



Notice is hereby given of a Meeting of Egloskerry Parish Council to be held at Egloskerry Village Hall on **Thursday 10 September 2026 at 19:00 hours**. The meeting will be Chaired by Vice Chairman Cllr Steve Paul.

The meeting is open to members of the public and press. Any member of the public wishing to put a question to the Parish Council must do so no later than **three working days** before the meeting by email to clerk@egloskerry-pc.gov.uk

Please note if Councillors have any questions on the business to be transacted at this meeting the Clerk must be notified no later than 12 noon the before the meeting.

Planning applications can be viewed by Members of the Council prior to the meeting on the Cornwall Council's website www.cornwall.gov.uk

Yours sincerely

Sarah

Sarah Foster

Proper Officer and Responsible Finance Officer

Agenda

Part 1 Public

1. Apologies for Absence

2. Declarations of Interest:

- i. To receive any declarations from Members of any registerable and/or non-registerable interests in matters to be considered at this meeting.
- ii. The Parish Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

3. Election of Chairman

4. Public participation – a 10-minute period when members of the public may ask questions of the Parish Council.

5. Minutes

To receive and approve the minutes of the Parish Council Meeting on 9 July 2026 as a true and correct record.

Matters arising from the minutes:

- i. Parking concerns and Expression of Interest completion (EOI) for the Community Area Partnership (CAP)
- ii. Playground swing issue raised in playground report
- iii. Parish Online implementation

6. Finance Report

- i. To advise the receipts and payments since the last meeting and approve payments.
- ii. To receive a financial report and to resolve the consider the actions listed at the foot of the report for resolution.

7. Governance and Compliance

To receive and consider the amended policies for Code of Conduct, Financial Regulations, Scheme of Delegation (SoD), General Privacy and Accessibility Statement to resolve a course of action.

8. Planning

- i. To receive a report outlining the national and local changes in planning and to consider responses to the actions at the foot of the report.
- ii. To receive consultation letters for planning applications **PA26/05600** and **PA26/05745** and consider response. All information can be viewed at Cornwall Council link: www.cornwall.gov.uk.

9. Correspondence

To receive a report on correspondence received, since 9 July 2026, and consider the actions listed at the foot of the report for resolution.

10. Matters for the next meeting

11. Any other Business

Public Bodies (Admissions to Meetings) Act 1960

To resolve that in view of the confidential/special nature of the business about to be transacted it is advisable that the press/public be excluded and instructed to withdraw during discussion on the following items:

Part 2 Private and Confidential

1. Pleasure Ground

To receive a verbal update from the clerk on actions taken since last meeting and to resolve any further requirements.

2. To consider any items referred from part 1 of the meeting.

3. Any other Business

Date of Next Meeting: Thursday 12 November 2026

Agenda item: 6

Report Subject: Financial

Author: Sarah Foster, Parish Clerk and Responsible Finance Officer

Date: 3 September 2026

Purpose of report: To provide updated and reconciled financial information, expenditure proposals, section 137 request and general financial information.

Reconciliation

Bank Statements, received for June, July and August 2026, have been reconciled against the cash book. These will be provided, as separate documents, for approval and signature at the Parish Council Meeting on 10 September, as per the revised Financial Management Policy.

Invoices for Authorisation

Retrospective: Invoice from CALC in respect of new clerk training was received 15 July and paid 29 July 2026 totalling £78.00.

Current Invoices for authorisation at the meeting on 10 September 2026:

M Price	Grass Cutting £120.00
Parish Online	Creation and annual subscription for domain £300.00
M Prout	Cleaning

A reconciliation can be found in appendix 6.2

Workdrive

Zoho WorkDrive is a valuable tool for efficient document management and collaboration. It provides an online file sync, storage and content collaboration platform, that is available as an 'add on' within our Parish online and email domain. The main benefits for Egloskerry Parish Council are:

- **Centralised File Storage:** a centralised platform for all the parish files, making it easy to access and manage documents from any device.
- **Team Collaboration:** the platform supports real-time collaboration, allowing multiple users to review documents simultaneously.
- **Role-Based Access Controls:** role-based access controls to manage who can view, edit, and share files.
- **Security Features:** includes robust security features, such as admin controls, backup and restore functionality, and compliance with GDPR and HIPAA standards.

