

# Antony Parish Council

Minutes of the Ordinary Parish Council Meeting held at  
Wilcove Community Hall on Thursday 16<sup>th</sup> April 2026 at 7pm.

## MINUTES

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

**In Attendance:** Toni Baker (Clerk and RFO)

Cllr R Knott opened the meeting at 7pm

**1.26 Apologies**

Cllr Kate Ewert sent her apologies.

**2.26 Public Forum**

No public in attendance.

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

None declared.

**4.26 County Councillor's report**

Cllr Kate Ewert sent her apologies as she has been recovering from surgery.

**5.26 Minutes**

The Council resolved that the minutes of the previous meeting held on 5<sup>th</sup> March 2026 are an accurate record. Proposer: Cllr Coward, Seconder: Cllr Murray.

**6.26 Matters Arising**

**a. Planter covering petrol pump in Antony**

- Cllr Bulmer advised there has been no update from Cormac on what they will do.

**b. Playgrounds**

- Clerk advised that Home Front were returning on the 17<sup>th</sup> April to remedy the issues raised in the inspection report.

**c. Defibrillators**

- Clerk advised that the new defibrillators had been received and will be installed at The Wilcove Inn and the Wilcove Community Hall on Tuesday 21<sup>st</sup> April.

**d. Phone Box**

- Cllr P Knott advised that the inside will be refurbished when the weather is warmer. The door seal may need replacing.

**7.26 Policies**

None

**8.26 Correspondence**

None

**9.26 Finance 2025/2026 (Appendix 1)**

The council reviewed and resolved to unanimously 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**

Clerk advised a mistake had been made on the VAT reclaim form. The accounts now show an additional payment from HMRC of £1340.87. This has been fully detailed in a file note.

**10.26 Planning Applications 2026/2027**

<b>Planning Applications</b>	<b>2026/27</b>	<b>Validated</b>	<b>Application outcome (from Cornwall council)</b>
PA24/00004/NDP	Torpoint Neighbourhood Development Plan	29th Jan 2025	<b>Approved (11/12/25)</b>

**11.26 2025/2026 Annual Governance and Accountability Return (AGAR)**

The council received and approved the following documents:

- The certificate of exemption from external audit as the gross income and expenditure were both below the £25,000 threshold (AGAR form p.3)
- The Annual Governance Statement (AGAR form p.5)
- The Accounting Statements (AGAR form p.6)

The council noted the Annual Internal Audit Report (AGAR form p.4) and Internal Audit report from 02/04/26

Proposed by Cllr P Knott, seconded by Cllr Coward.

**12.26 Clerk's Annual Salary Increment**

The council approved the annual increment of the clerks salary from LC1 point 14 to 15. Proposed by Cllr Bulmer and seconded by Cllr Lobb.

**13.26 Public Consultation of the Parish**

The parish council discussed ways to gather opinions on the play areas. These included creating a flyer, a survey and posting these on the village noticeboards and on the village social media pages. The Wilcove coffee morning is taking place on the 2<sup>nd</sup> May and opinions can be gathered there too.

**14.26 Playground Inspection Report**

The parish council received the inspection report for the Wilcove play area and noted some areas of the tower need consideration. The inspection report for the Antony play area had not been received yet.

**15.26 Items to Note**

A member of the public had commented on rubble in the Wilcove play area from the recent swing installation. This has now been removed.

**16.26 Date of next Parish Council meeting and Annual Parish Meeting**

Thursday 14<sup>th</sup> May, 7pm, Wilcove Community Hall.

Cllr R Knott closed the meeting at 7:42pm

## Appendix 1

### Finance 2026/2027

#### a. Payments approved/to be approved

Payments Mar - April 2025	Cheque no	Gross	Vat	Ex vat
London Hearts - 2 x defibrillators	300097	£2,412.00	£402.00	£2,010.00
Toni Baker Clerking Mar 2026	300098	£587.46		£587.46
HMRC Employers National Insurance	300099	£17.07		£17.07
Lynher Valley Partnership - Childrens play area rent	300100	£35.00		£35.00
Lynher Valley Partnership - Wilcove moorings & foreshore rent	300101	£441.00		£441.00
Lynher Valley Partnership - Antony Bus Shelter rent	300102	£25.00		£25.00
David Ralph (DR Grounds) - Grass cutting	300103	£545.00		£545.00
CALC Subscription	300104	£344.87	£52.38	£292.49
<b>Total</b>		<b>£4,407.40</b>	<b>£454.38</b>	<b>£3,953.02</b>
Payments to be approved, subject to invoice		Gross	Vat	Ex vat
Any additional invoices received in Apr/May 2026				
Clerking Apr & May 2025 subject to invoice				

+ Linda Coles (internal Audit) £195

#### b. Solar Community Benefit Fund report as on 31/03/26

##### Solar Farm Community Benefit Fund as at 31/03/2026

<b>Antony allocation available 31/03/2026</b>	<b>£2,245.95</b>
<b>Wilcove allocation available 31/03/2026</b>	<b>£1,541.60</b>
<b>Total Solar fund available</b>	<b>£3,787.55</b>

