



**Minutes of the meeting of Landulph Parish Council
held on Monday 16 September 2024 at 6.30pm at Landulph Memorial Main Hall**

Public Forum.

70-24 To receive apologies for absence and approve the reasons given. None.

71-24 [Declarations of interest relating to items on the agenda.](#) None.

72-24 Members to consider any dispensations relating to items on the agenda. None.

73-24 To confirm the [minutes of the meeting dated 15 July 2024.](#)

Amendment to minute no. 55-24 4) should state: “Cllr Tagg has requested FIPL’s agreement”.

Amendment to minute no. 61-24 should state: “The Searle Family Memorial Field”.

Cllr G Braund proposed, Cllr Ansell seconded, and it was RESOLVED to approve the amendments and minutes.

74-24 Matters Arising (to discuss any actions arising from the previous meeting). Noted.

75-24 Planning – to consider planning applications (Ctrl and Click on link):

a) [PA24/06070](#) | Two storey extension and internal re arrangement with removal of mono pitch roof to front elevation and replacement flat roof | I Barns Terrace Ellbridge Lane Hatt Saltash Cornwall PL12 6PU (deadline extension confirmed by planning officer).

Cllr Tagg proposed, Cllr Gawith seconded, and it was RESOLVED that, as a consultee, the response to Cornwall Council is: Landulph Parish Council has no objection.

b) [Highdown Passing Place \(for information only\).](#)

Cornwall Council: No objections (OHL/OHE/HG apps). Noted.

76-24 [Planning Updates \(for information only\).](#) Noted.

77-24 Report from the [Landulph Climate Working Group.](#) Noted (no recommendations).

Cllr Worth encouraged everyone to use the Thursday bus (concession bus passes can be used).

Cllr Ansell commented that it’s a very tight connection for the two key trains (to Plymouth and to Penzance). Cllr Tagg commented that if the return bus is missed, people can catch the number 12 to Hatt – and arrange a lift from Hatt.

78-24 Report from the [Landulph Orchard Green Working Group.](#)

Recommendations: Publicise progress on Duchess Green.

Costs:

1. Posters for progress display – est £20 – general LOG account
2. Cuprinol – Gill Mannings Cox £12 – general LOG account
3. Plaques for donated benches – Clare Tagg - £45 – LOG reserve

Cllr Tagg encouraged all to visit Duke Orchard, and to record their visit (but please do not visit Duchess Green as it is currently a building site and is dangerous – however if you contact Cllr Tagg she will arrange an accompanied guided tour).

Cllr Gawith proposed, Cllr P Braund seconded, and it was RESOLVED to approve the recommendations.

79-24 Report from the [Playing Field Working Group](#). Noted (no recommendations).

80-24 Report from the Governance and Finance Working Group.

No report.

81-24 Update from the Landulph Energy Proposals Working Group.

No update.

82-24 Proposals to install a handrail/step near the phone kiosk.

Cllr Gawith met the contractor on site to discuss requirements, and was advised it will take c4-6 weeks.

83-24 Discussion on Callington Cricket Club's use of The Searle Family Memorial Field.

Cllr Worth advised that Landulph Parish Council has been informed in writing that Callington Cricket Club no longer want to hire the field, citing water supply issues and a lack of volunteers to maintain and upkeep the playing surface. They have given their notice from 31.12.24.

There is a legal document which outlines what the field can and can't be used, as follows:

Landulph Parish Council shall use all reasonable steps to procure the continued use of the Property

1. For cricket, but failing this
2. For the recreational use of the inhabitants of the parish of Landulph but failing this
3. For amenity land or woodland with access for the inhabitants of the parish of Landulph but failing this
4. For agriculture, the income therefrom being used for the benefit of the inhabitants of the parish of Landulph.
5. The property shall not be used for development or horticulture.

The following was discussed by Parish Councillors:

- The Parish Council will hold discussions with the English Cricket Board.
- The Parish Council should start approaching alternative cricket tenants now, with a view to taking over the lease from 01.01.25 onwards, could contact all local cricket clubs via email.
- Other cricket clubs are likely to be willing to hire the field
- The cricket pavilion will be staying.
- The Parish Council will need to evaluate the situation with the water supply, as the cricket field will need watering. To contact South West Water to identify what the issues are (near the school), is the pipe is leaking and to discuss the issue of the water quality. Currently Callington Cricket Club has the water contract. It could cost significantly to fix the water supply.
- It was proposed that Landulph Parish Council sets up a 'Searle Family Memorial Field Working Group' - Cllr Gawith, Cllr G Braund, Cllr Ansell and agreed to be involved. **[ACTION: Terms of Reference to be drafted].**

Cllr Worth suspended Standing Orders and asked for views from parishioners, as follows:

- Callington Cricket Club has spent a lot of money on the pavilion, but sadly people demand a certain standard - one Cornish league refused to come to Landulph because of the state of the pavilion.
- The pavilion is quite tatty and could be costly to refurbish to an appropriate standard, but a grant could be applied for.
- Does the English Cricket Board have any funding?
- Water quality check – suggestion that Stanlakes at Launceston can do this and is not too costly.
- When the lease ends, will the water bill then come to Landulph Parish Council?

