



**Minutes of the meeting of Landulph Parish Council
held on Monday 15 July 2024 at 6.30pm at Landulph Memorial Main Hall**

Public Forum.

- 47-24 To receive apologies for absence and approve the reasons given.** None (Clerk attended online).
- 48-24 [Declarations of interest relating to items on the agenda.](#)**
Cllrs P Braund and G Braund in relation to minute no 52-24a) planning application [PA24/04139](#) - as this is Cllr P Braund's next door neighbour and close friends of Cllr G Braund.
Cllrs P Braund and G Braund in relation minute no 65-24 – the Hall grant application.
- 49-24 Members to consider any dispensations relating to items on the agenda.** None.
- 50-24 To confirm the [minutes of the meeting dated 17 June 2024.](#)**
Amendment to minute no. 29-24 - 25000 homes are likely to be powered.
Cllr Tagg proposed, Cllr Gregory seconded, and it was RESOLVED to approve the amendment and minutes.
- 51-24 Matters Arising (to discuss any actions arising from the previous meeting) – noted.**
- 52-24 Planning – to consider planning applications (Ctrl and Click on link):**
- a) [PA24/04139](#) | **Application for discharge of a Section 106 planning obligation dated 09/09/1992 in relation to E2/91/00215/Olwen Coombe Lane Cargreen Saltash Cornwall PL12 6PB**
Cllrs Gaye and Philip Braund left the meeting for this item.
Cllr Gawith proposed, Cllr Worth seconded, and it was RESOLVED that, as a consultee, the response to Cornwall Council is: Landulph Parish Council rejects the application on the basis that there is proven demand for local housing as stated in the recent housing survey and the applicants have not yet tested the market by putting the property on the market.
Cllrs G and P Braund re-joined the meeting at this point.
- b) [PA24/00767/PREAPP](#) | **Pre-application advice for 2 (No.) dwellings. | West Coombe Landulph Cross Landulph Saltash Cornwall PL12 6NE (please note the consultee comments will be sent direct to the Planning Officer, as this is a pre-app).**

A discussion was held on the road safety aspect at Landulph Cross, which gets very busy especially around school times, and the need for further discussion on ways to make this area safer (eg. widening the road, priority passing places, etc).

Discussions also included that Councillors were happy to support further housing in the area, but not happy with the road safety aspects. **[ACTION: Clerk to request a road safety audit for this area (Landulph Cross) with Will Glassup].**

Cllr Worth suspended Standing Orders at this point to allow three members of the public to speak.
Cllr Worth reinstated Standing Orders.

Cllr P Braund proposed, Cllr Tagg seconded, and it was RESOLVED to respond to Cornwall Council that Landulph Parish Council's comments are:

Landulph Parish Council supports the concept about the two properties but has concerns with the proposed access, and feels the existing access should be used, and improved, for the two new properties, in line with the Highways Manager recommendations of 09.07.2024.

Landulph Parish Council is very concerned about the proposed pavement on the Highway and agree with Cornwall Highways' recommendation that an alternative solution would be a footway behind the hedge within the site.

53-24 [Planning Updates](#) (for information only) – noted.

54-24 Report from the [Landulph Climate Working Group](#) - noted.

55-24 Report from the [Landulph Orchard Green Working Group](#).

Recommendations:

To accept donations of benches – three benches received **[ACTION: Clerk to add to the Asset Register]**.

Costs:

1. Fuel for mower (from General Orchard Fund) £9.55 (£7.96 net)
2. Line marker (from General Orchard Fund) £5.98 (£4.98 net)
3. Two flat benches (from FIPL Fund) £81.53 (£70.20 net)
4. In addition Cllr Tagg added a recommendation that the tiered grass seating area is constructed from stone by a Cornish master craftsman (£4,048) rather than wooden sleepers (c£2k excluding installation) in the original bid, as the stone will be more sustainable. Cllr Tagg has spoken with FIPL who are happy with this proposal as long as Landulph Parish Council is in agreement. Cllr Tagg proposes this additional cost can be saved from the seating and bulbs budget.
5. In addition Cllr Tagg added a recommendation that the bridge access across the pond is made strong enough to hold a small tractor/mower, the costs will be part of the construction project with an additional c£400.

Cllr Ansell proposed, Cllr Worth seconded, and it was RESOLVED to approve the recommendations.

56-24 Report from the [Playing Field Working Group](#).

CIL grant claim has been submitted, awaiting payment.

Recommendation:

[ACTION: Clerk to contact Cornwall Council to advised of the relocation of the current bin. This will still be near the road for ease of emptying but in a more visible location, once advised by the Playing Field Working Group].

Cllr Tagg proposed, Cllr G Braund seconded, and it was RESOLVED to approve the recommendation.

57-24 Report from the [Governance and Finance Working Group](#) – noted.

58-24 Update from the [Landulph Energy Proposals Working Group](#).

Cllr Worth advised that negotiations are under way for community funding.

59-24 Proposals to install a handrail/step near the phone kiosk.

