reports****(i) Chairman of the Council**

A written report from the Chairman was supplied ahead of the meeting detailing events attended.

**(ii) Police Report**

Nothing received.

**(iii) Finance Member**

Cllr. Dale reported checks completed for November and all in order.

**(iv) Clerk**

***Chairman and RFO Expenditure Approvals under Finance Regs 5.15 (excl VAT) In line with Financial Regs 5.1, several quotations were sought for best value.***

Replacement part for the Dragon Springer Ride: £430

Replacement post caps for play park fencing: £130

The Clerk has attended various briefings and webinars including a Martyn's Law briefing, Assertion 10 briefing relating to new digital governance legislation and a procurement training session.

The Clerk has also attended various Council events including the Litter pick events and recent Service of Remembrance.

New Councillor Training took place on 3<sup>rd</sup> November and thank you to the new Councillors for their time in attending.

**(v) To receive any written reports on any meetings attended.****(vi) To receive verbal reports on any representation made on behalf of Carn Brea Parish Council.**

Cllr. S. Dale gave a verbal report on the following:

- Represented Carn Brea Parish Council at the Illogan Service of Remembrance on 9<sup>th</sup> November, laying a wreath, the service and march were well attended.
- Ongoing development activity on land between Penhallick and Tregajorran on the route of path WCA770. A planning enforcement case has been raised with Cornwall Council Ref EN25 – 00965.
- Reported a considerable volume of water running down the hill from Four Lanes towards Penhallick just above Penhallick Row. Cormac have attended and resolved the issue with 24hrs.
- Attended the CALC AGM at St Erme Community Centre on 11<sup>th</sup> November, Cllr Barden and Drew were also present. Cllr Dale updated the Council that his nomination to join the CALC board this year was unsuccessful, however expressed his thanks to CBPC for supporting the application.

**25/11/14 To receive and consider a grant application from Camborne Air Cadets making appropriate resolutions.**

The grant application from the Camborne Air Cadets was circulated ahead of the meeting.

**Resolved:** that a grant award of £500.00 be made to the Camborne Air Cadets.

**Proposed:** Cllr. B. Watkins

**Seconded:** Cllr. D. Cooper

**25/11/15 To receive the Hackney Carriage 'taxi zones' consultation and consider formulating a response, making appropriate resolutions.**

The information regarding Hackney Carriage taxi zones was circulated ahead of the meeting.

**Resolved:** that Carn Brea Parish Council respond to the Taxi Zone Consultation confirming their support of the removal of the Taxi Zones.

**Proposed:** Cllr. S. Dale

**Seconded:** Cllr. T. Salisbury



- 25/11/16** To receive and consider a request from the Guild of Hospital Friends at Camborne-Redruth Community Hospital regarding the provision of refreshments and use of the facilities at their planned Summer Fete on Moorfield Road Open Space in 2026, making appropriate resolutions. The letter from the Guild of Hospital Friends at Camborne-Redruth Community Hospital was circulated ahead of the meeting.

The Clerk took the meeting through the arrangements and the budget for the refreshments.

**Resolved:** that Carn Brea Parish Council agree to provide light refreshments at no charge for attendees of the Guild of Hospital Friends Summer Fete being held on Moorfield Road Open Space in 2026 and that subject to any restrictions due to building works, that the Treloweth Community Hall toilet facilities be available for use. Delegation to the Clerk to make arrangements in liaison with the Chairman of the Guild of Hospital Friends with a budget of £50 set for refreshments.

**Proposed:** Cllr. J. Poxon

**Seconded:** Cllr. T. Sutton

- 25/11/17** To receive a request from local residents for a plaque of remembrance to be installed on a bench in Moorfield Road Open Space making appropriate resolutions. A written report was circulated ahead of the meeting.

The Clerk briefed the meeting, and the meeting considered the request.

**Resolved:** that in principle Carn Brea Parish Council approve the request by local residents to purchase and install a memorial plaque on a bench on Moorfield Road Open Space. Delegation to the Clerk to liaise with the residents to agree the bench and oversee installation.

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. G. White

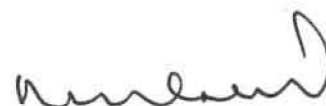
- 25/11/18** To receive correspondence regarding the Highways Improvement Programme and consider formulating a scheme for submission making appropriate resolutions. Correspondence regarding the Highways Improvement Programme was circulated ahead of the meeting.

The Chairman took the meeting through the document.

The meeting agreed that the matter be deferred to the December Full Council meeting. Councillors are invited to submit proposed schemes for consideration to the Clerk by 2nd December 2025.

