



**Minutes of the meeting of Landulph Parish Council
held on Monday 21 October 2024 at 6.30pm at Landulph Memorial Main Hall**

94-24 To receive apologies for absence and approve the reasons given. Cllr G Braund – on holiday, approved.

95-24 [Declarations of interest relating to items on the agenda](#). None.

96-24 Members to consider any dispensations relating to items on the agenda. None.

97-24 To confirm the [minutes of the meeting dated 16 September 2024](#).

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

98-24 **Matters Arising (to discuss any actions arising from the previous meeting)**. Noted.

99-24 **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)**

This was discussed at the Landulph Parish Council meeting on 16 September 2024, Landulph Parish Council's decision: Landulph Parish Council has no objection.

An email was subsequently received from the Planning Officer dated 10.10.24:

I appreciate your comments which will be included in my report. However, following careful consideration of all the material planning considerations, in this instance I feel that it is appropriate to recommend refusal of the application. Under these circumstances, please can you confirm that on this occasion we may agree to disagree? If I do not hear from you within the next 5 working days, I will assume that this is the case.

The reasons why I am recommending refusal are:

We are concerned that by way of its mass, size and orientation the extension will have a detrimental impact on neighbouring properties through overbearing, loss of light and a negative impact on the overall character and appearance of the area.

Thank you for your assistance.

The Planning Officer has confirmed (on 16.10.24) that an additional deadline will be granted.

Cllr Worth advised that Landulph Parish Council is a consultee rather than a decision maker, and explained [Cornwall Council's planning protocol process](#).

Cllr Worth advised that the Clerk emailed the Planning Officer asking why the Parish Council was only given one option (agree to disagree), rather than the usual three options (agree, agree to disagree, or request for a call in to planning committee). The Planning Officer responded that, with this type of application, the procedure is different – as it's a householder application.

Cllr Tagg raised the point that if Landulph Parish Council receives a planning application and does not agree, then the Parish Council provides reasons for this to Cornwall Council. However, if the Parish Council agrees a planning application, no reasons are given to Cornwall Council. Cllr Tagg suggested that the Parish Council minutes states that, in future, the Parish Council has discussed x points, and the reasons for agreeing with an application. Cllr Worth commented that the planning process is permissive, and when it's a negative decision you go into detail.

Landulph Parish Council discussed the Planning Officer's letter, and the following was discussed. In reaching its decision on the application in September, Landulph Parish Council spent a considerable amount of time looking at the plans, discussing some of the issues, and agreed that Landulph Parish Council's consultee comment to Cornwall Council is that it has no objection to the application.

In response to the Planning Officer's letter dated 10th October 2024, Landulph Parish Council agrees to disagree (which is the only option available).

Landulph Parish Council has asked to seek clarification from the Planning Officer on the following: How did the Planning Officer reach their conclusion to refuse the application – did they undertake a physical visit to the property?

[ACTION: Clerk to respond to the Planning Officer]

At this point of the meeting, Cornwall Cllr Worth referred to the [planning protocol on Cornwall Council's website](#) and advised that usually the Divisional Member is informed (Cornwall Cllr Worth is the Divisional Member for the Landulph parish), and the Divisional Member usually has the opportunity to call the application into the Planning Committee.

He was advised that he does not have the right to call into committee if it is a householder development. This is the reason why the Planning Officer didn't give Landulph Parish Council the options to 1 agree; 2. Agree to disagree; 3 call into a planning committee.

Cornwall Cllr Worth has raised this with the Head of Service for Planning.

Cornwall Cllr Worth wishes to call this in as he supports this application but is not permitted. He is waiting to see whether the Planning Officer will reconsider their position. The decision is ultimately down to the Head of Service for Planning.

The options for the applicant going forward could be a withdrawal of the application and to start again, or to submit an appeal.

Cllr Ansell commented that, as there are so many items on the planning protocol, why should Landulph Parish Council bother to consider applications at all? He asked whether Landulph Parish Council could ask for an investigation to look at the planning protocols – have they recently changed?

[ACTION: Cornwall Cllr Worth to raise this issue with Louise Wood, Head of Service].

Cllr Gawith commented that the protocol states the applications CAN be called in by the Head of Service, but it doesn't say it CANNOT be called in by the Divisional Member.

At this point in the meeting Cllr Worth suspended Standing Orders to allow the planning agent to speak (as the Parish Council had already made its decision). The planning agent stated that in the 30 years he's been involved in the planning process he has known Cornwall Councillors to bring applications to planning committee, and would appreciate an update on Cornwall Councillor Worth's enquiries.

Cllr Worth reinstated Standing Orders.

100-24 [Planning Updates](#) (for information only). Noted.

101-24 Report from the [Landulph Climate Working Group](#).