Cllr Gawith approached two companies for quotations and has received a quotation from one company, at a cost of £440 +VAT. The company has also advised on the design of the handrail. The next step is for the contractor to measure up. To come from the Other New Assets EM Reserve. Cllr P Braund proposed, Cllr Gregory seconded, and it was RESOLVED to approve the recommendation.

60-24 **GDPR requirements for the use of photos / photo consent form / [review of Communications Policy](#).**

Cllr Tagg proposed, Cllr P Braund seconded, and it was RESOLVED to approve the recommendation. **[ACTION: Clerk to finalise and upload the revised Policy].**

61-24 **Discussion on Callington Cricket Club's use of the Henry Searle Memorial Field.**

Landulph Parish Council has received no contact from Callington Cricket Club since the meeting on site in June. Some actions have been taken by them (eg. the grass has been cut etc). The Parish Council will send a letter to them to discuss the rent and their position. **[ACTION: Clerk to send a letter to Callington Cricket Club]. [AGENDA: September].**

62-24 **Possible installation of a Life Buoy Ring by the riverbank of Penyoke Playing Field (Cllr Gregory).**

Cllr Gregory advised this was proposed by a parishioner. It was discussed this is important as children are playing in that area. Cost is approximately £400 from Other New Assets EM Reserve. To be located on top of the embankment so that it's visible. **[ACTION: Playing Field Working Group to investigate lifebuoy options].**

Cllr Worth proposed, Cllr Gawith seconded, and it was RESOLVED to approve the recommendation.

63-24 **[Delegated Decisions taken](#) – agreed and noted.**

64-24 **[Finance Update](#) – to note.**

65-24 **Grant application received from Landulph Memorial Hall.**

Cllr G Braund left the meeting for this item.

Cllr Worth proposed, Cllr Gawith seconded, and it was RESOLVED to approve the application, subject to the financial details being reviewed. **[ACTION: Clerk to send to Cllr Gawith].**

Cllr G Braund rejoined the meeting.

66-24 **Accounts for Payment.**

Payee	Chq No	Payment Details	Budget	Net	VAT	Gross
Playquest Adventure Play Ltd	101660	Balance payment for supply and installation of play equipment and safety surfacing	Playing Field New Assets Earmarked Reserve	26244.80	5248.96	31493.76
Hatt Garage	101661	Fuel for Orchard - reimburse to S Pearson	Orchard General Fund	7.96	1.59	9.55
Cancelled cheque	101662					
Travis Perkins	101663	Benches at the Orchard - reimburse to J Small	Orchard General Fund	67.94	13.59	81.53
Waitrose	101664	First Aid kits for Orchards - reimburse to P Jermain	Orchard General Fund	24.40		24.40
HMRC	101665	Tax July	Salaries General Fund	80.40		80.40
Cornwall Pension Fund	101666	Pension July	Salaries General Fund	106.90		106.90
KJ Williams	101667	Salary July	Salaries General Fund	322.06		322.06
HMRC	101668	Tax August	Salaries General Fund	80.40		80.40
Cornwall Pension Fund	101669	Pension August	Salaries General Fund	106.90		106.90
KJ Williams	101670	Salary August	Salaries General Fund	322.06		322.06
Currys	101671	Laptop care (June) - reimburse to KJ Williams	ICT Costs General Fund	6.28	1.37	7.65
KJ Williams	101672	Post, print and expenses July	Office Expenses GF	43.14		43.14
Google Cloud EMEA Ltd	DD	Google Workspace 1.6.24-30.6.24	ICT Costs General Fund	127.05		127.05

67-24 Chairman's Urgent Business / Any Other Business (note: any items are for information only).

- a) Cornwall Councillor Martin Worth provided an update on Cornwall Council **[ACTION: Cornwall Cllr Worth to provide a link]**.

68-24 Date of Next Meeting – Monday 16 September 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.

Part Two: Under the Public Bodies (Admission to Meetings) Act 1960 the public (including the press) shall be excluded from the meeting at this point due to the confidential nature of the agenda items to be discussed.

69-24 Decision on contractor for Public Rights of Way contract (two applications received).

Contractor A: £665.86 – has £5 million public liability insurance and can provide a copy of the qualifications to use the relevant powered tools.

Contractor B: £665.86 – has £1 million public liability insurance (but can increase if successful), and advised the brush cutter and chainsaw does not require certification.

Cllr Worth proposed, Cllr P Braund seconded, and it was RESOLVED to appoint Contractor A (Cllr Tagg abstained).