Expenditure 2025-2026	Net
Antony Village Hall - donation	£500.00
Wilcove playground swings	£1,474.75
<b>Total expenditure 2025/26</b>	<b>£1,974.75</b>

c. Asset Register as on 31/03/26

ASSET REGISTER as at 31/03/26

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 (x6)	£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 (Wilcove)	£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 (Antony)	£1,016.00
Mar-25	ASUS Laptop & bag (for new clerk)	£344.98
Jul-25	USB Flash drive (for laptop back up)	£6.94
Feb-26	Wilcove play equipment (swing)	£4,524.00
<b>Mar-26</b>	<b>Defibrillators x 2 (Wilcove) + cabinets</b>	<b>£2,010.00</b>
	<b>TOTAL</b>	<b>£55,081</b>

**d. Bank reconciliation report as on 31/03/26**

Date on bank statement	BANK RECONCILIATION 2025/26	CHEQUE	Payments Dr	Receipts Cr	Total funds
	Adjusted bank accounts 31/3/2025				£12,410.87
	<b>Uncleared from 2024/2025</b>				
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		
	<b>Start of 2025/2026</b>				<b>£12,410.87</b>
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
05/12/2025	Toni Baker Clerking November 2025	300083	£590.63		£18,873.30
08/12/2025	David Ralph (DR Grounds) - Grass cutting	300084	£172.50		£18,700.80
30/11/2025	Bank charges (30/11/25)		£6.00		£18,694.80
15/01/2026	CALC - code of conduct course (Cllr Murray)	300085	£30.00		£18,664.80
13/01/2026	NALC course - Beyond the precept	300086	£42.00		£18,622.80
08/01/2026	Annual Parish Insurance Premium 2026	300087	£536.00		£18,086.80
24/12/2025	Toni Baker Clerking December 2025	300088	£588.00		£17,498.80
31/12/2025	Bank Interest (credit into Instant Access account)			£5.64	£17,504.44
31/12/2026	Bank charges (31/12/25)		£6.00		£17,498.44
09/02/2026	HMRC Employers National Insurance	300089	£170.67		£17,327.77
03/02/2026	Antony Estates - Wilcove play area (29/09/25 - 29/09/26)	300090	£2.00		£17,325.77
27/01/2026	Toni Baker Clerking January 2026	300091	£573.33		£16,752.44
31/01/2026	Bank charges (31/01/26)		£6.00		£16,746.44
09/02/2026	Home Front Ltd (Wilcove play area swing - 75% deposit)	300092	£3,393.00		£13,353.44
19/02/2026	Wilcove Moorings Association			£491.00	£13,844.44
03/02/2026	VAT refund			£322.23	£14,166.67
13/02/2026	Home Front Ltd (Wilcove play area swing - 25%, balance)	300093	£1,131.00		£13,035.67
16/02/2026	Solar benefit fund			£3,083.20	£16,118.87
27/02/2026	Toni Baker Clerking February 2026	300094	£630.79		£15,488.08
28/02/2026	Bank charges (28/02/26)		£6.00		£15,482.08
05/03/2026	HMRC Employers National Insurance	300095	£17.07		£15,465.01
16/03/2026	David Ralph (DR Grounds) - Grass cutting	300096	£212.50		£15,252.51
24/03/2026	London Hearts (Defibrillators x 2)	300097	£2,412.00		£12,840.51

27/03/2026	VAT refund (requires correcting)			£1,340.87	£14,181.38
30/03/2026	Toni Baker Clerking March 2026	300098	£587.46		£13,593.92
31/03/2026	Bank charges (31/03/26)		£7.00		£13,586.92
31/03/2026	Bank Interest (credit into Instant Access account)			£5.30	£13,592.22
	HMRC Employers National Insurance	300099	£17.07		£13,575.15

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<b>Total</b>				<b>£21,595.64</b>	<b>£22,759.92</b>
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<b>Unity 31/03/2026</b>	<b>Current</b>	<b>£12,558.58</b>
<b>Unity31/03/2026</b>	<b>Deposit</b>	<b>£1,033.64</b>
<b>Uncleared items</b>		<b>-£17.07</b>

**TOTAL FUNDS AVAILABLE 31/03/2026** **£13,575.15**

**Solar benefit funds available 31/03/2026** **£3,787.55**

**PARISH COUNCIL FUNDS AVAILABLE 31/03/2026** **£9,787.60**

e. Management report as on 31/03/26

ANTONY PARISH COUNCIL		
RECEIPTS AND PAYMENTS 2025-26 as on 31/03/26		
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	£491
Grants	£0	£0
Ict donation	£0	£0
VAT refund	£500	£1,663
Solar Benefit fund	£3,083	£3,083
Donations	£0	£0
Bank Interest	£50	£23
<b>TOTAL RECEIPTS</b>	<b>£21,624</b>	<b>£22,760</b>
PAYMENTS	£	£
VAT	£500	£1,289
Playground/ noticeboard / Phone box maintenance and repairs	£1,850	£2,485
Salaries	£7,320	£6,574
Training/ Subscriptions	£1,250	£415
Antony Grass control/plants	£1,600	£2,998
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	£2
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	£1,975
Misc/ Signs/ Wilcove pump	£750	£2,010
Noticeboard/ Benches	£0	£185
Village celebrations	£0	£0
Election/ reserves	£2,527	£309
Insurance	£780	£536
Clerking exp	£725	£791
<b>TOTAL PAYMENTS</b>	<b>£24,626</b>	<b>£21,596</b>
<b>Profit/ ( Loss)</b>	<b>-£3,002</b>	<b>£1,164</b>
<b>Carry forward</b>	<b>£9,409</b>	<b>£13,575</b>

Toni Baker - Responsible Financial Officer