



**MINUTES OF THE MEETING OF MICHAELSTOW PARISH COUNCIL HELD IN  
THE CONFERENCE ROOM AT TREGAWN FARM at 8 PM on THURSDAY**

**August 7th 2025 1 of 2**

Present at meeting: Cllr. Jem Marshall [chair], Cllr. French Blake, Cllr. Richard Whitby, Ward Cllr. Dave Garrigan and S. Mitchell the clerk.

	<i>Discussion / decision</i>
<b>1. Public Session</b>	<p>Mr. Button was present and reported a sign missing. The clerk was asked to report this to Cormac.</p> <p>RE: Footpaths. Mr. Button had also noticed that the WhatsApp version of 'Michaelstow Matters' had reported 'it is a Jungle' at Tregawn Farm and sought clarification as to the responsibility of tending local footpaths. It was clearly the Parish Council's responsibility but the overgrowth had not been reported to them. The council resolved to ask Mr. Eaton if he could tend local footpaths in addition to the green and other areas.</p> <p>Mr. Button also noted the lack of involvement of the Parish Council in celebrating nationally recognised events such as VE Day and asked if a calendar of regular events could be set up to guide the council.</p>
<b>2. Declaration</b>	Parish council members made no declaration of interest
<b>3. Apologies</b>	There were apologies from Cllrs Jago and East
<b>4. Minutes</b>	The minutes of the meeting July 2025 were deemed correct but a page was missing so the chair would sign them at the next meeting. <a href="#">[minutes page]</a> .
<b>5. Ward</b>	<p><b>Report from Cllr. Dave Garrigan:</b></p> <p>Cllr Garrigan updated the Parish Council on the SusTrans meeting, also attended by the chair, concerned with an extension of the Camel Trail from Wenford Bridge to Camelford, also Delabole and St.Teath's involvement. There had been a ban of Frisbees on local beaches since many were ending up in the sea. Cornwall was seeking additional independence as government 'Levelling Up' funds were becoming more focused on Devon. Other issues included Community Focus on footpaths, the levels of phosphates in the Camel River Valleys and an affordable housing survey underway.</p>
<b>6. Matters arising</b>	<ul style="list-style-type: none"> <li>• <i>Bank mandate forms for MP Council signatories.</i> The clerk described 3 recent letters from Barclays, threatening closure or limitation of the account unless he sent the completed forms. Following phone calls to Barclays the clerk had posted them what forms he had. Although there would be an additional signatory when he left [ Cllr East ] there were identification checks still to be completed. On his discussion with the next clerk, she had identified an account which might work for the parish council in the future.</li> <li>• <i>Michaelstow Community Fund update.</i> Cllr. Whitby asked for a signature from the chair for the transferring the missing funds from Michaelstow Community Fund into the main council account. This process had taken Barclays over 9 months. The parish council agreed that if transfer of funds clashed with the establishment of a useable bank account for the council, he could hold them temporarily in a private account.</li> </ul>



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	<ul style="list-style-type: none"> <li>• <i>Replacement of clerk / new contract / schedule.</i> The new clerk, Julie Fairman would attend the next meeting on 11<sup>th</sup> September [2<sup>nd</sup> Thursday] [change of regular date and time proposed by Cllr. Whitby, seconded Cllr. French Blake] and her contract would start from then. The present clerk would provide an agenda for this meeting and attend as a member of the public. He was asked to provide public notice of these changes.</li> </ul>
<b>7. Planning</b>	<p><b>PA25/04789.</b> The Old Rectory Leathern Bottle Hill. Listed Building Consent for new internal doorways and minor alteration to internal partitions. Replace existing window with period appropriate double doors. &gt; 04.08.25 [approved between meetings by email ]</p> <p><b>8a. Planning and applications received after publication of agenda.</b> None</p>
<b>8. Financial matters:</b>	<p><b>7. Financial matters</b></p> <p><b>a. Bank Balance.</b> Statement of 27<sup>th</sup> July £2897.78 [precept payment due in Sept]</p> <p><b>b. Invoices:</b></p> <ul style="list-style-type: none"> <li>• clerks monthly salary paid in arrears by standing order £ 448.32</li> <li>• land maintenance £ 90</li> <li>• re-presentation of cheque for annual venue rent £ 260</li> </ul> <p><b>c.</b> the chair co-signed an instruction letter to Barclays, ceasing the clerks salary Standing Order from the first week of September</p>
<b>9. LMP &amp; maintenance:</b>	The council agreed that a review of footpaths is needed.
<b>10. Community Network</b>	Camel Valley Community Area Partnership meeting.
<b>11. Parish Matters. AOB</b>	Cllr. Whitby observed how difficult it was to deal with waste materials responsibly as tips in Cornwall were increasingly becoming waste-specific. Eg he had to drive to Launceston to dump household waste. The chair agreed, providing the example of recycling a lightbulb which stayed in his car for months. People were increasingly being asked to make recycling appointments. Councillors were concerned that this would lead to increased fly tipping. The council resolved that Cllr. Whitby would draft a letter to Cormac for the clerk to send on behalf of the council.
<b>12. Next Meeting:</b>	The next meeting will be on 11 <sup>th</sup> September at 7.30, following meetings for 2025 would be: 9 <sup>th</sup> October, 13 <sup>th</sup> November, 11 <sup>th</sup> December.
<b>14. Close</b>	The chair closed the meeting at 20.50