

Gulworthy Parish Council

Minutes of ordinary meeting held on Monday 3rd November 2025 at Gulworthy Parish Hall No 185

These minutes are provisional until they are agreed and signed by the chair at the next meeting of the parish council.

Councillors present – Cllr K Royston (Chair), Cllr G Lister, Cllr J Hamilton and Cllr K Steer

Also present – Emily Young – Parish Clerk and Cllr Angela Blackman

Meeting opened 7.35pm

1. **Chairman's welcome** – Cllr Royston welcomed all and thanked everyone for coming. **Introductions were made by all.**
2. **Members of the public** – *To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3d to 3n.* **There was one member of the public present who came to ask about an update on fibre installation at Morwellham quay by Openreach. He said all the houses are now connected.**

Cllr Steer arrived.

1 x member of public leaves meeting.

3. **To accept apologies for absence** - *Under Section 85 of the Local Government Act 1972, members present should decide whether to approve the reason(s) given for absence.* **Apologies received and accepted from Cllr Wearing and Cllr Edwards.**
Apologies also sent from Cllr Saxby and retrospectively Cllr Sellis.
4. **Dispensations & declarations of Interest** - *Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Parish Clerk in advance of the meeting.* **None**
5. **Minutes of previous meetings 183 and 184 to be approved and then signed by the chair as a true and accurate record of that meeting** - *To accept as a true record the minutes of the meetings of the Parish Council held on 6 & 30 October 2025 LGA 1972 Sch 12 para 41(1).* **It was proposed by Cllr Lister to approve minutes 183, seconded by Cllr Royston and agreed by all. Cllr Royston signed and dated the minutes.**
It was proposed by Cllr Steer to approve minutes 184, seconded by Cllr Hamilton and agreed by all. Cllr Royston signed and dated the minutes.

6. **Planning applications received to-date:**

6.1 Ref: 3706/24/HHO – 13 Mill Hill Cottages PL19 8NW – Householder application for single storey side extension & first floor extension over existing rear extension, including demolition of outbuilding and erection of new store. **It was proposed by Cllr Steer to approve this application, seconded by Cllr Royston agreed by all.**

6.2 Planning applications received after publication of this agenda – None received.

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

Parish Clerk Emily Young: Telephone 07942286125 Email: Clerk@gulworthyparishcouncil.gov.uk

Website: <https://www.gulworthyparishcouncil.gov.uk/>

Gulworthy Parish Council

6.3 Planning decisions – to note:

6.3.1 2572/25/LBC – Listed building consent for installation of Air source heat pump at 3-4 Wheal Maria – **Conditional approval granted 20/10/2025.**

7. **DCC Cllr Sellis** No report received.

8. **WDBC Cllrs Saxby & Blackman** – Cllr Blackman confirmed most of the time is being spent talking about LGR (Local Government Reorganisation). Locality money has been donated towards defibrillator training planned for Q1 2026. There was a recent ONS committee meeting but she was unable to attend.

9. **Gulworthy Cllr reports – for information only**

Cllr Lister confirmed Openreach have been recently working in Morwellham quay area to install fibre optic. He is liaising with them to try and ensure full completion takes place at Morwellham. Confirmed Morwellham has poor mobile signal.

Cllr Steer – has been informed that her business telephone line will be disconnected very soon! Mobile reception is very poor in this area; she is very concerned. The speeding petition has been circulated at school and on social media. It will go on the school newsletter. Thanks to the Clerk for her work and support.

Cllr Hamilton – also expressed concern at plans to disconnect telephone lines. Also has poor mobile signal.

Cllr Royston – yesterday there was a mountain bike event around Devon consols woodland. There were many people and cars which caused some congestion.

10. Burial ground

10.1 Mole activity – Ongoing.

10.2 Burials – Clerk confirmed a new burial is taking place 6 Nov . Clerk liaising with all to ensure arrangements are in place.

Cllrs asked for new Clerk to attend ICCM

10.3 – Clerks report – Clerk carried out another audit on cemetery this evening. Report to be circulated to all to be read and followed up asap.

11. Finance - *To approve the list of payments (to be tabled at the meeting) LGA 1972 s150 (5)*

11.1 – Invoices for approval to be paid –

Clerk expenses WAH allowance £6.00p.w + mileage + expenses	£67.30
Clerk October payroll	£372.32
HMRC Tax and NI for October 2025	£13.60
Gulworthy parish hall – October meeting – Inv 787	£23.75
Lamerton hall – meeting room 22 & 28 Oct x 2	£30.00
Poppy wreath invoice to follow	£18.50
St Pauls church meeting 30/Oct- invoice to follow	£20.00
Elliott groundcare grass cut 10/10 Invoice 2920	£85.00

It was proposed by Cllr Lister to authorise the above payments via BACs, seconded by Cllr Steer agreed by all.

