

**MINUTES OF THE MEETING**  
**HELD BY ST WINNOW PARISH COUNCIL**  
**ON Tuesday 1<sup>st</sup> July 2025 at 7.30pm in the Red Store**

Present: Chair Penny Rowe (PR), Councillor Stephanie Chapman (SC), Councillor Audrey Hawken (AH),  
Cornwall Councillor Sarah Preece (SP),

1. **Chairman's Welcome and Public Participation.** PR welcomed all Councillors and Members of the public to the meeting. PR invited Francis Clarke of Trewithien Dairy to address the Council; The planned planning application is now smaller than previously thought, resulting in no public consultation as it will possibly go through under permitted development, as it will be in the same side of the road as the dairy, they have reorganised the factory and made good use of space, the road will no longer need to be moved or a bridge put in place. The lightening of traffic is being looked into along with the waste management. The waste milk product being spread on to neighbouring fields will cease in October. SC asked about local jobs being created, Francis Clarke responded that the transport is now out sourced to Conway & Bailey, new jobs are being created internally within production management, HR sales and engineering all under the Trewithien side of the business. He also confirmed they will be staying in milk production.

**Francis Clarke Left the meeting at 1940**

2. **Apologies for Absence:** Councillor Peter Champness, Councillor Glenn Cariwthen, PCSO Steve Cocks (PCSO SC),
3. **Declaration of Members Interest.** (i) Disclosable Pecuniary Interest. (ii) Non Pecuniary Interest.
4. **To receive the minutes of the Annual Parish meeting held on 13<sup>th</sup> May 2025.**  
**To receive the minutes of the Parish Meeting that followed from the Annual Meeting on 13<sup>th</sup> May 2025.** SC proposed both sets of minutes were of a true account seconded by PR
5. **Matters arising from those minutes not on the agenda. NONE**
6. **Chairman's Report.** PR reported the Oak tree was looking spectacular and the grass surrounding it has been tended by Laura Rollins & Jeremy Richards. The council are happy with this arrangement.
7. **Reports from Outside Organisations.**
  - a) Devon & Cornwall Police. PCSO SC Sent the following report by Email: From 01/06/25 – 29/06/25 there was one Public Order (road rage) offence. I would ask that all new councillors register for D & C Alert, and I hope to meet you all soon. Numerous patrols have been conducted around the Parish and all was found to be in order. If there are any questions or matters arising for my attention, then please contact me in the usual manner.
  - b) *Cornwall Council.* SP reported the road closure was for emergency works, the maintenance will be carried out under traffic lights, the road is too narrow for this in some places, resurfacing will take place some time this week hopefully without too much disruption.
  - c) *Red Store.* PR reported all was in order.

8. **Planning Applications.**

1. None

**9. Planning Results.**

- i. PA25/00171 Retrospective planning – The stables – Trewether – GRANTED WITH CONDITIONS

**10. Grant Funding, Applications & use of Funds.**

**11. Neighbourhood Plan.** Judy Stephens has been working hard on the plan for some time, she has now stepped down as a Councillor. PR suggested KP should contact Judy Stephens regarding all her hard work as it would be a tremendous waste if we were not to utilise it.

**12. Common Land CL04/CL05.** To discuss the upkeep and safety of the area, benches, Oak Posts & SWW water Monitor. The grass has been maintained, the oak post and benches are all in good health. The jetty on the common land is currently inaccessible.

**13. Correspondence & Circulars.** An email has been received regarding the CAP meetings inviting a member of St Winnow Council to attend, this was discussed and as we are an outlying parish from the discussions the council thought it not worth our while, SP said she attends the meetings and would keep us updated to anything that may affect us.

**14. Council Vacancies.** Member of the Public Jack Fowler was in attendance having been invited to be co-opted onto the Council. All Council members present approved. Jack Fowler accepted and signed the acceptance of office form. KP to email Members interest paper work for all Councillors to update for the next meeting. We now only have one vacancy left to fill.

**15. Finance; To confirm the drawing of the following cheques. The account is now charged per cheque drawn; to save charges one cheque has been drawn for the following:**

**1) Cheque No: 551** To Sue Blaxley for the Internal Audit for **£125.00**

**2) Cheque No: 550** To the Clerk for Salary & Expenses & reimbursement for **£747.70**

Breakdown - April £136.90 + May £136.90 + June £136.90 + Expenses £60.00 + Reimbursement of Zurich Insurance £277.00

SC proposed the above two cheques as one item seconded by PR will all councillors present in favour.

**16. To discuss the application for a unity online bank account.** Internal Auditor Sue Blaxley advised now we are being charged for the bank account we consider changing bank with simply online use. Unity bank has been recommended. All councillors present agreed KP to action.

**17. To approve the income and expenditure against the cash book to be signed by the chair.**

**18. To approve and sign the Internal Audit Report.**

Items 17 & 18 will be actioned at the next meeting.

**19. Any Other Business.**

**NONE**

**The meeting closed at 2035 The next meeting will be on Tuesday 2<sup>nd</sup> September 2025**

**The following dates have been booked in the Red Store for the coming year the tide times & heights are for your information:**

**2<sup>nd</sup> September high tide – 23.22 (3.7m) - 4<sup>th</sup> November high tide – 15.22 (4.8m) - 13<sup>th</sup> January high tide – 12.54 (3.8m)**