

LANREATH PARISH COUNCIL MEETING MINUTES

Date of Meeting

15 April 2025 commencing 19.30

Present

Cllr Sue Cave, Cllr Peter Bartram, Cllr Sandie Christiansen, Cllr John Gundry, Cllr David Heard – Vice-Chairman, Cllr Shelley Honeyman, Cllr Stephanie Vickery, Mrs R Warren – Clerk.

One member of the public.

The Vice-Chairman opened the meeting and welcomed everyone, and confirmed that he would be Chairing the meeting.

1. Apologies

Cllr Peter Seaman - Chairman.

2. Members of the Public are invited to address the Council

Member of the Public addressed the meeting regarding the Garden Group storage shed – to be added to the May meeting agenda for proper consideration by Councillors.

PCSO Cocks had emailed:

“Please accept my apologies for my non-attendance at this month’s Parish Council meeting.

From 01/03/25-31/03/25 I am pleased to report that there were no crimes but please remain vigilant.

Numerous patrols have been conducted around the Parish and all was found to be in order.

If there are any questions or matters arising for my attention, then please contact me in the usual manner.”

3. Disclosure of Interests – None.

4. To approve the minutes of the meeting held on 18 March 2025

Cllr Cave proposed that the minutes be approved. Seconded and agreed. Vice-Chairman signed the minutes.

5. County Councillor’s Report – None.

6. Matters Arising

- **PA24/04905 – progress report**
Vice-Chairman reported that as of 12 April 2025 the application is still awaiting a decision.
- **Removal of brambles from Community Garden**
Contractor has completed the work and been paid.
- **Central Digital and Data Office Domain Helper Service**
To be considered under item 14 below.

- **Bury Down Lane Debris**
To remain under review.
- **Community Garden Access**
Contractor has installed handrail and been paid.
- **Cybercrime Awareness talks**
Lanreath WI have organised a talk by Devon and Cornwall Police to take place at the Village Hall on 25 June 2025 commencing 8pm.
- **Broken Guttering Millennium Building**
Vice-Chairman confirmed that Cllr Peter Seaman has carried out repairs.
- **Millennium Green Hedge**
Clerk reported that the work has been carried out and payment will be made to the Contractor.
- **VE Day 80 Flag**
Flag has been purchased. A parishioner has agreed to put this on the Millennium Green flagpole on the 8 May.
- **Response to Pelynt Neighbourhood Development Plan**
Comments were submitted on 19 March.
- **Response to Redruth Town Council Motion**
Clerk had sent an email of support, and copied in to Cty Cllr Colin Martin.
- **BT phone box Herodsfoot – proposed removal/decommissioning**
Vice-Chairman reported that he has ascertained that there is no mobile coverage in the village of Herodsfoot, and this move by BT should in his opinion be resisted. After a brief discussion Cllr Gundry proposed and Cllr Christiansen seconded the Chairman's motion that he object to BT's proposal. All agreed.
- **House painting in the village**
Vice-Chairman reported that painting a house in whatever colour the owner may wish is a 'permitted development' in a Conservation Area – provided that the property was painted before.
- **Millennium Building Clock**
This has been replaced, although is yet to be set to BST.

7. Correspondence – All correspondence received via email unless otherwise indicated, all circulated by the Clerk, or Chairman, to Councillors.

Cornwall Council

- Weekly planning lists
- Concerns regarding recent circular to Town and Parish Councils, 19 March
- Reminder for election candidates nomination submissions, 19 March
- Voter registration numbers, 24 March
- Taxi and private hire policy consultation, 3 April
- Copy of redacted application for license – Punch Bowl Inn, 3 April

- Agenda for East Sub-Area Planning Committee, 3 April
- Notice of Uncontested Election and Statement of Persons Nominated, 4 April
- South East Cornwall Community Area Partnership (SECCAP), Saltash Tunnel Update, 21 March
- SECCAP Gov't Approves application to increase Tamar crossing tolls, 26 March
- SECCAP Meeting notes and action points, 28 March
- SECCAP Lynher ferry refit update, 2 April

Other correspondence – any correspondence of community interest has been uploaded to the Parish website/linked to Facebook by Chairman and Cllr Gundry

- Office of Police and Crime Commissioners (OPCC) Weekly Column
- OPCC Crime and Policing Bill summary, 19th March
- OPCC Police complaints handling, 20th March
- OPCC Press release – Significant steps to tackling anti-social behaviour, 1st April
- OPCC Press release – Victim praised as former Police Officer jailed for rape, 3rd April
- Redruth Town Council thanks for supporting motion on 2nd homes Council Tax premium, 28th March
- Clean Cornwall Newsletter. 1st April CALC/NALC Legal Bulletin, 3rd April
- Cornwall National Landscape newsletter, 4th April
- Rural Bulletin, 25th March, 1st April
- Public comments / queries on Solar Farms in the Parish, 19th March, 21st March, 26th March
- Public observations on Public Footpaths in the Parish, 21st March

8. The Local Post – South East Cornwall – Council to consider whether to submit material.

Vice-Chairman has mentioned this publication to the South East Cornwall Community Area Partnership (SECCAP) and they may submit contributions to raise their profile in the area. After discussion and Councillors having noted that the Clerk already submits a summary of draft minutes quarterly to The Parish News, a motion was proposed that no further action be taken regarding The Local Post. Seconded and all agreed.

