

# St Martin – By - Looe Parish Council

WORKING AGENDA, FOR THE PARISH COUNCIL MEETING AT 7.30PM.  
TO BE HELD ON THURSDAY 11<sup>th</sup> JUNE 2026 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 Annual Parish Meeting and the Parish Council Meeting held on the 9<sup>th</sup> April 2026.

**Agenda Item 4:** Planning Applications:

**4.1.1: Application No:** PA26/02218.

**Proposal:** Extension to existing holiday park and provision of 39 lodges, together with associated works and landscaping.

**Location:** Tregoad Caravan And Camping Park, St Martin, Looe, Cornwall.

**Applicant:** Tregoad Holiday Park Ltd.

**Grid Ref:** 227222 / 55940.

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

**5.1.1: Application No:** PA26/03544. **For information only.**

**Applicant:** Heather Campbell.

**Location:** Penhale, St Martin, Looe, Cornwall, PL13 1PA.

**Proposal:** Prior Notification for Proposed Temporary Recreational Campsite (60 days).

**Cornwall Council's Decision:** Closed - advice given.

**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@stmartinbylooeipc.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**

**WORKING AGENDA, FOR THE PARISH COUNCIL MEETING AT 7.30PM.  
TO BE HELD ON THURSDAY 11<sup>th</sup> JUNE 2026 AT NO MAN'S LAND MEMORIAL HALL.**

Chair: Robert Henly.

Vice Chair: Roberta Powley

Parish Councillors: Barbara Reynolds, David Keeble,  
Paul Matthews, Simon Lawes.

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

County Councillor, Mark Gibbons.

PCSO Dave Billing.

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

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

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

Parish Councillor: Louise Western,

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

**3.1.1: Minutes for the Annual Parish Council Meeting held on 7<sup>th</sup> May 2026** 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.

**3.1.1: Minutes for the Parish Council Meeting held on 7<sup>th</sup> May 2026** 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:** PA26/02218.

**Proposal:** Extension to existing holiday park and provision of 39 lodges, together with associated works and landscaping.

**Location:** Tregoad Caravan And Camping Park, St Martin, Looe, Cornwall.

**Applicant:** Tregoad Holiday Park Ltd.

**Grid Ref:** 227222 / 55940.

None received.

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

**5.1.1: Application No:** PA26/03544. **For information only.**

**Applicant:** Heather Campbell.

**Location:** Penhale, St Martin, Looe, Cornwall, PL13 1PA.

**Proposal:** Prior Notification for Proposed Temporary Recreational Campsite (60 days).

**Cornwall Council's Decision:** Closed - advice given

### **Agenda Item 6: Planning Matters:**

None received.

### **6.2: Correspondence:**

Forwarded by email where possible.

### **7.1.1: Summary of Accounts.**

#### **Reconciled balances date 04/06/2026.**

Opening Bank Balances 1 <sup>st</sup> April 2026	£26,334.62
Income to date	£7,146.85
Expenditure to date	£4,705.56
Balance to date	£28,775.91

### **7.2: Accounts paid in May 2026.**

Payment type	Organisation	Amount
BACS	Clerks April 2026 Salary (not including PAYE or NI)	755.48
BACS	HMRC PAYE (Paid quarterly)	188.80
BACS	HMRC Employers NI (Paid quarterly)	79.09
BACS	HP Instant Ink (Monthly subscription) (Paid by C Hyde).	6.49
SO	Bank Service Charges	4.25
BACS	Legal Contracts (Template purchase for now and future use)	17.50
BACS	Western Webb – Website Accessibility Audit	54.00
BACS	Trenode School – Donation £87 Magazine profit + £13	100.00
	Total	1205.61

### **7.3: Income in May 2026.**

9-May-26	Polruan Pups AD REVENUE	£	30.00
8-May-26	Happy Feet AD REVENUE	£	30.00
2-Jun-26	S Griffiths AD REVENUE	£	45.00
4-Jun-26	Bank Interest	£	24.79
	Total	£	129.79

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.**

#### **7.7.1: Accounts to be paid in June 2026.**

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

Payment type	Organisation	Amount
BACS	Clerks May 2026 Salary (not including PAYE or NI)	677.68
BACS	HMRC PAYE (Paid quarterly)	266.60
BACS	HMRC Employers NI (Paid quarterly)	79.09
BACS	HP Instant Ink (Monthly subscription) (Paid by C Hyde).	6.49
SO	Bank Service Charges	4.25
BACS	Western Webb – Cloud email renewal	92.40
BACS	CAS Insurance Services – Annual Renewal	508.85

		Total 1635.36

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

**8.1.2: Bus Shelter Maintenance** – The Clerk has contacted Ashley Bowen for a quote.

**Quote received:**

Work to be carried out by Bowens Brush and Beyond, professional painting and decorating services. Treating the wood with preservative. Any repairs needed. A full sanding down. Price £350-400.

Materials: Preservative sealant £95.

Total: £445-£495.

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

None received.

**Agenda Item 10: New Business:**

**10.1.1: Road Surfacing information.**

B3253 No Man's Land to Tregoad dip	Long Delays	Fri 12/06/26	Fri 12/06/26
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**10.1.2: Cormac Meet the Team Event.** Sessions running from 10:00am to 1:00pm:

Liskeard Town Council – Wednesday 24 June

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

***Councillor Reynolds:***

***Councillor Keeble:***

***Councillor Lawes:***

***Councillor Matthews:***

***Vice Chair Powley:***

***The Chair:***

***PCSO Dave Billing:***

***County Councillor Mark Gibbons:***

Date and Time of Next Meeting: 2<sup>nd</sup> July 2026, **The Parish Council Meeting** at 7.30pm at the No Man's Land Memorial Hall.

There being no other business the meeting closed at