



**Minutes of the meeting of Landulph Parish Council  
held on Monday 18 November 2024 at 6.30pm at Landulph Memorial Main Hall**

**Public Forum**

**I 12-24 To receive apologies for absence and approve the reasons given.** None.

**I 13-24 [Declarations of interest relating to items on the agenda.](#)** None.

**I 14-24 Members to consider any dispensations relating to items on the agenda.** None.

**I 15-24 To confirm the [minutes of the meeting dated 21 October 2024.](#)**

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

**I 16-24 Matters Arising (to discuss any actions arising from the previous meeting).** Noted.

**I 17-24 Planning – to consider planning applications (Ctrl and Click on link):** None.

A letter was received from EDF Renewables advising they will be modifying their application with substantial changes.

Cllr Gawith reported on a news article on the fire risk from batteries and discussed this could be a line of questioning that the Parish Council raises with the developer when they submit their revised application.

**I 18-24 Report from the [Landulph Orchard Green Working Group](#)**

Cllr Tagg advised that lots of volunteers have been helping with planting, and expressed her thanks to the volunteers.

An application has been submitted for a Cornwall Sustainability Award – awaiting outcome.

The second FIPL grant claim has been paid to the Parish Council.

Another planting day is planned for 8<sup>th</sup> December – any volunteers would be most welcome.

**Recommendations:**

1. Article on Miyawaki forest to be included in Newsletter
2. Accept offer from John Hall for another bench for Duchess Green similar to the one he donated in Duke Orchard.
3. Defer using rubber surface for paths and use budget to surface all paths with rolled 803 and sand.

**Costs:**

Request that Community Chest grant (£500) be used for wildlife cameras in Duchess Green and simple weather station if there is enough budget.

Cllr Ansell proposed, Cllr Tagg seconded, and it was RESOLVED to approve the recommendations. (Cllr Worth abstained from the vote).

**I 19-24 [Searle Family Memorial Field Working Group](#) – to agree the Terms of Reference.**

Cllr Tagg proposed, Cllr Gregory seconded, and it was RESOLVED to approve the ToR.

**[ACTION: Clerk to update and upload the ToR onto the website].**

Cllr Gawith spoke with Toby this evening and he thinks the meter is theirs – he will provide a copy of meter readings, bill, etc. **[ACTION: Cllr Gawith to contact SW Water once the information is received].** Callington Cricket Club will remove the benches and other items that

they own. **[ACTION: Cllr Ansell to send Cllr Gawith the photo of items left on site – to remind them to remove these items].**

#### **120-24 [Finance Update](#) to note.**

#### **121-24 Report from the [Governance and Finance Working Group](#).**

##### **Recommendations:**

The Council approve the moving of £1000 from the Playground Maintenance general reserve to the Playing Field New Assets earmarked reserve in the year 24/25. Agree to delete the FIPL grant spend earmarked reserve for this year's budget (not required – as all FIPL spend is recorded via the FIPL grant general reserve). The Council consider and advise of possible projects to be considered in the precept discussions for 2025/26.

A Working Group meeting with all Councillors to go through the precept proposals **[ACTION: Clerk / Cllr Ansell to set up the meeting]**

Cllr Gregory proposed, Cllr G Braund seconded, and it was RESOLVED to approve the recommendations. **[ACTION: Clerk to update the Finance spreadsheet].**

**[ACTION: All Councillors to provide the Clerk with information on projects for consideration in the 2025/26 precept].**

##### **Suggestions so far include:**

- An earmarked reserve is set up for transport, as there is likely to be a move to Parish Councils paying for this.
- Spend for the Searle Family Memorial Field is earmarked, which could be used for grant matchfunding.
- Playing Field New Assets earmarked reserve for new play equipment or fencing.
- Costs for new Parish Council website, and possibly to retain the current website.

#### **122-24 Footpaths Update.**

Cllr Tagg reported that the footpath gate has arrived from Cormac, hopefully to be installed before the Parish walks in December.

