BUDOCK PARISH COUNCIL

Minutes of the **1001st** Ordinary Meeting of Budock Parish Council

Date	Monday, 26 October 2026
Time	19.00
Venue	Treverva Village Hall
Present	• Chair John Bastin • Cllr Philip Burnett • Cllr David Chatterjee • Cllr Nigel Hennell
In attendance	• Cllr David Saunby, Cornwall Council Divisional Member • Daniela Farina, Clerk

Minutes

26/86 Safety procedures

The Chair explained the safety procedures.

26/87 Apologies for absence

Apologies were received from Cllr Shelagh Hume and Cllr Kerry Bailey.

26/88 Declarations of interest, gifts and hospitality

No declarations of interest, gifts or hospitality were made.

26/89 Dispensations

No requests for dispensations had been received.

26/90 Public participation

No members of the public were present and no matters were raised.

26/91 Minutes of the previous meetings

It was proposed by Cllr David Chatterjee, seconded by Cllr Nigel Hennell, and RESOLVED to approve the minutes of the Full Council Meeting held on 24 September 2026 as a true and accurate record, to be signed by the Chair.

26/92 Actions and matters arising

The Clerk provided updates on outstanding actions from previous meetings, and the following matters were discussed:

26/92/1 Community Policing Update: Lisa Woods attended to discuss community policing and engagement within the parish.

DRAFT

26/92/2 Road Signage: Cllr Shelagh Hume raised concerns about the number of signs at the junction of No Mans' Land Road and Penwarne Road. The matter was noted, and no further action was proposed at this time.

26/92/3 Budock Water Pump and Noticeboard Area: Following requests from residents, maintenance work was carried out in the garden, including weeding, replacing the soil in two planters and replanting flowers, at a total cost of £104.

26/93 Parish projects and community matters

26/93/1 Community Policing Update:

Lisa Woods, Police Community Support Officer (PCSO) from Falmouth, provided an update on community policing. She reported that overall crime had decreased by 19%; however, figures specifically for Budock were not available because crime statistics cover a wider geographical area. She encouraged residents to report crime and suspicious activity to the police via 101 for non-emergency matters, or 999 where an emergency requires an immediate response, to help the police identify local issues and direct resources appropriately. The discussion also covered speeding, the Speed Visor initiative and Community Speed Watch, including difficulties recruiting volunteers. Concerns were also raised about traffic management at Eve Parc, including the removal of bollards previously agreed for peak morning hours, and road safety issues relating to cycleway markings.

26/93/2 Affordable Housing

The Council discussed concerns regarding affordable housing allocations at Eve Parc, including the local connection criteria, the availability of social rent and shared ownership properties, and the provision of Section 106 affordable homes for residents within the parish. It was noted that these matters had been raised previously, but concerns remained, and the Council wished to obtain clear information and greater transparency regarding how affordable housing is allocated and how local connection criteria are applied.

RESOLVED unanimously: To authorise Cllr Philip Burnett and the Clerk to seek further clarification from Cornwall Council on these matters on behalf of the Council, with an update to be provided at the next meeting on 30 November 2026.

26/94 Cornwall Council Divisional Member's report

Cllr Dave Saunby had no formal report to provide at this time.

26/95 Chair's report

The Chair reported that, on 11 November, the names of those commemorated on the war memorial would be read aloud in front of the Budock Village Hall to mark Remembrance Day.

The Chair also advised that Mawnan Parish had established an Emergency Group, which had contacted him and offered to attend a Parish Council meeting. Emergency planning and community resilience will be discussed at the next Budock Parish Council meeting.

26/96 Reports from committees and representatives

26/96.1 Footpaths and Rights of Way: Cllr Hume was absent. No report was provided.

26/96.2 Tree Warden: Cllr Hume was absent. No report was provided.

26/96.3 Playing Field: Cllr David Chatterjee reported that the Playing Field Committee's AGM was due to take place shortly, and that the outcome would be reported to the Council.

26/96.4 Budock Water Village Hall: The clerk attended the Budock Village Hall Committee meeting on the 22/10/2026 and received a warm welcome. The VH Committee shared its calendar of activities for the coming year, which looks very busy. Members explained that, following a recent fire risk assessment, a substantial programme of works is required to ensure the Hall meets fire safety requirements. These works have been placing considerable pressure on the Hall's finances.

26/96.5 Treverva Village Hall: Cllr Nigel Hennell shared the minutes of the Treverva Village Hall AGM held on 19 October 2026. The Committee was re-elected unopposed. Members will seek quotations for repairs and redecoration of the Hall's interior. No Christmas event will be held this year.

The Treasurer reported total funds of £15,571.19 as at 31 August 2026, including £12,000 in a charity savings account. The Hall's expenditure (mainly on insurance, electricity, water and maintenance), exceeded its income, (hall lettings and electricity contributions), by £491.42 during the financial year.

