



**Minutes of Meeting of Landulph Parish Council**  
**held on Monday 21<sup>st</sup> July 2025 at 6.30pm**  
**at Landulph Memorial Main Hall**

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| <b>Attendees:</b> Councillors M. Worth (Chair), M. Ansell, G. Braund, P. Braund. L. Gawith, P. Morris. C. Tagg.<br><b>Locum Clerk: Chris Cook</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Public Forum – 18 present</b>                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>54-25</b>                                                                                                                                      | <b>To receive apologies for absence and approve the reasons given.</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>55-25</b>                                                                                                                                      | <b>Declarations of interest relating to items on the agenda.</b> Non-Pecuniary interest Cllr Gawith (PA25 / 03356) refers. Councillors RESOLVED to note.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>56-25</b>                                                                                                                                      | <b>Members to consider any dispensations relating to items on the agenda.</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>57-25</b>                                                                                                                                      | <b>To confirm the minutes of the meeting dated 16 June 2025.</b><br>Cllr Tagg proposed, Cllr Morris seconded. Councillors RESOLVED to approve the draft Minutes subject to Matters Arising.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>58-25</b>                                                                                                                                      | <b>Matters arising (to discuss any actions arising from the previous meeting).</b><br>To note: these are detailed at the end of the minutes. See updated table.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>59-25(a)</b>                                                                                                                                   | <b>Planning Application PA25 / 00538/ PREAPP Landulph Methodist Church</b><br>Councillors RESOLVED to note the PreApp design for the Grade 2 listed property (2 floors) to be converted to a single dwelling. The building is currently empty, organ and pulpit to be relocated.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>59-25(b)</b>                                                                                                                                   | Cllr Gawith left the room.<br><b>Planning Application PA25 / 03356 Spaniards Inn change of use.</b><br>This planning application was not supported by Landulph Parish Council. The resolution voted to support the comments made by Tamar Valley National Landscapes, specifically that although the business had been placed on the market, quote "the price did not accurately reflect the value of the business asset (including works required to reenact the authorised use)". It was also noted that the applicants had not used a commercial but domestic agent to market the pub and that a number of statements in the application can be challenged, for example that the local private members yacht club (with its bar open only regularly on Wednesday and Friday) is a substitute for a public house open to the community/visitors and the site was not in risk of flooding. The need for housing in Cornwall was discussed but the application appears inconsistent with a single dwelling, the upstairs would remain as it is today, run as a successful separate holiday let business.<br><br>Cllr Ansell proposed, Cllr P. Braund seconded NOT to support the application.<br>Councillors voted 3 to refuse, 2 to support, 1 abstention<br>Councillors RESOLVED NOT to support the Planning Application<br><br>Cllr Gawith returned to the meeting. |