Recommendations:

1. Run a climate film week in March using largely free material (instead of the Winter talks)
2. Record of rarer species sightings to be established

3. LCG to investigate the legal aspects of setting up a car sharing WhatsApp group
4. Submit Duke Orchard for Cornwall Sustainability Award (Trees for Nature and Growth) – deadline 31 October
5. Article for December/January newsletter on Wildlife Corridors.

Costs: Provisionally book the hall for a climate film week at the following times during 10-16 March: Monday afternoon, Tuesday evening, Wednesday evening, Thursday afternoon, Friday afternoon
Approx. £120.

Cllr Ansell proposed, Cllr Gawith seconded, and it was RESOLVED to approve the recommendations. **[ACTION: Clerk to note the cost].**

102-24 Report from the [Landulph Orchard Green Working Group](#).

Recommendations:

1. Use slide at Friday café to publicise progress on Duchess Green
2. Articles on Duke Orchard Woo Woo Loo and progress in Duchess Green included in Newsletter
3. Request a variation on FIPL grant for bat and owl boxes and ecology review into Earthworks budget.

Costs:

1. Posters for progress display – est £20 – general LOG account – no longer required as electronic slide used instead
2. Funding received for Woo Woo Loo from FIPL Grant
3. Aim to make claims from FIPL grant in November for: • Bulb planting • Boardwalk bridge and pond • Miyawaki planting • Hedging

Cllr Worth clarified that Cornwall Council has approved the Farming in Protected Landscaping (FIPL) grant, it's a case of Landulph Parish Council submitting the various invoices and claims in a timely fashion.

Report noted. **[ACTION: Clerk to note removal of forecast costs].**

103-24 Report from the [Searle Family Memorial Field Working Group](#).

Recommendations:

Terms of reference for the working group has been drafted (Action: Libby Gawith).

[ACTION: For the next meeting agenda].

The pavilion to be added to our insurance from 1st January 2025. (Action: Clerk)

Cllr Gawith has emailed Callington Cricket Club in relation to the electricity and water supplies (to copy to the Clerk).

Report noted.

104-24 Update from Cornwall Cllr Worth on Cornwall Council's Budget formulation 2025/26.

Cornwall Cllr Worth reported that the information is not ready in time to share at this Parish Council meeting, so will share the link to the information once available. (nb. Please note that since the meeting, the [information is now available](#))

105-24 Footpaths Update

Report from Gwennie Morris (Parish Footpath Representative).

- a) Stile at the top of the horses field / Badgers Alley. Cllr Worth has spoken to the owner – they are happy for the gate to be changed. A gate has been given from Cormac, but some extra materials are required (posts, spring hinge, etc) – Gwennie has requested these from Cormac and is waiting for their response. If Cormac can't provide this, Gwennie would need to cost up. Cllr Tagg would like the gate to be fixed in time for the winter walks, so may need to be funded by the Parish Council.

Cllr Tagg proposed, Cllr Worth seconded and it was agreed to this spend if required. **[ACTION: Clerk to note in forecast costs].**

- b) The badger signs are now in place.
- c) The damaged step at the bottom of the horses field – some materials were left over and used to reinstate the step.

106-24 Website and gov.uk domain.

Cllr Tagg attended a Parish Online workshop (a community interest company which supports parish councils), who offers an integrated website and email with a gov.uk domain. The government is offering £100 to move to a gov.uk domain. Landulph Parish Council should now consider looking at other options. **[ACTION: Cllrs Tagg and Ansell to discuss options and bring recommendations to a future meeting].**

107-24 Finance Update to note.

In response to a query from Cllr Ansell, Cllr Worth reported on the Community Infrastructure Levy (CIL) funding for the pre-school move – 25% of the levy comes to the parish / 75% to Cornwall Council. As a parish we secured two sums – one successful claim of £28k (claimed by the parish council via the school), the other successful claim of £100k to support a new classroom at the school (payment to go directly to the school).

108-24 Community Capacity Fund Invitation 28th Feb 2025 New County Hall, Truro.

Landulph Parish Council has been invited to attend and showcase the Orchard project **[ACTION: Cllr Tagg to review the form to be returned to Cornwall Council].**

109-24 Accounts for Payment.

