



## Landrake & St Erney Parish Council

[www.landrakeparishcouncil.gov.uk](http://www.landrakeparishcouncil.gov.uk)

### Notice of the Public Meeting of the Parish Council

Members of the Public and the Press are invited to attend all Council meetings

(Public Bodies (Admission to Meetings) Act 1960)

Notice is hereby given that the Full Council meeting of Landrake with St. Erney Parish Council will be held-

**Date:** Tuesday 13<sup>th</sup> January 2026

**Time:** 7.00pm

**Location:** Sir Robert Geffery Memorial Hall.

**To: Chairman & Parish Councillors**

Chairman M. Gingell

Councillors. P. Barton, H. Cartledge-Clause, D. Hewison, P. Hooper, D. Landers, D. Morris, N. Owen, R. Savery & E. Williams

You are hereby summoned to attend the above meeting to consider the items of business.

(LGA 1972 sch.12 para.10(2)

Councillors will be discussing all the items as listed on this Agenda.

The previous Minutes and any supporting documents relating to this Meeting are available for Landrake & St. Erney Parish Council at the website [www.landrakeparishcouncil.gov.uk](http://www.landrakeparishcouncil.gov.uk)

Members of the Public are welcome to attend the Meeting and raise any questions relating to Agenda items. You may email questions to [clerk@landrakeparishcouncil.gov.uk](mailto:clerk@landrakeparishcouncil.gov.uk)

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the Clerk know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public.

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

## AGENDA

### 7.00pm – Item 505 below

#### **Questions and comments from members of the public (limited to 15 minutes in total)**

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Landrake with St Erney. No decision can be taken during this session\*, but the Chairman may decide to refer matters raised for further consideration.

\* Councils cannot lawfully decide items of business that are not specified in the Summons/Agenda (LGA1972 Sch.12, paras 10(2)(b) and Longfield Parish Council v Wright (1918)

Under the Local Government Act 1972 (LGA) s101, supported by *Regina V Secretary of State for the Environment ex parte London Borough of Hillingdon 1986* case law, no one Councillor can make a decision on behalf of the Council.

## Agenda | 13 January 2026 Public Meeting

### **504/2026 Chair's Welcome & Announcements**

Health and Safety housekeeping announcement,

Recording of Meetings – Please notify the Chair if you are intending to record this meeting.

### **505 Public participation & Co-option procedure**

### **506 To receive Apologies for Absence and approve the reasons given. (LGA 1972 s85(1))**

### **507 Declarations of interest**

Parish Councillors will be asked to make any declarations of interest in respect of items on this Agenda. Items A to C accord with the requirements of the Parish Council's Code of Conduct and Item D accords with the Localism Act 2011 s33(b-e). This does not preclude any later declarations.

A. Pecuniary/Registerable Declarations of Interests – Members must declare an interest, which has been declared on their Register of Financial Interests Form, relevant to this Agenda.

B. Non-registerable Interests – Members must declare non-pecuniary interests at the start of the meeting or whenever the interests become apparent.

C. Declaration of Gifts – Members must declare any gift or hospitality with a value more than £50.

D. Dispensations – Members to consider any written requests for dispensations or whole Council dispensations.

**508 To approve and sign as a correct record the draft Minutes of the Public Meeting held on Tuesday 11<sup>th</sup> November 2025. (LGA 1972 sch.12 para 41(1))**

**509 Matters arising from the Minutes for report purposes only.**

**510 A Report from Cornwall Councillor Paul Cador**

**511 Finance**

**A Accounts for Payment.**

Members are asked to note the following items of expenditure for the month of **December 2025 and January 2026**.

