

Antony Parish Council

NOTICE is hereby given that a meeting of the Antony Parish Council will be held at **Wilcove Community Hall on Thursday 11th December 2025 at 7pm.**

AGENDA

1. Apologies for absence

2. Public forum

Members of the public may raise issues, ask members questions relating to Parish Council business (time allocated 15mins).

3. Declarations of Interest relating to items on the agenda

4. County Councillor's report

5. Approval of minutes for the meeting held on 16th October 2025

6. Matters arising

To receive an update on the following ongoing items:

- a. Hollong Park noticeboard relocation
 - To receive an update on the concrete slab quotation.
- b. Planter covering petrol pump in Antony
 - To receive an update on the clearance of the debris.
- c. Playground maintenance
 - To agree the next steps for the new equipment in Antony play park
- d. Defibrillators
 - To consider options following the defibrillator lease expiry in July 2026
- e. Flagpoles
 - To consider the purchase of flagpoles for Wilcove and Antony
- f. Cutting Wilcove play area hedges
 - To receive an update from the councillors

7. Policies

No new policies

8. Correspondence

- a. Email regarding the Military Road and proposed meeting

9. Finance 2025/2026 (Appendix)

Review the financial reports in Appendix 1:

- a. Payments approved/to be approved
- b. Solar Community benefit fund
- c. Asset Register
- d. Bank reconciliation report
- e. Management report
- f. Budget and Precept for 2026/2027

10. Planning Applications 2025/2026 to review

Planning Applications	2025/26	Validated	Application outcome (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	Approved (12/09/25)
PA25/03713	Maryfield House Antony Torpoint Cornwall	30th May 2025	Approved (12/09/25)
PA25/06378	Broomhill Cottage, Antony Estate	21st Aug 2025	Approved (05/11/25)
PA25/07089	Land South West of Wolsdon House	18th Sept 2025	Prior approval not required (15/10/25)

- Any additional planning applications received after 1st December 2025

11. Community Highways Improvement Programme: 2026-2029

12. Grass management for 2026/2027

13. CIL funding round 5 (opens January 16th 2026)

14. Update on the donation given to Wilcove Community Hall in 23/24

15. Use of village halls for meetings

16. Wacker Quay update

17. Neighbourhood watch

18. Items to note

19. Date of next meeting

Suggested date: Thursday 22nd January 2026, Antony Village Hall

**NOTE – minutes for this meeting will be available on
www.antony-pc.gov.uk**

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 Oct - Dec 2025	Cheque no	Gross	Vat	Ex vat
Toni Baker Clerking Oct 2025	300081	£599.49		£599.49
David Ralph (DR Grounds) - Grass cutting	300082	£385.00		£385.00
Toni Baker Clerking Nov 2025	300083	£590.63	£2.60	£588.03
David Ralph (DR Grounds) - Grass cutting	300084	£172.00		£172.00
Total		£1,747.12	£2.60	£1,744.52
Anticipated expenses to be approved		Gross	Vat	Ex vat
Any additional invoices received in Dec/Jan 2025				
Clerking Dec & Jan 2025 subject to invoice				
Annual Parish Insurance Premium 2026 (unchanged from 2025)		£536.00	£0.00	£536.00

b. Solar Community Benefit Fund

Solar Farm Community Benefit Fund as at 01/12/2025

Antony allocation available 01/12/2025	£704.35
Wilcove allocation available 01/12/2025	£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 01/12/2025

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 equipment (the Buzz in Antony play area)	£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 (Antony play area)	£367
Sep-21	Play equipment Antony (rota net climber)	£7,031
Dec-21	Dog signs	£4
Mar-22	Wilcove play equipment (obstacle course)	£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 equipment to Antony	£1
Jan-24	Wilcove planters	£246.00
May-24	Noticeboards	£2,032.00
Oct-24	Noticeboard	£1,016.00
Mar-25	ASUS Laptop & bag (for new clerk)	£344.98
Jul-25	USB Flash drive (for laptop back up)	£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		£14,898.60
18/08/2025	L Parsons	300067	£155.00		£14,743.60
31/07/2025	Bank charges (31/07/25)		£6.00		£14,737.60

