

St Martin – By - Looe Parish Council

Friday 28th March 2025

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

TO BE HELD ON THURSDAY 3rd APRIL 2025 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 4th April 2024.

(Approved at the 9th May 2024 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.

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 6th March 2025.

Agenda Item 4: Planning Applications:

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: Information received from CC and other Authorities.

Agenda Item 11: New Business.

Agenda Item 12: 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.uk www.stmartinbylooe-pc.gov.uk

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 3rd APRIL 2025 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 4th April 2024.

Approved at the 9th May 2024 meeting.

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

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

No Man's Land Village Hall Chairmans Report - We have had another busy year at the Hall, Jumble sales, Bingo, Flower show and our monthly produce sales. We have had some new events, amongst them a Games Night, which was well attended, and we are always open to suggestions from residents for anything they would like to see at the Hall. (just contact a committee member). We welcomed Rob as a new committee member and we are delighted to have a small team of volunteers we can also call upon. We are still popular for regular and private bookings; all the allotments are taken up and we still get an income from residents using our car park. We are hoping for a return visit from 'The Burraton Boys' and our big charity Jumble sale in the autumn is in aid of a small, but amazing, charity called Refuge for Pets, they help to foster out pets whose owners are escaping domestic abuse. We have formed a small 'shadow committee' to cover absences by the main Committee officers, this ensures the smooth running of the Hall. We continue to keep up a regular schedule of maintenance to keep the Hall in tip-top condition. On a personal level, I would like to give a heartfelt thankyou to the hardworking Committee as without them the Hall would cease to be. The Hall is a vital community hub and is run by volunteers. We ask only for support from the community, and we would welcome anyone to join us.
Kind regards Tracy Chudleigh Committee Chairman No Man's Land Village Hall.

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

To All Members of the Parish Council.

WORKING AGENDA, FOR THE PARISH COUNCIL MEETING AT 7.30PM.

TO BE HELD ON THURSDAY 3rd APRIL 2025 AT NO MAN’S LAND MEMORIAL HALL.

Chairman: Robert Henly.

Vice-Chair: Roberta Powley.

Parish Councillors: Barbara Reynolds, Andrea Lankston.

Simon Lawes. David Keeble & Jill Spicer.

County Councillor Armand Toms.

Charles Hyde, Parish Clerk & Proper Officer of the Council.

PCSO David 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 Meeting held on 6th March 2025 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:

None received.

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

5.1.1: Application No: PA25/00080.

Proposal: Proposed construction of a self-contained annexe.

Location: Trefrome Cottage, St Martin by Looe, Cornwall.

Applicant: Ms. Lucia Ratcliffe.

Grid Ref: 228016 / 54609.

Cornwall Council’s Decision: Application withdrawn.

Agenda Item 6: Planning Matters:

None received.

6.2: Correspondence:

Forwarded by email where possible.

7.1.1: Summary of Accounts.

Reconciled balances date 26/03/25.

Opening Bank Balances 1 st April 2024	£25,227.05
Income to date	£13,846.18
Expenditure to date	£13,352.55
Balance to date	£25,720.68

7.2: Accounts paid in March 2025.

Cheque No	Organisation	Amount
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BACS	CF Hyde – Clerks February 2025 Internet package & expenses.	50.00
BACS	Cornwall Council - Clerks Salary February 2025.	722.93
BACS	HP Instant Ink (Monthly subscription) paid by C Hyde	5.49
BACS	A Chudleigh – Grass cutting, weeding, bus shelter tidy up	700.00
	Total	1478.42

7.3: Income in March 2025.

5-Mar-25	B Reynolds HANDMAN AD REVENUE	April	£	30.00
26-Mar-25	Bank Interest	April	£	38.69
26-Mar-25	Bank Interest	April	£	3.81
		Total	£	72.50

It was proposed by _____ seconded by _____ that Items 7.1, 7.2 and 7.3 are ratified.

7.4: Requests for Funding received by date of meeting

None received.

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

None received.

7.6: Financial Business.

7.6.1: Annual Audit – Certificate of Exemption – To be signed by the Chairman and returned to the Auditors before 30th June 2025.

7.7.1: Accounts to be paid in April 2025.

It was proposed by _____ seconded by _____ that the following be authorised for payment.

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks March 2025 Internet package & expenses.	101.50
BACS	Cornwall Council - Clerks Salary March 2025.	722.93
BACS	HP Instant Ink (Monthly subscription) paid by C Hyde	5.49
BACS	CALC Annual Subscription	270.28
BACS	Jason Jay – Millendreath Defib donation	300.00
BACS	Bleed Control – Annual Maintenance Contract	48.00
BACS	McAfee Live Safe Premium Plus Subscription	129.99
BACS	Adobe Systems Acrobat Export PDF (needed for magazine adverts)	21.14
BACS	Cornwall Council – Magazine Print cost	72.66
	Total	1671.99

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

8.1.1: Bucklawren Road Flooding – In the exceptional heavy rain the road has flooded again, work to clear field pipes is needed. The Clerk reported this to Cormac who agreed work needed to be carried out. Ref W252112760. The Clerk reported again and has been informed the work has been completed.

8.1.2: Holland Road Potholes – Opened up again by the hall. The Clerk report to Cormac who agreed work needed to be carried out. Ref W252112759.

Work not carried out, The Clerk reported again, but to date no reply has been received.

8.1.3: Road Resurfacing – Comments received about how well organised the roadworks were and with minimum disruption. The Chairman commented that the Dragons Teeth and Bus Stop road lines are missing. The Clerk reported to William Glassup who agreed to look at these issues.

8.1.4: Kilmartin – 150 tons of soil have been deposited on the site to create a soakaway, however concerns have been raised that the proposed plan will lead to water draining onto the road and cliff, possibly speeding up erosion of the cliffs.

The Clerk has spoken Will Glassup from Cormac who is revisiting the plans to ensure no breaches have taken place that could cause run off onto the highway.

Agenda Item 9: Business received after publication of agenda:

None received.

Agenda Item 10: New Business:

Agenda Item 11: Around the table:

Councillor Reynolds:

Councillor Lawes:

Councillor Keeble:

Councillor Spicer:

Councillor Lankston:

Vice Chair Powley:

The Chairman:

County Councillor Armand Toms:

PCSO Dave Billing

Date and Time of Next Meetings: 15th May 2025, **Annual Parish Meeting** at 7.15pm followed by **The Parish Council Meeting** at 7.30pm at the No Man's Land Memorial Hall.

There being no other business the meeting closed at