<b>Payments Schedule</b>		<b>13 January 2026</b>	<b>Period 10</b>	
<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>BACs ref.</b>	<b>£</b>
13/01/2026	Christopher Cook	Salary (Nov)	137	372.36
13/01/2026	HMRC	PAYE (Nov)	138	93.00
13/01/2026	Christopher Cook	Office allowance (Nov)	139	83.33
13/01/2026	Christopher Cook	Salary (Dec)	140	372.16
13/01/2026	HMRC	PAYE (Dec)	141	93.20
13/01/2026	Christopher Cook	Office allowance (Dec)	142	83.33
13/01/2026	Christopher Cook	Dog poo bin dispenser & materials	143	28.57
13/01/2026	Tim Lamerton	Village maintenance (Nov) *	144	324.00
13/01/2026	Tim Lamerton	Village maintenance (Dec)	145	252.00
13/01/2026	Caroline Norris	Landrake foodbank donation	146	30.00
13/01/2026	Unity Trust Bank	Monthly Service Charge (Nov)	DD	6.00
13/01/2026	Unity Trust Bank	Monthly Service Charge (Dec)	DD	6.00
13/01/2026	Cornwall ALC Limited	Code of Conduct training fees *	147	90.00
		* Delegated payment December 2025		
<b>All BACs payment amounts today</b>			<b>£</b>	<b>1,833.95</b>

**Delegated Payments made – members to note.**

**B Direct bank Payments & Receipts for information**

Total receipts **2025/2026** are **£23,928**

Total receipts **Account 1** 2025/2026 are **£23,552**

Total receipts **Account 2** 2025/2026 are **£376**

Includes Unity Trust Account 2 (EMF) – Interest received at 13<sup>th</sup> January 2026

**C Bank reconciliation and Earmarked Funds (EMF) balances at the 13<sup>th</sup> Jan 2026**

Unity Trust Bank Account 1 = £19,235 (**current**)

Unity Trust Bank Account 2 = £25,007 (**earmarked reserves account**)

Unity Trust Bank Account 2 = £ 5,169 (**interest account**)

Reconciliation balance = £49,411

**D      Monthly budget monitoring balances at the 13<sup>th</sup> January 2026**

Refer to Finance report at [www.landrakeparishcouncil.gov.uk](http://www.landrakeparishcouncil.gov.uk)

**512    Planning Application link <http://planning.cornwall.gov.uk/online-applications>**

Planning Applications	LANDRAKE - 2025/26 - Location / Development	Validated	Comments from Cornwall Council
PA25 / 04901	Vicarage School Road - works to Beech / Ash trees	15th July 2025	Awaiting decision
PA25 / 03839	Higher Penquite Farm - single storey rear extension	2nd June 2025	Approved 10/07/2025
PA25 / 02736	Lower Cuttivett - Barn conversion to dwelling house	5th June 2025	Approved 20/08/2025
PA25 / 06998	Connemara Farm Blunts - change of use offices	2nd Oct 2025	Approved 01/12/2025
PA25 / 07618	Penmellow - External cladding/roof mounted solar panels	22nd Oct 2025	Approved 12/12/2025
PA25 / 07317	Penquite - External garden bridge and staircase	4th Nov 2025	Awaiting decision
PA25 / 08875	Pencavo Mill - general purpose agricultural building	8th Dec 2025	Awaiting decision

**513    Recreation Field**

**514    Village maintenance / Playground**

**515    Other Councillors reports**

**515 (i) Cornwall Highways Improvement programme 2026/9 – Cllr. Hewison**

**515 (ii) Council website – Cllr Hewison**

**516    Chairman's items – Solomon Browne Room ceiling**

**517    Correspondence**

**518    Date of next meeting.**

**The next Meeting of the Council will be the Public Meeting on Tuesday 10<sup>th</sup> February 2026.**

**The Meeting will be held at the Sir Robert Geffery Memorial Hall Landrake commencing at 7:00pm**

**519    End of meeting**

*Christopher Cook (CILCA) (PIALC)*

*2<sup>nd</sup> January 2026*

Christopher Cook – Parish Clerk & RFO  
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**Sir Robert Geffery Hall – Sole Trustees meeting. Members are asked to remain in the Meeting for an update on the Sir Robert Geffery Hall.**