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| <b>60-25</b> | <p><b>Planning Updates (for information only).</b></p> <p>PA24/09330 Land at West Kingsmill – battery energy storage system.</p> <p>Councillors RESOLVED to note the planning approval.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>61-25</b> | <p><b>Delegated decisions.</b></p> <p>The following delegated decisions are noted:</p> <ul style="list-style-type: none"> <li>• £6,450 Anderson Solutions</li> <li>• £180 WesternWeb Ltd</li> <li>• £620.17 Daves Sheds</li> <li>• £1,945.20 Kedal</li> </ul> <p>Clerk extra hours Pension/Salary/HMRC not applicable – Nil returns.</p> <p>Employer N.I. &amp; P45 to be resolved for out-going Clerk</p> <p><b>ACTION Cllr Gawith to pursue.</b></p> <p>Councillors RESOLVED to note payments under Delegatory Powers.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>62-25</b> | <p><b>Accounts for Payment (details at the end of the agenda).</b></p> <p>Cllr Gawith proposed, Cllr G Braund seconded, and it was RESOLVED to approve the accounts for payment.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>63-25</b> | <p><b>Report from Finance &amp; Governance Working Group.</b></p> <p>Cllr Tagg reported movements and transfers between the Earmarked Reserve and General Reserve.</p> <ul style="list-style-type: none"> <li>• Community Levelling Up Grant £30,000 pump prime £500 from ER Orchard account</li> <li>• Transfer £2,500 from General Reserve to Grant ring-fenced account.</li> <li>• Salary budget heading to provide £3,521 additional from year 2023 / 2024</li> </ul> <p>Cllr P. Braund proposed, Cllr G. Braund seconded financial transfers listed. All agreed.</p> <p>Minor amendments to the AGAR variance return for External Auditors completed and actioned by Cllr Tagg.</p> <p>New financial Bank reconciliation spreadsheet generated and explained to Councillors reflecting-Saver Account £63,282, Current Account £4,352, = £67,635 less Earmarked reserves total £48,781.</p> <p>Cllr Gawith provided Councillors with the (NALC) 2024 Financial Regulations reflecting levels of delegatory power amounts bespoke to Landulph PC.</p> <p>Cllr Worth proposed, Cllr P. Braund seconded adoption of revised Financial Regulations.</p> <p>Councillors RESOLVED to adopt the Financial Regulations and note all Governance and Finance matters above.</p> |
| <b>64-25</b> | <p><b>Report from Playing Field Working Group.</b></p> <p>The new picnic tables have arrived. 4 volunteers required to help install.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>65-25</b> | <p><b>Report from Dot Gov Working Group.</b></p> <p>All email accounts have been successfully transferred from Google to Zoho and archived.</p> <p>Councillors RESOLVED to delete old email accounts.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>66-25</b> | <p><b>Report from LOG Working Group.</b></p> <p><b>(i) Final report of FIPL grant</b></p> <p>Report was noted with an amendment to make it clear that the whole project was funded by FIPL.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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|       | <p><b>(ii) LOG report</b><br/>Councillors noted report and resolved to agree to the recommendation that the event organised by Landulph Festival CIC be free with an optional donation. Donations to be split between Landulph Festival CIC and Landulph Orchard Green. Landulph Festival CIC to bear costs of event except the donation to Saltash Red Bus (£30) to be paid from Y4 CAP3 grant. Church carpark to be open using donation box and Church to be used if wet.</p> <p>Councillors RESOLVED to agree to Cllr Tagg having delegated authority to purchase items with Y4 CAP3 grant. Councillors discussed purchase of EE PAYG MBB 120GB 12 Months SIM (£48.50) for Community Chest project. Cllr Worth to investigate other alternatives.</p>                                                                                                                                                                                                            |
| 67-25 | <p><b>Report from LCG Working Group.</b><br/>Councillors noted report and RESOLVED to agree to the recommendation and estimated cost of up to £60 (from the Climate Change GF) for a Nature Explorer Pack for loan to families visiting the Landulph Orchard Green. With the offer of a donation from a family visiting LOG, Councillors agreed to the purchase of some pond dipping equipment.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 68-25 | <p><b>Report from Searle Family Memorial Field Working Group.</b><br/>The interested parties are going to be contacted to develop their ideas further, including costing and how the site could be managed. The council was asked to note that if the field is used for dog walking/running then the local farmer will not be able to take the grass for silage because of contamination.<br/><b>ACTION Cllr Gawith to contact all interested parties to ask if they could develop their ideas further.</b></p> <p>The electricity supply can be cancelled and reconnected later. This will save about £18 per month.<br/><b>ACTION Cllr Gawith to terminate Octopus electricity contract.</b></p> <p>No sign of Callington removing their kit. Callington must be sent a formal written letter advising that if they don't remove their kit we will charge them for disposal.<br/><b>ACTION Cllr Gawith to send formal written letter to the Cricket Club.</b></p> |
| 69-25 | <p><b>Report from Emergency Plan Working Group</b><br/>Cllr Morris reported that the Emergency Plan remains in draft. He has added a risk assessment that is scored, probability versus impact. Consulting with Council Emergency planning team, who will come and exercise the Plan when we are ready. Reviewing the existing volunteer and medical group to ensure all up to date. We will have public engagement as part of that review. He aims to have it completed by autumn.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 70-25 | <p><b>Correspondence - None</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 71-25 | <p><b>Scan Tap &amp; Go Inpost Locker</b><br/>The feasibility of a parcelling service is being investigated for location in the Car Park. Similar system to that of St. Dominick.<br/><b>ACTION Cllr Gawith to make enquiries.</b><br/>Cllrs RESOLVED to note.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 72-25 | <p><b>Update on Bus Shelter Decoration</b><br/>Councillors noted that a new design for the back wall has been produced incorporating the banner celebrating King Charles III Coronation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 73-25 | <p><b>Chairman's Urgent Business / Any Other Business</b> (note: any items are for information only).<br/>Cllr Worth (Chairman) advised Cllrs that Cornwall Full Council meeting 22<sup>nd</sup> July 2025 Leader's opening speech on the way forward for Cornwall</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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|                                                       | Climate Action – abandoned Boats Policy to be introduced<br>Cllrs RESOLVED to note.                                                                                                                                                                                                                                                                                                                                                      |
| <b>74-25</b>                                          | <b>Date of Next Meeting – Monday 15 September, 6.30pm, Landulph Memorial Hall, Main Hall</b> Dates for 2025: 20 January, 17 February, 17 March, (to note 21 April has moved to 22 April but subsequently cancelled so no meeting in April), 19 May (also the Annual Parish Meeting at 6pm), 16 June, 21 July, no meeting in August, 15 September, 20 October, 17 November, 15 December.                                                  |
| <b>Public Bodies (Admission to Meetings) Act 1960</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>75-25</b>                                          | <b>Report from Staffing Committee</b><br>Recruitment of Clerk & Responsible Financial Officer is being advertised. Target dates:<br>1st August 2025 – Place Advert on Notice boards etc.<br>26 <sup>th</sup> – 28 <sup>th</sup> August 2025 – Interviews to take place.<br>8 <sup>th</sup> Sept. 2025 – Appointment of new Clerk/RFO.<br>15 <sup>th</sup> Sept 2025 – first Public Meeting for new Clerk.<br><br>Cllrs RESOLVED to note. |

