

Antony Parish Council

Minutes of the meeting of the Ordinary Parish Council Meeting held at Antony Village Hall on Thursday 13th March 2025 at 6pm.

Present: Cllr John Murray (Chairman),
Cllr Richard Knott (Vice-Chairman)
Cllr Peter Bulmer
Cllr Diana Coward
Cllr Paddy Knott
Cllr Anthony Lobb

In Attendance: Toni Baker (Clerk and RFO) and Cllr Kate Ewert

Cllr Murray opened the meeting at 18:00

117.24 Apologies

None

118.24 Public forum

No Members of the public were in attendance

119.24 Declarations of Interest relating to items on the agenda

Cllr P Knott and Cllr R Knott have an interest in the Wilcove mooring association.

120.24 County Councillor's report

- Cllr Ewert reflected on the upcoming election.
- She was pleased to report that the carparks at Cawsand and Sainsbury's will not be leased out and residents with permits may continue to use them.
- Funding for the A38 upgrade is in place which will see average speed cameras installed.
- She confirmed that the damaged planter in Antony will be removed in the new financial year.
- Concerns about dangerous driving along the A374 were raised by the Parish Council and Cllr Ewert recommended that if any activity is witnessed then it is reported online to the police.
- Cllr Ewert thanked the Parish Council for their support.

Cllr Ewert left the meeting at 18:24

121.24 Minutes

The Council **resolved** that the minutes of the previous meeting held on 28th Jan 2025 are an accurate record. Proposer: Cllr Murray, Seconder: Cllrs P Knott & Bulmer

122.24 Matters Arising

a Antony Play Area

Cllr Bulmer reported he has removed the scrap metal. A review of play equipment will take place after the elections.

b Wilcove phone box

- Cllr Murry and Cllr P Knott will relocate the books currently in the phone box.
- Cllr Murray and Cllr R Knott will carry out a survey when the weather is dry to assess the required refurbishment works.

c Hollong Park noticeboard relocation

- Cllr Lobb confirmed a new location has been identified for the noticeboard.
- Cllr Murray to instruct Enhancescapes to carry out the relocation work.

d Wilcove mooring lease

Cllr R Knott confirm there is no further update while awaiting the new rent period.

e Safety work to trees in Antony

Cllr Lobb and Cllr Bulmer advised this is ongoing and the trees are in the plan of works for Antony Estates.

f Antony crossing / bus stop – removal of bus stop opposite Carew Arms

Ongoing – awaiting an update from Plymouth City Bus and Cornwall Council

g Antony crossing / bus stop – vehicles dangerously overtaking bus at bus stop

Ongoing – police have this under surveillance

h Dog bags and dispensers

- Cllrs Murray and Bulmer have installed several dispensers and signs.
- Cllr Murray reported that where signs have gone up there has been an improvement in the dog fouling problem.
- Concerns were raised about the dog bin in Wilcove not being emptied. Clerk to contact Biffa about this.

i Defibrillator outside the Carew Arms

Cllr Bulmer confirmed this is ongoing.

j Planter covering petrol pump in Antony

Cllr Ewert updated on this in her report (minute 120.24)

k Parish council document storage

Clerk confirmed that the parish council archive documents have been relocated to the Torpoint Town Council office for safe and secure storage.

l Wilcove tidal road (between Wilcove Inn and Beach Cottage)

- Cllr P Knott reported rubbish in the form of seaweed, wood, plastic and glass, is collecting on the tidal road. She raised concerns that this is dangerous and access shouldn't be inhibited along this road when the tide is out.
- Cllr Murray and Clerk to contact the responsible agency about the use of suitable vehicles for clearing the road.

123.24 Policies

a Financial Risk Assessment 2025

It was **resolved** that this document is adopted. Proposer: Cllr P Knott
Seconded: Cllr Murray

124.24 Correspondence

a Cornwall Council Local Maintenance Partnership Invitation

The Council **resolved** to decline this partnership invitation. Proposer: Cllr Bulmer, Seconded: Cllrs Murray and Lobb

b Redruth Town Council allocation of second home funding proposal

The Council **noted** this proposal.

125.24 Finance 2024/2025 (Appendix 1)

a Payments to be approved

The full council reviewed and **resolved** to approve the detailed payments

b Solar Community benefit Fund as at 04/03/2025

Solar fund was reviewed by the full council.

c Asset register 04/03/25

No change was noted

d Bank reconciliation report

The report was reviewed and unanimously approved by the full Parish Council.

e Management report

The report was reviewed and unanimously approved by the full Parish Council.

