



# Madron Parish Council

Chairman: Councillor Hugh Eddy

Website: [www.madron.org](http://www.madron.org)

Clerk to the Council - Mrs J Ellis

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Trannack Farm, St Erth,

Hayle,

TR27 6ET

09/25

## Minutes of the Annual Council meeting held at Landithy on Thursday 15<sup>th</sup> May 2025

### **Present:**

Cllr H Eddy (chairman), Cllr. V Peake, Cllr L Philips, Cllr C Whitton (left 7.38pm), Cllr S Clackworthy and Cllr R Mann (7.18pm)  
Clerk, Mrs J Ellis, Cornwall Cllr J Line and three members of the public.

1. **To elect a chairman for the year 2025/2026** - It was proposed and RESOLVED that Cllr Eddy be elected to the office of chairman for the forthcoming parish year.
2. **To receive the acceptance of office of the chairman** – Cllr Eddy signed his acceptance of office form, and this was countersigned by the clerk.
3. **To elect vice-chairman for the year 2025/2026** – It was proposed and RESOLVED that Cllr England be elected to the office of Vice- chairman for the forthcoming parish year.
4. **To receive acceptance of office and updated register of interests form from all councillors** – All councillors present have completed their acceptance of office and register of interest's forms.
5. **Apologies and requests for an extension for the completion of Cllrs declaration of acceptance of office** – Apologies were received from Cllrs Roberts, Scoble and England. Cllr Cudmore was also absent. Councillors agreed an extension to receive the acceptance of office and register of interests forms from Cllrs Roberts, Scoble, England and Cudmore until the June meeting. It was RESOLVED to accept this extension.
6. **Acceptance of Minutes** – It was proposed and RESOLVED that the minutes of the Ordinary Meeting on the 03<sup>rd</sup> April 2025 were accepted.
7. **Declarations of interest in items on this agenda** – Cllr Eddy PA25/01468.
8. **Dispensations** – none received.
9. **Public Participation** – The planning consultant for PA25/01468 advised that the applicant has spent 8 years designing this sustainable dwelling that would be self sufficient off of the land with polytunnels etc to grow vegetables. Sustainability is a priority for the applicant and if after building the dwelling it was no longer required the dwelling could be removed and the land returned to its current condition with no harm to the landscape. A lighting plan has also been submitted. The community would be invited up from local schools and groups to see how people can live sustainably. Cornwall council have a department that will be enforcing the requirements.
10. **Chairmans Comments** – Cllr Eddy thanked all for his election as chairman. Cllr Eddy expressed his thanks to former chairman Clare Roberts who has worked incredibly hard for this council and the parish. Thanks go to retiring Councillors Ali Thomas and Cllr Roy Mann who served for many years at Madron, Ludgvan and Penzance and will be much missed.
11. **Councillor's Questions and Comments** –  
Badgers Cross junction appears to have had an increase in cars alongside the road and outside the properties right up to the junction which is a safety concern for the junction and also large vehicles such as milk tankers are struggling to get through. Clerk will speak to highways.  
The new stiles on footpath 104/37/1 have not yet been installed, clerk will chase.  
The junction at Newmill is becoming increasingly busy with parked cars causing a danger to road users. Clerk has reported to the police and has asked Councillors to advise when it is particularly bad so that she can ask an officer to attend.  
The St Clare pharmacy was discussed with all noting the current service is not fit for purpose and needs looking into. Clerk asked Cornwall Councillor J Line to look into.
12. **Comments from our Cornwall Councillor** – Cllr Juliet Line thanked councillors for a warm welcome and is looking forward to working with the parish in her new role.

**13. Planning Applications –**

PA25/02709 - Bellair House Bellair Road Madron - Listed Building Consent for replacement veranda canopy to be constructed in the position of the previous timber canopy current approval lapsed May 2024. It was RESOLVED to support the application.

*Cllr Eddy left.*

PA25/01468 - Trewgel Heamoor Penzance TR20 8UJ - proposed AL1 dwelling and polytunnels. Councillors felt that with the current housing issues it was positive to see an idea that allowed for sustainable living that could return the site to its current condition as a field if it was no longer required with little damage to the current landscape. It was RESOLVED to support the application, with the request that councillors wish to ensure that the application if approved is regulated by Cornwall Council.

*Cllr Eddy returned.*

PA25/03155 - Spindrift Newmill Penzance - Alteration of three first floor windows to Juliet balcony doors with dormer roofs over on the south elevation. It was RESOLVED to support the application.

