



## Landrake & St Erney Parish Council

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

### ANNUAL MEETING OF THE PARISH COUNCIL

Tuesday 12<sup>th</sup> May 2026

**Present: Councillor Gingell (Chairman)**

**Councillors: Barton, Cartledge-Claus, Hewison, Hooper (Vice Chair), Landers, Morris, Owen & Savery**

**Also in attendance:**

Christopher Cook - Parish Clerk & Responsible Financial Officer.

Members of the public: **1**

Members of the public were permitted to speak on each Agenda item for a period of 3 minutes. This meeting was advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, and members of the public. The public were advised that whilst every effort is taken to ensure that members of the public would not be filmed, it could not be guaranteed.

**Minutes 12<sup>th</sup> May 2026**

#### **568/2026 Chair's Welcome & Announcements**

Cllr Gingell (Chairman) welcomed residents to the Public Meeting of the Parish Council and delivered Health and Safety housekeeping rules.

Social distancing and Covid-19 measures were observed, such as ventilation.

No one intended recording the meeting.

#### **569 (i) Election of Chairman**

**Cllr Gingell was nominated by Cllr Morris, seconded Cllr Landers.**

**There being no other nominations, Councillors resolved that Cllr Gingell be elected as Chairman for the year to May 2027.**

**Cllr Gingell signed the Acceptance of Office form.**

#### **569 (ii) Election of Vice Chairman**

**Cllr Hooper was nominated by Cllr Barton, seconded Cllr Cartledge-Claus.**



There being no other nominations, Councillors **resolved** that Cllr Hooper be elected as Vice Chairman for the year to May 2026.

**Cllr Hooper signed the Acceptance of Office form.**

**570 Public participation**

A resident enquired as to whether the war memorial situated in the St. Michael's church grounds, and particularly the grass cutting and maintenance, was the responsibility of the Church PCC or the Parish Council. It was confirmed that the issue rested with the Church PCC.

Councillors **Resolved** to note.

**571 To receive Apologies for Absence and approve the reasons given**

Cornwall Cllr Cadour (holiday), Cllr Williams (absent).

Councillors **Resolved** to note.

**572 Declarations of Interest**

Councillors **Resolved** that no Councillors declared pecuniary or non-pecuniary interests.

Councillors **Resolved** that no Councillors were liable for written Dispensations or Gifts.

Councillors **Resolved** to note.

**573 To approve and sign as a correct record the draft Minutes of the Public Meeting of the Parish Council held on Tuesday 21<sup>st</sup> April 2026 (LGA 1972 sch.12 para 41(1))**

Minutes (draft) 21<sup>st</sup> April 2026 - Proposed Cllr Landers, seconded Cllr Morris. 7 agreed 2 abstentions.

Councillors **Resolved** to approve the draft Minutes for 21<sup>st</sup> April 2026.

**574 Matters arising from the draft Minutes for report purposes only.**

Meeting date amended from Wednesday to Tuesday 21<sup>st</sup> April 2026.

**575 A Report from Cornwall Councillor Paul Cadour**

Councillor not present. No report.

**576 Finance**

**A Accounts for Payment May 2026**



The Accounts for payment were proposed Cllr Landers, seconded Cllr Cartledge-Claus. All agreed.

Councillors noted the increase in the annual insurance premium for 2026/2027 in the sum of £11.60.

Councillors **Resolved** to approve payments for **May**.

### **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

Councillors **Resolved** to note.

### **C Bank reconciliation and Earmarked Funds (EMF)**

Unity Trust bank current account **£22,259.86**

Unity Trust bank savings account **£27,855.20**

The savings account represents (EMF) reserves.

Bank balance reconciliation all Accounts **£50,115.06**

Councillors **Resolved** to note all Finance balances.

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

Councillors **Resolved** to note the Finance report.

### **412 Planning <http://planning.cornwall.gov.uk/online-applications>**

**New Planning Applications – None received**

**Planning Application Decisions – None received**

**Planning Application – For Information**

**Planning Application received after Agenda issue – One received**

**Application PA25/08973 (received 11<sup>th</sup> May 2026)**

**Proposal Consetruction of an annexe**

**Location The Glebe Markwell Landrake Saltash**



**Grid Ref. 237224 / 59206**

Councillors considered that the proposed second entrance to the development and the access and egress options should be mentioned as a condition to supporting the planning application, by restricting the use of the second entrance. It would be necessary for Cornwall Highways to consider the condition in association with the Planning development officer.

Cllr Gingell (Chairman) proposed, Cllr Morris seconded support for PA25/08973. 8 agreed, 1 abstention.