126.24 Planning Applications

The council reviewed and **noted** the changes to the planning applications.

| Planning Applications | 2024/25 | Validated | Comments |
|-----------------------|---|-----------------|------------------|
| PA23/00523 | Caradon view Antony | 3rd Feb 2023 | Approved |
| PA24/02384 | Antony house stables | 10th April 2024 | |
| PA24/02063 | Tregantle Fort | 10th April 2024 | Withdrawn. |
| PA24/02337 | Firleigh Cottage Wilcove | 13th June 2024 | Approved |
| PA24/06390 | Firleigh Cottage Wilcove | 27th Aug 2024 | Approved |
| PA/24/07929 | Yet an Lor Antony | 21st Oct 2024 | Granted |
| PA24/08405 | Antony house compost bin | 11th Nov 2024 | Approved |
| PA24/08406 | Antony house compost bin | 11th Nov 2024 | Withdrawn |
| PA24/08344 | Trgantle fort | 5th Nov 2024 | Approved |
| PA24/08344 | Trgantle fort | 5th Nov 2024 | Approved |
| PA24/09292 | Eastern barn | 12th Dec 2024 | Approved |
| PA25/00480 | 16 Pengelly Park Wilcove | 22nd Jan 2025 | |
| PA24/00004/NDP | Torpoint Neighbourhood Development Plan | 29th Jan 2025 | |

127.24 Appointment of internal auditor

The council **resolved** to instruct Linda Coles as the internal auditor for the financial year 2024/2025. Proposer: Cllr Murray, Seconder: Cllr Lobb.

128.24 2025/2026 NALC Pay Scale for Clerk

The council **resolved** to approve the 2025/2026 spinal column point incremental increase for the Clerk.

129.24 Preparations for elections

The council reflected on the upcoming elections. The deadline for nominations papers is Wednesday 2nd April.

130.24 VE Day 80, 8th May 2025

The council **resolved** to donate £200 each to the Antony Village Hall and the Wilcove Community Association to enable purchase of appropriate decorations such as flags, bunting and lamps. Proposer: Cllr Bulmer, Seconder: Cllr Lobb.

131.24 Clerk Training

The council agreed the Clerk could book the ILCA qualification and purchase a copy of the Clerk manual.

132.24 Items to Note

None

133.24 Date of Annual Parish Meeting + Next Parish Council Meeting

Tuesday 13th May, 7pm, Wilcove Community Hall

Cllr Murray closed the meeting at 19:55

Appendix 1

Finance 2024/2025

a Payments to be approved

| Payments to be approved Mar 2025 | Cheque no | Gross | Vat | Ex vat |
|---|-----------|------------------|--------------|------------------|
| Antony Village Hall - Rent (22/04/24, 15/05/24, 12/09/24, 10/12/24) | 300031 | £280.00 | | £280.00 |
| Antony Village Hall - plants | 300031 | £140.00 | | £140.00 |
| D Ralph Antony grass control | 300033 | £172.50 | | £172.50 |
| T Baker Feb 25 | 300034 | £563.01 | | £563.01 |
| Total | | £1,155.51 | £0.00 | £1,155.51 |

Any additional invoices received in Mar/Apr 2025

Enhancescapes noticeboard relocation

Clerking March & April 2025 subject to invoice

CALC training - Year-end & Transparency (6th March), £35+vat

CALC training - Minute & Agenda (11th March), £75 + vat

CALC training - New Clerks Finance (26th March), £35+vat

SLCC ILCA qualification for clerk, £120 + vat

SLCC Book - A Clerk's Manual, £67.50

Purchase of a council laptop and associated software up to £500

Reimbursement to Cllr Murray for council gift purchase £36.75

b Solar Community benefit Fund as at 04/03/2025

| | |
|--|------------------|
| Antony allocation available 04/03/2025 | £1,404.35 |
| Wilcove allocation available 04/03/2025 | £1,674.75 |
| Total Solar fund available | £3,079.10 |

| Expenditure 2024-2025 | Net |
|----------------------------------|------------------|
| Scott Dickens Strimming | £70.00 |
| Antony village hall | £3,900.00 |
| Antony Village Plants | £140.00 |
| | |
| | |
| Total expenditure 2024/25 | £4,110.00 |