19/08/2025	David Ralph (DR Grounds) - Grass cutting	300068	£345.00		£14,392.60
31/08/2025	Bank charges (31/08/25)		£6.00		£14,386.60
01/09/2025	Toni Baker Clerking August 2025	300069	£574.96		£13,811.64
11/09/2025	Western Web Ltd	300070	£132.00		£13,679.64
08/09/2025	Precept			£8,750.00	£22,429.64
09/09/2025	Cllr Coward reimbursement for weed killer	300071	£24.99		£22,404.65
13/11/2025	Wilcove Community Hall rent	300072	£100.00		£22,304.65
02/10/2025	David Ralph (DR Grounds) - Grass cutting	300073	£422.50		£21,882.15
29/09/2025	Toni Baker Clerking September 2025	300074	£661.04		£21,221.11
30/09/2025	Lynher Valley Partnership - Antony Bus Shelter rent	300075	£25.00		£21,196.11
20/10/2025	L Parsons	300076	£240.00		£20,956.11
13/11/2025	Wilcove Community Hall rent	300077	£20.00		£20,936.11
27/10/2025	David Ralph (DR Grounds) - Grass cutting	300078	£172.50		£20,763.61
30/10/2025	Cornwall Council Election Fee	300079	£308.96		£20,454.65
30/09/2025	Bank charges (30/09/25)		£6.00		£20,448.65
30/09/2025	Bank Interest (credit into Instant Access account)			£5.77	£20,454.42
28/10/2025	Toni Baker Clerking October 2025 (cheque cancelled)	300080	£0.00		£20,454.42
31/10/2025	Bank charges (31/10/25)		£6.00		£20,448.42
07/11/2025	Toni Baker Clerking October 2025	300081	£599.49		£19,848.93
20/11/2025	David Ralph (DR Grounds) - Grass cutting	300082	£385.00		£19,463.93
	Toni Baker Clerking November 2025	300083	£590.63		£18,873.30
	David Ralph (DR Grounds) - Grass cutting	300084	£172.50		£18,700.80
	Bank charges (30/11/25)		£6.00		£18,694.80

Total

£11,227.75 £17,511.68

Unity 01/12/2025

Current

£18,435.23

Unity 01/12/2025

Deposit

£1,022.70

Uncleared items

-£763.13

TOTAL FUNDS AVAILABLE 01/12/2025

£18,694.80

Solar benefit funds available 01/12/2025

£2,179.10

PARISH COUNCIL FUNDS AVAILABLE 01/12/2025

£16,515.70

e. Management report

ANTONY PARISH COUNCIL		
RECEIPTS AND PAYMENTS 2025-26 as 01/12/25		
Including Solar Community Benefit Fund	Budget 2025/26	Actual 2025/26
RECEIPTS	£	£
Brought Forward	£12,411	£12,411
Precept	£17,500	£17,500
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	£12
TOTAL RECEIPTS	£21,624	£17,512

PAYMENTS	£	£
VAT	£500	£117
Playground/ noticeboard / Phone box maintenance and repairs	£1,850	£190
Salaries	£7,320	£4,246
Training/ Subscriptions	£1,250	£355
Antony Grass control/plants	£1,600	£2,785
Wilcove Grass control/plants/waste	£2,500	£1,130
Hall Rent	£250	£120
Bus shelter rent	£50	£50
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	£66
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	£309
Insurance	£780	£0
Clerking exp	£725	£513
TOTAL PAYMENTS	£24,626	£11,228
Profit/ (Loss)	-£3,002	£6,284
Carry forward	£9,409	£18,695

Toni Baker - Responsible Financial Officer

f. 2026/2027 Budget and Precept

	2024/2025	2025/2026		2026/2027
	Actual	Budget	Actual	Budget
RECEIPTS	£	£	£	£
Brought Forward	£18,150	£12,411	£12,411	£12,402
Precept	£14,000	£17,500	£17,500	£17,500
Wilcove Moorings	£491	£491	£0	£491
Grants	£0	£0	£0	£0
Ict donation	£0	£0	£0	£0
VAT refund	£716	£500	£0	£300
Solar Benefit fund	£3,083	£3,083	£0	£3,083
Donations	£0	£0	£0	£0
Bank Interest	£80	£50	£12	£20
TOTAL RECEIPTS	£18,370	£21,624	£17,512	£22,094