**Councillors Resolved to SUPPORT Planning Application PA25/08973**

Councillors **Resolved** to note all Planning matters.

**578 (a) Resolutions**

**1. To receive a Financial Statement for the year ending 31<sup>st</sup> 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 12<sup>th</sup> May 2026)**

**Resolution – Conflict of Interest confirmation required by External Auditors**

**Cllr Barton proposed, Cllr Hooper (Vice Chairman) seconded acceptance of the AGAR Sections 1 & 2 presented by the (RFO) and the Conflict of Interests return. All agreed.**

**Councillors Resolved to approve item 578 (b), (c) and Conflict of Interests Form. These forms were signed and completed by the Chairman & (RFO).**

**Councillors Resolved to note item 578 (a) & (d).**

**2. The General Power of Competence – The original report from the Parish Clerk 14<sup>th</sup> May 2024 refers. New General Power of Competence to be approved post Local Elections 1<sup>st</sup> 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 19<sup>th</sup> May 2025. (Prescribed conditions order 2012 (SI 2012 965) Paragraph 2 for Resolution to be passed.

Councillors **Resolved** to reaffirm and adopt procedures under Item 2 above and note that the Parish Council qualifies for the (GPC) power.

#### 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 or (CALC) registered auditor 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 adopt the Model Standing Orders (NALC) updated 2025.
9. To reaffirm the Model Financial Regulations (NALC) 2024 adopted 22<sup>nd</sup> May 2024

Cllr Gingell (Chairman) proposed that all Governance Policies and Procedures items 1 – 9 be noted as explained by the Parish Clerk with little in the way of changes or amendments. All agreed.

Councillors **resolved** to adopt the Governance procedures and make the appointments as listed.

#### 579 Recreation Field

Cllr Gingell (Chairman) explained that the Football team using the Recreation Field were changing their management options and that the question of rental payment due to the Parish Council would be discussed. The annual rental payment of £400 would be settled before the end of the financial year 31<sup>st</sup> March 2027.

Councillors **Resolved** to note this report.

#### 580 Village Playground and village maintenance



Cllr Gingell (Chairman) stated the playground equipment inspection report from RoSPA highlighted a few minor improvements to play equipment, namely adjustment to the main gate mechanism, raising of the height of the swings, and rust control solution to the hippo play equipment. The items in the report will be addressed.

The fingerpost (opposite the Bullers pub) damaged by a BIFFA refuse vehicle has now been repaired and the repair invoice is awaited.

ACTION: The Parish Clerk to recover repair expenditure from BIFFA who have admitted Liability.

The new defibrillator will be installed soon at Dolbeare. A training session for operation of the defibrillator will be arranged with Duchy Defibrillators.

ACTION: The Dolbeare Manager and Parish Clerk to arrange a training session date for advertising with training to take place in the Sir Robert Geffery Hall.

The new salt bin for the village has been delivered.

Councillors **Resolved** to note this report.

#### **581 Other Councillor reports**

Cllr Hewison informed Councillors that under the (CHIP) grant funding, the Parish Council were successful in moving to stage 2 of the funding process, therefore the project costs to instal speed humps in the road along Tideford village were looking promising. The initial request was to include Pound Hill as well as Tideford Road.

Cllr Hewison to contact the CORMAC Highways Engineer to check on progress with the application for speed humps.

Councillors **Resolved** to note this report and thanked Cllr. Hewison.

#### **582 Clerk's items & Correspondence**

Draft Minutes of the Annual Parish Meeting 21<sup>st</sup> April 2026 are posted on the Council's website. Minutes can be viewed at [www.landrakeparishcouncil.gov.uk](http://www.landrakeparishcouncil.gov.uk)

Display of 2026 Employers' Liability Insurance certificate at Sir Robert Geffery Memorial Hall.

#### **583 Date of next meeting**

The next Meeting of the Council will be the **Public Meeting** on **Tuesday 9<sup>th</sup> June 2026** at **7:00pm** in the Sir Robert Geffery Memorial Hall (covid safe).

Landrake & St Erney  
Parish Council



The Parish Council would continue to follow any instructions from CALC concerning the COVID -19 situation in connection with forthcoming Public Meetings. The choice to meet face to face was now an option with safety guidelines applying.

Please refer to [www.landrakeparishcouncil.gov.uk](http://www.landrakeparishcouncil.gov.uk) for further details.

**End of meeting 20:00**

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**Signed - (Chairman)**

**Date**

Christopher Cook – Parish Clerk & RFO

32 Essa Road Saltash PL12 4EE Tel 07523 005414

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