

Antony Parish Council

Minutes of the meeting of the Ordinary Parish Council Meeting held at Wilcove Community Hall on Thursday 4th Sept 2025 at 7pm.

Present:

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

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

Cllr P Bulmer opened the meeting at 7:02pm

34.25 **Apologies**

Cllr Richard Knott (Chairman)

35.25 **Public Forum**

No public in attendance

36.25 **Declarations of Interest relating to items on the agenda**

None declared.

37.25 **County Councillor's report**

- The damaged planter in Antony was discussed (see minute 39.25d below)
- The bus stop opposite the Carew Arms in Antony is still required so will not be removed. However there is a problem of people waiting at the wrong bus stop and consequently missing the bus needed. Cllr Ewert suggested a need for improved/additional signage.
- Cllr Ewert advised that Cornwall Housing is in communication with a parishioner in Antony regarding the storage of multiple vehicles.
- Cllr Ewert confirmed that the works on the A374 are nearly complete so the roadworks will be removed soon.
- Parking at Tregantle was discussed (see minute 48.25 below)

Cllr Ewert left the meeting at 19:15

38.25 **Minutes**

The Council resolved that the minutes of the previous meeting held on 26th June 2025 are an accurate record. Proposer: Cllr Coward, Second: Cllr Murray.

a Wilcove phone box

The phone box has been painted on the outside and Antony Parish Council would like to express their appreciation to Trevor Byrne for carrying out the work.

The inside of the phone box needs to be surveyed before it can be painted.

b Hollong Park noticeboard

The council noted that the noticeboard relocation has been completed. A concrete slab is required in front of the noticeboard and a quote will be sought.

c Antony bus stop

The bus stop opposite the Carew Arms is still required so will not be removed.

d Planter covering petrol pump in Antony

The council are frustrated by the lack of progress by Highways in removing the damaged planter. Cllr Ewert advised that Highways have had competing priorities.

e Defibrillator training

The council noted the defibrillator training has been scheduled for 27th September, 4-6pm in Wilcove Community Hall. Posters have been placed on the noticeboards to advertise the training and it will also be advertised on the village Facebook pages. Anyone interested in attending must confirm their place with the parish clerk.

a IT Policy

The council unanimously resolved that this document is adopted.

b Publication and Information Policy

The council unanimously resolved that this document is adopted.

c Data Protection Policy

The council unanimously resolved that this document is adopted.

a Email – Torpoint Artists Collective

The Council noted receipt of this email and agreed a pop up consultation event would be of benefit to the parish

b Email – SE Cornwall zero emissions bus launch event Thursday 25th September (9-11am)

The Council noted receipt of this email

42.25 Finance 2025/2026 (Appendix 1)

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

- a Payments approved/to be approved**
- b Solar Community benefit fund**
- c Asset Register**
- d Bank reconciliation report**
- e Management report**

43.25 Planning Applications 2025/2026

The council noted there have been no changes since the last meeting

Planning Applications	2025/26	Validated	Comments (from Cornwall council)
PA24/02384	Antony house stables	10th April 2024	Approved (23/05/25)
PA24/00004/NDP	Torpoint Neighbourhood Development Plan	29th Jan 2025	Awaiting decision
PA25/02077	Pen Blyth Wolsdon Lane Antony Torpoint	14th April 2025	Approved (02/06/25)
PA25/00313	Homeleigh, Sunwell Lane	12th March 2025	Refused (08/05/25)
PA25/03712	Maryfield House Antony Torpoint Cornwall	30th May 2025	Awaiting decision
PA25/03713	Maryfield House Antony Torpoint Cornwall	30th May 2025	Awaiting decision

44.25 Revised NALC Local Government Service Pay Agreement 2025/2026

The council noted the new pay agreement

45.25 Defibrillators

The council were advised by the clerk that the lease on the defibrillators will end in July 2026. The council will consider all available options and discuss further at the next meeting.

46.25 Playground Maintenance

The council discussed the playgrounds in Antony and Wilcove. The multiplay unit in Wilcove has multiple faults and it was agreed that this is a priority and must be replaced. Cllr Murray will get quotes for new equipment. Clerk to explore funding that could be applied for.

