



Carn Brea Parish Council

Consel Plu Carn Bre

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

Scryuynyas dhu Consel

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Minutes the Full Council meeting held at Treloweth Community Hall, Moorfield Road, Pool, Redruth, Cornwall, TR15 3QB on Thursday 11th December 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 J. Pollock.

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

25/12/01 Chairman's welcome and safety procedures.

The Chairman welcomed the meeting and explained the safety procedures.

The Chairman gave thanks to all Councillors and Council employees for this year.

25/12/02 To receive apologies for non-attendance.

Councillors S. Charles and B. Watkins.

Cornwall Councillor: Cllr. Crawford.

25/12/03 Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda.

There were no declarations of interest.

Cllr. Pollock gave thanks to the Chairman for all his hard work during the year.

25/12/04 To consider written request(s) for dispensations.

There were no written request(s) for dispensations.

25/12/05 To receive Cornwall Councillor reports.

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

Cllr. Desmonde reported on meetings she has attended over the last month:

- Cornwall Council Full Council meeting
- Cornish Metals meeting
- Police liaison meeting
- Meeting with Perran Moon discussing various projects including Heartlands, the roof of Carn Brea Leisure Centre and Cornish metals
- Interview on Radio Cornwall
- Camborne & Redruth Community Hospital – Stroke Unit Opening
- Happy Christmas to the Council

Cllr. Desmonde left the meeting.

The Chairman introduced and welcomed Alex, the new Grounds person to the Council.

25/12/06 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 three members of the public present.
None of whom wished to speak.

25/12/07 To receive and approve the minutes of the Full Council meeting held on 20th November 2025.
The minutes of the Full Council meeting held on 20th November 2025 were circulated ahead of the meeting.

Resolved: that the minutes of the Full Council meeting held on 20th November 2025 are approved.

Proposed: Cllr. J. Paton

Seconded: Cllr. T. Salisbury

25/12/08 To consider the minutes of the Full Council Meeting held on 16th October 2025 and receive any reports on matters referred.
No matters referred.

25/12/09 To receive and approve the minutes of the Extraordinary Full Council Meeting held on 25th November 2025 and receive any reports on matters referred.
The minutes of the Extraordinary Full Council held on 25th November 2025 were circulated ahead of the meeting.

Resolved: that the minutes of the Extraordinary Full Council meeting held on 25th November 2025 are approved.

Proposed: Cllr. D. Cooper

Seconded: Cllr. T. Salisbury

No matters referred.

25/12/10 To receive the following financial reports and make appropriate resolutions.

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

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

The financial checks were completed by Cllr. White.

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

Proposed: Cllr. G. White

Seconded: Cllr. J. Poxon

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

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

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

Proposed: Cllr. A. Woodrow

Seconded: Cllr. N. Barden

- c) **To nominate a member to check the invoices, cheques and RBS for the month of January 2026.**

Resolved: that Cllr. Cooper completes the financial checks for the month of January 2026.

Proposed: Cllr. R. Drew

Seconded: Cllr. G. White

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

Bank reconciliation reports were circulated ahead of the meeting.

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

Proposed: Cllr. J. Cowsill

Seconded: Cllr. M. Rainbird

- 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 Decembers Payments.

Proposed: Cllr. D. Cooper

Seconded: Cllr. G. White

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

The Clerk asked the Council to approve the following releases from Earmarked Reserves.

- EMR 329 Election Costs - Release £1,400
- EMR 348 Grants – Release £1,500
- EMR 324 Training – Release £750.00

Resolved: that the following releases from the Earmarked Reserves are approved. £1,400 from EMR 329 for Election Costs, £1,500 from EMR 348 for Grant Payments and £750.00 from EMR 324 for Cllr Training.

Proposed: Cllr. P. Holmes

Seconded: Cllr. T. Sutton

- 25/12/11 To receive an update and consider the final draft design proposals for the Moorfield Road Open Space improvements project ahead of the final public consultation making appropriate resolutions.**

The final workbook & consultation boards for approval were circulated ahead of the meeting.

Resolved: that the Moorfield Road proposed Improvement Works workbook and final stage Public Consultation boards are approved. Delegation to the Clerk to make the arrangements with Mei Loci for the final Public Consultation to include Consultation events at Treloweth Community Hall and provide consultation feedback to the next available Full Council Meeting.

Proposed: Cllr. R. Drew

Seconded: Cllr. J. Paton

25/12/12 To consider correspondence received.