PAYMENTS	£			£	£
Open Spaces					
Playgrounds	£862	£1,850	£190	£1,690	£2,000
Noticeboards	£1,486	£0	£185	£285	£0
Phone Boxes	£1,050	£0	£0	£1,100	£0
Grass control	£3,943	£4,100	£3,915	£4,300	£4,300
Bus shelter rent	£50	£50	£50	£50	£50
Children's Play area rent	£35	£50	£35	£35	£35
Wilcove Moorings	£441	£441	£441	£441	£441
Miscellaneous	£582	£750	£0	£200	£750
Defibrillators	£0	£0	£0	£0	£3,000
General Administration					
Salaries	£6,903	£7,320	£4,246	£6,370	£6,500
Training/ Subscriptions	£585	£1,250	£355	£600	£500
Website / Ict equipment/software	£588	£200	£66	£160	£250
Audit fee	£80	£100	£185	£185	£185
Election/ reserves	£0	£2,527	£309	£309	£0
Insurance	£536	£780	£0	£780	£780
Clerking exp	£1,020	£725	£513	£725	£725
Hall Rent	£340	£250	£120	£250	£250
Donations/Community funding					
Chairmans fund	£87	£100	£0	£0	£100
Section 137	£430	£500	£0	£400	£500
Solar benefit fund	£4,510	£3,083	£500	£3,083	£3,083
Village celebrations	£0	£0	£0	£0	£100
VAT					
VAT	£567	£500	£117	£500	£1,000
TOTAL PAYMENTS	£24,110	£24,576	£11,228	£21,463	£24,549
Profit/ (Loss)	-£5,740	-£2,952	£6,284	-£9	-£2,455
Carry forward	£12,411	£9,459	£18,695	£12,402	£9,947

Notes for consideration

Budget:

- Purchase of new swings are planned for the Wilcove play area. This is expected to cost approximately £6000 and could be funded using the 25/26 and 26/27 budget. The below strategy provides £5742 of the funds:
 - 25/26 budget:
 - £1500 from Playground allocation
 - £300 from remaining Wilcove share of solar benefit fund
 - £400 from section 137
 - 26/27 budget
 - £1500 from Playground allocation
 - £1542 from the Wilcove share of the solar benefit fund
 - £500 from section 137
 - Grant funding could be applied for to potentially meet some of this cost
- £1100 remains in ear marked funds for the Wilcove phone box refurbishment, to be taken from the solar benefit fund
- The budget reflects the increased cost of grass control
- The lease for the two defibrillators in Wilcove will expire in 2026/2027 and need to be replaced. This will cost approximately: £3000
- Salary increase, due to increment step and inflation at 2%: £240.
- The training budget will decrease as the additional new clerk training budget is no longer required
- The IT budget has increased to include Microsoft Office subscription
- No election is anticipated in 26/27 so the budget has decreased to £0
- VAT is expected to increase due to the purchase of the Wilcove swings

Precept

If the precept remains at £17,500 by the end of 26/27 the general reserves will be depleted to £1000 below the working minimum recommended for Antony Parish Council.

If the precept were raised to £19,000 the level of general reserves will be maintained. This rise in precept would cost the council tax payer approximately £6.72 extra in 26/27.

Looking ahead to 27/28 and beyond, the council should look to build funds for future projects such as playground repairs/upgrades. The precept should be set at a level that will allow for the calculated accrual of ear marked project funds.

Precept for **2025/26:** **17,500.00**

Divided by the taxbase* 2025/26 **202.71**

Equals : Band D Council Tax 2025/26 **86.33**

For 2026/27

Proposed precept for 2026/27 **17,500.00** or **19,000.00**

Divided by the taxbase 2026/27 **204.19** **204.19**

Equals : Band D Council Tax 2026/27 **85.70** **93.05**

* The Council Tax Base is defined as the number of Band D equivalent properties in a local authority's area. It is an estimate of the number of properties liable for council tax, rather than a monetary amount.

Second homes count as 2 x Band Ds. If there is an increase in second homes or new houses built, then the council tax is spread across a greater number of properties and the overall cost to each household can decrease.