**14. To confirm councillors with specific responsibilities for: -**

- a. Footpaths and Public Rights of Way – Cllr Richard Mann
  - b. Finance / Audit committee – Cllr Richard Mann and Cllr M Scoble.
  - c. Staffing Committee – Cllr V Peake and Cllr Eddy.
  - d. Playing Field – Cllrs Clackworthy, England and Eddy
- West Penwith, St Erth & St Ives Community Area Partnership – Cllr C Roberts

**15. Internal Auditors Report –** All councillors have received the Internal Auditor report, it was RESOLVED to accept the report.**16. Annual Governance Statement –** To approve and authorise Section 1 of the 24/25 return – The accounts prepared by the clerk as Responsible Financial Officer for the financial year 24/25 have been completed and are available at the meeting. They have been audited by Cllrs Scoble and Richard Mann throughout the year and the Independent Internal Audit completed by Ms Goraus. It was RESOLVED that this council approves the accounts.**17. Annual Return –** To approve and authorise Section 2 of the Accounting Statements 24/25 return. The accounts prepared by the clerk as Responsible Financial Officer for the financial year 24/25 have been completed and are available at the meeting. All have approved the accounts and have signed to that effect. It was RESOLVED that this council approves the accounts. Clerk will now forward all details to BDO Ltd for inspection.**18. AGAR –** It was RESOLVED to accept that Madron parish council has no conflict of interest with BDO LLP**19. Notice of Public Rights and publication of unaudited annual governance and accountability return –** dates for inspection will be the 03<sup>rd</sup> June 2025 to 14<sup>th</sup> July 2025.**20. To review and adopt the following policies:**

To review and adopt the Standing Orders 2025 - It was RESOLVED to adopt the standing orders.

To review and adopt the Financial Regulations - It was RESOLVED to adopt the Financial regulations.

To review and adopt the financial risk assessment - It was RESOLVED to adopt the financial risk assessment.

To review and adopt the non- financial risk assessment - It was RESOLVED to adopt the non-financial risk assessment.

To review and adopt the Grant policy and application form - It was RESOLVED to adopt the grant policy and application form.

To review and adopt the Complaints handling procedure - It was RESOLVED to adopt the complaints handling procedure.

To review and adopt the Data Protection Policy - It was RESOLVED to adopt the Data protection policy.

To review and adopt the code of conduct policy - It was RESOLVED to adopt the code of conduct policy.

To review and adopt the privacy policy - It was RESOLVED to adopt the privacy policy.

To review and adopt the Reserves Policy - It was RESOLVED to adopt the reserves policy.

To review and adopt the Internal Control Policy - It was RESOLVED to adopt the Internal Control Policy.

**21. Clerk's Report and Correspondence**

Badgers Cross – clerk advised that as per the photos that have been circulated the site has now been cleared.

Litter Bins – one new bin lid has been delivered to Cllr Eddy who is kindly going to fit. The other pack will be sent as soon as stock becomes available.

To note CIL Funds of £3951

Ding Dong – A new police officer has been up on patrol and has new signs to fix to gates advising that no motor vehicles are allowed.

**22. Public Rights of Way**

104/37/1 – Blocked Stiles – to note new stile materials have been delivered to the landowner. Clerk will ask the countryside team to chase up the re-build of the stiles as it was noted this has not yet started.

**23. Payments – It was RESOLVED to approve the following payments:**

Jodie Ellis, clerk	Salary	£1225.50
Jodie Ellis, clerk	Office Allowance and disbursements	£166.76
HMRC	Clerk Tax / NI	£535.27
Cornwall Pension Fund	Clerk LGPS	£310.76
Biffa	Bin emptying	£113.62
Cornwall Council	Trafalgar 2024 small event fee	£58.00
Rialtas	Annual software, support and maintenance	£352.80
SWPSI	Inspection and treatment of the play equipment	£1090.00
Miss Barbara Goraus	Internal Audit 24/25	£135.00
Glasdon	Spare Metal lid pack x 1	£105.54
Clear Councils insurance	Insurance 25/26	£777.51
<b>Playing Field Account -EDF</b>	Pavilion Electricity - DD	£7.96

**23. B) To approve monthly budget monitoring figures – It was RESOLVED to accept the budget monitoring reports that have been circulated to members with the agenda.****24. Website – Clerk advised that by March 2026 it is likely to be mandatory that parish councils need to have a .gov website and email for councillors. Unfortunately, this does mean that with the change of email providers it is unlikely that current email information will be able to be migrated, but as they are free accounts they can still be open for information. Our current website provider can change the website to a .gov website and supply email addresses for a cost of £500. It was RESOLVED to accept this, but not to start until the end of the year when it will be less busy with the skatepark project and Trafalgar.****25. King George V – Madron football club will start their training in June up at the playing field and have been invoiced for the first three months rental.**

King George V skatepark project has completed a successful crowdfunding application and Community capacity fund application and is now in the final stages of the CLUP application with a decision due by the 01.06.25.

**26. Co-Option – To note Madron parish council has two vacant seats.****27. Update from any other External meetings – none.****28. Any other Business for the next Agenda – none.****29. Time and Date of Next Meeting – Wednesday 04<sup>th</sup> June 2025 at 7.30pm at Landithy Hall**