

Sparkwell Parish Council

Friday 4th June 2026

Dear Councillor

NOTICE IS HEREBY GIVEN that the Parish Council Meeting at which your attendance is summoned, will be held in **Hemerdon Village Hall** on **Wednesday 10th June 2026** at **7.00pm to 9.00pm**. To transact the business specified in the Agenda below.

Part 1 (Open to the Public)

- 1 Apologies for Absence** – to receive any apologies for absence
- 2 Agreement of the Agenda between Parts I and II**
- 3 Declarations of Interest** - to declare any disclosable interests relating to the forthcoming items of business (if any)
- 4 Co-option of New Councillors** – new members to be co-opted and sign the Declaration of Acceptance of Office in the presence of the Clerk.
- 5 County Councillor's Business** – to receive a report from the County Councillor
- 6 District Councillors' Business** – to receive a report from the District Councillor
- 7 Public Forum** – to consider questions from public
- 8 Hemerdon Mine** – update from Tungsten West

9 Planning

Planning applications received after agenda publication may also be considered at the meeting.

- a. [Planning Application Ref: 1263/26/ARC](#) Comments by 11th June 2026
Description: Application for approval of details reserved by conditions 3 (Window / Door) & 4 (External Attachments) of planning consent 0579/26/LBC
Address: Beechwood House, Sparkwell, PL7 5DA
- b. [Planning Application Ref: 1395/26/VAR](#) Comments by 1st July 2026
Description: Application for variation of condition 2 (approved plans) of planning consent 4005/24/HHO
Address: Beacon View, Smithhaleigh, PL7 5AZ

10 Minutes

- a. to approve and sign the minutes of the meeting held on Wednesday 6th May 2026 at Sparkwell Parish Hall (circulated)

10 Road Warden – to receive any updates.

11 Updates from ongoing projects – to receive any updates from local ongoing projects

- a. To discuss the proposals from LMCA regarding the football goals, wendy house, pergola, church font installation, adding gravel under picnic benches at Bottle Park, Polling Station.

12 Concerns raised within the parish – to discuss any issues raised within the parish

- a. To discuss the dangerous trees at Lee Mill Bridge (details circulated) and ownership of that specific area of land.

13 Chairman's Business – any competent business approved by the Chairman

14 Correspondence - Clerk to report on any correspondence received since the date of the last meeting and to decide any action as necessary.

15 Finance

- a. To consider the budget analysis report and bank reconciliation for May 2026 (circulated)
- b. To approve the payments list for June 2026 (circulated)
- c. To agree insurance plan with Zurich for £996.80
- d. Annual Return/Audit
 - i. Consider and approve the Annual Governance Statement 2025/26
 - ii. Consider and approve the Annual Accounting Statement 2025/26
 - iii. Consider and approve the Certificate of Exemption 2025/26

16 Dates of next meetings

- **Wednesday 1st July** in Sparkwell Parish Hall at 7pm
- **Wednesday 2nd September** in Hemerdon Village Hall at 7pm
- **Wednesday 7th October** in Hemerdon Village Hall at 7pm (Clerk cannot attend)

PART II

(Private)

Items which may be taken in the absence of the Public and Press on the grounds that Exempt Information may be disclosed as defined in the Local Government Act 1972 and Public Bodies (Admission to meetings) Act 1960

17 Salaries and Expenses, May 2026.

To receive and approve the monthly list of individual salary and expenses payments to staff.

Signed *Sophie Jones*

Sophie Jones, Clerk to Sparkwell Parish Council

Email : sparkwellclerk@gmail.com

<http://www.sparkwellparishcouncil.co.uk/>

Circulation list: All members of the Parish Council, County and District Councillors

For information – to be taken as read:

Declarations of Interest – In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting.

Members are reminded that any change to their Declaration of Interests filed must be notified to the Clerk within 28 days of any such change.

The Freedom of Information Act 2000 deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.

The Data Protection Act 2018 precludes this Council from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public. Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available but individuals are protected.

Mobile telephones

Councillors and members of the public are requested to ensure that mobile phones are switched to 'silent' during the meeting to avoid disruption.

Recording

The meeting will be recorded, such recording to be destroyed after the Minutes have been completed.

Recording this meeting may be filmed or audio taped with the prior consent of the Chairman.

Public Participation

Members of the public will be given an opportunity to address Councillors present at this meeting regarding agenda items, at the discretion of the Chairman.