

Antony Parish Council

Minutes of the meeting of the Ordinary Parish Council Meeting held at Wilcove Community Hall on Tuesday 13th May 2025 at 7pm.

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

In Attendance: Toni Baker (Clerk and RFO), Cllr Kate Ewert and 2 members of the public

Cllr Murray opened the meeting at 7:10pm

1.25 Apologies
None

2.25 Appointment of Chair and Vice Chair of Antony Parish Council
Motion to appoint chair as Cllr R Knott. Proposed by Cllr Coward, Seconded by Cllr Bulmer. Resolved, unanimous vote in favour.

Motion to appoint vice chair as Cllr Bulmer. Proposed by Cllr Coward, Seconded by Cllr Murray. Resolved, unanimous vote in favour.

3.25 Public Forum
Two members of the public attended to observe only.

4.25 Declarations of Interest relating to items on the agenda
None declared.

5.25 County Councillor's report

- Cllr Ewert acknowledged that it has been quiet due to the pre-election sensitive period.
- She has been speaking with the public to identify areas of concern and the roads are a particular issue that has been raised.
- She confirmed that Cormac have acknowledged 'No Mow May' and will leave areas where safe to do so, however some areas will continue on their cutting schedule.
- Cllr Murray questioned if the reduced percentage of bitumen used in road surfaces has impacted road quality. Cllr Ewert will investigate this.

6.25 Minutes
The Council resolved that the minutes of the previous meeting held on 13th March 2025 are an accurate record. Proposer: Cllr Murray, Seconder: Cllr Bulmer.

a Antony play area

Cllrs Lobb and Bulmer acknowledged the recent inspection report.

b Wilcove phone box

Cllr Murry confirmed the phone box has been cleared out, ready for repairs and painting.

c Hollong Park noticeboard relocation

Relocation work to be instructed.

d Wilcove mooring lease

Cllr R Knott confirmed there is no expiry on the mooring lease.

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.

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

Ongoing – police have had this area under surveillance.

h Dog bags and dispensers

Concerns were raised about the dog bin in Wilcove still not being emptied. Cllr Ewert to investigate further.

i Defibrillator outside the Carew Arms

Cllr Bulmer confirmed this is ongoing.

j Planter covering petrol pump in Antony

Police are actively addressing the incident.

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

Cllr Ewert confirmed that Cormac are responsible for clearing the highway. She requested that report numbers are sent to her when the road needs additional attention.

Cllr Ewert left the meeting at 20.05

a Financial Regulations

It was resolved that this document is adopted. Proposer: Cllr P Knott
Seconder: Cllr Coward

b Standing Orders

It was resolved that this document is adopted. Proposer: Cllr Coward
Seconder: Cllr P Knott

Members of public left the meeting at 20.10

9.25 Correspondence

a Email from member of the public regarding grass cutting

The Council noted receipt this email

10.25 Finance 2025/2026 (Appendix 1)

a Financial reports in Appendix 1

The full council reviewed and resolved to approve the following reports:

- Payments approved / to be approved
- Solar community benefit fund
- Asset register
- Bank reconciliation report
- Management report

b Transferring Parish funds

The full council unanimously approved transferring funds from the current account to the instant access account to benefit from the interest rate.

11.25 Planning Applications 2025/2026

Members discussed the application for Pen Blyth and agreed to they had no objection to this application. Action: Clerk to register the position on the Cornwall Planning portal.

Planning Applications	2025/26	Validated	Comments (from Cornwall council)
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

12.25 Street Trading Application: Zinn's Coffee & Cake

Members discussed the application for Zinn's Coffee & Cake and agreed they had no objection to this application. Action: Clerk to register no objection.

13.25 2024/25 Annual Governance and Accountability return (AGAR)

The full parish council unanimously approved the following:

- a** The statement of annual gross income for the year (£18,370)
- b** The statement of annual gross expenditure for the year (£24,110)
- c** The certificate of exemption from external audit as the gross income and expenditure were both below the £25,000 threshold

The full parish council noted receipt of the following:

- d** The internal audit report

14.25 Playground Inspection Reports

- The parish council noted receipt of the playground inspection reports.
- Cllr Murray has spoken with Wilcove residence to gain an understanding of what they'd like to see installed in the play area.
- Cllrs will discuss at next cluster meeting with other local parishes.

15.25 Meeting minutes on village noticeboards

- The council resolved to publish minutes of the parish council meetings on the parish council website only. They will no longer be added to the village noticeboards.
- Directions of where to find the minutes will be added to future agenda.

16.25 Named representative for Community Area Partnership Attendance

It was resolved that Cllrs Bulmer and Murray will be the named representatives.

17.25 Items to Note

None

18.25 Date of next Parish Council meeting

Thursday 26th June, 7pm, Antony Village Hall

Cllr R Knott closed the meeting at 8:50pm

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
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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
Wilcove 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
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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