



Wednesday 22nd November 2023

Notice is hereby given that the full council meeting of Landrake with St Erney Parish Council will be held on Tuesday 28th November 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 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 28th November 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)**
- 4. Apologies for absence**
- 5. Appointment of replacement Clerk / Responsible Finance Officer**
- 5.1 To ratify the interview panel's decision for the appointment of Christopher Cook as the Parish Clerk / Responsible Finance Officer for Landrake with St Erney Parish Council, to be employed for twenty-eight contracted hours per month, Spinal Column Point (SCP19), plus £1,000 per annum for use of home office.
- 5.2 To approve that Christopher Cook will be the service administrator for Unity Trust Bank and Nation
- 6. Minutes of last meeting:** Approval of the minutes from the meeting held on 10th October 2023.
- 7. Finance**
- 7.1 **To note the Council's bank balance.**
- 7.2 **To review the Clerk's budget report, collated following a finance review meeting with the Finance Working Group, and to:**
 - (i) approve the budget for 2024-25 and
 - (ii) approve the recommended precept submission
- 7.3 **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.

Recipient	Details	Amount
Complete Business Solutions	Ink Cartridges	21.25 23.76
K Heald	Mileage – November meeting and interviews	22.50
K Heald	October & November wages, home office allowance and gratuity payment.	1,079.50
K Heald	Office expenses	13.14
HMRC	PAYE – October & November 2023	269.60
Saltash Food Bank	Donation (Food parcels)	50.00
Tim Lamerton	Village maintenance – March 2023	299.50

8. Planning

8.1 Updates from Cornwall Council

PA23/08781: BT intends to install fixed line broadband electronic communications apparatus – Advice given

Three: Proposed radio mast at School Road – communication received they stating they will not proceed at this time and will engage with the Parish Council.

9. Minute books: To consider the quotation for book binding of the Council's minute books.

**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.**

10. Recreation Field - update Cllr Gingell

11. Village playground and village maintenance - update Cllr Gingell

12. Environmental Sustainability Working Group - update Cllr Mathers

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

14. Saltash Area Road Safety (SARS)

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

Actions / Items to note.

17. Correspondence

- **Local Government Bulletins**
- **Menheniot Parish Council:** PC Economic Development Group
- **Cornwall Association of Local Councils:** Training courses
- **Cornwall Association of Local Councils:** CALC: Martyn's Law briefing last week, presentation slides and further documentation
- **Tamar Valley National Landscape:** New name for Area of Outstanding Natural Beauty.
- **Cornwall Council:** Community Capacity Fund - COM001-99 Pigshill and Clarrick Woods CIC
- **Cornwall Council:** Community Capacity Fund Application by the Peninsula Trust - The Old Ship Inn
- **Cubert Parish Council:** Cornwall Council Street Cleaning and Public Waste Bin Clearance



Karenza Heald
Clerk to the Landrake with St Erney Parish Council

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.