47.25 Upcoming road closures in Wilcove

The council noted the road closure and acknowledged that the works will be carried out overnight.

48.25 Parking at Tregantle

The council noted that parking control signs and road markings had been tampered with recently; a recurring problem and one that results in costly repair works to be carried out by Highways.

The installation of large boulders had been previously suggested however Highways have advised Cllr Ewert that boulders cannot be used as they would pose a safety risk. The council aim to have this area considered in the next iteration of the Highways scheme.

49.25 Wilcove flagpole

The council would like flag poles for both Antony and Wilcove. Purchase and installation quotes will be sought and considered at the next meeting.

50.25 Wacker Quay Donation

The council noted the request from the Tamar Community Trust for a donation towards the upkeep costs at Wacker Quay. The council discussed how they would like to support the use of Wacker Quay and agreed the installation of life saving equipment around the picnic area should be prioritised. The donation request has been declined and funds will be used to support the installation of life saving equipment instead. Clerk to contact the MoD to request permission for this.

51.25 Village Hall availability

Cllrs Bulmer and P Knott advised that both village halls at Antony and Wilcove are very busy. Thursday evenings have the most availability for council meetings.

52.25 Items to Note

The hedges around Wilcove play area were raised as there is concern they are getting too high. Cllr Murray has previously sought advice from Enhanscapes. Cllr Murray and Cllr Bulmer will discuss this further with Enhanscapes.

53.25 Date of next Parish Council meeting

Thursday 16th October, 7pm, Antony Village Hall

Cllr Bulmer closed the meeting at 8:30pm

Appendix 1

Finance 2025/2026

a. Payments approved/to be approved

Payments approved June - Sept 2025	Cheque no	Gross	Vat	Ex vat
David Ralph (DR Grounds) - Grass cutting	300061	£385.00		£385.00
Antony Village Hall donation	300062	£500.00		£500.00
ICO registration fee	300063	£52.00		£52.00
Toni Baker Clerking July 2025	300064	£560.91		£560.91
Enhancscapes	300065	£185.00		£185.00
CALC - Code of Conduct training - Lady Diana Coward	300066	£33.00	£5.50	£27.50
L Parsons	300067	£155.00		£155.00
David Ralph (DR Grounds) - Grass cutting	300068	£345.00		£345.00
Toni Baker Clerking August 2025	300069	£574.96	£0.66	£574.30
Total		£2,790.87	£6.16	£2,784.71
Anticipated expenses to be approved		Gross	Vat	Ex vat
Any additional invoices received in Sept/Oct 2025				
Clerking Sept & Oct 2025 subject to invoice				

Additional invoices approved:

Western Web (website & email)	£132.00
Cllr Coward reimbursement for weed killer for play areas	£24.99

b. Solar Community Benefit Fund

Solar Farm Community Benefit Fund as at 26/08/2025

Antony allocation available 26/08/2025	£704.35
Wilcove allocation available 26/08/2025	£1,474.75
Total Solar fund available	£2,179.10

Expenditure 2025-2026	Net
Antony Village Hall - donation	£500.00
Total expenditure 2025/26	£500.00

c. Asset Register

ASSET REGISTER as at 26/08/2025

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
Jul-15	Neighbourhood watch signs	£80
Oct-15	Wilcove Sign	£304
May-16	Playground eq	£2,010
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
Sep-21	Play equipment Antony	£7,031
Dec-21	Dog signs	£4
Mar-22	Wilcove play eq	£5,764.00
May-22	Signs	£146
Jul-22	Defibrillators x 2	£2,800
Sep-22	Signage	£11
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
Oct-24	Noticeboard	£1,016.00
Mar-25	Laptop & bag	£344.98
Jul-25	USB Flash drive	£6.94
	TOTAL	£48,547