## Accounts Payable

| Payee                  | Chq no /BACS | Payment Details                         | Budget            | Net       | VAT       | Gross     |
|------------------------|--------------|-----------------------------------------|-------------------|-----------|-----------|-----------|
| Cornwall Pension Fund  | BACS         | Pension – back pay Jan - Mar 2025       | Employee Costs GF | £51.02    |           | £51.02    |
| KJ Williams            | BACS         | Salary – back pay Jan - Mar 2025        | Employee Costs GF | £153.70   |           | £153.70   |
| HMRC                   | CHQ          | Tax – back pay Jan - Mar 2025           | Employee Costs GF | £38.40    |           | £38.40    |
| Cornwall Pension Fund  | BACS         | Pension – extra hours 2023-24, 2024-25  | Employee Costs GF |           |           |           |
| KJ Williams            | BACS         | Salary - extra hours 2023-24, 2024-25   | Employee Costs GF |           |           |           |
| HMRC                   | chq          | Tax – extra hours 2023-24, 2024-25      | Employee Costs GF |           |           |           |
| Andersen Solutions Ltd | BACS         | Woo Woo Loo                             | Y4 CAP3 GF        | £5,375.00 | £1,075.00 | £6,450.00 |
| WesternWeb Ltd         | BACS         | Amendments to Landulph.org.uk - deposit | Y4 CAP3 GF        | £150.00   | £30.00    | £180.00   |
| Daves Sheds Ltd        | BACS         | Field Shelter deposit                   | Y4 CAP3 GF        | £516.81   | £103.36   | £620.17   |
| DMY Ltd                | BACS         | 72 100mm blocks (loo foundation)        | Y4 CAP3 GF        | £72.00    | £14.40    | £86.40    |
| Source for Business    | BACS         | Revised water bill for Searle Field     | Searle Field GF   | £11.24    | £2.26     | £13.50    |

|                       |      |                                                     |                    |           |         |           |
|-----------------------|------|-----------------------------------------------------|--------------------|-----------|---------|-----------|
| Chris Billing         | BACS | Hedge Trimming                                      | Open Spaces GF     | £325.00   | £65.00  | £390.00   |
| Google Cloud EMEA     | DD   | 1 June - 30 Jun 2025                                | ICT Costs GF       | £92.17    |         | £92.17    |
| Ally Hill             | BACS | Grass Cutting June 2025                             | Open Spaces GF     | £450.00   |         | £450.00   |
| Kedal                 | BACS | Picnic Tables for Playground                        | Playground ER      | £1,621.00 | £324.20 | £1,945.20 |
| Octopus               | BACS | Searle Field Electricity June 25                    | Searle Field GF    | £17.78    | £0.89   | £18.67    |
| Octopus               | BACS | Searle Field Electricity Jan-May 25                 | Searle Field GF    | £88.79    | £4.49   | £94.28    |
| see Expenses Sheet    | BACS | Solar MiFi & Wildlife camera - reimburse Clare Tagg | Community Chest ER | £202.05   | £40.42  | £242.47   |
| see Expenses sheet    | BACS | School Treasure Trail - reimburse Diane Gregory     | Climate Change GF  | £11.12    |         | £11.12    |
| K J Williams          | BACS | Salary - July                                       | Employee Costs GF  | £345.66   |         | £345.66   |
| Cornwall Pension Fund | BACS | Pension - July                                      | Employee Costs GF  | £128.33   |         | £128.33   |
| HMRC                  | chq  | Tax - July                                          | Employee Costs GF  | £137.50   |         | £137.50   |
| K J Williams          | BACS | Honarium                                            | Employee Costs GF  | £947.84   |         | £947.84   |
| HMRC                  | chq  | Tax - Honarium                                      | Employee Costs GF  | £252.16   |         | £252.16   |
| K J Williams          | BACS | Post, print, expenses – July                        | Office Expenses GF | £26.60    |         | £26.60    |
| See Expenses Sheet    | BACS | Finishing for Woo Woo Loo – reimburse Clare Tagg    | Y4 CAP3 GF         | £122.17   | £8.44   | £130.61   |
| See Expenses Sheet    | BACS | Replacement padlock – reimburse Clare Tagg          | Orchard GF         | £12.89    | £2.58   | £15.47    |