26/97 Correspondence

The Council expressed its support for the concerns raised by a resident regarding the safety of trees along public footpath 202019 at the entrance to Budock Woods. Cllr Dave Saunby offered to contact Cornwall Council directly to bring the matter to the attention of the relevant officers and request that it be treated as a matter of high urgency, given the potential risks to public safety.

26/98 Planning decisions

Members noted the planning decisions received from Cornwall Council since the previous meeting.

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

26/99 Planning applications

It was proposed by Cllr David Chatterjee, seconded by Cllr Nigel Hennell, and RESOLVED that the following responses be submitted to Cornwall Council in respect of the planning applications considered:

Reference	Site	Proposal	Parish Council Response
PA26/06527 Mr & Mrs Dixon	Roscarrack Farm, Roscarrack Road Maen Valley TR11 5BL	Former Cattery Land East of Roscarrack Farm landscaping design in relation to an approved conversion to a residential dwelling.	The submitted drawing DA265L-PL-00-03 gives an impression of a newly created car park and a new highways exit not shown on previous drawings. We would ask for clarification of this point before commenting further.
PA26/07017	Roseladen Farm TR11 5EB	Inset balcony to N. Elevation Attic Space.	Budock Parish Council have no objections.
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)	The proposed developments lie outside of the Penryn/Falmouth Green Buffer. Budock Parish Council have no objections.

26/100 Planning enforcement

Planning Enforcement matters were discussed under confidentiality restrictions

26/101 Finance

26/101/1 Annual Internal Audit 2025/26: The Council RECEIVED and NOTED the completed internal audit report, including its findings and recommendations.

26/101/2 The Council considered and RESOLVED to approve Section 1 of the Annual Governance and Accountability Return (AGAR) for 2025/26. The **Annual Governance Statement** was signed by the Chair and the Clerk.

26/101/3 The Council considered and RESOLVED to approve Section 2 of the Annual Governance and Accountability Return (AGAR) for 2025/26. The **Accounting Statements** were signed by the Chair.

26/101/4 Payment Schedules: Members considered the October 2026 payment schedules. In October, the Council received £2,910.29 from Cornwall Council in Community Infrastructure Levy (CIL) income. Total expenditure recorded to date was £1,717.19, covering IT support, subscriptions, mobile phone services, hall hire, bank charges, audit services and the Millennium Garden revamp. The most significant transaction was the internal audit. Two payments totalling £188.00 remained outstanding. The Clerk's salary had also yet to be paid while HMRC registration and pension scheme arrangements were being finalised. The Council's bank balances were £8,776.00 and £53,711.19 respectively. Interest received on 9 October was £3.61 and £22.06 gross on the two accounts.

It was proposed by Cllr Philip Burnett, seconded by Cllr Nigel Hennell and RESOLVED TO APPROVE the October 2026 payment schedules.

10/22/2026	Cornwall Council	CIL-BUDOCK-OCT26	+£2,910.29
10/2/2026	Objective IT Services	IT support/services	£525.24
10/5/2026	Microsoft 365	Subscription G1879919	£149.10
10/9/2026	Daniela Farina	Millenium Garden revamp	£104.00
10/12/2026	EE Limited	Mobile phone services	£51.60
10/13/2026	Budock Village Hall	Hall hire	£23.00
10/20/2026	Bank	Services Charges	£4.25
10/21/2026	Internal Audit	Aalgaard Renshaw	£420.00
26/10/26	Treverva Village Hall	Hall hire	£20.00
26/10/26	SLCC Enterprises / Daniela Farina	Financial Introduction to Local Council Administration (FILCA)	£168.00
			£1,297.19

Commented [PB1]: Only paid once ? typo. Will leave clerk to amend?

26/102 Employment and Personnel

26/102/01 Admission to the Local Government Pension Scheme (LGPS)

Cllr Philip Burnett proposed, and Cllr David Chatterjee seconded, the following resolution:

RESOLVED that all employees of Budock Parish Council shall be eligible to join the Local Government Pension Scheme (LGPS) if, in any particular case, the individual makes a written request to the Council and the Council agrees to that request.

The Clerk was instructed to submit a written request to the Council confirming her wish to join the LGPS. The Clerk is also to provide the Cornwall Pension Fund with a copy of the minutes recording the resolution, together with confirmation of her intended joining date.

26/103 Policies, governance and compliance

The Council considered the new Community Funding Scheme Policy, which sets out the eligibility, application and assessment criteria for awarding community grants and Community Infrastructure Levy (CIL) funding. The Clerk explained that the policy had been developed to improve the application process and promote transparency, and thanked Cllr David Chatterjee for preparing the application form. It was proposed by Cllr Philip Burnett, seconded by Cllr David Chatterjee, and RESOLVED to approve the Community Funding Scheme Policy.

26/104 Items for a future agenda

Community resilience planning to be included as an item on the next meeting's agenda.

26/105 Exclusion of the press and public

It was not necessary to exclude the press and public, and the meeting continued in public session.

26/106 Date of next meeting

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

There being no further business, the meeting closed at 21:00.

Signed: _____

Cllr John Bastin
Chair of Budock Parish Council

Date: _____