MATTERS ARISING			
Key to actions:			
Yet to be actioned	Action pending	Action completed	Ongoing Action
Minute no.	Action	Update on Action Taken	
Matters Arising - April 2023 meeting:			
260-22 + 90-23b)	Cllr Worth to liaise with Cornwall Highways on the possibility of 'horse riding' street signs being installed. Update October 2023 (90-23): budget has been spent, will need to apply next year. [Cllr Worth]. 15.07.24 – Cllr Worth advised this is progressing with Cornwall Council to identify where to locate the signs.	In progress – action pending.	
Matters Arising - September 2023 meeting:			
64-23	Cllr Worth to speak to Catherine Thompson regarding the timing of the next highway allocation and also speak to Will Glassop to obtain an approximate budget. [ACTION: Cllr Worth]	Waiting for a date from the portfolio holder. Action pending.	
Matters Arising - October 2023 meeting:			
90-23 c)	Speed activated speed signs – Cllr Worth to investigate how much it would cost to have our own speed activated signs (the basic model).	Ongoing, though plans may be delayed until after the scheduled rota has occurred and feedback on impact obtained.	
Matters Arising – January 2024 meeting			
141-23 + 177-23	Cllr Worth to identify the land ownership near the Book Exchange phone box. Phone kiosk handrail: Cllr Gawith to cost up a suitable handrail and report back. For discussion at the May 2024 meeting.	Checking with Cornwall Council Officers. Action pending – awaiting response.	
Matters Arising – February 2024 meeting			
Public Forum	Request for a new street sign at the end of Fore Street Cornwall Cllr Worth to raise via Cornwall Council Casework Assist.	Action pending. Raised 28.3.24, acknowledged by CC 15.4.24, awaiting outcome (could take 8-12 weeks).	
163-23	Spaniards planning - Clerk to chase up the enforcement response to original reporting on 7.11.23 (email sent 4.3.24), response received from Cornwall Council dated 5.3.24 confirming that a stage 4 enforcement	Action complete.	

	investigation is in process, chased again 17.06.24. Response received from Cornwall Council 20.08.24 and circulated to Parish Councillors, update in Planning Updates reported at the September 2024 Parish Council meeting.	
Matters Arising – March 2024 meeting		
171-23	PA23/10042. Question was raised as to why the response from LPC was not online. Cllr Worth confirmed he is aware the Clerk submitted a response at 11pm on 15.01.24 following the January meeting but this is still not showing online. This is being investigated by Cornwall Council.	Action pending – awaiting response.
178-23	Landulph Memorial Hall EV charging proposal: Cllr P Braund to raise at the next Landulph Memorial Hall meeting.	Yet to be actioned.
Matters Arising – April 2024 meeting		
198-23	Fibreglass hull on footpath. Clerk to report this footpath obstruction to Cornwall Council (done). Clerk to respond to the parishioner (who is the footpath liaison officer) asking whether she has any suggestions on how to remove it – response sent to Parish Councillors 13.5.24. Reported to Cornwall Council – who advised contacting the Coast Guard – Coast Guard advised this is a Cornwall Council issue, or the landowner.	Action pending.
Matters Arising – May 2024 meeting		
197-23, 08-24 and 61-24	Cricket Ground lease – reviewed by the Governance and Finance Working Group in May. Discussion needed with the Cricket Club (email sent, and phone message left), awaiting response from them. Discussion on the cricket club's use of the Henry Searle Memorial Field – for June agenda. Clerk chased a response from Callington Cricket Club 1.6.24. Meeting arranged 11.6.24. Clerk to send a letter to Callington Cricket Club – email sent 03.08.24, awaiting an update. [AGENDA: September].	Action pending.
196-23, 22-24, 31-24 and 69-24	Footpaths contractor sought to undertake footpath maintenance 2024 – advertised, deadline 12 th May. No applications submitted. Clerk has contacted neighbouring parishes, a recommended contractor and Duchy College, extended the deadline to 16.06.24. To be promoted via Landulph Innit, for the June agenda. No applicants, but Callington Town Council may be interested. Clerk contacted Botus Fleming and has contacted their contractor – pending application. Two applications, contractor appointed – work undertaken.	Action complete.
Matters Arising – June meeting		
40-24	.gov.uk email address - Clerk to check whether this will be compulsory for parish councils.	To be actioned.
Matters Arising – July meeting		
52-24b)	Clerk to request a road safety audit for this area (Landulph Cross) with Will Glassup. Email sent 15.07.24	Action pending.
55-24	Clerk to add three Orchard benches to the Asset Register.	Action complete.
56-24	Clerk to contact Cornwall Council to advised of the relocation of the current bin. This will still be near the road for ease of emptying but in a more visible location, once advised by the Playing Field Working Group.	To be actioned.
60-24	Clerk to finalise and upload the revised Comms Policy.	Action complete.
62-24	Playing Field Working Group to investigate lifebuoy options. Clerk to add to the Fixed Assets Register.	Action complete.
65-24	Clerk to send the Hall's Financial details to Cllr Gawith to review, for their grant application. (Sent, awaiting review 15.07.24)	Action pending.
67-24	Cornwall Cllr Worth to provide the link to the update.	To be actioned.
Actions outside of Parish Council meetings		
Parish Council meetings are held on the 3 rd Tuesday of each month (except August) Parish Council Agendas are published on the 2 nd Wednesday of each month ACTION for All Councillors to note: Working Group reports and any agenda items to be submitted to the Clerk by the 2nd Tuesday of each month. To be published on the website in advance of a meeting.		Parish Councillors to note. Ongoing. Working Group meetings to be held in time for reports to be submitted.

Signed: Chairman