

St John Parish Council Agenda

NOTICE is hereby given that the Annual General Meeting of the St John Parish Council will be held at St John Village hall on Thursday 21st May 2026 at approximately 7.30 pm after the Annual Parish meeting scheduled for 7pm.

- 1. Apologies for absence.**
- 2. Appointment of Chairman and Vice Chairman of the Parish Council 2026-2027.**
- 3. Declarations of interest relating to items on the agenda.**
- 4. County Councillor report.**
- 5. Public forum.**
- 6. Personnel change and vacancies on the Parish Council.**
- 7. Jacks lane drain repair and road diversion.**
- 8. Approval of PC minutes 19th February 2026 and Solar subcommittee minutes 19th March 2026.**
- 9. Matters arising from the previous meeting.**
 - 9 a** 54.25a 41.25 a 26.25 a 7.25 a 64.24 c **Enforcement issues.**
 - 9 b** 54.25b 41.25 b 26.25 c 67.24 a 48.24 b 36.24b 24.24 b 8.24 **Public rights of way (PROW)/ Coastal footpath improvements.**
 - 9 c** 54.25c 41.25 d 25.25 e 15.25 a **Dog waste bin provision.**
 - 9 d** 54.25d 41.25 f 25.25 h 10.25 **Military Road subsidence / Inter-parish meeting.**
 - 9 e** 51.25 **St John Potholes.**

10. Planning.

Planning Applications 2025/27			Application Validated	Application Decision
PA25/05393	Woodland	Freathy	10/10/2025	Approved
PA25/07174	Eddystone café	Freathy	23/10/2025	Withdrawn
PA26/00080	The view	Freathy	07/01/2026	Under review
PA26/02326	Tregonhawke farm	Freathy	19/05/2026	

Any additional planning applications and representations received by the Parish Council after publication of this agenda.

11. Neighbourhood Priority Statements and Cornwall Local Plan for Cornwall.

12. Policies for review:

12 a Standing orders.

12 b Financial regulations.

12 c Financial Risk Assessment.

12 d Financial scheme of delegation.

13. Training.

14. Finance Reports 2025/2026.

14 a Income received.

Solar benefit funding £ 3,083.20.

14 b Payments to be approved.

Payments approved to be March- May 26		Incl Vat	Vat	Excl Vat
Green thumb	300082	£30.50	£5.08	£25.42
C Allen clerking March 26	300083	£306.18	£0.00	£306.18
Banking charge March 26		£7.00	£0.00	£7.00
Business web solutions	300084	£178.00	£0.00	£178.00
Calc training	300084	£42.00	£7.00	£35.00
St John village hall trust	300086	£1,890.00	£0.00	£1,890.00
Freathy youth and social community	300087	£1,194.00	£0.00	£1,194.00
Postage and stationery	300088	£46.04	£3.00	£43.04
Total		£3,693.72	£15.08	£3,678.64

CCC housing survey £241.48

Clerking costs subject to invoice April - May 26

Bank charge Apr 26 - May 26 £7 pm

Green thumb subject to invoice

Rent for hall subject to invoice.

14 c Solar benefit fund.

Funds have been distributed to St John Village hall to help towards ongoing drainage issues.

Funds have been distributed to Freathy youth and social community to help fund the purchase of a defibrillator.

Balance of fund £ 0.

14 d Bank statement reconciliation report to be reviewed and approved.

BANK RECONCILIATION 31/03/2026	CHEQUE	Payments	Receipts	Combined
Payee and details		Dr	Cr	Bank balance
Funds bfwd 31/3/2025				£9,833.42
Freathy sports & social solar	300031	£1,542.00		
St John village hall solar	300030	£1,193.00		
Calc	300036	£275.39		£9,558.03
C Allen clerking April 25	300035	£287.56		£9,270.47
Hmrc Apr 25	300036	£6.80		£9,263.67
Precept			£5,520.00	£14,783.67
Service charge Apr		£6.00		£14,777.67
C Allen clerking May 25	300039	£301.46		£14,476.21
Hmrc May 25	300040	£7.00		£14,469.21
R Hancock audit fee	300037	£80.00		£14,389.21
Service charge May		£6.00		£14,383.21
Zurich insurance	300038	£323.00		£14,060.21
K Overton trees	300041	£25.39		£14,034.82
Green thumb	300042	£30.50		£14,004.32
Service charge June		£6.00		£13,998.32
Calc training	300043	£30.00		£13,968.32
C Allen clerking June 2025	300044	£291.26		£13,677.06
Hmrc June 2025	300045	7.00		£13,670.06
Service charge July 2025		£6.00		£13,664.06
Interest			£45.29	£13,709.35
Calc	300046	£129.00		£13,580.35
Green thumb	300047	£30.50		£13,549.85
C Allen clerking July 2025	300048	£294.32		£13,255.53
Hmrc July 2025	300049	£7.00		£13,248.53
Hmrc Aug 25	300050	£14.20		£13,234.33
C Allen clerking Aug 25	300051	£317.08		£12,917.25
Service charge Aug 2025		£6.00		£12,911.25
Precept			£5,520.00	£18,431.25
Microsoft office	300052	£104.99		£18,326.26
Hmrc Sept	300053	£9.40		£18,316.86
C Allen clerking Sept 25	300054	£296.93		£18,019.93
Cornwall Council election fees cancel	300055	£0.00		£18,019.93
Hall fees Freathy	300056	£20.00		£17,999.93
Calc training	300057	£30.00		£17,969.93
Calc training	300058	£42.00		£17,927.93
C Allen clerking Oct 25	300059	£308.54		£17,619.39
Hmrc Oct 25	300060	£8.60		£17,610.79
Service charge Sept 25		£6.00		£17,604.79
Service charge Oct 25		£6.00		£17,598.79
RBL wreath	300061	£50.00		£17,548.79
Interest			£44.16	£17,592.95
CC election fees	300062	£295.44		£17,297.51

