

St Martin – By - Looe Parish Council

Friday 29th August 2025

**WORKING AGENDA, FOR THE PARISH COUNCIL MEETING AT 7.30PM.
TO BE HELD ON THURSDAY 4th SEPTEMBER 2025 AT NO MAN'S LAND MEMORIAL HALL.**

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 3rd July 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 PARISH COUNCIL MEETING AT 7.30PM.

TO BE HELD ON THURSDAY 4th SEPTEMBER 2025 AT NO MAN'S LAND MEMORIAL HALL.

Chairman: Robert Henly.

Vice Chairman: Roberta Powley.

Parish Councillors: Barbara Reynolds, Louise Western,

David Keeble, Paul Matthews, Simon Lawes.

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

County Councillor, Mark Gibbons.

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 Council Meeting held on 3RD July 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: PA25/03104.

Location: Looe Country Park Caravan & Campsite, Bucklawren Road, No Mans Land, Looe.

Proposal Certificate of lawfulness for proposed stationing of additional static caravans for year round occupation in place of touring caravans across the whole of Looe Country Park Caravan and Campsite

Applicant: Jill Spicer

Cornwall Council Decision: Refused.

Agenda Item 6: Planning Matters:

None received.

6.2: Correspondence:

Forwarded by email where possible.

7.1.1: Summary of Accounts.

Reconciled balances date 27/08/2025.

Opening Bank Balances 1 st April 2025	£25,655.80
Income to date	£7,076.63
Expenditure to date	£5,302.25
Balance to date	£27,430.18

7.2: Accounts paid in July 2025.

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks June 2025 Internet package & expenses.	50.00
BACS	Cornwall Council - Clerks Salary June 2025.	767.92
BACS	HP Instant Ink (Monthly subscription) paid by C Hyde. Additional pages needed in June.	13.49
SO	Bank Service Charges	4.25
BACS	Cornwall Council Magazine Printing	72.66
BACS	Western Web Email domain 2 years subscription	30.00
	Total	938.32

7.3: Income in July/August 2025.

14-Jul-25	Tregoad AD REVENUE		£	20.00
30-Jul-25	West Looe Bookshop - Maps for RNLI		£	10.00
27-Aug-25	Bank Interest		£	46.04
		Total	£	76.04

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

7.4.1: Cornwall Air Ambulance – Annual appeal (Last year we gave £100).

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

None received.

7.6. Financial Business

7.6.1: External Auditor Report – Audit complete and no issues raised other than a small carried forward error on the Asset Register which does not affect its accuracy.

7.7.1: Accounts to be paid in July/August 2025.

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

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks July/August 2025 Internet package & expenses.	100.00
BACS	Cornwall Council - Clerks Salary July 2025.	767.92
BACS	HP Instant Ink (Monthly subscription) paid by C Hyde. Additional pages needed in July.	13.49
SO	Bank Service Charges	4.25
BACS	Cornwall Council – Clerks Salary August 2025	767.92
BACS	HP Instant Ink (Monthly subscription) paid by C Hyde.	6.49
SO	Bank Service Charge	4.25
DD	Information Commissioner – Data Protection annual fee	47.00
BACS	Honorarium External Audit Fee - to be donated to a Wildlife Charity	100.00
	Total	1811.32

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

8.1.1: May Lane Trees overhanging – reported and work carried out.

Agenda Item 9: Business received after publication of agenda:

None received.

Agenda Item 10: New Business:

10.1.1: No Man's Land Housing site – request for a Teams meeting with Chairman and Vice Chairman from Alexandra Carr, Community Animator, Cornwall Rural Community Charity, this request came after the Clerk submitted the site for consideration.

Agenda Item 11: Around the table:

Councillor Reynolds:
Councillor Western:
Councillor Keeble:
Councillor Lawes:
Councillor Matthews:
Vice Chair Powley:
The Chairman:
County Councillor Mark Gibbons:
PCSO Dave Billing

Date and Time of Next Meetings: 2nd October 2025, **The Parish Council Meeting** at 7.30pm at the No Man's Land Memorial Hall.

There being no other business the meeting closed at