

Lanhydrock Parish Council: Minutes of Annual Meeting held at  
Lanhydrock War Memorial Hall at 19:45 on Tuesday 13<sup>th</sup> May 2025

**1) ALL COUNCILLORS SIGNED A DECLARATION OF ACCEPTANCE OF OFFICE following the uncontested parish council election on 1<sup>st</sup> May.**

**2) NOTIFICATION THAT MEETINGS MAY BE ELECTRONICALLY RECORDED**

**3) ELECTION OF CHAIRMAN:**

Cllr. Jason Coad was nominated to take the role of Chairman and submitted a signed Declaration of Acceptance of Office to the clerk.

**Proposed by** Cllr M. Coad., **Seconded by** Cllr. A. Coad

*Carried: Unanimously*

**4) ELECTION OF VICE CHAIRMAN:**

Cllr. Mary Coad was nominated to take the role of Vice-Chairman.

**Proposed by** Cllr. P. Miller, **Seconded by** Cllr. A. Coad

*Carried: Unanimously*

**5) ELECTION OF FINANCE, GOVERNANCE AND STAFFING COMMITTEE:**

It was agreed to appoint a Finance, Governance and Staffing committee whose membership would consist of the entire council.

**6) TO NOTE THOSE PRESENT AND TO RECEIVE ANY APOLOGIES:**

- a) In attendance: Cllr. J. Coad, Cllr. M. Coad, Cllr. P. Miller, Cllr. A. Coad and S. Knight (clerk)
- b) Apologies: None

**7) TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS:**

None received.

**8) PUBLIC FORUM:** No matters raised.

**9) TO RESOLVE THAT THE MINUTES OF THE PREVIOUS MEETING ARE AN ACCURATE RECORD:**

- a) It was resolved that the Minutes of the Parish Council meeting held on 31.03.2025 were an accurate record.

**10) TO RECEIVE ORAL OR WRITTEN REPORTS AND AUTHORISE ANY ACTION:**

- a) **Cornwall Council:** Due to the recent election, Cllr. Batters was not contacted for a report.

**11) PLANNING MATTERS:**

- a) **Any planning applications received after publication of agenda:** None received.

**12) PARISH MATTERS**

- a) **Community News:** Cllr. J. Coad reported that the War Memorial Hall may apply for funding for solar panels.
- b) **Kirland Road:** Following RadarClass traffic monitoring on Kirland Road from 5<sup>th</sup>-12<sup>th</sup> December 2024 it was found that the average speed of vehicles was 35.2mph (S/E bound) and 37.9mph (N/W bound). Cllr. J. Coad voiced his concern that some vehicles were clocked at over 70mph and questioned whether 60mph is a suitable limit for the road.
- c) **Redmoor Nature Reserve:** It was noted that a site visit with Andy Collins, Mid Cornwall Reserves Manager for Cornwall Wildlife Trust, is planned for 21<sup>st</sup> May at 13:30 to discuss the discarded boardwalks left on the reserve.

**ACTION:** Clerk to write to Lanlivery and Luxulyan parish councils to enquire if they have similar concerns regarding Cornwall Wildlife Trust's management of Breney Common.

**13) FINANCE**

- a) **Clerk to provide a report to date:** The clerk provided the latest bank reconciliation, which showed outstanding payments of £407.47, as itemized in Minute 13c below, and a total balance of £4811.45.
- b) **Parish Laptop:** It was agreed that the clerk would purchase a new parish laptop before Microsoft's support for the current laptop ends in October.

**ACTION:** Clerk to buy new laptop

- c) The following payments were authorised. It was noted that an invoice from C. Julyan is anticipated, for carrying out the annual internal audit:

Invoice No.	Payee	Regarding	Sum
N/A	HMRC	PAYE on clerk salary	
33	S Knight	Clerk Salary & Reimbursements	

**14) GOVERNANCE**

- a) Parish Council Election (May 1<sup>st</sup> 2025):** It was noted that Sallyann Hayward did not stand for re-election. It was agreed that she would be replaced in her roles on the parish council by:
- i. Bank Account Signatory:** Cllr. Miller
  - ii. Safeguarding Whistleblower:** Cllr. J. Coad, pending confirmation from the clerk that he can take the role as Chairman.
- b) Co-option of new councillor:** It was noted that there is currently an empty seat on the council.

**ACTION:** Councillors to speak to parishioners about putting themselves forward for the parish council.

- c) Audit:** This item was deferred, pending completion of the internal audit.

**15) TO NOTE ITEMS FROM COUNCILLORS FOR THE NEXT AGENDA:**

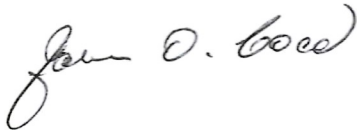
- a) Redmoor Nature Reserve**

**16) DATE OF NEXT MEETING:** Monday 28<sup>th</sup> July

Meeting Closed at: 20:46

Signed and Accepted as a correct record

Chairman



Date:

