

## **LANREATH PARISH COUNCIL**

**Wednesday 13 May 2026**

**To members of the Council**

**You are hereby summoned to attend the Annual Meeting of the Lanreath Parish Council in Lanreath Village Hall on Tuesday 19 May 2026 at 6.30 pm**

(Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded)

**Rebecca Warren Clerk to the Council**

### **A G E N D A**

The Chairman will introduce the meeting

- 1. Apologies**
- 2. Retiring Chair's report to the Council**
- 3. Annual election of Chair and Vice Chair**
- 4. Annual Election of Parish Council Representatives and Portfolio Holders**
  - SECCAP – Principal Representative and Deputy
  - SECCAP - Environmental
  - Shop and Post Office
  - Village Hall
  - Asset Inspections
  - Climate Change
  - Online banking alternative authoriser, bank signatories
- 5. Members of the Public are invited to address the Council**
- 6. Members of the Council to disclose their interests in matters to be discussed and to decide requests for dispensations**
- 7. To approve the minutes of the meeting held on 21 April 2026**
- 8. County Councillor's Report**
- 9. Clerk's Report**
  - Clerk's Training – AI in your Community Cornwall Assoc of Local Councils
  - Broken brick circles on verges at Grylls Park
  - Shop footpath light and Punch Bowl Inn car parking fence replacement
  - Herodsfoot signpost replacement
  - Lanreath Village Toilet – new bin
  - Overnight camper van/caravan parking Punch Bowl Inn car park
  - PA26/02288 – consultee comments submitted online 22 April 2026
  - Replacement defibrillator for Millennium Building - progress
  - Confirmation of appointment of Duchy Defibrillators
  - Zurich Insurance renewal paid
  - Attendance at Cornwall Council Planning Dept (NPS) online update course 28 April

10. **Significant Items of Correspondence** - All correspondence received via email unless otherwise indicated has been circulated by the Clerk, or the Chairman, to Councillors.

**Cornwall Council**

- Letter to Town and Parish Councils from Cornwall Council's Cabinet – 30 April
- Notice of Intention to commence preparation of the Cornwall Local Plan – 30 April 2026

**Other correspondence**

- Cornwall Council glyphosate proposals, email from Cornwall Wildlife Trust – 16 April

11. **To review and approve the Council's Policies and Procedures**

- Standing Orders
- Financial Regulations
- General Privacy Notice
- Code for Handling Complaints
- Recording of Meetings
- Safeguarding Policy
- Risk Assessment
- IT Policy
- General data protection regulations policy – to be drafted and considered at the June meeting
- Village footpaths
- 20 mph zone Lanreath Village

12. **Unauthorised building in the Parish**

13. **Assets of Community Value** – consider nomination process

14. **CAP report**

15. **Village Hall report**

16. **Climate Change**

17. **Asset Inspection report and review of RoSPA Annual Play Equipment Inspection Report**

18. **Declaration of no conflict of interest with external auditors BDO** required to complete the Annual Governance and Accountability Return 2025/26

19. **Review of Year End Finances 2025/26 and Contingency – General Reserve**

20. **Financial Report** – payments approved 21 April or before and paid since the April meeting:

Zurich insurance renewal	£885.59
Clerk's tax and Employer's NI Qtr. 4	£141.98
Toilet cleaning	£120
Cllr expenses	£29
Community areas grass cutting	£240
Internal Auditor fee	£288

Western Web – deposit for new domain name	£398.40
Electricity	£39.54
Clerk’s home working tax-free allowance	£25.58
Clerk’s April salary	£498.02
RoSPA Play Safety invoice	£99.60

Inter-account transfer of £3,000 completed 22 April. Payments previously approved but yet to be paid: Lanreath Village Hall hire for April meeting (£30); balance of Western Web (£860.16); Councillor expenses (2 x £29); Lloyds Bank charges for March/April (£4.25); Toilet Supplies (£40); Employer’s NI on Clerk’s salary (20.67); South West Water (£89.36).

Outstanding payments due before the June meeting:

Community areas grass cutting	£240
Lanreath Village Hall hire	£60
Duchy defibrillators annual contract fee	£246 inc.VAT
Clerk’s SLCC membership renewal	£155.55
Toilet cleaning service	£120
Electricity	£15.69 inc. VAT
Lloyds Bank charges – April/May	£4.25
Clerk’s May home working tax-free allowance	£25.58
Clerk’s May salary/tax	£554.42
Clerk’s Training	£84 inc. VAT
<b>Total including payments approved and due</b>	<b>£2,607.93</b>

Bocaddon Turbine Fund has paid Lanreath PC £899 to buy a replacement defibrillator for the Millennium Building – Clerk seeks permission to proceed with the purchase.

Bank balances at 30 April as per bank statements circulated to all Councillors. Clerk seeks approval of April 2026 Bank Reconciliation – to be signed by Cllr Roberts.

Bank balances as at 13 May 2026: Current account	£1,992.74
Deposit account	£11,754.68

Inter-account transfer – approval sought for £1,500.

- 21. To review eligibility requirements under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012**
- 22. Items for next meeting agenda.** Neighbourhood Priority Statements. Community Preparedness/Emergency Planning. Walk along PROW.
- 23. Public Participation**
- 24. Date and time of next meeting -Tuesday 16 June 2026 at 6.30p.m.**