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

Parish Clerk Emily Young: Telephone 07942286125 Email: Clerk@gulworthyparishcouncil.gov.uk

Website: <https://www.gulworthyparishcouncil.gov.uk/>

Gulworthy Parish Council

11.2 – Request for spending

11.2.1 Key safe box £40.00 – deferred.

11.3 Bank reconciliations – RFO report 185

	Paid Out	Paid In	Balance
<u>Club, Charity & Trust account (00298624). Sort 30-98-46</u> Opening Balance as at 30 September 2025 b/fwd			£6,938.69
<u>Receipts</u> <u>07/10/2025</u> HMRC VAT reclaim		282.22	
<u>Expenditure:</u> <u>21/10/2025</u> Kate Royston fete table in August fete	10.00		
<u>07/10/2025</u> Parish hall Inv 780	23.75		
HMRC Tax/NI	33.44		
Parish Clerk Sept payroll	428.32		
Parish Clerk expenses	45.60		
	£541.11	£282.22	
Balance on 27 October 2025			£6,679.80
<u>Gulworthy Cemetery account (00020251)</u> Opening balance as at 30 September 2025			£15,300.57
<u>Credit receipts</u> 10/10/25 Credit interest		18.67	
21/10/25 Derek Hunter burial		400.00	
<u>Expenditure</u> 07/10/25 Elliott groundcare Inv 2908	170.00		
	£170.00	£418.67	
Balance on 27 October 2025			£15,549.24
<u>Gulworthy Fundraising account (00035992)</u> Opening balance as at 30 September 2025			£5,100.00
<u>Credit receipts</u> 10/10/25 Credit interest		19.59	
Balance on 27 October 2025			£5,119.59

Combined balance £27,348.63 (No differences to the bank statements)

Proposed by Cllr Royston to approve RFO report, seconded by Cllr Hamilton, agreed by all.

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

Parish Clerk Emily Young: Telephone 07942286125 Email: Clerk@gulworthyparishcouncil.gov.uk

Website: <https://www.gulworthyparishcouncil.gov.uk/>

Gulworthy Parish Council

11.4 Budget versus actual Q2 comparison – Document circulated as at 31 October 2025. Cllr Royston proposed approval, seconded by Cllr Steer, agreed by all.

11.5 Budget 2026/27 – Auditor comments discussed; 2026/27 budget to be set at next meeting

12. HMRC complaint – to be actioned by Clerk.

13. Internet banking update (Cllr Royston) – Now has access.

14. New email address (Cllr Edwards) – Deferred to next meeting.

15. Broadband – Meeting with CDS? – Cllr Royston to chase.

16. Highways

16.1 Road signs – Cllr Royston to ask school - ongoing

16.2 Police – Cllr Steer confirmed Sgt Ottley would be happy to participate at next village meeting.

16.3 Speed limit and petition – Cllr Royston to make and distribute posters.

16.4 Gulworthy SCARF- DCC\Cllr Sellis – no update.

16.5 Cllr Steer to check for local wardens for Mill Hill – One person found. Clerk to chase up highways. Cllr Royston to ask parishioners on next newsletter about a whats app group for salt/snow issues

17. TVNL Annual Forum - Wednesday 12 November 2025 12.30-4pm – St Mellion hotel – free event. Book here: <https://www.eventbrite.co.uk/e/tamar-valley-national-landscape-30th-anniversary-annual-partnership-forum-tickets-1710540756449> **Cllr Steer probably attending and possibly Cllr Hamilton.**

18. Ford Street & Maynard almshouses – permission to change of status from unincorporated to a C.I.O. **Proposed by Cllr Steer to give permission, seconded by Cllr Lister, agreed by all.**

19. Remembrance service – Cllr Steer has arranged the poppy wreath. **Cllr Royston to attend the service on Sunday.**

20 PART TWO – Proposed by Cllr Royston, seconded by Cllr Steer agreed by all

Items which may be taken in the absence of the press and public. The Council is recommended to pass the following resolution:-

‘Resolved that under section 1, (2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.’

20.1 Recruitment appointment – New Clerk Lucie Moorse signed and returned contract of employment and offer letter. Cllr Royston signed contract on behalf of council.

20.2 Clerk work and handover – As much as possible to be documented. All items passed to Cllr Royston on 7 Nov.

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

Parish Clerk Emily Young: Telephone 07942286125 Email: Clerk@gulworthyparishcouncil.gov.uk

Website: <https://www.gulworthyparishcouncil.gov.uk/>

Gulworthy Parish Council

Meeting closed at 9.44pm.

DRAFT

Parish Councillors

Kate Royston (Chair), Katherine Steer (Vice Chair);

Jim Hamilton, Daniel Edwards, George Lister & Emma Wearing

Parish Clerk Emily Young: Telephone 07942286125 Email: Clerk@gulworthyparishcouncil.gov.uk

Website: <https://www.gulworthyparishcouncil.gov.uk/>