



**Wednesday 30<sup>th</sup> August 2023**

**Notice is hereby given that the full council meeting of Landrake with St Erney Parish Council will be held on Tuesday 5<sup>th</sup> September at 7pm in Sir Robert Geffery Memorial Hall.**

**The previous minutes and any supporting papers relating to this meeting are available of Landrake with St Erney Parish Council's website.**

**Members of the public are welcome to attend the meeting and raise any questions relating to agenda items. It is helpful if questions could be emailed to [clerk@landrakeparishcouncil.gov.uk](mailto:clerk@landrakeparishcouncil.gov.uk) ahead of the meeting.**

**If you have tested positive for Covid or have Covid symptoms please do not attend the meeting.**

**Agenda for Full Parish Council meeting  
Tuesday 5<sup>th</sup> September 2023 at 7pm:  
Venue: Sir Robert Geffery Memorial Hall (annex)**

- 1. Welcome, introductions and Chairman's announcements**
- 2. To receive declarations of interests on any agenda item and if relevant to approve any requests for dispensations.**
- 3. Open forum and Cornwall Councillor report (15 – 30 minutes)**  
Please note at the Chairman's discretion members of the public can address the Parish Council on any subject relevant to Council business (detailed on the agenda). Such individuals may speak for no more than five minutes. Any other individuals wishing to speak on the same subject may also, at the Chairman's discretion, address the Council for not more than three minutes. A summary of points raised will be included in the minutes of the meeting. The minutes will not be a verbatim record of the meeting.
- 4. Apologies for absence**
- 5. Matters arising from the previous meeting (if relevant)**
- 6. Minutes of last meeting:** Approval of the minutes from the meeting held on 11<sup>th</sup> July 2023.
- 7. Planning application consultee decisions and planning updates**
  - 7.1 Clarke Telecom on behalf of CK Hutchinson Networks (UK) Ltd**  
To note and updates and agree next steps
  - 7.2 Parish Council consultee response for application**
    - a. Proposal for a two storey rear extension at 7 Geffery Close, Landrake.**  
Application reference PA23/05704  
Grid reference 237480 / 60645
    - b. Proposal for an application for discharge of a planning obligation in respect of application E2/91/00669/F dated 6<sup>th</sup> August 1991 at Hay Lake Farm, Landrake, Saltash, PL12 5AE**  
Application reference PA23/06586  
Grid Reference 235947 / 60596
  - 7.3 Neighbourhood Plans – To consider a response relating to communication from Chapel and Hill Chorlton, Maer and Aston and Whitmore Neighbourhood Development Plan titled "National Effort to Protect Neighbourhood Development Plans".**
  - 7.4 Cornwall Council: Updates**

**8. Finance**

**8.1 To note the Council's bank balance.**

**8.2 To review the Clerk's finance report.**

**8.3 Parish Council payments**

a. **Approval of payments as detailed** (where applicable amounts include reclaimable V.A.T.) and to agree payment of any invoices received after the distribution of the agenda, presented in the meeting.

<b>Recipient</b>	<b>Details</b>	<b>Amount</b>
K Heald	Office expenses	T.B.C. In meeting
K Heald	Mileage – 3 journeys x £11.25 10/06/2023: Meeting with Sheryll Murray MP, CC Martin Worth and Parish Councillors 14/08/2023: Meeting with Cllr Gingell and Cllr Francis 05/09/2023: Parish Council meeting	33.75
K Heald	Wages and Home Office Allowance: July, August and September 2023	1,133.60
HMRC	PAYE	283.40
Tim Lamerton	Village maintenance	T.B.C In meeting

b. **Note payments made under delegated authority (not included on the previous minutes)**

<b>Recipient</b>	<b>Details</b>	<b>Amount</b>
Tim Lamerton	Village maintenance – July 2023	306.00
Sir Robert Geffery Memorial Hall	To reimburse payment made to contractor for works carried out on the telephone kiosk	528.72

**Standing items for update / reporting - except where noted on the agenda that a decision is required To minimise the timing of the meeting Councillors are asked to read submitted reports and submit comments / queries prior to the meeting.**

**9. Recreation Field** - (i) agree budget for routine grass cutting and hedge trimming (ii) update on proposals and discuss the way forward.