The meeting received the following correspondence ahead of the meeting:

25/053	Cornwall Council	WCA 770
25/054	Hayle Town Council	Public Confidence and Visible Policing Across Devon and Cornwall
25/055	Gunner Kids CIC	Update – Email & Report
25/056	North Kerrier and East Penwith Community Area Partnership and Ministry of Housing, Communities and Local Government	The Local Growth Fund
25/057	Time2Move Holiday Programme	Summer 2025 Report
25/058	Local Resident	Bin Provision

25/055 – The meeting agreed to add Link for Gunner Kids to the Council's Website and Facebook.

25/058 – The meeting agreed to defer this item to the A&P Committee in January to review.

Resolved: that the Correspondence for December 2025 is noted.

Proposed: Cllr. J. Cowsill

Seconded: Cllr. T. Salisbury

25/12/13 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 27th November 2025.**

Minutes of the Extraordinary Staffing Committee meeting held on 27th November 2025 were circulated ahead of the meeting.

Resolved: that the minutes of the Extraordinary Staffing Committee meeting held on 27th November 2025 are noted.

Proposed: Cllr. E. Glanville

Seconded: Cllr. M. Rainbird

b) Planning Committee Meeting held on 27th November 2025.

Minutes of the Planning Committee meeting held on 27th November 2025 were circulated ahead of the meeting.

Resolved: that the minutes of the Planning Committee meeting held on 27th November 2025 are noted.

Proposed: Cllr. R. Drew

Seconded: Cllr. S. Dale

c) Health & Safety and Finance Committee Meeting held on 4th December 2025.

Minutes of the Health & Safety and Finance Committee meeting held on 4th December 2025 were circulated ahead of the meeting.

Resolved: that the following recommendations from the Health & Safety and Finance Committee meeting held on 4th December 2025 are approved:

- that the 3-Year draft Budget Action Plan 2026-2029 be approved at the Annual Finance Meeting being held on 8th January 2026 as part of the Budget Setting Process.
- that the request to make an application for a debit card for the Council's Lloyds Business Bank Account is approved. A limit of £200 for cash withdrawal be set by the bank on the Debit Card with a withdrawal limit per month set at a maximum of £500.00 for petty cash purposes only. Delegation to the Clerk to complete the mandate and submit the application.

Proposed: Cllr. J. Poxon

Seconded: Cllr. S. Dale

Resolved: that the minutes of the Health & Safety and Finance Committee meeting held on 4th December 2025 are noted.

Proposed: Cllr. J. Poxon

Seconded: Cllr. S. Dale

d) Extraordinary Staffing Committee Meeting held on 4th December 2025.

Minutes of the Extraordinary Staffing Committee meeting held on 4th December 2025 were circulated ahead of the meeting.

Resolved: that the minutes of the Extraordinary Staffing Committee meeting held on 4th December 2025 are noted.

Proposed: Cllr. E. Glanville

Seconded: Cllr. D. Cooper

25/12/14 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.

Cllr. Rainbird gave her apologies for being unable to attend the recent Police Liaison meeting.

(iii) Finance Member

Cllr. White reported checks completed for December 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.

Drainage Survey as part of the Planning Application process for the TCH Works £560.

The Clerk attended a Local Liaison meeting held by Cornish Metals on 27th November along with the Chairman and attended the Council's Carol Concert with thanks to all those who attended and to the Admin Assistant for all her work making the arrangements for the event.

Money raised for the 2025 Poppy Appeal £108.29 vs total last year £100.38 - District total increased in 2025 by £1.5k.

Congratulations to the Admin Assistant on her 3yr anniversary working for the Council. Council photograph will take place at the AFM meeting, information to follow.

(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. Poxon gave a verbal report on a recent meeting she had attended as a local resident at Heartlands with the National Trust.

Information regarding this meeting had been cascaded ahead of the meeting.

25/12/15 To receive and consider proposed Improvement Schemes for submission as part of the Highways Improvement Programme making appropriate resolutions.

No proposed schemes had been received prior to the meeting.

The Chairman's proposal was tabled at the meeting:

That CBPC support a request to install a pedestrian 'zebra' crossing in Moorfield Road near its junction with Church Road.

The meeting discussed this option.

Concerns were raised about the position of the crossing and the pavement width however it was discussed that Cornwall Highways would complete a full survey of the road and pavement before any scheme was approved.

Resolved: that Carn Brea Parish Council support and propose a highways scheme to provide a pedestrian crossing on Moorfield Road near the junction of Church Road.
Delegation to the Clerk to submit the proposed scheme for consideration.

Proposed: Cllr. R. Drew

Seconded: Cllr. J. Paton

25/12/16 To receive a report on potential locations for the installation of a Defibrillator Unit in the 2025-2026 financial year and make appropriate resolutions including expenditure.