| MATTERS ARISING                           |                                                                                                                                                                                                                                                                                                                                                                           |                  |                                                                  |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------------------------------------|
| Key to actions:                           |                                                                                                                                                                                                                                                                                                                                                                           |                  |                                                                  |
| Yet to be actioned                        | Action pending                                                                                                                                                                                                                                                                                                                                                            | Action completed | Ongoing Action                                                   |
|                                           |                                                                                                                                                                                                                                                                                                                                                                           |                  |                                                                  |
| Minute no.                                | Action                                                                                                                                                                                                                                                                                                                                                                    |                  | Update on Action Taken                                           |
| 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]<br><b>16.12.24 Clerk to ask Will Glassup for report and update. (average speeds and times of day etc)</b><br><b>16.06.25 Cllr Worth to ask question at next CAP meeting 23 June 25</b> |                  | Waiting for a date from the portfolio holder.<br>Action pending. |
| Matters Arising - October 2023 meeting:   |                                                                                                                                                                                                                                                                                                                                                                           |                  |                                                                  |

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| 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).<br><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<br>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 – 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 Cornwall Council – who advised contacting the Coast Guard – Coast Guard advised this is a Cornwall Council issue, or the landowner.<br><br>Cllr Tagg has spoken with Gwen Morris – she will look at it again to see if there is anything the Footpaths Group can do anything.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Action pending.                                                                                                   |
| <b>Matters Arising – July 2024 meeting</b>      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                   |
| 52-24b)                                         | Clerk has requested 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> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                   |
| 86-24                                           | Cutting around the 20mph and repeater signs.<br>Clerk to raise a request via Casework Assist for Cormac to clear them.<br>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.<br>16.06.25 The design has been changed to include Coronation of King Charles III. Progress dependant on availability of artist.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Action pending.                                                                                                   |
| <b>Matters Arising – October 2024 meeting</b>   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                   |
| 99-24 and 135-24                                | Cornwall Cllr Worth to discuss the planning protocol issue with Louise Wood, Head of Service.<br>Cllr Worth reported this was an extension / a change – this was in line with the planning protocol process. Protocol 6 or 7 lays out what can be called to a planning committee.<br><br>Everyone on the parish council was surprised that the rules had changed (and when Cornwall Cllr Worth discussed with colleagues – they were also surprised). The protocol has been updated in the last 6 months, our opportunity to comment was now minimal (on anything).<br>Landulph Parish Council's feedback – any change to this protocol should be consulted upon.<br><br>This is a major restructure to the planning framework. Certain strategic items are being taken out by government. Changes coming through even at strategic levels. If they meet the requirement of the local plans then the applications will go through.<br><br>Planning applications are debated fully (whether the Parish Council agrees or disagrees) – all discussion points should be minuted. | Action pending.                                                                                                   |
| <b>Matters Arising – January 2025 meeting</b>   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                   |
| 160-24                                          | Cricket ground: Working Group to review and provide a further report on the water supply.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Action pending.                                                                                                   |
| 163-24 and 164-24                               | Clerk to prepare the 2025/26 budget in accordance with the budget decisions.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Complete. Spreadsheet for approval 21 July meeting                                                                |

