

# LUXULYAN PARISH COUNCIL

Clerk to the Council: Mrs C Wilson, Lower Burlorne Tregoose, Washaway, Bodmin PL30 3AJ  
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## NOTICE

**AN ORDINARY MEETING OF LUXULYAN PARISH COUNCIL WILL BE HELD THURSDAY 9 APRIL 2026 AT 6.00 PM AT THE LUXULYAN MEMORIAL INSTITUTE.**

**MEMBERS OF THE PUBLIC ARE CORDIALLY INVITED TO ATTEND.**

### **PUBLIC SESSION.**

Time is allocated during the Public Session for members of the public to comment on any of the items detailed in the agenda below or to bring any relevant matter(s) to the attention of Luxulyan Parish Council. Contributions may be limited to 5 minutes on each subject.

### **CLERK'S NOTES**

Are posted on the website with the agenda under *Meetings, Agendas & Minutes*.

## AGENDA

**MEMBERS OF LUXULYAN PARISH COUNCIL ARE HEREBY SUMMONED TO TRANSACT THE FOLLOWING BUSINESS:**

- 25.26/190 **Apologies for absence**
- 25.26/191 **Declarations of interest**
  - a) Declarations re agenda items.
  - b) Requests for dispensation.
- 25.26/192 **Public Session**
- 25.26/193 **Meetings and governance**
  - a) To approve and sign the minutes of the ordinary meeting on 12 March 2026.
  - b) To approve and sign the minutes of the extraordinary meeting on 26 March 2026.
- 25.26/194 **Finance**
  - a) To receive a report from the Audit Panel.
  - b) To review Budget Comparison, Cash Flow, and Bank Reconciliation to end of Mar 2026.
  - c) 2025/26 YEAR-END FINANCIAL DOCUMENTS. To receive and review the YE documents prepared by the Clerk as Responsible Financial Officer and to answer any questions.
  - d) CONFLICT OF INTEREST w/ EXTERNAL AUDITOR. To confirm and sign that neither the clerk nor the councillors have a conflict of interest with BDO LLP.
  - e) RESERVES. To approve the allocation of reserves for the beginning of the

2025/26 fiscal year and for the AGAR document Explanation of Reserves.

f) WEBSITE. To approve the 25/26 accounting documents to be posted on the website in addition to those required by the Transparency Code: Financial Briefing Note, List of Payments, Explanation of Reserves, Budget v Payments Charts.

g) To authorise payments. (See Clerk's Notes)

#### 25.26/195 **Reports**

a) Reports on actions

b) Luxulyan Parish Community Fund.

c) Chair's report

d) Lockengate Ward Member Trevelyan's report to the Parish

e) Luxulyan Ward Member Preece's report to the Parish

#### 25.26/196 **Considerations**

a) To receive an update on the Luxulyan CLT and consider any action needed.

#### 25.26/197 **Planning**

a) Correspondence and planning of note. Planning decisions are reported in Clerk's Notes.

b) Applications for consultee comments.

- i. **PA26/01516 | Application for Permission in Principle for the construction of a single dwellinghouse (minimum of 1, maximum of 1) | Land North East Of The Bungalow Lockengate Bugle Cornwall PL26 8RY.**

Case Officer: Tom Smith

Standard Consultation Expiry Date: Fri 17 Apr 2026

Determination Deadline: Fri 01 May 2026

Comments at time of agenda: zero

- ii. **PA26/01892 | Change of use of land to residential and proposed side extension with garage | Lower Menadue Bungalow Luxulyan Bodmin Cornwall PL30 5DR.**

Case Officer: Max Shepherd

Standard Consultation Expiry Date: Mon 20 Apr 2026

Determination Deadline: Tue 19 May 2026

Comments at time of agenda: zero

- iii. Applications for consideration since the posting of this Agenda.

#### 25.26/198 **Highways & Flooding**

To receive reports requiring the attention of the parish council. Often the best results come from direct reporting on the REPORT A POTHOLE section of Cornwall Council website. Links are available from the Parish Council website at Parish Highways.

#### 25.26/199 **Assets - reports and maintenance**

a) Playing Field. To receive the previous month's inspection reports.

b) Cemetery

- c) Footpaths. FP 408/19. Signpost has fallen. To consider the purchase of a new post.
- d) Luxulyan Memorial Institute. To agree that the parish council will pay the legal costs for the land registration of the Institute in the name of the parish council using Stephens Scown LLP as agreed by the Institute committee in its minutes of 9.9.2025 and supported by the parish council (minute 25/83.E).
- e) Village Toilets. To consider the needed repainting of the doors of the public toilets.
- f) Other matters for report

25.26/200 **Parish Matters - reports**

- a) Luxulyan Valley Partnership
- b) Village Hall Committee
- c) Other matters for report

25.26/201 **Correspondence & Invitations (complete list in Clerk's Notes)**

25.26/202 **Business for the next meeting**

25.26/203 **Dates of next meetings.**

- a) An extraordinary meeting will be called by the Chair if needed.
- b) Annual Parish Meeting (Meeting of the Electors) date to be determined, 6.00 pm, Luxulyan Memorial Institute.
- c) Annual Parish Council meeting 14 May 2026, after the Annual Parish Meeting at the Institute.
- d) Ordinary Meeting 14 May 2026, after the Annual Parish Council meeting at the Institute.

SIGNED:



*Mrs C Wilson*

*Clerk to Luxulyan Parish Council*

*30 March 2026*