

# St Martin – By - Looe Parish Council

Friday, 26th March 2024

**WORKING AGENDA, FOR THE ANNUAL PARISH MEETING AT 7.15PM, FOLLOWED BY THE PARISH COUNCIL MEETING AT 7.30PM.**

**TO BE HELD ON THURSDAY 4<sup>th</sup> APRIL 2024 AT NO MAN’S LAND MEMORIAL HALL.**

## The Annual Parish Meeting.

### AGENDA

#### The Annual Parish Meeting.

**Agenda Item 1:** Apologies for absence.

**Agenda Item 2:** Minutes of the Annual Parish Meeting held on 6th April 2023.

(Approved at the 4<sup>th</sup> May 2023 meeting).

**Agenda Item 3:** Report from the Chair of the Parish Council and Organisations in the Parish.

**Agenda Item 4:** Reports from other organisations in the Parish:

**Agenda Item 5:** Matters raised by Parishioners for further discussion and possible Action:

## Parish Council Meeting.

### AGENDA

#### The Parish Council Meeting.

**Public Question Time. IMPORTANT PLEASE READ NOTE BELOW.**

**Agenda Item 1:** Declarations of Interest.

**Agenda Item 2:** Apologies for absence.

**Agenda Item 3:** Minutes of the Parish Council Meeting held on the 7<sup>th</sup> March 2024.

**Agenda Item 4:** Planning Applications:

**4.1.1: Application No:** PA24/01461.

**Proposal** Proposed creation of 6 additional touring pitches, retention of the permeable surfacing in respect of 6 existing touring pitches, use of 5 existing touring pitches approved under PA16/05973 for year-round holiday use, and extension to toilet/shower block.

**Location** The Oaks Holiday Park Bucklawren Road, No Mans Land, Looe.

**Applicant** Ms Olive and Louise Western. The Oaks Holiday Park

**Grid Ref** 228317 / 55907.

**4.1.2: Enquiry reference:** PA24/01728.

**Proposal:** Non-material amendment to decision PA17/05024 dated 30.08.20217 for alterations to site layout.

**Location:** Tregoad Caravan and Camping Park, St Martin, Looe, Cornwall, PL13 1PB.

**Applicant:** Tregoad Holiday Park Ltd.

**4.1.3 Application No:** PA24/01624.

**Proposal** Infilling the existing holiday park with up to 17 additional holiday lodges, together with associated works.

**Location** Tregoad Holiday Park, St Martin, Looe, PL13 1PB.

**Applicant** Tregoad Holiday Park.

**Grid Ref** 227222 / 55940.

**Agenda Item 5:** Planning Decisions received by the date of the meeting.

**Agenda Item 6:** Planning Matters.

**Agenda Item 7:** Finance

**Agenda Item 8:** Reports on Matters arising from the Minutes.

**Agenda Item 9:** Business received after publication of agenda.

**Agenda Item 10:** New Business.

**Agenda Item 11:** Around the Table.

#### Important - please note:

*All requests from members of the public to speak at the meeting should be submitted in writing to the Clerk at the address below, at least 48 hours before the meeting.*

*This will enable the Parish Council to consider the request and respond accordingly. Failure to contact The Clerk may well result in the request to speak being refused.*

Charles Hyde (Mr) Clerk to the Council, 8 Trelawny Road, Menheniot, Liskeard. PL14 3TS, 01579 340905 clerk@stmartinbylooe.org

Please note that this Council executes its duty in considering the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.

# **St Martin – By - Looe Parish Council**

**To All Members of the Parish Council.**

**WORKING AGENDA FOR THE ANNUAL PARISH MEETING AT 7.15PM.**

**TO BE HELD ON THURSDAY 4th APRIL 2024 AT NO MAN'S LAND MEMORIAL HALL.**

Chairman: Robert Henly.

Vice-Chair: Roberta Powley.

Parish Councillors: Barbara Reynolds, Andrea Lankston, Jill Spicer.

Simon Lawes, David Keeble.

Mr Charles Hyde, Clerk and Proper Officer of the Council.