c Asset register 04/03/25

| ASSET REGISTER as at 04/03/2025 | | Purchase Value |
|------------------------------------|------------------------------------|-------------------|
| Pre Apr-15 | Play equipment in Antony | £7,199 |
| Pre Apr-15 | Bus Shelter | £8,958 |
| Pre Apr-15 | Public seats | £1,780 |
| Pre Apr-15 | Play equipment in Wilcove | £6,500 |
| Pre Apr-15 | Signs | £85 |
| Pre Apr-15 | Telephone box x 2 | £2 |
| Oct-15 | Computer/ Printer/Backup pen drive | £579 |
| Jul-15 | Neighbourhood watch signs | £80 |
| Oct-15 | Wilcove Sign | £304 |
| May-16 | Playground eq | £2,010 |
| May-16 | 2 x Noticeboards | £852 |
| Jun-18 | Printer | £95 |
| Write off | Printer | -£70 |
| Jun-18 | Safety Mirror | £42 |
| May-19 | Bench | £199 |
| Oct-20 | Bench | £1,047 |
| Nov-20 | Signs Covid | £96 |
| Dec-20 | Grit bins | £450 |
| Jun-21 | Replacement swing seats | £367 |
| Jun-21 | Write off swing seats | -£250 |
| Sep-21 | Play equipment Antony | £7,031 |
| Dec-21 | Dog signs | £4 |
| Mar-22 | Wilcove play eq | £5,764.00 |
| Mar-22 | Computer /printer | £669 |
| Mar-22 | Computer/printer write off | -£674 |
| May-22 | Signs | £146 |
| Jul-22 | Defibrillators x 2 | £2,800 |
| Sep-22 | Signage | £11 |
| Sep-23 | Mirror damaged | -£42 |
| Sep-23 | Mirror replacement | £50 |
| Sep-23 | Mirror fitting | £17 |
| Sep-23 | Donation of play eq to Antony | £1 |
| Jan-24 | Wilcove planters | £246.00 |
| May-24 | Noticeboards | £2,032.00 |
| May-24 | Write off noticeboard | -£852.00 |
| Oct-24 | Noticeboard | £1,016.00 |
| Jan-24 | Write off Computer /Printer | -£669.00 |
| | | |
| | TOTAL | £47,875 |

d Bank reconciliation report

| BANK RECONCILIATION 2024/25 | CHEQUE | Payments | Receipts | Total |
|--|---------------|-----------------|-----------------|--------------|
| 28/02/2025 | | Dr | Cr | Funds |
| Payee and details | | | | |
| Adjusted bank accounts 31/3/2024 | | | | £18,150.37 |
| Wilcove gardening club | 101719 | £100.00 | | |
| L Parsons grass control | 101725 | £45.68 | | |
| M Bulmer grass control | 101726 | £345.00 | | |
| Antony estate rent | 101727 | £75.00 | | £18,075.37 |
| Ethanscapes mirror | 101728 | £50.00 | | £18,025.37 |
| L Parsons grass control | 101729 | £30.75 | | £17,994.62 |
| Calc subscription | 101730 | £309.68 | | £17,684.94 |
| B Wenmoth | 101731 | £240.00 | | £17,444.94 |
| Hmrc Apr 2024 | 101732 | £17.00 | | £17,427.94 |
| C Allen clerking +exp | 101733 | £510.60 | | £16,917.34 |
| Precept | | | £7,000.00 | £23,917.34 |
| Tartendown nursery plants | 101734 | £170.00 | | £23,747.34 |
| M Bulmer grass control | 101735 | £345.00 | | £23,402.34 |
| C Allen clerking May 2024 | 101736 | £515.35 | | £22,886.99 |
| Hmrc | 101737 | £17.00 | | £22,869.99 |
| C Allen Hazard tape | 101738 | £9.98 | | £22,860.01 |
| Antony estate - Wilcove moorings rent | 101739 | £441.00 | | £22,419.01 |
| L Parsons grass | 101740 | £140.68 | | £22,278.33 |
| S Dickens | 101741 | £70.00 | | £22,208.33 |
| D Ralph grass Antony | 101742 | £60.00 | | £22,148.33 |
| C Allen Magnets noticeboard | 101743 | £9.16 | | £22,139.17 |
| C Allen reimburse exp | 101744 | £67.56 | | £22,071.61 |
| Enhanscapes noticeboard installation | 101745 | £180.00 | | £21,891.61 |
| Playground inspecton company | 101746 | £212.40 | | £21,679.21 |
| Calc training | 101747 | £24.00 | | £21,655.21 |
| M Bulmer | 101748 | £365.00 | | £21,290.21 |
| Interest | | | £45.47 | £21,335.68 |
| C Allen clerking June 2024 | 101749 | £510.60 | | £20,825.08 |
| Hmrc June 2024 | 101750 | £17.00 | | £20,808.08 |
| R I Hancock | 101751 | £80.00 | | £20,728.08 |
| Antony Village Hall | 101753 | £3,900.00 | | £16,828.08 |
| Tamar Community Trust | 101752 | £400.00 | | £16,428.08 |
| Noticeboard co Cumbria | 101754 | £1,219.20 | | £15,208.88 |
| Stephen Deeley waste removal | 101755 | £75.00 | | £15,133.88 |
| Enhancescapes Ltd noticeboard installation | 101756 | £110.00 | | £15,023.88 |
| Wca rent | 101757 | £60.00 | | £14,963.88 |
| L Parsons grass | 101758 | £25.00 | | £14,938.88 |
| P Knott plants | 101759 | £7.00 | | £14,931.88 |
| L Parsons | 101760 | £180.68 | | £14,751.20 |
| M Bulmer | 101761 | £230.00 | | £14,521.20 |