C Allen clerking Nov 25	300063	£418.78		£16,878.73
Hmrc Nov 25	300064	£8.40		£16,870.33
All seasons gardening services cancelled	300065	£0.00		£16,870.33
Service charge Nov 25		£6.00		£16,864.33
Business web solutions	300066	£291.25		£16,573.08
R Hoskin reimbursement xmas trees	300068	£220.00		£16,353.08
Cllr Honey reimbursement fire eq box	300067	£480.00		£15,873.08
H Everard reimbursement xmas decs	300069	£8.68		£15,864.40
C Allen clerking Dec 25	300070	£309.54		£15,554.86
Hmrc Dec 25	300072	£8.60		£15,546.26
D Richards reimbursement xmas lights event	300073	£85.08		£15,461.18
Interest			£43.16	£15,504.34
All seasons gardening services	300074	£1,180.00		£14,324.34
R P Williams Xmas tree stands	300075	£100.00		£14,224.34
Service charge Dec 25		£6.00		£14,218.34
Green thumb	300076	£30.50		£14,187.84
C Allen clerking Jan 26	300077	£392.17		£13,795.67
Service charge		£6.00		£13,789.67
Vat reimbursement			£125.19	£13,914.86
St John Hall rent	300079	£100.00		£13,814.86
C Allen clerking Feb 26	300080	£317.77		£13,497.09
Freathy hall rent	300081	£20.00		£13,477.09
Service charge Feb 26		£6.00		£13,471.09
Solar benefit payment			£3,083.20	£16,554.29
Green thumb	300082	£30.50		£16,523.79
C Allen clerking Feb 26	300083	£306.18		£16,217.61
Service charge March 26		£7.00		£16,210.61
Business web solutions	300084	£178.00		£16,032.61
Calc	300085	£42.00		£15,990.61
St John village hall trust	300086	£1,890.00		£14,100.61
Freathy youth and social community	300087	£1,194.00		£12,906.61
Postage and stationery	300088	£46.04		£12,860.57
Interest			£40.61	£12,901.18
TOTAL		£11,353.85	£14,421.61	
Uncleared cheques/ Income received		-£3,202.54		
TOTAL FUNDS 31/3/2026		£12,901.18		
Highlighted items are uncleared items				

14.e 2025/2026 Financial Management Report

St John Parish Council
Financial Management Report 31/3/2026

2024/25 Audited	Including Community Benefit Funding	2025/26 Actual	Budget 2025/2026
£	RECEIPTS	£	
£10,743	Brought Forward Reserves	£9,833	£9,833
£9,000	Precept	£11,040	£11,040
£109	Interest	£173	£25
£0	Grant bus shelter/bench	£0	£0
£189	VAT refund	£125	£250
£3,083	Community Benefit funding	£3,083	£3,083
£12,381	TOTAL RECEIPTS	£14,422	£14,398
	PAYMENTS		
£173	VAT	£112	£250
£2,434	Clerk Salary	£3,159	£3,300
£545	Clerking expenses	£547	£425
£222	Subscriptions CPD	£461	£600
£1,423	Grass control/ Footpaths	£1,282	£1,200
£5,818	Community benefit projects	£3,432	£3,431
£543	Bench / Signage St John	£0	£250
£160	Hall Rent	£140	£200
£778	Misc Wreath Xmas trees NDP	£625	£600
£0	Election	£295	£325
£0	Chairmans discretionary fund	£0	£250
£472	Website and new email accounts	£574	£700
£80	Audit fee	£80	£100
£125	Computer and printer	£125	£125
£0	Section 137	£0	£250
£375	Insurance	£323	£400
£142	Printing Postage and Stationery	£198	£150
	Ve celebrations		
£13,291	TOTAL PAYMENTS	£11,354	£12,556
-£910	Profit/ (Loss)	£3,068	£1,842
£9,833	Cfwd	£12,901	£11,675
	Represented by:-		
	Barclays Current Account bank statement	£0	
	Unity bank current statement 31/3/2026	£8,188.52	
	Unity bank deposit statement 31/3/2026	£7,915.20	
	(less O/s cheques/ O/s Income)	-£3,202.54	
	TOTAL	£12,901.18	
	Community Benefit Fund	£0.00	
	Total Funds excluding CB fund	£12,901.18	

Specific Reserves Staffing and mid term election

£8,475

14 f Asset Register 2025/2026.

St John Parish Council
Asset Register as 31/3/2026

Purchase
Value

Bus shelter purchased 2008 W/Off	
Noticeboard purchased 2016	£1,075
Signage purchased May 2018	£153
Memorial Bollards St John purchased Nov 2018	£1,610
Phone box Freathy purchased Nov 2018	£1
Grit bins x 4 purchased pre 2016	£600
Signs purchased 2018	£600
Signs purchased 2018	£410
Road cones purchased 2018	£21
Freathy Noticeboard purchased June 2019	£1,040
Road signs purchased Apr 2019	£85
Neighbourhood watch signs 2019	£20
Lights 2020	£266
Bus shelter purchased Sept/ Oct 2021	£4,865
Lighting 2021	£269
Signage	£500
Bus shelter Tregonhawke purchased July 2022	£7,050
Tregonhawke Noticeboard	£834
Bench	£300
Write off xmas lights	-£269
Xmas lights	£65
Xmas lights	£151
Signs purchased 2024	£264
Write off xmas lights	-£266
TOTAL	£19,644

15. Annual Governance and Accountability Return 2025/2026.

15 a Review and approval to submit the Certificate of exemption 2025/26.

15 b Review and accept the Annual Internal Auditor report.

15 c Review and approve the Annual Governance Statement.

15 d Review and approve the Accounting statements for 2025/2026.

15 e Date of Exercise of Public Rights 3rd June 2026 – 14th July 2026.

16. Finance reports 2026/2027.

16 a Income received .

Rebate from HMRC £ 77.02.

Precept £ 4,500.

16 b Payments to be approved.

Payments to be approved approved April - Sept 26		Incl Vat	Vat	Excl Vat
Zurich Municipal Insurance	300089	£395.30	£0.00	£395.30
Calc annual membership	300090	£291.92	£44.31	£247.61
C Allen Clerking exp	300091	£491.61	£6.04	£485.57
Banking charge April 26		£7.00		£7.00
R Hancock Audit	300093	£80.00		£80.00
Hmrc tax	300092	£35.20		£35.20
Laptop for clerk	300094	£379.00	£63.17	£315.83
Laptop bag	300095	£11.49	£1.92	£9.57
A Baker Clerking exp	300096	£361.86	£14.16	£347.70
C Allen Clerking exp	300097	£306.18		£306.18
Total		£2,359.56	£129.60	£2,229.96

CCC housing survey £241.48

Clerking costs subject to invoice June - Sept 26

Bank charge May 26 - Sept 26 £7 pm

Green thumb subject to invoice

Rent for hall subject to invoice.

Training subject to invoice

16c Bank Reconciliation 2026/2027.

BANK RECONCILIATION 13/05/2026	CHEQUE	Payments	Receipts	Combined
Payee and details		Dr	Cr	Bank balance
Funds b fwd 31/3/2026				£12,901.18
Freathy sports & social community solar	300087	£1,194.00		
St John village trust solar	300086	£1,890.00		
Green thumb	300082	£30.50		
Calc	300085	£42.00		
C Allen Postage and stationery	300088	£46.04		
Precept Cornwall Council			£4,500.00	£17,401.18
Zurich Municipal Insurance	300089	£395.30		£17,005.88
Calc annual membership	300090	£291.92		£16,713.96
C Allen Clerking exp	300091	£491.61		£16,222.35
HMRC	300092	£35.40		£16,186.95
Bank charge		£7.00		£16,179.95
R Hancock Audit	300093	£80.00		£16,099.95
Laptop for clerk	300094	£379.00		£15,720.95
Laptop bag	300094	£11.49		£15,709.46
Hmrc refund			£77.02	£15,786.48
A Baker Clerking exp	300096	£361.86		£15,424.62
C Allen Clerking exp	300097	£306.18		£15,118.44
				£15,118.44
				£15,118.44
TOTAL		£2,359.76	£4,577.02	

Unity bank current statement 13/05/26	Current	10,528.50
Unity bank savings statement 13/05/26	Savings	£7,915.20
Uncleared cheques/ Income received		-£3,325.26
TOTAL FUNDS 13/05/2026		£15,118.44
Solar benefit funds available 13/05/2026		£0.00
PARISH COUNCIL FUNDS 13/05/2026		£15,118.44
(Excluding Solar Community benefit fund)		
Highlighted items are uncleared items		
Current Account amended amount		£7,203.24

16 d Asset Register 13th May 2026.

**St John Parish Council
Asset Register as 13/05/2025**

**Purchase
Value**

Bus shelter purchased 2008 W/Off	
Noticeboard purchased 2016	£1,075
Signage purchased May 2018	£153
Memorial Bollards St John purchased Nov 2018	£1,610
Phone box Freathy purchased Nov 2018	£1
Grit bins x 4 purchased pre 2016	£600
Signs purchased 2018	£600
Signs purchased 2018	£410
Road cones purchased 2018	£21
Freathy Noticeboard purchased June 2019	£1,040
Road signs purchased Apr 2019	£85
Neighbourhood watch signs 2019	£20
Lights 2020	£266
Bus shelter purchased Sept/ Oct 2021	£4,865
Lighting 2021	£269
Signage	£500
Bus shelter Tregonhawke purchased July 2022	£7,050
Tregonhawke Noticeboard	£834
Bench	£300
Write off xmas lights	-£269
Xmas lights	£65
Xmas lights	£151
Signs purchased 2024	£264
Write off xmas lights	-£266
Laptop for clerk	£379
TOTAL	£20,023

Change to Asset Management register.

16 e 2026/ 2027 Management report as 13th May 2026.

St John Parish Council

Financial Management Report 13/05/2026

Draft

2025/26

Including Community Benefit Funding

2026/27

Budget

Audited

Actual

2026/2027

£	RECEIPTS	£	
£9,833	Brought Forward Reserves	£12,901	£12,901
£11,040	Precept	£4,500	£9,000
£173	Interest	£0	£65
£0	Grant bus shelter/bench	£0	£0
£125	VAT refund	£77	£250
£3,083	Community Benefit funding	£0	£3,083
£14,421	TOTAL RECEIPTS	£4,577	£12,398
	PAYMENTS		
£112	VAT	£130	£250
£3,159	Clerk Salary	£936	£3,750
£547	Clerking expenses	£141	£425
£461	Subscriptions CPD	£248	£500
£1,282	Grass control/ Footpaths	£0	£1,250
£3,432	Community benefit projects	£0	£3,083
£140	Hall Rent	£0	£200
£625	Misc wreath Xmas tree NDP	£0	£600
£295	Election	£0	£0
£0	Chairmans discretionary fund	£0	£250
£574	Website and new email accounts	£71	£300
£80	Audit fee	£80	£100
£125	Computer and printer	£325	£125
£0	Section 137	£0	£250
£323	Insurance	£395	£350
£198	Printing Postage and Stationery	£34	£150
£11,353	TOTAL PAYMENTS	£2,360	£11,583
£3,068	Profit/ (Loss)	£2,217	£815
£12,901	Cfwd	£15,118	£13,716
	Represented by:-		
	Unity bank current statement 11/05/2026	£10,529	
	Unity bank deposit statement 11/05/2026	£7,915	
	(less O/s cheques/ O/s Income)	-£3,325	
	TOTAL	£15,118	
	Community Benefit Fund	£0	
	Total Funds excluding CB fund	£15,118	

Reserves Staffing and mid term election

£8,475

16 f Formally approve change of signatories on Unity bank Account.

Add new clerk Mrs A Baker , remove previous clerk Mrs C Allen and add Cllr Honey.

16 g Request from Freathy Sports and Social Community that the PC purchase the defibrillator(funded by the Solar benefit fund) to save the Vat.

16 h Request from Antony School Association for financial support of new playground equipment.

16 i Approve amendments to draft budget :

- Purchase of computer (£ 375).
- Additional clerking hours for handover (£ 350).
- Additional funding for Code of conduct and additional training for new Councillors (£ 200).
- Insurance (£ 45).
- Adjustment from General reserves - £ 970.

17. Items to note.

18. Provisional dates of St John Parish Council meetings.

Future meetings 17th Sept 2026 (Freathy Social Community hall), 19th Nov 2026 (St John village hall) and 18th Feb 2027 (St John village hall).