#### **123-24 Discussion on the gov.uk domain.**

Cllr Tagg advised that she attended an online presentation – Parish Council Domains Helper Service (which is a government scheme offering £100 voucher). Good reasons to have a gov.uk domain – trustworthy, can't be sold, more secure. **[ACTION: Cllr Tagg to approach suppliers for quotes].**

#### **124-24 Landulph Memorial Hall discussion.**

Cllr P Braund advised that Landulph Memorial Hall Chairman has reported that he will be standing down at the next AGM on 10th March 2025. The Hall Committee is dwindling in numbers, and desperately needs a new Chairman and new volunteers who are committed to help in the hall to keep it going for everyone. The type of activities includes: fire alarm inspections, boiler checks, running repairs, finance, etc – help with these type of activities is needed. This is a serious situation and the Hall Committee desperately needs support from parishioners to keep the hall going. This is a charity and is bound by the Charity Commission's rules.

There was a discussion that a public meeting is held to invite parishioners at the hall, to be able to discuss what activities and tasks of volunteers, and how much time commitment is required of volunteers.

**125-24 Approval for the purchase of the parish Christmas Tree at Landulph Cross.**

Cllr Gregory advised it was £30 last year, and will approach various other suppliers for costs. Requesting approval for £50.

Cllr Worth proposed, Cllr Gawith seconded, and it was RESOLVED to approve this cost.

**[ACTION: Clerk to record the cost against the community events budget].**

**126-24 Accounts for Payment.**

Payee	Chq No	Payment Details	Budget	Net	VAT	Gross
-	101720	Cancelled cheque	-	-	-	-
WH Bond & Sons Ltd	101721	Table and Bench - Orchard	FIPL Grant GR	810.00	162.00	972.00
Callycombe Aggregates Ltd	101722	Orchard Hedging Stone	FIPL Grant GR	1365.00	273.00	1638.00
Tamar Trees	101723	Miyawaki forest - Orchard	FIPL Grant GR	296.55		296.55
Tamar Trees	101724	Hedging saplings - Orchard	FIPL Grant GR	601.50		601.50
	101725	Cancelled cheque				
Western Web Limited	101726	Annual renewal of web space (renewal date 30.12.24) (to note: renewal of domain name is paid bi-annually - due 2025)	ICT Costs GR	85.00	17.00	102.00
Currys	101727	Laptop care (October) - reimburse to KJ Williams	ICT Costs GR	6.28	1.37	7.65
HMRC	101728	Tax November	Salary GR	83.80		83.80
Cornwall Pension Fund	101729	Pension November	Salary GR	111.32		111.32
KJ Williams	101730	Salary November (increase due to NJC pay award agreed nationally Oct 24)	Salary GR	335.33		335.33
KJ Williams	101731	Post, print, expenses November 2024	Office Expenses GR	42.24		42.24
Landulph Newsletter Group	101732	Council payment for articles 2023	Office Expenses GR	200.00		200.00
Landulph Newsletter Group	101733	Council payment for articles 2024	Office Expenses GR	200.00		200.00
	101734	Cancelled cheque				
	101735	Cancelled cheque				
Greentech Limited	101736	Tree bio spirals for Myawaki Forest - Orchard	FIPL Grant GR	385.78	77.16	462.94
Sutton Seeds	101737	Orchard	FIPL Grant GR	40.23		40.23
Toolstation	101738	Orchard - line marker	FIPL Grant GR	4.74	0.95	5.69
Mole Valley Farmers	101739	Orchard - pipe liners	FIPL Grant GR	2.60	0.52	3.12
Boston Seeds	101740	Orchard - Meadow Mix	FIPL Grant GR	89.99		89.99

GR = General Reserve | EMR = Earmarked Reserve

**[ACTION: Clerk to contact Barclays to set up BACs payments, and to check for a debit/credit card.].**

**127-24 Chairman's Urgent Business / Any Other Business** (note: any items are for information only).

- a) Cllr Worth mentioned that a consultation on [Cornwall Council's budget is now open](#) (Ctrl and click on link).