This feature would provide the secure document management for the Parish Council that meets legislative compliance, supports ease of annual audits and future proofs management of the Parish Council in years to come.

The cost is £72.00 + VAT per annum and can be added at any time. This would not affect this year's invoice, making it free for 2026/27.

Recommendation: To secure this additional functionality to aid file sharing, storage and compliance with the Parish Councils policies and procedures.

Payroll Services

Payroll administration is complex and carries the potential for error for the employee and employer. A professional payroll solution helps reduce the administrative burden, ensures compliance with changing payroll regulations, and supports greater resilience by placing payroll administration in expert hands.

Cornall Association of Local Councils (CALC) has partnered with the Suffolk Association of Local Councils (SALC), who have over 20 years' experience providing payroll services to local councils.

The initial set up cost is £42.00 + VAT and thereafter £8.50 per month.

Recommendation: To secure SALC for a quarterly payroll service that ensures compliance with employment law and HMRC.

Note: A variation to the employment contract would be required if this is approved.

Banking

There is a three-stage process to change the banking arrangements for the parish council.

Stage 1: Change of Primary User. The request to change the primary user from Cllr. Andy Uren to the Responsible Finance Officer (RFO), has been submitted.

Stage 2: Two signatories are required as per the Parish Councils Financial Regulations.

Note: The RFO is only the primary user, not a signatory.

Stage 3: Transfer from cheque to Online banking with a two-stage authorisation process.

Nominations for signatories are required.

Small Authority Panel (SAAA)

SAAA will be introducing a new Digital AGAR Portal, designed to make the submission and management of Annual Governance and Accountability Returns (AGARs) simpler, more secure and more efficient. The portal is expected to be available for the 2026/27 AGAR submissions.

The Digital AGAR Portal will be voluntary for the 2026/27 AGAR submission, giving authorities an opportunity to become familiar with the new process and benefit from the enhanced functionality. SAAA intends for the portal to become the primary submission route and, subject to final arrangements, its use is expected to become mandatory for the 2027/28 AGAR submissions.

To encourage early adoption, SAAA will also be introducing an incentive scheme during 2027 for authorities that register for and use the Digital AGAR Portal. Further details of this scheme will be announced later this year.

The clerk has made the necessary registrations on the portal and is attending an online training presentation on 15 September 2026.

National Association of Local Councils (NALC) National Salary Pay Scales 2026/27

NALC has published the national salary pay scales 2026-2027 for clerks and other employees employed under the terms of the model contract or Green Book terms. The hourly rate, applicable to Egloskerry Parish Council, has increased by 0.48p.

Section 137 Grant request

A grant request has been received from Cornwall Air Ambulance. Please refer to the additional appendix document 6.1.

Parish Council Actions:

Parish Councillors are asked to note the contents of the report and seek further information if required from the Clerk. Parish Councillors are asked to consider the six actions below:

1. Current signatories are required to sign the monthly bank reconciliations
2. Agreement and authorisation of the presented invoices
3. Accept / Decline the recommendation for WorkDrive
4. Accept / Decline the recommendation for payroll services
5. Nomination and approval of two bank signatories
6. Proposed response to for the Section 137 request.

Appendix 6.1

From: Rachel Harradine <rachel.harradine@cornwallairambulancetrust.org>
Sent: Tuesday, August 11, 2026 03:36
To: Rachel Harradine <rachel.harradine@cornwallairambulancetrust.org>
Subject: Council Grants 2026/2027 Formal Grant Application from Cornwall Air Ambulance Trust

Dear Clerk

We are writing to formally apply to your Councillors for a grant as part of your 2026/2027 community funding programme. We fully appreciate the financial pressures on local budgets, but we hope you will consider supporting a service that is vital to both your residents and our many visitors.

In 2025 we became the proud owners of a second helicopter. This offers us greater resilience to provide a like-for-like service when one aircraft is undergoing maintenance alongside our rapid response vehicles which are used when flying is unfeasible due to location or weather conditions.

In 1987, we were the first air ambulance service in the country. As we begin to look ahead to our 40th anniversary in 2027, we also look forward to continuing to provide the best care with the best equipment. This is only made possible by the generosity of the people of Cornwall and those who choose to visit our beautiful county.

Invitation to see the impact your support will have

We would love to welcome you to our Headquarters in Newquay so you can see for yourselves how your support will help us to help our communities. We all hope we'll never need the service of the air ambulance but there is comfort in knowing it will bring hospital level care to those who do. If you would like to arrange for councillors to visit Cornwall Air Ambulance Trust please email rachel@cornwallairambulancetrust.org

Our Missions in 2025

- In 2025, Cornwall Air Ambulance responded to 962 missions, 72 of which were emergencies involving children. Our missions included:
- 21 inter-hospital transfers
- 513 medical emergencies (e.g. strokes)
- 428 trauma incidents (e.g. road traffic collisions, serious falls)

Our service is essential for transferring patients to specialist centres such as Derriford Hospital (Plymouth) for major trauma, Bristol Royal Hospital for Children, Morriston Hospital (Swansea) for burns, and Salisbury District Hospital for spinal injuries. We also provide critical transfers from the Isles of Scilly to the mainland.

Why We Need Your Support

Cornwall's rural and coastal geography presents unique challenges. Our service operates 19 hours per day and so requires critical care paramedics, doctors and pilots with access to first rate equipment, enhanced training facilities and quality rest areas for our crew to comply with night operation regulations. To fully equip both our aircraft and continue

delivering world-class care, we are seeking support from councils across Cornwall. Your grant could help towards funding:

Laerdal Compact Suction Unit c.£700

This piece of equipment efficiently clears the airway of any patient, from newborns to the most challenging adult obstruction with an adjustable suction range. As well as being powerful, it is compact and lightweight making it an ideal portable piece of kit for crew to carry.

Facial trauma kits c£500

Facial trauma kits potentially reduce the severity of injuries including fractured bones, broken teeth, significant soft-tissue injury and bleeding. Such injuries can cause a potentially life-threatening obstruction of the patient's airway. A facial trauma kit works by nasal balloons applying pressure to bleeding and bite blocks help to keep the airway open.

Syringe Pump c£3000

The pump enables the paramedics to deliver small amounts of fluids and drugs into a patient over a period of time rather than a one-off injection. This is particularly useful for drugs which require a precise dose over a precise period and reduces the amount of time the Paramedics require to calculate dosage, ultimately reducing 'human error risk' in pre-hospital emergency critical care.

Be the Difference

Time is everything in an emergency. Your support could be the difference between life and death for someone in your community. We would be honoured if your Council would consider a grant to help us continue this vital work.

If you would like more information please don't hesitate to get in touch.

With kindest regards,
Rachel Harradine

Appendix 6.2 Reconciliation

Bank Reconciliation Parish Council Meeting 10 September 2026

Name of Authority	Egloskerry Parish Council	Notes
County Area	Cornwall	
Financial Year ending	31-Mar-27	
Prepared by	Sarah Foster, Responsible Finance Officer	
Date	03-Sep-26	
	£	£
Balance per bank statement as at 8 July 2026		
Current Account	4,673.96	
Presented Cheques and Charges for period 8 July to 7 August 2026		
100248 M Price grass cutting		-120.00
100249 CALC Ltd Conference		-45.00
100250 M Prout cleaning May June		-50.00
100251 Community Heartbeat		-235.20
Bank charge		-0.80
		-451.00
Net Balance as at 07 August 2026	4,222.96	Reconciles to Bank Statement 8 July to 7 August 2026
Accruals and Unpresented Cheques		
100252 CALC Ltd Clerk Training		-78.00
100253 Local Authority Technology CIC		-300.00
100254 M Price Grass Cut		-120.00
Clerk Payroll June, July, August		-1,423.68
Clerk Expenses		-51.94
		-1,973.62
Balance after Accruals 3 September 2026	2,249.34	
Balance per bank statement as at 7 August 2026		
Turbury Account	1,796.96	Reconciles to Bank Statement 8 July to 7 August 2026

Agenda item: 8

Report Subject: Planning

Author: Sarah Foster, Parish Clerk and Responsible Finance Officers

Date: 2 September 2026

Purpose of report: To provide information and update the Parish Council on national and local planning reforms.

Introduction

There are considerable changes taking place across the national and local planning agenda. The following summaries the changes and provides links to the detail, prepared by Cornwall Council.

Summary of changes

Planning and Housing Service and Cornwall Local Planning Authority (LPA) have prepared the Summer Newsletter for the latest updates on local and national planning-related issues and news from their teams.

Neighbourhood Priority Statements (NPS) more than 50 town and parish councils have now signed up to produce a NPS for their communities. These statements help Cornwall Council to understand community priorities for growth and development. The statements are a great, simple and straightforward way for communities to tell Cornwall Council what is important to them. Cornwall Council will take all statements into account as they develop the strategic direction and policies for the new Local Plan.

Housing Viability Review. The Housing Viability work was commissioned as a result of a number of national studies, together with local anecdotal evidence, indicating that the viability of housing delivery has been becoming increasingly challenging locally and nationally. The study reviewed a range of different types/sizes of residential development across all five of Cornwall's Housing Affordability Zones (as were established in the Cornwall Local Plan and reflect house prices in different parts of Cornwall). The work also included engagement with the local development industry.

Local council clerks and councillor representatives are invited to a virtual meeting on **Wednesday 16 September, 4.15-5.15 pm** for a briefing - to share the outcome of the work undertaken that affects Egloskerry. Matthew Brown, Strategic Planning Manager, and Nick Marsden, Affordable Housing Delivery Manager, will lead the important update and set out the actions Cornwall Council is proposing to take in response to the findings.

Planning Committee Reform. Cornwall Council are reviewing the protocols for engagement between Elected Members, parish and town councils, and planning officers following the introduction of national planning reforms and the new National Scheme of Delegation. The draft revised protocols set out how we will work together on planning matters, seek to resolve differences, and how applications will be referred to Planning Committee. Please watch this [information video](#) or view the attached slide deck.

There is a survey, which needs completion by 16 September 2026, once you have reviewed the video or slides.

Local council clerks and councillor representatives are invited to a virtual meeting on **Wednesday 23 September, 4.00-5.30 pm** for a briefing to hear about:

- Planning Committee reform and changes to delegation powers including the draft Cornwall Council Member protocol, and a new Local Council protocol
- Policy update including Neighbourhood Priorities Statements and Local Plan progress

Parish Council Actions

Parish Councillors are asked to note the contents of the report and seek further information if required from the Clerk. Parish Councillors are asked to consider the three actions below:

1. Please advise clerk@egloskerry-pc.gov.uk if you wish to attend either of the local planning meetings on 12 and 23 September so the relevant links can be circulated.
2. Please provide clerk@egloskerry-pc.gov.uk information to enable the survey to be completed by 15 September 2026.
3. Consider requirements for the Egloskerry Neighbourhood Priority Statement for discussion at the November meeting.

Agenda item: 9

Report Subject: Correspondence

Author: Sarah Foster, Parish Clerk and Responsible Finance Officers

Date: 2 September 2026

Purpose of report: To receive information on correspondence received since 9 July 2026, that has not already been circulated and consider the actions listed at the end of the report for resolution.

Parishioner Contacts

Received: 21 July 2026

Resolved: 23 July 2026

Concerns raised regarding children exiting the playing field and throwing stones over the wall, (the old post office) one of which hit the parishioner's car and caused a small dent/taken off the paint.

The clerk contacted the parishioner and discussed the concerns and advised that future incidents should be reported to the police as the act would be considered a criminal damage. The parishioner asked if it would be possible for the parish to put notices in the playground to deter stone throwing.

Received: 24 August 2026

Resolved: 27 August 2026

Request to understand what actions the Parish have previously taken regarding complaints about persistent noise from dogs.

The clerk responded to the parishioner that there was no reference to the parish contacting Cornwall Councils Dog Warden. Information was provided on how to contact the council, who have a statutory responsibility, to investigate and act against unreasonable noise from persistent dog barking.

Community Area Partnership (CAP) representative for 2026/27

Communications have previously been distributed to Councillors, the latest on 28 July 2026. A named Councillor is required by CAP for attendance at meetings. This remains an outstanding action against Egloskerry Parish Council.

Training Opportunities

- Tuesday 15 September 2026 at 6.30pm – **Chairing Skills** – In person training presented by Lee Dunkley at St Erme Community Centre, Castle Lounge, Castle Field, Trispen, Truro, TR4 9BD
- Wednesday 30 September 2026 at 6.30pm – **Code of Conduct** - Online training presented by Lee Dunkley
- Wednesday 30 September at 12pm – **NALC Events** – The Climate Comeback: Growing Climate Action Locally
- Tuesday 13 October 2026 at 6.30pm – **Enforcement & Appeals** - Online training presented by Andrew Towlerton
- Thursday 15 October 2026 at 12.30pm – **NALC Events** – Introduction to the Local Council Award Scheme

- Wednesday 28 October 2026 at **NALC Events** – Next Generation Leadership: Building inclusive parish and town councils

Forest for Cornwall

Forest For Cornwall (F4C) has grants available for small scale tree planting projects, and tree related events/farm visits and items.

Grants can be awarded up to a maximum of £4,000:

- £2,500 for trees, hedgerows under 100m, orchards, public green spaces (all should be under 0.25ha), as well as tree protection, shelters, guards and mulch.
- £1,500 for items relating to tree establishment and wider or community benefit. These include training or events which are open to all and linked to tree planting and agroforestry; interpretation boards; watering items and tools to aid in establishment; and seed propagating materials for Community Tree Nurseries.

Full details are available via the **Forest for Cornwall – Contact us form**.

Cornwall Council is developing a new campaign focused on reducing fly-tipping

They would like to hear from community organisations and local stakeholders about the issues they're seeing on the ground. Local knowledge and community experience can provide valuable context that isn't always captured in official data and communities often see issues developing before they are formally reported and can provide insight into local causes, impacts and trends that may not be reflected in Cornwall Council datasets.

They're particularly interested in hearing about:

- Areas where fly-tipping or littering is a persistent problem
- Locations that may be under-reported but are causing concern locally
- Any patterns or trends you've noticed over time
- The types of waste commonly found
- Any factors that you feel contribute to issues in your area
- The impact these issues have on the local area or community
- Examples of successful local initiatives, interventions or community-led approaches

Local councils are being asked to identify up to three hotspot areas that you feel are in most need of attention. The information you share will be used alongside existing Cornwall Council data to inform the development of future communications, engagement activity and potential interventions. As part of this work, they may explore opportunities to trial approaches in a small number of locations. If you would like to contribute your observations or experiences, please reply by 14 October.

Cornwall Whole Society Resilience Conference

Town and parish councils are invited to take part in the Whole Society Resilience Conference at the Cornwall Showground, Wadebridge on **22 September 2026**.

Organised by Cornwall Council's Resilient Communities Service, along with voluntary, community and faith sector partners, the conference will provide a chance for communities across Cornwall to discuss:

- The development of Local Emergency Plans

- The leadership and support that voluntary, community and faith sector (VCFS) groups play in resilience, and in the preparedness, response and recovery from emergency situations
- Crucial issues such as improving communications in emergencies
- How we can all work to increase our levels of resilience

The agenda, for the day, and details on how to book places for up to two representatives are [available on Eventbrite](#).

Letter re Exeter University

Redruth Town Council have shared the attached letter (appendix 9.1) regarding the proposed reduction of staff and services at the University of Exeter's Penryn Campus.

Martin Siegert, Deputy Vice-Chancellor (Cornwall), has provided further detail regarding the proposed changes. The information includes the following:

- The University advised that a number of higher education institutions across the country are currently experiencing financial challenges, with some universities reporting significant deficits. Examples cited included Cardiff, Nottingham and East Anglia.
- We were informed that the University of Exeter itself is not currently operating at a deficit. However, the University considers it necessary to reduce costs in order to mitigate future financial risks and avoid the circumstances being experienced elsewhere in the sector.
- The proposed savings include staffing reductions across the University's campuses, with cuts being applied on a proportionate basis. We were advised that this could involve approximately 150 staff reductions across the University as a whole, initially through voluntary measures, with between 10 and 20 posts potentially affected at Tremough.
- We were informed that there are currently no proposed changes affecting the Camborne School of Mines.
- The teaching of Geography at Tremough may cease, with delivery potentially consolidated at the Streatham campus, while Environmental Sciences at Tremough may see modest growth.