- 25/11/19** To receive the Council's Standing Orders with proposed amendments and make appropriate resolutions to adopt. The Council's Standing Orders with proposed amendments were circulated ahead of the meeting.

The Clerk took the meeting through the Council's Standing Orders and additional amendments that have been proposed.





- Resolved:** that the Council's Standing Orders as amended be adopted with the following additional amendments:
- that 'him' is replaced with 'their' throughout the document.
  - Page 10 - that point 5 (d) (xi) be amended to add 'where they meet the criteria to be a member of the committee, with voting rights'.
  - Page 13 - that point 7 (d) be amended to read 'If the Chairman or a committee or a sub-committee does not or refuses to call an extraordinary meeting with seven days of having been requested by to do so in writing by two Councillor members of the committee or sub-committee, and two Councillor members of the committee or the sub-committee may convene an extraordinary meeting of the committee or sub-committee. The public notice giving the time, place and agenda for such a meeting must be signed by the two Councillors.'
  - Page 19/20 - that point 15 (f) is amended and updated with the wording from the NALC Model Standing Orders.
  - Page 20 - that point 16 (iii) be amended and the words 'in his' replaced with 'for this'
  - Page 25 - that point 26 (i) be removed.

**Proposed:** Cllr. B. Watkins

**Seconded:** Cllr. D. Cooper

**25/11/20 To appoint members to the following committees:**  
**(i) 4 vacancies on the Health & Safety and Finance Committee.**  
 There were no nominations received.

**(ii) 1 vacancy on the Staffing Committee.**  
 There were no nominations received.

**25/11/21 To receive a report on the Council's Website provider and consider a quotation for the renewal of the website package, making appropriate resolutions.**  
 A written report was circulated ahead of the meeting.

The Clerk took the meeting through the report and asked the Council to consider the findings and recommendations.

The meeting discussed the report and the various options for renewal.

**Resolved:** that Carn Brea Parish Council renew the Website Hosting and Support Contract and the Platinum Package with Vision ICT for on a 5-year basis at a total cost of £5,190.90 (ex VAT).

**Proposed:** Cllr. B. Watkins

**Seconded:** Cllr. S. Dale

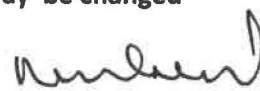
**25/11/22 To receive and consider a Street Name proposal consultation from Cornish Premier Homes and make appropriate resolutions.**  
 The Street Name proposal consultation information was circulated ahead of the meeting.

The meeting discussed if Campus should be changed to College, Cllr White suggested Berlewen Way as this was the site of the Berlewen Centre before it was demolished. The Council decided that Berlewen Way was a more historic idea for the proposed name.

**Resolved:** that Carn Brea Parish Council approve the proposed street name and numbers for 'Kevill Road' as part of the new development on the Land Adj to Kevill Road, former Cornwall College Car Park, but request that 'Campus Way' be changed to 'Berlewen Way'.

**Proposed:** Cllr. G. White

**Seconded:** Cllr. T. Salisbury



**25/11/23** To resolve that under the 1960 Public Bodies (Admission to Meetings) Act that the press and public be excluded due to the confidential nature of the business to be discussed.

**Resolved:** that under the 1960 Public Bodies (Admission to Meetings) Act the press and public be excluded due to the confidential nature of the business to be discussed.

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. S. Dale

**25/11/24** To receive and approve the Confidential Minutes of the Full Council meeting held on 16<sup>th</sup> October 2025 and receive a report on any matters referred.  
Resolutions and Recommendations of Full Council were tabled.

**Resolved:** that the Confidential Minutes of the Full Council meeting held on 16th October 2025 are approved.

**Proposed:** Cllr. J. Paton

**Seconded:** Cllr. J. Cowsill

*The Admin Assistant left the meeting.*

**25/11/25** To receive the resolutions and consider the recommendations of the Staffing Committee meeting held 6<sup>th</sup> November 2025 and make appropriate resolutions.  
Resolutions and Recommendations of the Staffing Committee were tabled.

The meeting considered the resolutions and recommendations of the Staffing Committee and made appropriate resolutions.

**25/11/26** To receive and consider a notification from Cornwall Council of a land asset within the parish and make appropriate resolutions.

**Resolved:** that Carn Brea Parish Council have no interest in the land UPRN 16832.

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. E. Glanville

*The Admin Assistant returned to the meeting.*

**25/11/27** To receive and consider a notification from Cornwall Council of a property asset within the parish and make appropriate resolutions.

**Resolved:** that Carn Brea Parish Council note the notification received regarding UPRN 19070.

**Proposed:** Cllr. R. Drew

**Seconded:** Cllr. B. Watkins

Meeting closed at 8.40pm

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

*[Signature]*  
11<sup>th</sup> December 2025