County Councillor Armand Toms.

PCSO David Billing.

## **The Annual Parish Meeting.**

### **Agenda Item 1: Apologies for absence.**

### **Agenda Item 2: Minutes of the Annual Parish Meeting.**

#### **2.1.1: Minutes for the Annual Parish Meeting held on 7<sup>th</sup> April 2023.**

Approved at the 4<sup>th</sup> May 2023 meeting.

### **Agenda Item 3: St Martin by Looe Parish Council - Chairman's Report 2024.**

#### **Agenda Item 4: Reports from other organisations in the Parish:**

Hall Reports: Tracy Chudleigh, Committee Chairman. St Martin's Village Hall Trust. We have had another successful year. Attendance at some events has been lower, which I think is due to the cost of living crisis. But overall the hall has been busy.

Jumble sales continue to be popular. The flower shows were well attended and enjoyed by all. We continue to be busy with private bookings. And it's lovely to see the billiards room in use again. Many thanks to Mr Gazur for organising this.

We welcomed a new committee member this year. Paul Matthews, whose family has had a very long association with the hall. We are always looking for more committee members. If you could spare an hour or so a month then please contact us.

We continue to upgrade the hall as and when we can.

Finally, please support your hall. It is a vital community asset that in these difficult times needs to be kept going.

Many thanks to our hard working committee and to everyone who supports us.

#### **St Martin's Village Hall Trust - Treasurers report:**

Despite the rise in living costs the Hall is financially stable.

The annual returns have been sent to the Charity Commission. It was agreed to continue using Ms C. Cockerill as the auditor. Proposed by Mrs T. Chudleigh, seconded Mrs V. Kitson.

### **Agenda Item 5: Matters raised by Parishioners for further discussion and possible Action:**

There being no other business the meeting closed at

# ST MARTIN- BY- LOOE PARISH COUNCIL

**WORKING AGENDA FOR THE PARISH COUNCIL MEETING AT 7.30PM. TO BE HELD ON THURSDAY 4<sup>th</sup> APRIL 2024 AT NO MAN'S LAND MEMORIAL HALL.**

Chairman: Robert Henly.

Vice Chairman: Roberta Powley,

Parish Councillors: Andrea Lankston,

Barbara Reynolds, Jill Spicer, Simon Lawes, David Keeble.

Charles Hyde, Parish Clerk and RFO

County Councillor Armand Toms.

PCSO Dave Billing.

## **Public Question Time and Councillors Comments on Declared Interests:**

### **Agenda Item 1: Declarations of Interest:**

### **Agenda Item 2: Apologies for absence:**

### **Agenda Item 3: Minutes of the Parish Council Meeting:**

**3.1.1: Minutes for the Parish Council Meeting held on 7<sup>th</sup> March 2024.** It was proposed by Councillor \_\_\_\_\_ seconded by Councillor \_\_\_\_\_ and agreed unanimously that they be taken as read and signed by the Chairman as a true and accurate record of the meeting.

### **Agenda Item 4: Planning Applications:**

#### **4.1.1: Application No: PA24/01461.**

**Proposal:** Proposed creation of 6 additional touring pitches, retention of the permeable surfacing in respect of 6 existing touring pitches, use of 5 existing touring pitches approved under PA16/05973 for year-round holiday use, and extension to toilet/shower block.

**Location:** The Oaks Holiday Park Bucklawren Road, No Mans Land, Looe.

**Applicant:** Ms Olive and Louise Western. The Oaks Holiday Park

**Grid Ref:** 228317 / 55907.

#### **4.1.2: Enquiry reference: PA24/01728.**

**Proposal:** Non-material amendment to decision PA17/05024 dated 30.08.20217 for alterations to site layout.

**Location:** Tregoad Caravan and Camping Park, St Martin, Looe, Cornwall, PL13 1PB.

**Applicant:** Tregoad Holiday Park Ltd.

**Parish Council's Decision:** Approved by delegated authority.

#### **4.1.3 Application No: PA24/01624.**

**Proposal** Infilling the existing holiday park with up to 17 additional holiday lodges, together with associated works.

