BUDOCK PARISH COUNCIL

Summons and agenda - Ordinary meeting of the Council

Date	Monday, 26 October 2026
Time	19.00
Venue	Treverva Village Hall, Budock Water

Councillors are summoned to attend the meeting of Budock Parish Council on the date and at the time and venue shown above. The business to be considered is set out in this agenda. Members of the public and press are welcome to attend.

Daniela Farina

Daniela Farina, Clerk and Responsible Financial Officer

21 October 2026

Public participation

Up to 15 minutes is set aside at item 5 for members of the public to speak on matters included in the agenda, with a maximum of three minutes per speaker.

Recording

Under the Openness of Local Government Bodies Regulations 2014, the open parts of this meeting may be filmed, photographed, audio-recorded or reported on by the media or members of the public. If you do not wish to be filmed or recorded, please inform the Clerk before the meeting.

Agenda key

NOTE = Information is provided for the Council to note. No decision is required.

RECEIVE = Information, a report or update is formally presented to the Council. No decision is required.

CONSIDER = The Council is asked to discuss a matter and decide what, if anything, should happen next.

RESOLVE = The Council is asked to make a formal decision on a specific matter.

Agenda

1. Safety procedure

To NOTE the Council's safety information provided by the Chair.

2. Apologies

To RECEIVE apologies for absence.

3. Declarations of interest, gifts and hospitality

To NOTE any disclosable pecuniary interests, non-registerable interests, and gifts or hospitality exceeding £25 in respect of items on this agenda.

4. Dispensations

To APPROVE written requests for dispensations.

5. Public participation

To RECEIVE representations, questions and evidence from members of the public in respect of items of business included in the agenda.

6. Minutes of the previous meetings

To RESOLVE to approve the minutes of the meetings listed below as a true and accurate record, and for the Chair to sign them.

Paper 6a: Minutes of the Full Council meeting held on 28th September 2026.

7. Actions and matters arising

To NOTE any updates on outstanding actions from previous meetings that are not covered elsewhere on this agenda.

8. Parish projects and community matters

8.1 Police Attendance at Council Meeting (Lisa Woods)

8.2 Affordable Housing (Cllr Philip Burnett)

9. Cornwall Council Divisional Member's report

To RECEIVE a report from the Divisional Member.

10. Chair's report

To RECEIVE the Chair's report on Council and parish matters.

11. Reports from committees and representatives

To RECEIVE reports from the Council's committees and representatives**.**

11.1 **Footpaths and rights of way**.

11.2 **Tree Warden**.

11.3 **Playing Field**.

11.4 **Budock Water Village Hall**.

11.5 **Treverva Village Hall**.

12. Correspondence

To RECEIVE correspondence requiring the Council's attention and, where appropriate, CONSIDER and AGREE any response or further action.

Budock Water footpath safety concerns: To discuss the concerns regarding potentially dangerous trees along Public Footpath 202019 and seek the Council's support in pursuing the matter with Cornwall Council.

13. Planning

Planning decisions, applications, and other formal consultation requests received after publication of this agenda and before the meeting will be added to the agenda and considered where appropriate.

13.1 Planning decisions

To NOTE planning decisions received from Cornwall Council as local planning authority.

Reference	Site	Proposal	Decision
PA26/05362 Mr & Mrs Almond & George	48 Watersmead Parc Budock Water, TR11 5EL	Proposed two storey rear extension and extension to existing porch.	Approved
PA26/05307 Mr Giles Dixon	Former Cattery Roscarrack Farm Roscarrack Road Maen Valley TR11 5BL	Proposal submission of details to discharge Condition (3 - Boundary Treatments) in respect of decision No PA25/03088 dated 07.08.2025.	Discharge of condition - not acceptable

13.2 Planning applications

To CONSIDER and RESOLVE the Council's consultation response to each planning application received from Cornwall Council and listed below.

Reference	Site	Proposal
PA26/06527 Mr & Mrs Dixon	Roscarrack Road Maen Valley, Falmouth, Cornwall	Former Cattery Land East of Roscarrack Farm landscaping design in relation to an approved conversion to a residential dwelling.
PA26/07017	Roseladen Farm TR11 5EB	Inset balcony to N. Elevation Attic Space.
Shaun Pascoe - PA26/07102	Agricultural barns Tregonhaye Farm Hillhead Road Kergilliack Cornwall TR11 5PB	Prior approval for change of use from agricultural buildings to a flexible commercial use (use class E)

14. Planning enforcement

To RECEIVE an update on planning enforcement cases already referred to Cornwall Council. To CONSIDER and RESOLVE responses to any formal consultation requests received from Cornwall Council before the start of the meeting.

15. Finance

15.1 **Internal Audit 2025/26**: To receive the completed internal audit report, review the findings and recommendations, and approve any necessary actions.

15.2 To RESOLVE to approve the Annual Governance Statement.

15.3 To RESOLVE to approve the Accounting Statements.

15.4 To RESOLVE to approve the schedule of payments for October 2026.

Paper 15.1: Internal Audit Report

Paper 15.2: Annual Governance Statement and Accounting Statements.

Paper 15.3: October payment schedule and supporting documents.

16. Employment and Personnel

To CONSIDER and RESOLVE matters relating to staff employment, contracts, remuneration, pensions, training and development for Councillors and staff, and associated expenditure.

16.1 To consider and RESOLVE to approve the Clerk's admission to the Cornwall Pension Fund under the Local Government Pension Scheme (LGPS). A copy of the meeting minutes recording the resolution, together with confirmation of the intended joining date, must be provided to the Pension Fund. Proposed resolution:

"Notice is hereby given that at the BudockParish Council meeting to be held at the Treverva Village Hall, commencing at 19:00 on 26.10.2026, the above named Council will consider the following resolution viz: That all employees of the Parish Council shall be members of the Local government Pension Scheme if, in any particular case, the individual makes a written request to the Council and the Council agrees to that request."

17. Policies, governance and compliance

17.1 To CONSIDER and RESOLVE to adopt the **Budock Parish Council Community Funding Scheme**, comprising the Community Funding Policy and application form, which sets out the eligibility criteria, assessment process and arrangements for awarding and monitoring community grants and eligible CIL-funded projects.

Paper 17: Budock Parish Council Community Funding Scheme

18. Items for a future agenda

To NOTE matters raised for information and identify items for inclusion on a future agenda.

19. Exclusion of the press and public

If necessary, to RESOLVE, under the Public Bodies (Admission to Meetings) Act 1960, to exclude the press and public from the meeting, as publicity would prejudice the public interest due to the confidential nature of the business.

20. Date of next meeting

To NOTE that the next ordinary meeting will be held on Monday 30th November at 7.00pm at **Budock Water** Village Hall.

Safety Notice

- In an emergency, leave the building promptly by the nearest safe exit and do not stop to collect belongings.
- Please take note of the emergency exits and assembly point before the meeting begins.
- Please take note of the location of the first aid kit and defibrillator.
- In an emergency, remain calm and follow the instructions of the Chair or staff.
- If you would need assistance to evacuate, please inform the Clerk before the meeting begins.
- Do not re-enter the building following an evacuation until advised that it is safe to do so.