

Antony Parish Council

NOTICE is hereby given that a meeting of the Antony Parish Council will be held at
Wilcove Community Hall on Tuesday 13th May 2025 at 7pm.

AGENDA

- 1. Apologies for absence**
- 2. Appointment of Chair and Vice Chair of Antony Parish Council**
- 3. Public forum**
Members of the public may raise issues, ask members questions relating to Parish Council business (time allocated 15mins).
- 4. Declarations of Interest relating to items on the agenda**
- 5. County Councillor's report**
- 6. Approval of minutes for the meeting held on 13th March 2025.**
- 7. Matters Arising**
 - a** Antony Play Area
 - b** Wilcove phone box
 - c** Hollong Park noticeboard relocation
 - d** Wilcove mooring lease
 - e** Safety work to trees in Antony
 - f** Antony bus stop – removal of bus stop opposite Carew Arms
 - g** Antony bus stop – vehicles dangerously overtaking bus at bus stop
 - h** Dog bags and dispensers
 - i** Defibrillator outside the Carew Arms
 - j** Planter covering petrol pump in Antony
 - k** Wilcove tidal road (between Wilcove Inn and Beach Cottage)
- 8. Policies**
 - a** Financial Regulations
Resolve to approve the updated financial regulations May 2025, circulated prior to the meeting
 - b** Standing Orders
Resolve to approve the updated standing orders May 2025, circulated prior to the meeting

9. Correspondence

- Email from member of public regarding grass cutting

10. Finance 2025/2026 (Appendix 1)

- Review the financial reports in Appendix 1
 - Payments approved / to be approved
 - Solar Community benefit Fund
 - Asset register
 - Bank reconciliation report
 - Management report
- Consider moving Parish Council funds from the current account to the instant access account to benefit from interest rate

11. Planning Applications 2025/2026 to review

Changes since last meeting noted in bold

Planning Applications	2025/26	Validated	Comments
PA24/02384	Antony house stables	10th April 2024	Awaiting decision
PA24/00004/NDP	Torpoint Neighbourhood Development Plan	29th Jan 2025	Awaiting decision
PA25/02077	Pen Blyth Wolsdon Lane Antony Torpoint	14th April 2025	Awaiting decision

- Any additional planning applications received after 3rd May 2025

12. Street Trading Application: Zinn's Coffee & Cake

Consider the variation to the existing street trading consent

13. 2024/25 Annual Governance and Accountability return (AGAR).

- Approve the statement of annual gross income for the year (£18,370)
- Approve the statement of annual gross expenditure for the year (£24,110)
- Approve the certificate of exemption from external audit as the gross income and expenditure were both below the £25,000 threshold
- Receive the internal audit report

14. Playground Inspection

Review inspection report circulated prior to meeting

15. Meeting minutes on village noticeboards (Cllr Coward)

Resolve to publicise minutes on website only

16. Named representative for Community Area Partnership attendance

Resolve to name a representative to attend the meetings

17. Items to note

18. Date of next Ordinary Parish Council Meeting

Toni Baker

Clerk to Antony Parish Council
Email: clerk@antony-pc.gov.uk

Appendix 1

Finance 2025/2026

a Payments approved/to be approved

Payments approved April & May 2025	Cheque no	Gross	Vat	Ex vat
John Murray - reimbursement for leaving gift purchase	300035	£36.75		£36.75
Wilcove Community Association - VE day donation	300036	£200.00		£200.00
Antony Village Hall - VE day donation	300037	£200.00		£200.00
CALC - training courses (year end transparency, Minutes & Agendas)	300038	£132.00	£22.00	£110.00
David Ralph - DR Grounds, grass control	300039	£405.00		£405.00
Peter Bulmer - reimbursement for village hall post box keys	300040	£12.60	£2.10	£10.50
T Baker - Clerking March 2025	300041	£616.60	£1.83	£614.77
SLCC - ILCA qualification & Clerk's manual	300042	£216.90	£24.90	£192.00
T Baker - Laptop and associated software	300043	£483.22	£80.54	£402.68
L Parsons - Grass cutting	300044	£180.00		£180.00
CALC Subscription	300045	£325.36	£49.42	£275.94
Lynher Valley Partnership - Antony Bus Shelter rent	300046	£25.00		£25.00
Lynher Valley Partnership - Children's play area rent	300047	£35.00		£35.00
Lynher Valley Partnership - Wilcove moorings & foreshore rent	300048	£441.00		£441.00
David Ralph (DR Grounds) - Grass cutting	300049	£172.50		£172.50
Linda Coles - LJC Bookkeeping Services - Internal Audit	300050	£185.00		£185.00
T Baker - Clerking April 2025	300051	£522.47		£522.47
David Ralph (DR Grounds) - Grass cutting	300052	£385.00		£385.00
Play Inspection Company	300053	£227.88	£37.98	£189.90