The Clerk provided a verbal report that he had investigated potential sites for the location of a Defibrillator Unit as part of the Council's ongoing project and briefed the meeting on the following:

- that Carn Brea Leisure Centre had already installed one on the external wall of the Leisure Centre.
- No suitable locations in Treskillard – a solar unit may be suitable when the technology is available.
- Cooks Corner – due to the cladding on the building, this location is not suitable for a unit to be placed.

Additional locations visited by the Clerk was B&Q, from whom he is awaiting a response.

The Clerk will provide another update for January's meeting.

The meeting agreed to defer this item to January's Full Council.

- 25/12/17 To receive and consider the Code of Conduct for Members and Co-Opted Members Policy with proposed amendments and make appropriate resolutions for adoption.**
The Code of Conduct for Members and Co-Opted Members Policy with proposed amendments was circulated ahead of the meeting.

The Clerk briefed the meeting on additional amendments proposed.

Resolved: that the Code of Conduct as amended be approved with the following additional amendments. That 'Local Councils' be removed from the title of the document, on page 8, 3.2, the words Cornwall Council are added before Monitoring Officer, that page 8, 3.3 is removed and on page 9, 4.1, the words 'the Clerk and' are added before Monitoring Officer.

Proposed: Cllr. R. Drew

Seconded: Cllr. E. Glanville

- 25/12/18 To receive a report and consider the withdrawal of First Bus Services in Cornwall affecting Carn Brea Parish and make appropriate resolutions.**

The Vice Chairman raised concerns regarding the withdrawal of First Bus Services in Cornwall and if this Included Truronian? The Chairman briefed the meeting that Cornwall Councillors are attending a briefing on Friday 12th and any information would be circulated to Councillors.

The meeting agreed that this item be added to the January Full Council agenda.

- 25/12/19 To receive a report and consider the necessity for a Memorials Policy relating to Carn Brea Parish Council owned land and assets making appropriate resolutions.**

The meeting discussed the need for a policy and that this item should be delegated to A&P Committee to discuss, research and produce.

Resolved: that Carn Brea Parish Council in principle support the creation of a memorials policy relating to Carn Brea Parish owned land and assets.

Proposed: Cllr. R. Drew

Seconded: Cllr. J. Poxon

Resolved: that delegation is given to the Amenities & Projects Committee to research and produce a memorials policy relating to Carn Brea Parish Council owned land and assets for Full Council approval.

Proposed: Cllr. S. Dale

Seconded: Cllr. J. Cowsill

25/12/20 To appoint members to the Climate Action Working Party.

The Clerk briefed the meeting that the next Climate Action Working Party was being held at 6pm on Thursday 18th December ahead of the Planning meeting at 7pm which everyone is invited to attend however that currently only Cllr. Drew and Cllr. Cooper were part of the working party.

The Chairman called for nominations to join the working party.

Cllr. Sutton and Cllr. Paton volunteered to join the working party.

Resolved: that Cllr. Sutton and Cllr. Paton be appointed to the Climate Action Working Party

Proposed: Cllr. R. Drew

Seconded: Cllr. D. Cooper

Cllr. Salisbury left and returned during this agenda item.

25/12/21 To receive and consider the renewal quotation for Cyber Insurance making appropriate resolutions.

The Cyber Insurance renewal documentation was circulated ahead of the meeting.

Councillors asked questions and the Vice Chairman raised concerns regarding the limit for the fund transfer fraud and proposed it should be increased.

A motion to renew the Cyber Insurance was properly proposed and seconded. The Vice Chairman called for a named vote, a vote was taken and was lost.

For: Cllr. Barden, Cowsill, Glanville, Holmes, Pollock, Sutton and Woodrow.

Against: Cllr. Cooper, Dale, Drew, Paton, Poxon, Rainbird, Salisbury and White.

Resolved: Delegated authority is given to the Clerk, Chair and Vice Chairman to clarify the appropriate level of cover for funds transfer fraud and renew the Cyber Insurance.

Proposed: Cllr. J. Poxon

Seconded: Cllr. T. Salisbury

25/12/22 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

The Admin Assistant and three members of the public left the meeting.

25/12/23 To receive and approve the Confidential Minutes of the Full Council meeting held on 20th November 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 20th November 2025 are approved.

Proposed: Cllr. T. Salisbury

Seconded: Cllr. M. Rainbird

25/12/24 To receive the resolutions and consider the recommendations of the Staffing Committee meeting held on 27th November 2025 and make appropriate resolutions.
Resolutions of the Staffing Committee were tabled.

25/12/25 To receive the resolutions and consider the recommendations of the Staffing Committee meeting held on 4th December 2025 and make appropriate resolutions.

The Clerk explained these would be provided at a future meeting.

Meeting closed at 8.28pm

Signed: _____

Dated: _____