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| <b>Matters Arising – February 2025 meeting</b> |                                                                                                                                                                        |                                                                |
| 171-24 a)                                      | Feedback on amount of speeding sign data at the cross – to Will Glassup. Clerk to request an update on speeding data. Request sent from MW 21.02.25, pending response. | Action pending.                                                |
| 171-24 b)                                      | Planning discussion: 156-24 b) Clerk to contact applicant (emailed – awaiting response).                                                                               | Action pending.                                                |
| 175-24                                         | ALL to start reviewing and deleting old emails and files.                                                                                                              | Complete; emails transferred                                   |
| 177-24                                         | Newsletter article to be submitted, explaining where the FIPL funding has come from.                                                                                   | Complete. Summary given to July meeting and posted on website. |
| <b>Matters Arising – March 2025 meeting</b>    |                                                                                                                                                                        |                                                                |
| 199-24                                         | Cricket Club: Working Group to consider whether to completely cut off the water supply or just turn it off.                                                            | Yet to be actioned                                             |
| 208-24                                         | Cllr Tagg to add an item on dog fouling to the next Council newsletter.                                                                                                | Yet to be actioned.                                            |
| <b>Matters Arising – May 2025 meeting</b>      |                                                                                                                                                                        |                                                                |
| 4-25                                           | Cllr Tagg to check co-option process and post notices                                                                                                                  | Complete                                                       |
| 19-25                                          | Locum Clerk to formally write to cricket club asking them to remove their equipment at their own cost                                                                  | Complete, letter sent 31 July                                  |
| 19-25                                          | Cllr P Braund. Hazard tape to be put on pavilion access doors.                                                                                                         | Complete                                                       |
| 30-25                                          | Cllr Tagg to award community levelling up contracts when/if the grants are awarded to the council                                                                      | Complete                                                       |
| <b>Matters Arising – June 2025 meeting</b>     |                                                                                                                                                                        |                                                                |
| 36-25                                          | Cllr Morris to complete his declaration of acceptance of office with Locum Clerk                                                                                       | Complete                                                       |
| 36-25                                          | Locum Clerk to arrange the necessary training for a new councillor                                                                                                     | Ongoing                                                        |
| 46-25                                          | Clerk to send signed AGAR to external auditor                                                                                                                          | Signed AGAR sent to Clerk on 17 June. Complete                 |
| 47-25                                          | All Councillors to transfer old emails to new accounts by the end of June                                                                                              | Complete                                                       |
| 48-25                                          | Locum Clerk, Cllr Gawith & Cllr Tagg to undertake risk assessments for all assets in parish                                                                            | Ongoing                                                        |
| 48-25                                          | Cllr Tagg to buy replacement padlock for orchard                                                                                                                       | Complete                                                       |
| 49-25                                          | Cllr Tagg to arrange printing for up to £50                                                                                                                            | Complete                                                       |
| 50-25                                          | Cllr P Braund to add red hazard tape to bench at the Cross                                                                                                             | Complete                                                       |
| 50-25                                          | Volunteers to be sought for renovation of bench at the Cross                                                                                                           | Ongoing                                                        |
| 51-25b                                         | Cllrs be notified of urgent emails by WhatsApp                                                                                                                         | Ongoing                                                        |
| 53-25a                                         | Cllr Gawith to seek advice from CALC as to any legal paperwork which should accompany the payment                                                                      | CALC emailed on 17 June. No response                           |
| 53-25b                                         | Cllr Gawith to remind Clerk for payroll slip for the approved additional hours and back-pay. Also to ask Locum Clerk for methodology of payments between meetings.     | Clerk emailed several times. Responded on 21 July. Complete    |
| <b>Matters Arising – July 2025 meeting</b>     |                                                                                                                                                                        |                                                                |
| 61-25                                          | Cllr Gawith to pursue how P45 to be issued.                                                                                                                            | Complete                                                       |
| 68.25                                          | Cllr Gawith to contact all interested parties to ask if they could develop their ideas for use of the SFMF further.                                                    | Emails sent 31 July                                            |

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| 68.25                                                                                                                                                                                                                                                                                                                                                                                                             | Cllr Gawith to terminate Octopus electricity contract to pavilion.                            | Email sent 24 July. Meter to be removed.                                                                          |
| 68.25                                                                                                                                                                                                                                                                                                                                                                                                             | Cllr Gawith to send formal written letter to the Callington Cricket Club to remove their kit. | Letter sent 31 July                                                                                               |
| 71.25                                                                                                                                                                                                                                                                                                                                                                                                             | Cllr Gawith to make enquiries about Tap & Go Inpost locker.                                   | Enquiry sent, awaiting response.                                                                                  |
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| <b>Actions outside of Parish Council meetings</b>                                                                                                                                                                                                                                                                                                                                                                 |                                                                                               |                                                                                                                   |
| Parish Council meetings are held on the 3 <sup>rd</sup> Monday of each month (except August)<br>Parish Council Agendas are published on the 2 <sup>nd</sup> Wednesday of each month<br><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><br>To be published on the website in advance of a meeting. |                                                                                               | Parish Councillors to note.<br>Ongoing.<br>Working Group meetings to be held in time for reports to be submitted. |

Signed: ..... Chairman