



REPORT TO LANDULPH PARISH COUNCIL - WORKING GROUP UPDATE

Please complete and submit this form for Working Group updates to be considered by Landulph Parish Council.

TITLE	Governance & Finance Working Group
DATE OF UPDATE	13 July 2026
ACTIVITIES TO REPORT	Banking 1. Currently all councillors have access to the LPC bank account except Cllr Morris. KYD has had John Wright removed from the account completely - the bank had not completed the process previously so he was still on the list although had no access. 2. It was proposed to allow members of the Gov and Finance WG and LPC Chair to have full access to the bank account and to remove Cllrs P Braund and Ansell. All councillors will have access to monthly bank statements on Zoho. https://workdrive.zoho.eu/folder/pr21746431e3eb6074ca09651809a96cf7ada 3. KYD informed the group that £7K will be transferred from LPC Business Current Account to Business Savings Account to cover expenditure for July & August 2026 4. The Gov & Fin WG propose that the clerk & RFO has delegated authority to pay any items that are invoiced during August in an emergency. A second authorisation will still be required to process the payment at the bank. Water Source for Business Billing is now paperless. Passwords etc available in secure place. LOG Cllr Tagg has been advised that the laurel trees between Duchess green and the graveyard would benefit from being cut - laurels are not supposed to grow into such large trees and are considered a danger as they may fall over which would cause significant damage. This would open the view and reinstate the prominence of the 3 iconic evergreen trees. One quote has been received and another is pending. A discussion was had relating to spending money on property that does not belong to LPC. Cllr G Braund will make contact with Andrew at PCC to understand what has been discussed at their meetings.

Part 2 procedure - 20 July 2026

Tenders have been received for

1. Drain lining at Memorial Hall
2. Cutting of laurels between Duchess Green and the graveyard, believed to be PCC property.

AI policy

Cllrs proposed to recommend that LPC accept the AI policy presented by Cllr Tagg.

AOB

The event held recently by Landulph Festival Committee at LOG was very successful. It was noted that there is no formal procedure for agreement of use of LPC assets (LOG, playground, SMSF) by a third party organisation to ensure the correct insurances etc are in place. At the recent event the car park at the Memorial Hall was used to park cars to reduce traffic to the venue but it was not formally agreed with the booking clerk. Had an event been taking place it would have caused frustration.

At previous meetings it was agreed that LPC assets are available to the public at all times, they cannot be closed for private events. On this occasion the LOG working group made the arrangements with the Festival Committee. The group discussed different organisations using the space (Festival Committee - a CIC, book club, art club), it was felt, if money is being exchanged at an event then a donation would be gratefully received to support the upkeep of the orchard.

It was proposed to formulate a procedure when a third party requests the use of LPC assets.

COUNCILLORS INVOLVED

Cllrs Libby Gawith, Clare Tagg, Gaye Braund and Clerk: Karen Yorke-Dunne

RECOMMENDATIONS (including any communications) COSTS

(ie contractor costs, purchase costs, ongoing costs)
Detail any funding required from the Parish Council
(Landulph Parish Council to consider affordability / budget / precept; and also whether it has the power to spend on this).

1. For Gov & Fin group and LPC Chair to have full access to LPC bank accounts. Remove other councillors from bank accounts.
2. Ensure bank statements are on Zoho.
3. Give Clerk & RFO authority to make emergency payments during August and bring to September meeting.
4. Accept AI policy.
5. Clerk to formulate a procedure when a third party requests the use of LPC assets.

Date of full Landulph Parish Council

20 July 2026