The University further advised that:

- Student intake projections for Tremough remain broadly unchanged for future years.
- Despite the proposed staffing reductions, the staff-to-student ratio across the University is expected to remain above the Russell Group average.
- On this basis, the University anticipates that overall student capacity will remain largely unaffected.

The concerns raised by Redruth Town Council reflect the importance of the Penryn Campus to Cornwall's educational, economic and research landscape. Many councils may wish to consider the potential implications of any reduction in staffing, course provision or regional investment, alongside the information provided by the University regarding its rationale for the proposals.

Parish Council Actions:

Parish Councillors are asked to note the contents of the report and seek further information if required from the Clerk. Parish Councillors are asked to consider the four actions below:

1. To agree a named Councillor as representative to CAP for 2026/27 at the Parish Council Meeting. This will ensure that Egloskerry has an opportunity to vote on local initiatives.
2. To participate in online training should send a request to clerk@egloskerry-pc-gov.uk indicating the date and title of training. The clerk will make necessary arrangements for joining.
3. To consider who would sponsor and support clerk in required actions for The Forest of Cornwall, Fly Tipping and Social Resilience Conference.
4. To consider if any response required regarding Exeter University.

Appendix 9.1 Letter from Redruth Town Council re Exeter University

**REDRUTH TOWN
COUNCIL**



**CONSEL AN DRE
RESRUDH**

Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT

Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr A Biscoe

Town Clerk: Mrs C Williams

Support for Humanities, Social Sciences and Human and Physical Geography at the University of Exeter's Penryn Campus

Redruth Town Council wishes to express its serious concern regarding the University of Exeter's proposed redundancies and course closures affecting the Penryn Campus.

We understand that the University has announced plans that could result in approximately 150 job losses across the institution, with Humanities, Social Sciences and facing particularly significant reductions. Reports indicate that around 31% of staff within these disciplines are at risk, including researchers and lecturers whose work is deeply connected to Cornwall's culture, history, communities, environment and future development.

The Council is also concerned about the potential impact on the Institute of Cornish Studies (ICS). We understand that if the proposed redundancies proceed, the Institute could be left without any paid staff, placing at risk an internationally recognised centre dedicated to the study, promotion and understanding of Cornwall, its people, language, heritage and identity.

For over two decades, The University of Exeter's Penryn Campus has played a vital role in Cornwall's educational, cultural and economic development. The establishment and expansion of higher education in Cornwall was supported by significant public investment, including European Objective One funding, with the intention of strengthening Cornwall's economy, widening access to higher education and supporting regional development.

Staff within the aforementioned departments have been integral to the successful establishment of the Penryn Campus and made substantial contributions to the objectives highlighted above. Their research and community engagement have helped deepen understanding of Cornwall's unique culture and heritage, informed public policy, strengthened civic participation, and contributed to debates on environmental sustainability, social justice and regional development. Their work has also supported local communities, organisations and public bodies across Cornwall.

The Council recognises that universities face financial and strategic challenges. However, we note concerns raised by staff regarding the scale of the proposed cuts, the speed at which these decisions are being made and the potential long-term consequences for Cornwall. We are particularly concerned that the loss of academic expertise may diminish the University's capacity to deliver teaching, research and public engagement that directly benefits Cornwall and aligns with wider regional and national priorities.

The Council resolves to share this statement with neighbouring town and parish councils, Cornwall Council, Cornwall's Members of Parliament, and the University of Exeter, inviting them to support efforts to safeguard the long-term future of humanities and social science teaching and research at the Penryn Campus.

Resolution:

"That this Council expresses its concern regarding the proposed redundancies and course closures at the University of Exeter's Penryn Campus, supports efforts to protect the Institute of Cornish Studies and other affected academic departments, and calls upon the University to work with stakeholders to safeguard the long-term future of higher education, research and community engagement in Cornwall."

Yours faithfully

A handwritten signature in black ink that reads "Charlotte Williams". The signature is written in a cursive style with a long, sweeping horizontal line extending from the end of the name.

Charlotte Williams

Town Clerk