



NOTICE is hereby given that the **Annual General meeting of Landulph Parish Council** will be held on **Monday 20 May 2024 at 6.30pm at Landulph Memorial Main Hall** (please note the timings may alter slightly as the Parish Council meeting will commence directly after the **Annual Parish Meeting** which starts at 6pm)

All Landulph Parish Council papers can be viewed on the Parish Council's website: www.landulph.org.uk

Planning applications can be viewed on-line at: [Online planning register - Cornwall Council](#)

Landulph Parish Council would encourage parishioners to make comments on any planning applications on Cornwall Council's online planning register prior to this meeting.

This meeting is advertised as a public meeting and as such could be filmed or recorded.

[Landulph Parish Council Meetings Guide](#)

AGENDA

10 Minute Public Forum.

1. **To elect the Chairman for the civic year 2024-25 (to sign the Declaration of Acceptance of Office of Chairman)**
2. **Appointment of Vice Chairman for the civic year 2024-25 (to sign the Declaration of Acceptance of Office)**
3. **Appointment of Representatives to Working Groups / Outside Bodies for the Civic Year 2024-25:** Landulph Memorial Hall Committee | Saltash Area Road Safety Committee | Landulph School Liaison Committee | Cornwall Gateway Environmental Action Group | Landulph Under Fives Committee | Local Footpaths Group | Playing Field Working Group | Governance and Finance Working Group | Landulph Emergency Plan Working Group | Landulph Parish Climate Action Group | Housing Needs Working Group | Community Orchard Working Group | Landulph Energy Proposals Working Group | South East Cornwall Community Area Partnership.
4. **To receive apologies for absence and approve the reasons given.**
5. **[Declarations of interest relating to items on the agenda.](#)**
6. **Members to consider any dispensations relating to items on the agenda.**
7. **To confirm the [minutes of the meeting dated 15 April 2024.](#)**
8. **Matters Arising (to discuss any actions arising from the previous meeting).**
9. **Planning – to consider planning applications (Ctrl and Click on link)**
 - a) **[PA24/02520](#) | Installation and operation of a Grid Stability Facility consisting of synchronous compensators and associated electrical infrastructure, underground cabling, access tracks, drainage, landscaping, temporary construction compound and ancillary infrastructure. | Sub Station Ellbridge Lane Hatt Saltash Cornwall PL12 6PU**
10. **Report from the [Landulph Climate Action Group.](#)**
11. **Report from [Landulph Orchard Green Working Group.](#)**
12. **Report from the [Playing Field Working Group.](#)**
13. **Confirm appointment of internal auditor.**
14. **Approve transfer from Open Spaces General Reserve to AONB Orchard Earmarked Reserve to cover £18.12 overspend in the 2023/24 accounts.**
15. **[Approval of End of Year Accounts.](#)**
16. **[Conflicts of interest with BDO LLP](#) (external auditor).**
17. **Approval of [Annual Governance and Accountability Return 2023/24](#), including: [Bank Reconciliation](#); Explanation of Significant Variances ([Accounting Statement](#), [Receipts](#),**

Payments, Reserves, Fixed Assets); Notice for the period of the exercise of Public Rights and Publication of Unaudited Annual Governance and Accountability Return.

18. **Proposals to install a handrail/step near the phone kiosk - update.**
19. **Landulph School PTA request to use the playing field on 28th June 2024 for a summer event (an after school sports day with bbq, bouncy castle etc to raise funds for the school).**
20. **Email cc'd to Councillors 19.04.24 from Catherine Thomson - on the proposal that CAP could be promoted as a strategic partner to the Tamar Bridge and Torpoint Ferry joint committee – thus enabling the CAP to make strong representations to any consultation exercises and/or representing the views of the towns and parishes.**
21. **Discussion on increasing Google costs, other options available, changing to gov.uk emails.**
22. **Footpaths contractor sought to undertake footpath maintenance 2024 – no applications received.**
23. **Accounts for Payment:**

PAYEE	Chq No	Payment Details	Net	Tax	Gross	
Brunel Engraving Company	101633	Reimburse to P Jermain - plaque engraving for Orchard bench (£29.70 + £7.08 delivery + £7.36 VAT	36.78	7.36	44.14	Total £260.04
The Original Factory Shop	101633	Reimburse to P Jermain - plastic boxes	6.00		6.00	
Hatt Service Station Limited	101633	Reimburse to P Jermain - bubbles for Orchard opening event	10.00		10.00	
Tamar Valley Food Hub	101633	Reimburse to P Jermain - Apple Juice and Apple Cider for opening event	102.92	20.58	123.50	
Colins of Callington	101633	Reimburse to P Jermain - ribbon for opening event	2.40		2.40	
Sainsbury's	101633	Reimburse to P Jermain - cider for opening event	74.00		74.00	
Bodmin Nursery	101634	Reimburse to A Butcher - Fruit Trees for orchard	97.00		97.00	Total £118.57
Trago	101634	Reimburse to A Butcher - Signs and Varnish for orchard	17.26	4.31	21.57	
Able Print Ltd	101635	Printing for orchard	59.90		59.90	
Tamar Aquatics and J&M Garden Machinery	101636	Reimburse to C Tag, postfix for orchard	40.99	8.21	49.20	
Travis Perkins	101637	Reimburse to S Pearson, fence posts for orchard	25.52	5.10	30.62	
The Play Inspection Company Ltd	101638	Play Inspection held on 15.3.24	127.50	25.50	153.00	
Currys	101639	Laptop care (April) - reimburse to KJ Williams	6.28	1.37	7.65	
KJ Williams	101640	Salary May	322.06		322.06	
HMRC	101641	Tax May	80.40		80.40	
Cornwall Pension Fund	101642	Pension May	106.90		106.90	
KJ Williams	101643	Post, print and expenses May	62.93		62.93	
Tamar Accounting	101644	Annual internal audit inspection	79.17	15.83	95.00	

24. **Chairman's Urgent Business / Any Other Business** (note: any items are for information only).
25. **Date of Next Meeting – Monday 17 June 2024, 6.30pm** (Landulph Memorial Hall Main Hall) Dates for 2024: 15 January, 19 February, 18 March, 15 April, 20 May, 17 June, 15 July, 16 September, 21 October, 18 November, 16 December.

10 Minute Public Forum.