Cllr Worth reinstated Standing Orders.

84-24 [Finance Update](#) to note. Noted.

85-24 Grant application received from Landulph Memorial Hall.

Cllr P Braund advised that the Landulph Memorial Hall battery application was not successful (citing not enough community involvement), the Hall Committee is in the process of applying for another grant.

86-24 Footpath maintenance and adhoc footpath work, plus cutting around the 20mph signs.

Cllr Worth stated that many signs (including repeater signs) in the parish cannot be seen.

[ACTION: Clerk to raise a request via Casework Assist for Cormac to clear them].

If the answer is no, then it was proposed that the Parish Council could go out to local contractors under Section 137. The Clerk advised Landulph Parish Council that it has no powers to undertake this work (it is the responsibility of Cornwall Council / Highways), and any work contracted would not be covered by the Parish Council's insurance policy, Parish Councillors would be personally liable.

Cllr P Braund proposed, Cllr Worth seconded, and it was RESOLVED that, if Cormac will not undertake the work, the Parish Council will go out to local contractors.

Cllr Tagg reported that 'Badger Alley' has been cut properly, and the Footpaths group has ordered and received badger notices, to warn of uneven surfaces and badger sets.

Cllr Tagg reported that the stile is very steep, and the gate is broken, and asked whether the Footpaths Group can get rid of both of these? Gwen has been trying to get hold of the owners to seek their permission. **[Action: Cllr Worth].**

Cllr Tagg advised that there is a plan to put the Footpath booklet information online.

87-24 Plans for [repairs to the Saltash A38 tunnel](#) (please click on this link for further information – this link is also available on the Parish Council website news page)

Cllr Worth reported that the works are scheduled from Autumn 2024 to potentially Autumn 2025. Tunnel closures are expected overnight from now until Christmas whilst they rip out cabling, lane control features and fixtures – this will affect all of the control systems for the tunnel and the bridge. On the bridge there will be predetermined manual control or traffic lights.

National Highways are funding this c£20m project in conjunction with Tamar Bridge management. All the communications will come from National Highways. There are likely to be queues of up to 45 minutes. Cornwall Council is encouraging more people to use trains and will be working with train companies to request that all trains stop at St Germans and Saltash, and also with major employers to stagger their start and finish times.

The bridge control will lose the ability to change lanes (the walking/cycling cantilever will remain in place). The tunnel will be two lanes – one for emergency services. All communications will be live on the website (link above).

Cllr Gawith commented that they have modelled the A38 but not taken into account signs at Stoketon Cross etc, which Landulph Parish Council has asked for, as well as a live notice to say which is the best route to go.

Cllr Worth requested that parishioners please don't ring the Tamar Bridge office about this. There was suggestion that we request to extend the ferry to Cargreen.

88-24 [Saltash HWRC New Booking System](#) (link to the booking system also available on the Parish Council website 'who do I contact' page)

If you do not have access to the website form, you will be able to call to make a booking on 0300 1234 141. Any feedback on this trial can be emailed to: iwm@cornwall.gov.uk

89-24 Repayment for the housing and life ring on the playing field and payment for the park gate anti tamper key.

Cllr P Braund advised that he has purchased this (cheque to reimburse is in the Accounts for Payment).

90-24 Repeat contract for Play Inspection Company 2025.

[ACTION: Clerk to return the repeat contract form – for an inspection in April 2025].

91-24 Accounts for Payment.