**10. Village playground and village maintenance** - update Cllr Gingell

**11. Environmental Sustainability Working Group** - update Cllr Mathers

**12. Community Area Partnership** (formerly Community Network Panel) – update to be circulated by email from Cllr Francis.

**13. Saltash Area Road Safety (SARS)**

**14. A38 Trerulefoot to Carkeel Safety Project:** Update on proposed meetings.

**15. Community Broadband** – Update from Regional Engagement Management.

**Actions / Items to note.**

**16. Correspondence**

- **Local Government Bulletins**
- **St Germans Public Transport Users Group:** Closure of railway ticket offices
- **National Association of Local Councils:** Chief Executive Bulletin
- **Cornwall Association of Local Councils:** CALC Training Bulletin: June, July and August 2023.
- **Cornwall Association of Local Councils:** Let's talk Water Stakeholder Webinar by South West Water on 14<sup>th</sup> September 2023.
- **Cornwall Association of Local Councils:** Autumn Planning Training courses.
- **Cornwall Association of Local Councils:** Addressing Conflict between employees and Members, including Code of Conduct Issues course.
- **Cornwall Association of Local Councils:** Vacancies on the CALC Executive Board
- **Cornwall Association of Local Councils:** Information from Bruno Peek), CVO OBE OPR, Pageant master in preparation form D-Day 80<sup>th</sup> Anniversary on 6<sup>th</sup> June 2024.
- **Cornwall Association of Local Councils:** Homechoice register review: T&PC Teams briefing held on 20 July 2023

- **Cornwall Council, Localism:** South-East Cornwall Area Partnership meeting 5<sup>th</sup> September 2023
- **Cornwall Council, Localism:** Dedicated engagement sessions to shape Cornwall Council's Local Area Energy Plan
- **Cornwall Council, Localism:** CAP Update: New CLUP on-line review process
- **Cornwall Council, Localism:** Updating the Clean Air for Cornwall – Cornwall Strategy – Engagement workshops with Cornwall Area Partnership representatives.
- **Cornwall Council, Localism:** Community Capacity Fund - COM001-60 Hatt Community Centre
- **Cornwall Council, Localism:** Community Capacity Fund - COM001-51 St Martin's Church Centre
- **Cornwall Council, Localism:** Community Capacity Fund Application by Three Seas Community Land Trust - Coastguard Cottages Looe
- **Cornwall Council:** The CC Standards Committee are voting and there a vacancy for one Town and Parish Council representative to sit on the committee and for one Independent Person who, as part of the ethical standards regime, will provide their views on complaints.
- **Cornwall Council:** Planning News for Local Councils and Agents
- **Parishioner:** Fibre to the Premises (FTTP) query
- **Representative from Chapel and Hill Chorlton, Maer and Aston and Whitmore Neighbourhood Development Plan:** Recent planning inspectors decision Land at Baldwins Gate Farm, Newcastle Road, Baldwins Gate, Newcastle, Under Lyme ST5 5ES.
- **WesternWeb:** Fraudulent Mail warning / spoofing. Advise: Report this this of fraud to Action Fraud. Tel 0300 123 4040 or visit [www.actionfraud.police.uk](http://www.actionfraud.police.uk), especially if you have replied or been involved in dialog with the fraudster.
- **Details of correspondent not published:** Concern over unlawful development at the land next Dolbeare formerly part of North Park.
- **National Highways:** Overnight works Stoketon Cross to Latchbrook (Notter to Carkeel) 4<sup>th</sup> to 28<sup>th</sup> September 2023 – 7pm to 6am.

17. **Staffing:** To agree the appointment of a Staffing Committee and delegated Terms of Reference.
18. **To go through outstanding actions from the previous meetings.** (See supporting document)
19. **Date of next meeting and requests for future agenda items.**
20. **Closed session:** To resolve that pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 S100 (2) the public and press leave the meeting because of the confidential nature of the business to be transacted.
21. **Update on Planning Enforcement and Dolbeare communication**



Karenza Heald  
Clerk to the Landrake with St Erney Parish Council

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### Sir Robert Geffery Hall – Sole Trustees meeting

After the Council meeting members are asked to remain in the meeting for an update on the Sir Robert Geffery Hall.