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				
13/05/2025	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		
15/05/2025	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 (cheque cancelled)	300045	£0.00		£12,230.87
10/04/2025	Lynher Valley Partnership - Antony Bus Shelter rent	300046	£25.00		£12,205.87
10/04/2025	Lynher Valley Partnership - Children's play area rent	300047	£35.00		£12,170.87
10/04/2025	Lynher Valley Partnership - Wilcove moorings & foreshore rent	300048	£441.00		£11,729.87
07/04/2025	Precept			£8,750.00	£20,479.87
07/05/2025	David Ralph (DR Grounds) - Grass cutting	300049	£172.50		£20,307.37
29/04/2025	Linda Coles - LJC Bookkeeping Services - Internal Audit	300050	£185.00		£20,122.37
29/04/2025	Toni Baker Clerking April 2025	300051	£522.47		£19,599.90
16/05/2025	David Ralph (DR Grounds) - Grass cutting	300052	£385.00		£19,214.90
30/04/2025	Bank charges (30/04/25)		£6.00		£19,208.90
02/06/2025	Play Inspection Company	300054	£227.88		£18,981.02
03/06/2025	L Parsons	300055	£415.00		£18,566.02
03/06/2025	Toni Baker Clerking May 2025	300056	£585.26		£17,980.76
16/06/2025	L Parsons	300057	£120.00		£17,860.76
16/06/2025	David Ralph (DR Grounds) - Grass cutting	300058	£345.00		£17,515.76
31/05/2025	Bank charges (31/05/25)		£6.00		£17,509.76
24/06/2025	CALC Subscription (cheque re-issued)	300059	325.36		£17,184.40
04/06/2025	Transaction stop fee (cancelling original CALC cheque)		£8.00		£17,176.40
30/06/2025	Toni Baker Clerking June 2025	300060	£561.80		£16,614.60
09/07/2025	David Ralph (DR Grounds) - Grass cutting	300061	£385.00		£16,229.60
30/06/2025	Bank charges (30/06/25)		£6.00		£16,223.60
30/06/2025	Bank Interest (credit into Instant Access account)			£5.91	£16,229.51
07/08/2025	Antony Village Hall	300062	£500.00		£15,729.51
05/08/2025	ICO registration fee	300063	£52.00		£15,677.51
29/07/2025	Toni Baker Clerking July 2025	300064	£560.91		£15,116.60
06/08/2025	Enhanscapes	300065	£185.00		£14,931.60
20/08/2025	CALC - code of conduct course (Cllr Coward)	300066	£33.00	£5.50	£14,904.10
18/08/2025	L Parsons	300067	£155.00		£14,749.10

31/07/2025	Bank charges (31/07/25)		£6.00		£14,743.10
19/08/2025	David Ralph (DR Grounds) - Grass cutting	300068	£345.00		£14,398.10
	Toni Baker Clerking August 2025	300069	£574.96	£0.66	£13,823.80

Total			£7,349.14	£8,762.07	
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Unity 26/08/2025	Current	£13,375.67
Unity 26/08/2025	Deposit	£1,016.93
Uncleared items		-£574.96
TOTAL FUNDS AVAILABLE 26/08/2025		£13,817.64
Solar benefit funds available 26/08/2025		£2,179.10
PARISH COUNCIL FUNDS AVAILABLE 26/08/2025		£11,638.54

e. Management report

ANTONY PARISH COUNCIL		
RECEIPTS AND PAYMENTS 2025-26 as 26th August 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	£6
TOTAL RECEIPTS	£21,624	£8,756
PAYMENTS	£	£
VAT	£500	£87
Playground/ noticeboard / Phone box maintenance and repairs	£1,850	£190
Salaries	£7,320	£2,573
Training/ Subscriptions	£1,250	£355
Antony Grass control/plants	£1,600	£1,633
Wilcove Grass control/plants/waste	£2,500	£870
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	£500
Misc/ Signs/ Wilcove pump	£750	£0
Noticeboard/ Benches	£0	£185
Village celebrations	£0	£0
Election/ reserves	£2,527	£0
Insurance	£780	£0
Clerking exp	£725	£315
TOTAL PAYMENTS	£24,626	£7,349
Profit/ (Loss)	-£3,002	£1,407
Carry forward	£9,409	£13,818

Toni Baker - Responsible Financial Officer