Payee	Chq No	Payment Details	Budget	Net	VAT	Gross
B&M	101706	Cuprinol for Orchard toilet (reimburse to Gill Mannings Cox)	Orchard General Reserve	12.00		12.00
R&A Scamp Ltd	101707	Daffodils for Orchard (inc. £12.02 postage), VAT is 4% horticultural VAT	FIPL Grant	673.54	26.46	700.00
HMRC	101708	Tax August	Salaries General Reserve	80.40		80.40
Cornwall Pension Fund	101709	Pension August	Salaries General Reserve	106.90		106.90
KJ Williams	101710	Salary August	Salaries General Reserve	322.06		322.06
Currys	101711	Laptop care (September) - reimburse to KJ Williams	ICT Costs General Reserve	6.28	1.37	7.65
eHardware	101712 – one cheque reimburse to C.Tagg for £1007.49	Cleats - Orchard Boardwalk Bridge - reimburse to C Tagg	FIPL Grant	40.44	8.09	48.53
eBay		Deck Joist Tape - Orchard Boardwalk Bridge - reimburse to C Tagg	FIPL Grant	46.47	9.30	55.77
Coruba		Loadbearing Rubber - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	137.18	27.44	164.62
Toolstation		Line marking - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	4.74	0.95	5.69
Toolstation		Screws etc - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	57.54	11.51	69.05
Bonds		Additional screws/bolts - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	30.88	6.18	37.06
Toolstation		Brackets - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	2.62	0.53	3.15
Toolstation		Nuts and Bolts - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	52.96	10.59	63.55
Toolstation		Threaded bar - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	5.38	1.08	6.46
eBay		Additional tape - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	16.66	3.33	19.99

Westcountry Fabrication		Additional tiebars - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	89.40	17.88	107.28
Toolstation		Threaded bar - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	14.55	2.91	17.46
Bonds		Additional timbers - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	340.73	68.15	408.88
Glyn Deacon	101713	Boardwalk Bridge, pond, disabled hard stand, track	FIPL Grant	6780.00	1356.00	8136.00
Steven Holman	101714	Labour and materials	FIPL Grant	2224.00		2224.00
Dave's Sheds	101715	Deposit (30%) for Birdwatch shelters x2 - Orchard	FIPL Grant	1007.52		1007.52
KJ Williams	101716	Post, print, expenses October	Office Expenses	59.11		59.11
KJ Williams	101716	Post, print, expenses October	Office Expenses G	59.11		59.11
Bond Timber	101717	Brackets – Orchard – reimburse C.Tagg	FIPL Grant	305.25	61.04	366.29
Amazon		Deck tape - Orchard - reimburse C.Tagg	FIPL Grant	14.16	2.83	16.99
Toolstation	101718	Brackets - Orchard Boardwalk Bridge - reimburse C.Tagg	FIPL Grant	22.02		22.02
BES pipes	101719	Pipe - Orchard - reimburse C.Tagg	FIPL Grant	137.62	27.52	165.14
	101720	Cancelled cheque				
WH Bond & Sons Ltd	101721	Table and Bench - Orchard	FIPL Grant	810.00	162.00	972.00

110-24 Chairman's Urgent Business / Any Other Business (note: any items are for information only).

- Cornwall Cllr Worth advised that the results from the Tamar Crossings public enquiry have now gone to the Secretary of State, likely to hear back in December.
- Cornwall Cllr Worth commented that the Saltash Waste Recycling Centre booking process seems to be working well.
- Cornwall Cllr Worth advised that the upgrade to Saltash tunnel is likely to start end of November / beginning of December. There will be regular updates from National Highways.
- Cllr Gawith commented that the handrail at the phone kiosk has been made and is due to be painted.

111-24 Date of Next Meeting – Monday 18 November 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.
2025: 20 January, 17 February, 17 March, 21 April, 19 May, 16 June, 21 July, no meeting in August, 15 September, 20 October, 17 November, 15 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.	Completed.
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. To remove from Matters Arising.	Completed.
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		
Matters Arising – June meeting		
40-24	.gov.uk email address - Clerk to check whether this will be compulsory for parish councils. To mark as completed.	Completed.
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.
67-24	Cornwall Cllr Worth to provide the link to the update.	Completed.
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.	Action pending.
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 marked as completed.	Completed.
92-24	Cllr Tagg to check whether the painting of the new bus shelter will be done this year. Cllr Tagg advised that the weather is not suitable for painting outside walls. Suggestion to be painted on panels of wood to then be secured, but decision to wait until 2025. Cllr Tagg to contact the contractor to remove a part of the guttering.	Action pending.
Matters Arising – October meeting		
99-24	Clerk to respond to the Planning Officer.	Completed.
99-24	Cornwall Cllr Worth to discuss the planning protocol issue with Louise Wood, Head of Service.	Action pending.

101-24 and 102-24	Clerk to note the cost of hall hire for the climate week, and removal of costs for posters.	Completed.
105-24	Clerk to note approximate cost of gate fixings in forecast costs.	Completed.
106-24	Cllrs Tagg and Ansell to discuss options of new website provider and gov.uk emails and bring recommendations to a future meeting.	Action pending.
108-24	Cllr Tagg to complete the form to be returned for the Community Capacity Fund showcase event on 28.02.25.	Action pending.
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