Payee	Chq No	Payment Details	Budget	Net	VAT	Gross
Google	DD	Google workspace July 2024	ICT costs General Fund	80.00		80.00
Lifebuys Direct	101673	Lifebuoy for Penyoke Playing Field (reimburse to P Braund)	Other New Assets EM Reserve	275.49	55.10	330.59
Toolstation Ltd	101674	Line marker for Orchard (reimburse to C Tagg)	Orchard General	4.98	1.00	5.98
Geosphere Ltd	101675	Parish online annual subscription 27.07.24-27.07.25	Subscriptions General	60.00	12.00	72.00
BDO LLP	101676	External audit 23-24	Office Expenses General	315.00	63.00	378.00
KJ Williams	101677	Post, print, expenses (Aug/Sept)	Office Expenses General	50.17		50.17
Currys	101678	Laptop care (July and August) - reimburse to KJ Williams	ICT costs General	12.56	2.74	15.30
		Cancelled cheque				
Rogers Blinds and Awnings	101680	Frosting for window	Orchard FIPL grant	20.00	4.00	24.00
G C Johnston Ltd	101681	Sadolin wood protection - Orchard (reimburse to C Tagg)	Orchard FIPL grant	28.98	5.80	34.78
Amazon	101682	Toilet role and scoop -Orchard (reimburse to C Tagg)	Orchard FIPL grant	16.62	3.32	19.94
Travis Perkins	101683	Vent pipe - Orchard (reimburse to A Butcher)	Orchard FIPL grant	31.74	6.35	38.09
Screwfix	101684	Vent pipe - Orchard (reimburse to A Butcher)	Orchard FIPL grant	43.05	8.61	51.66
Hacks Country Ltd	101685	Shavings - Orchard (reimburse to A Butcher)	Orchard FIPL grant	10.99		10.99
Toolstation Ltd	101686	Ironmongery - Orchard (reimburse to C Tagg)	Orchard FIPL grant	19.01	3.80	22.81
SCC CARS	101687	Sadolin wood protection - Orchard (reimburse to C Tagg)	Orchard FIPL grant	29.49	5.90	35.39
Pip and Stone Ltd	101688	20% deposit Trees - Orchard (Adam's Apples)	Orchard FIPL grant	118.32		118.32
Crocus Club	101689	Camassia - Orchard (reimburse to C Tagg)	Orchard FIPL grant	108.79		108.79
Travis Perkins	101690	Materials for bench - Orchard (reimburse to Jason Small)	Orchard FIPL grant	56.24	11.25	67.49
Travis Perkins	101691	Materials for bench - Orchard (reimburse to Jason Small)	Orchard FIPL grant	56.24	11.25	67.49
Medway Galvanising Company Ltd	101692	Hinge Gates key - playground	Play Equipment General	22.00	4.40	26.40
Paul Morris	101693	PROW contract work undertaken	Open Spaces General	665.86		665.86
Landulph Memorial Hall	101694	Grant	Grant Fund EM Reserve	1000.00		1000.00
Mole Valley Farmers	101695	Pipes for Orchard (bridge) - reimburse to C.Tagg	Orchard FIPL grant	196.70	39.34	236.04
Burcombe Concrete	101696	4 concrete blocks for Orchard (bridge)	Orchard FIPL grant	726.96	145.39	872.35
Saltash Trophies	101697	Two bench plaques for Orchard - reimburse to C.Tagg	Orchard General	45.00		45.00
Able Print Ltd	101698	Bioblitz leaflets	Climate Change General	91.66		91.66
HMRC	101699	Tax September	Salaries General	80.40		80.40

KJ Williams	101700	Salary September	Salaries General	322.06		322.06
Cornwall Pension Fund	101701	Pension September	Salaries General	106.90		106.90
Westcountry Fabrication Ltd	101702	Rods – Orchard (bridge)	Orchard FIPL grant	247.50	49.50	297.00
Bond Timber	101703	Timber – Orchard (bridge)	Orchard FIPL grant	1007.71	201.55	1209.26
Brandon Hire Station	101704	Hire Silge pump – Orchard (bridge) – reimburse to C.Tagg	Orchard FIPL grant	80.53	16.11	96.64

92-24 Chairman’s Urgent Business / Any Other Business (note: any items are for information only).

- a) Cllr Ansell asked whether the painting of the new bus shelter will this be done this year.
[ACTION: Cllr Tagg to check]. The grass cutting contract includes cutting around both bus shelters **[ACTION: Clerk to contact the contractor].**

93-24 Date of Next Meeting – Monday 21 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.

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).
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 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.
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.	Bin no longer going to be moved. 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 complete.
67-24	Cornwall Cllr Worth to provide the link to the update.	To be actioned.
Matters Arising – September meeting		
83-24	Use of Searle Family Memorial Field Working Group to be set up - Cllr Gawith, Cllr G Braund, Cllr Ansell. Terms of Reference to be drafted.	To be actioned.
86-24	Cutting around the 20mph and repeater signs. Clerk to raise a request via Casework Assist for Cormac to clear them. Reported 23.09.24 CAS-12527-C8Z3K7	Action pending.
86-24	Cllr Worth to make contact re the stile and steps at Badger Alley.	To be actioned.
90-24	Clerk to return the repeat contract form – for a play equipment inspection in April 2025.	Action complete.
92-24	Cllr Tagg to check whether the painting of the new bus shelter will be done this year.	To be actioned.
92-24	Clerk to contact the grass cutting contractor in relation to the two bus shelters. Emailed 23.09.24. Response – contractor to cut back the vegetation 8 October.	Action complete.
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