9. NALC Model Financial Regulations – Council to consider motion to adopt

Vice-Chairman took the meeting through some of the detailed work carried out by the Chairman on the NALC model in respect of updating Lanreath Parish Council's Financial Regulations. After some discussion regarding the proposed document, Vice-Chairman proposed that the matter be held over to the May meeting, and in the interim he, Chairman, and Clerk would liaise in order to finalise the draft document and present it for consideration in as concise a format as the subject matter permitted. Motion seconded by Cllr Christiansen and all agreed.

10. Results of Parish Council Election (Uncontested) & Expenses

Vice-Chairman confirmed that there would be no election for Lanreath Parish Council on 1 May and all seven candidates would become Councillors on 4 May. That would leave three seats vacant. 'Nil' Expenses Declarations must be completed and returned to Cornwall Council, and Cllr Gundry had made enquiries as to how this could be done. He proposed that all expenses claims be completed and returned to the Clerk at the May meeting for her to submit. Seconded by Cllr Bartram and all agreed.

11. Village Pump – to consider proposal for renovation

Clerk asked for this matter to be deferred to the May meeting pending a response to her email to Cornwall Council requesting information regarding ownership. Lanreath Parish Council archives provide no information, and the Chairman has carried out research in this regard that was inconclusive. Matter to be considered and a decision made at the next meeting.

12. Lanreath Parish Council website – to consider options for advertising/appointing a new webmaster for the Community Pages

Cllr Vickery volunteered to take on this role. Vice-Chairman proposed that she be appointed as webmaster for the Parish Council's Community Pages, Cllr Bartram seconded, all agreed. Cllr Vickery will liaise with Chairman regarding the practicalities.

13. Agenda and Minutes format changes

Clerk reported that she had attended two SLCC online courses regarding format and content of Agendas and Minutes for Parish Councils. Arising from this she recommended that for the June meeting she prepare the agenda in line with the best practice advised by SLCC. To be reviewed at the June meeting.

14. Possible move to .gov.uk

Clerk reported her attendance on a course provided by the Government's Domain Helper Service on 31 March. The advice there was that it is best practice to have a .gov.uk domain name for all local councils. There will be a cost involved which needs to be ascertained before further consideration by Councillors. Clerk will carry out research and the matter can be considered at the June meeting. Vice-Chairman proposed a motion as per the Clerk's suggestion, seconded and all agreed.

15. Asset Inspection Report

Cllr Honeyman took the meeting through her photographs of the village, showing, amongst other things, that the Community Garden had been tidied up (thanks given to Cllr Honeyman and her husband for doing so), and the new handrails on the access. No new problems to report.

16. Village Hall report

Cllr Vickery had nothing specific to report.

17. Community Area Partnership (CAP) report

Vice-Chairman confirmed that there had not been a meeting since March but that he had been busy with grant applications as part of the Funding Panel.

18. Climate Change

Cllr Cave presented her final report, as she will not be continuing as a Parish Councillor. She confirmed that the Environmental page of the website has been re-organised. She has notified SECCAP of her standing down, and Clerk has Catherine Thompson's details for the Councillor who takes on the Climate Change portfolio from May onwards. Vice-Chairman thanked her for her service.

19. To appoint Derek Hilton as Auditor to Lanreath Parish Council for 2024/25 and 2025/26

Vice-Chairman proposed and Cllr Bartram seconded that Derek Hilton be appointed as auditor for 2024/25 and 2025/26. All agreed.

20. Annual Accounts

These had been circulated to all Councillors. They had received the year end Bank Reconciliation, bank statements, and completed Annual Governance and Accountability Return. The auditor had completed his report, and all was found to be correct. Vice-Chairman proposed that he and the Clerk sign the AGAR forms for the Clerk to submit the Certificate of Exemption to the external auditor. Seconded and all agreed. In due course the AGAR form will be published online by the Clerk.

21. To decide dates for the period for the exercise of public rights to inspect the accounting records of the last financial year

The Clerk had prepared a Notice for approval. The dates for exercise of public rights included the mandatory dates in July. Vice-Chairman proposed that the dates as set out in the Notice be approved, seconded, and all agreed. Notice to be put up on the Parish Council Notice Board and published online in due course.

22. Financial Report

The Clerk reported the receipt of a sum from Cornwall Council relating to the Local Maintenance Partnership that she recommended be placed into a contingency for Public Footpath works. This recommendation was proposed for approval, seconded and all agreed. Clerk will action. Cllr Gundry proposed that the Clerk's outstanding payments, and request for inter-account transfer, be approved, seconded by Cllr Honeyman and all agreed.

23. Parish Problems

Concerns were reported regarding a problem with a parishioner having an unattended bonfire, to which the Fire Service were called.

24. Any other business

Thanks given to Cllr Cave for her many years of service to the community in her role as a Parish Councillor.

25. Public Participation

None.

26. Date and time of next meeting

Annual Parish Meeting 13 May 2025 at 6.30pm, Annual Parish Council Meeting 13 May 2025 at 7.30pm.

Meeting ended at 9.27pm.