



Landrake & St Erney Parish Council

www.landrakeparishcouncil.gov.uk

Notice of the Annual 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 12th May 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.

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

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

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 570 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)

Agenda | 12 May 2026 (AMPC)

568/2025 Chair's Welcome & Announcements

Health and Safety housekeeping announcement,

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

569 Election of Chairman (LGA 1972 Sect.15 (1))

The Declaration of Acceptance Form to be signed by the Chairman.

Election of a Vice Chairman (LGA 1972 Sect.15 (1))

The Declaration of Acceptance Form to be signed by the Vice Chairman.

570 Public participation

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

572 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.

573 To approve and sign as a correct record the draft Minutes of the Public Meeting held on Wednesday 21st April 2026. (LGA 1972 sch.12.para 41(1))

574 Matters arising from the Minutes for report purposes only.

575 A Report from Cornwall Councillor Paul Cador

576 Finance

A Accounts for Payment.

Members are asked to note the following items of expenditure for the month of **May 2026**.

Payments Schedule **12 May 2026** **Period 2**

Date	Payee	Description	BACs ref.	£
12/05/2026	Christopher Cook	Salary	173	372.36
12/05/2026	HMRC	PAYE	174	93.00
12/05/2026	Christopher Cook	Office allowance	175	83.33
12/05/2026	Tim Lamerton	Signpost repairs & Village maintenance	176	354.61
12/05/2026	B/T	Broadband service *	DD	219.42
12/05/2026	Play Safety	Annual RoSPA inspection report **	177	104.40
12/05/2026	Clear Insurance	Council Policy insurance renewal	178	1,053.23
12/05/2026	WesternWeb Ltd	Accessibility audit - Assertion 10	179	54.00
12/05/2026	Unity Trust Bank	Service Charge monthly fee	DD	7.00
		* Direct Debit		
		** Chairman delegatory powers.		
All payment amounts Landrake PC				£ 2,341.35

Note to Councillors. Insurance cover with Clear Insurance, Brokers have been moved from Aviva to Ecclesiastical as best premium rate offered. Levels of cover are adequate.

Insurance premium for 2026/2027 has increased from £1,041.63 to £1,053.23 due to market rates.

The premium level is protected for 2026/2027 & 2027/2028 by the Parish Council entering into a 3-year Long Term Agreement.

B Direct bank Payments & Receipts for information

All bank receipts for this period **£0.00** Total receipts **2026/2027** are **£12,213.15**

Total receipts **Account 1** 2026/2027 are **£12,213.15**

Total receipts **Account 2** 2026/2027 are **£0.00**

C Bank reconciliation and Earmarked Funds (EMF) balances at the 12th May 2026

Unity Trust Bank current account £22,259.86

Unity Trust Bank savings account) £27,855.20

Bank Reconciliation balance £50,115.06

Receipts 2026/2027 £12,213.15 (Precept £11,600 & Vat claim £613.15)

D Monthly budget monitoring balances at the 12th May 2026

Refer to Finance report at www.landrakeparishcouncil.gov.uk

577 Planning

New Planning Applications – None received

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

Planning Application Decisions – None received

Planning Application – For Information

Planning Application received after Agenda issue – To be advised

578 (a) Resolutions

1. To receive a Financial Statement for the year ending 31st March 2026

(a) To receive the Internal Auditor's Report and note its contents

(b) To approve the Annual Governance Statement (Section 1)

(c) To approve the Accounting Statement (Section 2)

(d) To set the commencement date for the exercise of Public Rights

(documents (b), (c) to be signed 12th May 2026)

Resolution – Conflict of Interest confirmation required by External Auditors

2. The General Power of Competence – The original report from the Parish Clerk 14th May 2024 refers. New General Power of Competence to be approved post Local Elections 1st May 2025. The Election was uncontested and Landrake with St Erney Parish Council have a complement of 8 Councillors. 2 Councillors will be required to fill the vacancies by co-option. Landrake with St Erney Parish Council meet the 2/3rds criteria of elected Councillors.

(i) That the Council confirms that it meets the two required criteria for eligibility at the time of this Meeting to exercise the General Power of Competence (GPC).

(ii) That the Council resolves to adopt to use the General Power of Competence.

The above conditions of an Electoral mandate and (CiLCA) qualified Clerk for (GPC) remain in force at 12th May 2026. (Prescribed conditions order 2012 (SI 2012 965) Paragraph 2 for Resolution to be passed.

578 (b) Governance

1. Review of Policies & Procedures due May 2026

2. Model Publications Scheme 2026 (for information)

3. Review of the Parish Council's Insurance Portfolio & Asset Register 2026.

4. To confirm the re-appointment of Mr Ian Biffen as the Parish Council's Internal Auditor.

5. Councillor's representatives and Committees 2026/2027.

6. Review Council Banking arrangements & Signatories to account.
7. To appoint the Parish Clerk as the section 151 Finance Officer for 2026/2027.
8. To reaffirm the Model Standing Orders (NALC) updated 2025.
9. To reaffirm the Model Financial Regulations (NALC) 2024 adopted 22nd May 2024

- 579 Recreation Field
- 580 Village maintenance / Playground
- 581 Other Councillors reports
- 582 Clerk's items & Correspondence

- (i) **Draft Minutes of the Annual Parish Meeting 21st April 2026 are posted on the Council's website. Minutes can be viewed at www.landrakeparishcouncil.gov.uk**
- (ii) **Display of 2026 Employers' Liability Insurance certificate at Sir Robert Geffery Memorial Hall.**

Coronavirus reminder regarding public meetings.

Councillors are requested to note that in response to the Coronavirus pandemic, the Ministry for Housing, Communities and Local Government (MHCLG) issued new Statutory Instruments that affected the limited assurance regime process.

SI2020/392 and SI2020/808 gave Local Authorities permission to allow members, the public and press to attend meetings remotely from the 4th April, 2020 in respect to smaller authorities.

The Legislation only permits remote attendance at meetings held before the 7th May, 2021 hence, as no further Legislation has been passed, smaller authorities will not be able to hold virtual meetings after this date.

583 Date of next meeting.

The next Meeting of the Council will be the Public Meeting on Wednesday 9th June 2026.

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

Christopher Cook (CILCA) (PIALC)

4th May 2026

Christopher Cook – Parish Clerk & RFO

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