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| Wilcove play area | 101762 | £12.00 | | £14,509.20 |
| C Allen clerking July | 101763 | £523.90 | | £13,985.30 |
| Hmrc July 2024 | 101764 | £17.20 | | £13,968.10 |
| L Parsons | 101765 | £355.68 | | £13,612.42 |
| Scott Dickens | 101766 | £70.00 | | £13,542.42 |
| C Allen replacement keyboard | 101767 | £17.99 | | £13,524.43 |
| L Parsons | 101768 | £60.68 | | £13,463.75 |
| C Allen Aug 2024 | 101769 | £510.60 | | £12,953.15 |
| M Bulmer | 101770 | £345.00 | | £12,608.15 |
| Antony Village Hall | 101771 | £1,049.99 | | £11,558.16 |
| S Huggins | 101772 | £500.00 | | £11,058.16 |
| Interest Unity | | | £3.43 | £11,061.59 |
| Interest Barclays | | | £15.55 | £11,077.14 |
| Bank charges | | £18.00 | | £11,059.14 |
| Western web | 101773 | £96.00 | | £10,963.14 |
| Precept | | | £7,000.00 | £17,963.14 |
| C Allen Sept 24 | 300001 | £514.09 | | £17,449.05 |
| Hmrc | 300002 | £17.00 | | £17,432.05 |
| Vat | | | £715.63 | £18,147.68 |
| L Parsons | 300003 | £50.00 | | £18,097.68 |
| Lynher valley Antony estate | 300004 | £25.00 | | £18,072.68 |
| C Allen dog waste bags and holders | 300005 | £61.92 | | £18,010.76 |
| C Allen signs stationery and postage | 300006 | £30.34 | | £17,980.42 |
| Enhanscapes play area repair | 300007 | £245.00 | | £17,735.42 |
| Interest | | | £3.49 | £17,738.91 |
| Bank charges | | £18.00 | | £17,720.91 |
| Moorings lease | | | £491.00 | £18,211.91 |
| C Allen Oct 24 | 300008 | £708.40 | | £17,503.51 |
| Hmrc | 300009 | £47.60 | | £17,455.91 |
| Scott Dickens | 300010 | £250.00 | | £17,205.91 |
| M Bulmer | 300011 | £460.00 | | £16,745.91 |
| D Ralph grass Antony | 300012 | £160.00 | | £16,585.91 |
| C Allen flowers | 300013 | £30.00 | | £16,555.91 |
| Bank charges | | £5.40 | | £16,550.51 |
| L Parsons grass | 300014 | £13.85 | | £16,536.66 |
| C Allen Nov 2024 | 300015 | £823.04 | | £15,713.62 |
| Hmrc Nov 2024 | 300016 | £89.20 | | £15,624.42 |
| Enhancescapes noticeboard + play equipment repairs | 300017 | £345.00 | | £15,279.42 |
| Bank charges | | £6.00 | | £15,273.42 |
| C Allen Dec 2024 | 300018 | £561.26 | | £14,712.16 |
| Hmrc Dec 2024 | 300019 | £29.80 | | £14,682.36 |
| Antony Estate play area rent | 300020 | £2.00 | | £14,680.36 |
| Explorer scout group donation | 300021 | £50.00 | | £14,630.36 |
| Western web | 300022 | £126.00 | | £14,504.36 |
| Zurich Insurance | 300023 | £536.00 | | £13,968.36 |
| C Allen Jan 25 | 300024 - cancelled | £0.00 | | £13,968.36 |
| Hmrc Jan 25 | 300025 | £30.00 | | £13,938.36 |
| T Baker Jan 25 | 300026 - cancelled | £0.00 | | £13,938.36 |
| Bank charge Dec 24 | | £6.00 | | £13,932.36 |

