



# Madron Parish Council

Chairman: Councillor Clare Roberts

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

Clerk to the Council - Jodie Ellis  
Telephone: 07855 774357 email: [madronpcclerk@hotmail.com](mailto:madronpcclerk@hotmail.com)

Trannack Farm, St Erth, TR27 6ET

## Agenda

Annual Council Meeting of Madron Parish Council to be held on Thursday 15<sup>th</sup> May 2025 at Landithy Hall, after the Annual Parish Meeting.

Dear Councillor, you are requested to attend the above meeting at the time and date shown above. Mrs J Ellis, Clerk.

1. **To elect a chairman for the year 2025/2026**
2. **To receive the acceptance of office of the chairman**
3. **To elect vice-chairman for the year 2025/2026**
4. **To receive acceptance of office and updated register of interests form from all councillors**
5. **Apologies and requests for an extension for the completion of Cllrs declaration of acceptance of office**
6. **Acceptance of Minutes** – of the ordinary parish council meeting held on the 03<sup>rd</sup> April 2025
7. **Declarations of interest in items on this agenda**
8. **Dispensations**
9. **Public Participation**
10. **Chairmans Comments –**
11. **Councillor's Questions and Comments - (24 hour's notice to clerk advisable)**
12. **Comments from our Cornwall Councillor**
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.
  - PA25/01468 - Trewgel Heamoor Penzance TR20 8UJ - proposed AL1 dwelling and polytunnels.
  - PA25/03155 - Spindrift Newmill Penzance - Alteration of three first floor windows to Juliet balcony doors with dormer roofs over on the south elevation.
14. **To confirm councillors with specific responsibilities for: -**
  - a. Footpaths and Public Rights of Way
  - b. Finance / Audit committee
  - c. Staffing Committee
  - d. Playing Field CommitteeAny other appointments as deemed necessary
15. **Internal Auditors Report** – To note report of the Internal Auditor
16. **Annual Governance Statement** – To approve and authorise Section 1 of the 2024/2025 return.
17. **Annual Return** – To approve and authorise Section 2 of the Accounting Statements 2024/2025 return.
18. **AGAR** – To approve and resolve 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:**
  - a) To review and adopt the Standing Orders 2025 amendment
  - b) To review and adopt the Financial Regulations 2025 amendment
  - c) To review and adopt the financial risk assessment
  - d) To review and adopt the non- financial risk assessment
  - e) To review and adopt the Grant policy and application form
  - f) To review and adopt the Complaints handling procedure
  - g) To review and adopt the Data Protection Policy
  - h) To review and adopt the code of conduct policy
  - i) To review and adopt the privacy policy
  - j) To review and adopt the Reserves Policy
  - k) To review and adopt the Internal Control Policy.

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

Badgers Cross – to receive an update.

Litter Bins – to receive an update on the new bin lids.

To note CIL Funds

Ding Dong – to receive an update on issues at Ding Dong.

**22. Public Rights of Way**

104/37/1 – Blocked Stiles – to note new stile materials have been delivered to the landowner.

**23. Payments - To approve the following accounts for payment:**

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

**23b. To approve monthly budget monitoring figures – to resolve to accept the budget monitoring reports circulated to members with the agenda.**

**24. Website – to review costs to change website and council emails to .gov**

**25. King George V – To receive an update on the Skate Park Project and Madron football club using the facilities for the 25/26 season as their home ground.**

**26. Co-Option – To note Madron parish council has two vacant seats**

**27. Update from any other External meetings –**

**28. Any other Business for the next Agenda**

**29. Time and Date of Next Meeting – Wednesday 04<sup>th</sup> June 2025 at 7.30pm at Landithy Hall**