**Location** Tregoad Holiday Park, St Martin, Looe, PL13 1PB.

**Applicant** Tregoad Holiday Park.

**Grid Ref** 227222 / 55940.

### **Agenda Item 5: Planning Decisions received by the date of the meeting:**

#### **5.1.1: Application No: PA24/01728.**

**Applicant:** Tregoad Holiday Park Ltd.

**Location:** Tregoad Caravan and Camping Park, St Martin, Looe, PL13 1PB.

**Proposal:** Non-material amendment to decision PA17/05024 dated 30.08.2017 for alterations to site layout.

**Cornwall Council's Decision: Approved.**

**Agenda Item 6: Planning Matters:**

None to discuss.

**6.2: Correspondence from Cornwall Council and Other Organisations:**

Forwarded by email where possible.

**Agenda Item 7: – Finance.**

**7.1.1: Summary of Accounts.**

***Reconciled balances date 29/02/2024.***

Opening Bank Balances 1 <sup>st</sup> April 2023	£25,430.67
Income to date	£13,580.14
Expenditure to date	£13,107.08
Balance to date	£25,903.73

**7.2: Accounts paid in March 2024.**

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks February Internet Package & any expenses.	50.00
BACS	Cornwall Council – Clerks Salary February 2024.	649.98
BACS	Weatherproof Systems – Millendreath Noticeboard	600.00
	Total	1299.98

**7.3: Income in March 2024.**

8-Mar-24	Graham Maloney AD REVENUE	£	30.00
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It was proposed by \_\_\_\_\_ and seconded by \_\_\_\_\_ that Items 7.1, 7.2 and 7.3 are ratified.

**7.4: Requests for Funding received by date of meeting.**

**7.4.1: Trenode Primary School – Request for a donation.** (Sent to all Parish Councillors by email).

**7.5: Receipts and letters of thanks received by the date of the meeting.**

None received.

**7.6: Financial Business.**

**7.7.1: Accounts to be paid in April 2024.**

It was proposed by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the following be authorised for payment.

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks March Internet Package & any expenses.	50.00
BACS	Cornwall Council – Clerks Salary March 2024.	649.98
BACS	Cornwall Council _ Magazine Print cost.	57.95
BACS	Cornwall Association of Local Councils - Subscription	257.09
	Total	1015.02

**Agenda Item 8: Reports on Matters arising from the Minutes.**

**8.1.1: Pot Holes** – Between 5 – 6 Bucklawren Road and Treveria Farm. The Clerk reported to Cormac, who replied stating they did not require attention as not deep enough.

**8.1.2: Simmons Lane** – Fly tipping. The Chairman supplied photos. The Clerk reported to Cornwall Council.

**8.1.3: B3253 Looe Bay** – Flooding now worse than ever. The Clerk reported our concerns to Cormac.

**8.1.4: Broken Drain outside no 7 Holland Road** – The Clerk reported to Cormac who replied stating this has already been reported and is on the list to do.

**8.1.5: Application for Street Trading Consent LI24\_001095 - MACK - B3253 Layby opposite Looe Bay Caravan Park St Martin Looe PL13 1NX** – email received from Linda Edmunds, Licencing officer, Cornwall Council. Following objection received from St Martin by Looe Parish Council, we advise that the applicant has decided to withdraw their application in respect of the above.

**Agenda Item 9: Business received after publication of agenda:**

**Agenda Item 10: New Business:**

None.

**Agenda Item 11: Around the table:**

***Councillor Reynolds:***

***Councillor Keeble:***

***Councillor Lawes:***

***Councillor Lankston:***

***Councillor Spicer:***

***Vice Chair Powley:***

***The Chairman:***

***County Councillor Armand Toms:***

***PCSO Dave Billing:***

Date and Time of Next Meetings: Thursday 9<sup>th</sup> May 2024: **Annual Parish Council Meeting at 7.15pm** followed by the **Parish Council Meeting at 7.30pm**

There being no other business the meeting closed at