| | | | | |
|---|--------------------------------|---------|-----------|------------|
| Interest Dec 24 | | | £6.13 | £13,938.49 |
| Solar benefit fund | | | £3,083.20 | £17,021.69 |
| Clerk stationary | 300027 - cancelled | £0.00 | | £17,021.69 |
| T Baker Jan 25 | 300028 | £538.19 | | £16,483.50 |
| Clerk stationary | 300029 | £22.73 | | £16,460.77 |
| C Allen Jan 25 | 300030 | £579.65 | | £15,881.12 |
| Bank charge (31/01/25) | | £6.00 | | £15,875.12 |
| Antony Village Hall - Rent (22/04/24, 15/05/24, 12/09/24, 10/12/24) | 300031 | £280.00 | | £15,595.12 |
| Antony Village Hall - plants | 300031 | £140.00 | | £15,455.12 |
| D Ralph grass Antony | 300032 - unbanked, wrong payee | £0.00 | | £15,455.12 |
| D Ralph grass Antony | 300033 | £172.50 | | £15,282.62 |
| T Baker Feb 25 | 300034 | £563.01 | | £14,719.61 |
| Bank charge (28/02/25) | | £6.00 | | £14,713.61 |
| | | | | |

Total **£21,800.66** **£18,363.90**

| | | |
|----------------------------------|----------------|-------------------|
| Bank statement 02/12/2024 | Current | £0.00 |
| Bank statement 02/12/2024 | Deposit | £0.00 |
| Unity 04/03/2025 | Current | £14,128.92 |
| Unity 04/03/2024 | Deposit | £1,004.69 |
| Uncleared items | | -£420.00 |

TOTAL FUNDS AVAILABLE 04/03/2025 **£14,713.61**

Solar benefit funds available 04/03/2025 **£3,079.10**

PARISH COUNCIL FUNDS AVAILABLE 04/03/2025 **£11,634.51**

e Management report

| ANTONY PARISH COUNCIL | | |
|---|-------------------|-------------------|
| RECEIPTS AND PAYMENTS 2024-25 as 4th March 2025 | | |
| Including Solar Community Benefit Fund | Budget 2024/25 | Actual 2024/25 |
| RECEIPTS | £ | £ |
| Brought Forward | £18,150 | £18,150 |
| Precept | £14,000 | £14,000 |
| Wilcove Moorings | £491 | £491 |
| Grants | £0 | £0 |
| Ict donation | £100 | £0 |
| VAT refund | £1,000 | £716 |
| Solar Benefit fund | £3,083 | £3,083 |
| Donations | £0 | £0 |
| Bank Interest | £10 | £74 |
| TOTAL RECEIPTS | £18,684 | £18,364 |
| PAYMENTS | | |
| VAT | £1,000 | £436 |
| Playground/ noticeboard / Phone box maintenance and repairs | £1,500 | £1,912 |
| Salaries | £6,000 | £6,397 |
| Training/ Subscriptions | £400 | £283 |
| Antony Grass control/plants | £1,600 | £1,393 |
| Wilcove Grass control/plants/waste | £2,500 | £2,145 |
| Hall Rent | £250 | £340 |
| Bus shelter rent | £50 | £50 |
| Antony Play area rent | £50 | £35 |
| Wilcove play area rent and noticeboard rent | £85 | £14 |
| Wilcove Moorings | £441 | £441 |
| Website / Ict equipment/software | £300 | £185 |
| Chairmans fund | £300 | £50 |
| Audit fee | £80 | £80 |
| Section 137 | £500 | £430 |
| Solar benefit fund | £7,189 | £4,110 |
| Misc/ Signs/ Wilcove pump | £750 | £572 |
| Noticeboard/ Benches | £1,250 | £1,486 |
| Village celebrations | £0 | £0 |
| Election/ reserves | £1,375 | £0 |
| Insurance | £750 | £536 |
| Clerking exp | £700 | £906 |
| TOTAL PAYMENTS | £27,070 | £21,801 |
| Profit/ (Loss) | -£8,386 | -£3,437 |
| Carry forward | £9,764 | £14,713 |