**128-24 Date of Next Meeting – Monday 16 December 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, to note 21 April has moved to 28 April, 19 May, 16 June, 21 July, no meeting in August, 15 September, 20 October, 17 November, 15 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.**

**129-24 Clerk’s payscale and hours.**

The Clerk advised the Council that the National Joint Council has, in October 2024, agreed the national pay award increase for 2024/25 (01.04.2024 to 31.03.2025).

A discussion on a pay increase (other than the annual NJC pay award) and increase in hours is to be discussed at a later date.

**130-24 Clerk’s expenses.** To be discussed at a later date.

<b>MATTERS ARISING</b>			
<b>Key to actions:</b>			
Yet to be actioned	Action pending	Action completed	Ongoing Action
Minute no.	Action	Update on Action Taken	
<b>Matters Arising - April 2023 meeting:</b>			
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. <b>18.11.2024 [Cllr Worth to chase].</b>	In progress – action pending.	
<b>Matters Arising - September 2023 meeting:</b>			
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.	
<b>Matters Arising - October 2023 meeting:</b>			
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). <b>[ACTION: Cllr Worth to chase this] 18.11.24.</b>	Ongoing, though plans may be delayed until after the scheduled rota has occurred and feedback on impact obtained.	
<b>Matters Arising – February 2024 meeting</b>			
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).	
<b>Matters Arising – March 2024 meeting</b>			
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.	
<b>Matters Arising – April 2024 meeting</b>			
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	Action pending.	

	Cornwall Council – who advised contacting the Coast Guard – Coast Guard advised this is a Cornwall Council issue, or the landowner.	
<b>Matters Arising – July 2024 meeting</b>		
52-24b)	Clerk to request a road safety audit for this area (Landulph Cross) with Will Glassup. Email sent 15.07.24	Action pending.
<b>Matters Arising – September 2024 meeting</b>		
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 completed.
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 <b>CAS-12527-C8Z3K7</b>	Action pending.
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.
<b>Matters Arising – October 2024 meeting</b>		
99-24	Cornwall Cllr Worth to discuss the planning protocol issue with Louise Wood, Head of Service.	Action pending.
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 completed.
<b>Matters Arising – November 2024 meeting</b>		
Public Forum	Cllr Worth to chase Cornwall Council's Highways Manager in relation to a broken pipe within a private garden. Clerk to submit a casework assist request from Landulph Parish Council.	Action pending.
119-24	Clerk to update and upload the ToR onto the website.	Action completed.
119-24	Cllr Gawith to contact SW Water once the information is received from Callington Cricket Club. Cllr Ansell to send Cllr Gawith the photo of items left on site – Cllr Gawith to remind them to remove these items.	Action pending.
121-24	Precept proposals pre-meeting to be arranged with Clerk and all Councillors – to be rearranged from 9.12.24.	Action pending.
121-24	Clerk to update the budget spreadsheet.	Action completed.
123-24	Cllr Tagg to approach suppliers for quotes for the move to a gov.uk domain	Action pending.
125-24	Clerk to record the cost of £50 for the Christmas Tree against the community events budget.	Action completed.
126-24	Clerk to contact Barclays to set up BACs payments, and to apply for a Landulph Parish Council debit/credit card.	Action pending.
<b>Actions outside of Parish Council meetings</b>		
Parish Council meetings are held on the 3 <sup>rd</sup> Tuesday of each month (except August) Parish Council Agendas are published on the 2 <sup>nd</sup> Wednesday of each month <b>ACTION for All Councillors to note: Working Group reports and any agenda items to be submitted to the Clerk by the 2<sup>nd</sup> Tuesday of each month.</b> 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