Total **£4,802.28** **£218.77** **£4,583.51**

Anticipated expenses to be approved		Gross	Vat	Ex vat
Any additional invoices received in May/June 2025				
Clerking May & June 2025 subject to invoice				
Code of Conduct for Councillors training - Cllr Coward (07/07/25)		£33.00	£5.50	£27.50
Code of Conduct for Councillors training (£25 - £27.50 +vat per person)				

b Solar Community Benefit Fund

Solar Farm Community Benefit Fund as at 03/05/2025

Antony allocation available 03/05/2025	£1,204.35
Willcove allocation available 03/05/2025	£1,474.75
Total Solar fund available	£2,679.10

Expenditure 2025-2026	Net
Total expenditure 2025/26	£0.00

c Asset Register

ASSET REGISTER as at 03/05/2025

Date	Item	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-25	Write off Computer /Printer	-£669.00
Mar-25	Laptop & bag	£344.98
	TOTAL	£48,220

D Bank reconciliation report

Date on bank statement	BANK RECONCILIATION 2025/26	CHEQUE	Payments Dr	Receipts Cr	Total funds
	Adjusted bank accounts 31/3/2025				£12,410.87
	Uncleared from 2024/2025				
	Wilcove Community Association - VE day donation	300036	£200.00		
15/04/2025	Antony Village Hall - VE day donation	300037	£200.00		
17/04/2025	CALC - training courses (year end transparency, Minutes & Agendas)	300038	£132.00		
01/04/2025	David Ralph - DR Grounds, grass control	300039	£405.00		
	Peter Bulmer - reimbursement for village hall post box keys	300040	£12.60		
23/04/2025	SLCC - ILCA & Clerk's manual	300042	£216.90		
	Start of 2025/2026				£12,410.87
29/04/2025	L Parsons	300044	£180.00		£12,230.87
	CALC Subscription	300045	£325.36		£11,905.51
10/04/2025	Lynher Valley Partnership - Antony Bus Shelter rent	300046	£25.00		£11,880.51
10/04/2025	Lynher Valley Partnership - Children's play area rent	300047	£35.00		£11,845.51
10/04/2025	Lynher Valley Partnership - Wilcove moorings & foreshore rent	300048	£441.00		£11,404.51
07/04/2025	Precept			£8,750.00	£20,154.51
	David Ralph (DR Grounds) - Grass cutting	300049	£172.50		£19,982.01
29/04/2025	Linda Coles - LJC Bookkeeping Services - Internal Audit	300050	£185.00		£19,797.01
29/04/2025	Toni Baker Clerking April 2025	300051	£522.47		£19,274.54
	David Ralph (DR Grounds) - Grass cutting	300052	£385.00		£18,889.54
30/04/2025	Bank charges (30/04/25)		6.00		£18,883.54
	Play Inspection Company	300053	£227.88		£18,655.66

Total	£2,505.21	£8,750.00
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Unity 03/05/2025	Current	£18,967.98
Unity 03/05/2025	Deposit	£1,011.02
Uncleared items		-£1,095.46

TOTAL FUNDS AVAILABLE 03/05/2025 **£18,883.54**

Solar benefit funds available 03/05/2025 **£2,679.10**
PARISH COUNCIL FUNDS AVAILABLE 03/05/2025 **£16,204.44**

e Management report

ANTONY PARISH COUNCIL		
RECEIPTS AND PAYMENTS 2025-26 as 3rd May 2025	Budget	Actual
Including Solar Community Benefit Fund	2025/26	2025/26
RECEIPTS	£	£
Brought Forward	£12,411	£12,411
Precept	£17,500	£8,750
Wilcove Moorings	£491	£0
Grants	£0	£0
Ict donation	£0	£0
VAT refund	£500	£0
Solar Benefit fund	£3,083	£0
Donations	£0	£0
Bank Interest	£50	£0
TOTAL RECEIPTS	£21,624	£8,750
PAYMENTS	£	£
VAT	£500	£79
Playground/ noticeboard / Phone box maintenance and repairs	£1,850	£190
Salaries	£7,320	£515
Training/ Subscriptions	£1,250	£276
Antony Grass control/plants	£1,600	£558
Wilcove Grass control/plants/waste	£2,500	£180
Hall Rent	£250	£0
Bus shelter rent	£50	£25
Children's Play area rent	£50	£35
Wilcove play area rent and noticeboard rent	£50	£0
Wilcove Moorings	£441	£441
Website / Ict equipment/software	£200	-£44
Chairmans fund	£100	£0
Audit fee	£100	£185
Section 137	£500	£0
Solar benefit fund	£3,083	£0
Misc/ Signs/ Wilcove pump	£750	£0
Noticeboard/ Benches	£0	£0
Village celebrations	£0	£0
Election/ reserves	£2,527	£0
Insurance	£780	£0
Clerking exp	£725	£67
TOTAL PAYMENTS	£24,626	£2,505
Profit/ (Loss)	-£3,002	£6,245
Carry forward	£9,409	£18,656

Toni Baker - Responsible Financial Officer