

# **Linkinhorne Parish Council**

**Minutes of the Annual Meeting of the Council  
Monday 11 May 2015 at Upton Cross Hall, 7.30pm**

## **MINUTES**

### **1) Election of Chairman**

a) Nominated, proposed, seconded and upon being put to the vote it was **resolved** to elect Councillor Carl Hearn as Chairman, who duly signed the Declaration of Acceptance of Office.

#### **Election of Vice-Chairman**

b) Nominated, proposed, seconded and upon being put to the vote it was **resolved** to elect, *in absentia*, Councillor David Lobban as Vice-Chairman

**2) Absent:** Apologies were received from Cllr Hopes (holiday) and Cllr Lobban (holiday)

**3) Present:** Cllr Appleby, Cllr Coombe, Cllr Daniel, Cllr Hearn (Chairman), Cllr Hordley, Cllr Horrell, Cllr Martin, Cllr Moyses, Cllr Rowe, Cllr Stansfield, Cllr Ward  
Julia Todd, Clerk/RFO  
Three members of the public

### **4) New Councillor**

a) Cllr Coombe signed, and the Clerk counter-signed the Declaration of Acceptance of Office

### **5) Code of Conduct**

a) Declarations were received from:  
Cllr Hearn by reason of his residence being adjacent to the planning application at Item 12(a)(iv)  
Cllr Horrell by reason of his residence being adjacent to the planning application at Item 12(a)(i)  
b) Grants of dispensation – none requested

*Cornwall Councillor McWilliam arrived at the meeting*

### **6) Minutes**

It was **resolved** to approve the minutes of the previous meeting of the Parish Council of Monday 13 April 2015 and these were signed, as an accurate record of the meeting.

### **7) Adjournment of up to 15 minutes for members of the public to raise matters**

Two members spoke, each on behalf of their respective planning applications

### **8) Reports from and matters of concern to:**

- a) Police representative of 'Liskeard Have Your Say' (LHYS) no meeting had taken place from which to report
- b) Cornwall Councillor McWilliam encouraged members to attend the 'Case for Cornwall' meeting at the Council Chamber, Luxstowe House, Liskeard on Thursday 28 May 2015 at 6.30pm. She asked members what their thoughts are regarding devolution. She informed members that she has copies of the document, 'Case for Cornwall'. She would like it made clear to voters about the way money is being spent, and who is spending and cutting expenditure.

- She was asked how much Cornwall Council received in funding from 20<sup>th</sup> Century Fox for the film location at Minions, and she agreed to investigate.
- c) Reports from other councillors (other meetings, conferences) – no reports

## 9) Election of Representatives

Proposed, seconded and upon being put to the vote the following was **resolved**:

Jubilee Field Working Group to include weekly inspection rota for Jubilee Field and Rilla Mill, and litter bin monitor	Cllr Appleby, Cllr Martin (advisory/holiday cover), Cllr Moyse, Cllr Horrell (coordinator), Cllr Stansfield, Cllr Daniel, Cllr Ward
Finance/Audit & Insurance/ Risk Management Working Group	Cllr Lobban (as Vice-Chairman to lead group), Clerk as 'Responsible Financial Officer', Cllr Hearn, Cllr Ward
Cornwall Association of Local Councils (CALC) meetings	Cllr Hearn
Upton Cross Parish Hall Committee trustee	Cllr Lobban
Public Rights of Way Committee <i>(to be reviewed at the June meeting of the Parish Council)</i>	Cllr Lobban (Vice-Chairman), Cllr Hordley, Cllr Horrell (Chairman of PROW), Mr Roger Cullingham, Mr Mike Todd, Mr Paul Doney, Jackie Benson, Cllr Ward
Roberts & Jefferys' Trust	Cllr Daniel, Mrs Beryl Martin, Mrs Judith Rockcliffe-King Brian Nice, Cllr Ward
Cecilia Knill Charity	Cllr Lobban, Mrs Sarah Doney, Mrs Jackie Payne
Caradon Community Network panel	Chairman and/or Vice-Chairman
Liskeard Have Your Say Panel (LHYS) representative	Mr B Wooster
Bodmin Moor Parishes' Network	Cllr Martin, if meetings resume
Neighbourhood Development Plan Steering Group (NDPSG)	Existing members of the NDPSG

## 10) Procedural documents

- a) **Resolved** that the calendar of meetings be approved, with the exception of a full meeting in August. Members will meet in August only to address planning applications.
- b) **Resolved** that the proposed Complaints' Procedure be reconsidered at the next meeting of the council.

## 11) Finance

- a) Cash flow of accounts/bank reconciliation  
It was **resolved** to approve the bank reconciliation statement as an accurate account, and this was signed by the Chairman.
- b) Payments  
It was **resolved** to approve the following:
- i) £7.36 e.on (electricity UX WCs)
  - ii) £70.00 Rilla Mill Village Hall (hire for PC meetings)
  - iii) £16.50 Cornish Times (unpaid VAT - recoverable)
  - iv) £45.00 inc VAT WesternWeb Ltd (website maintenance)
  - v) £150 South and West Internal Audit (independent audit)

- vi) £129.74 J Todd (admin expenses)
- c) Receipts i) £7,000 precept ii) £435.74 CTS iii) £464.22 VAT claim back
- d) Annual Return (see copies) **Resolved** that the following be approved:
  - i) Section 1 account statement
  - ii) Section 2 annual governance statement assertions
- e) Insurance Renewal i) **Resolved** that delegated authority be given to the RFO to negotiate a brokered quote not exceeding £700 in respect of a 3 year Long Term Agreement, and to arrange payment for renewal cover.

## 12) Planning

- a) Proposed, seconded, and upon being put to the vote it was **resolved** that the following recommendation be approved:
  - i) PA15/03414 to lift condition re short term occupancy (05/00550/FUL) at Stoats' Hole Barn, Netherton – support, subject to any necessary sustainability tests being satisfactorily undertaken. Two members abstained from voting.
  - ii) PA15/02547 Extension/alterations to The Village Hall, Upton Cross - support
  - iii) PA14/08074 variation of conditions re pathways/ext lights at Trefinnick Farm solar array – the Parish Council previously commented upon this application and draws attention to those previous comments.
  - iv) Applications received before the meeting:
    - PA15/03638 construct first floor balconies at By the Way, Ley Mill – support. The vote was unanimous

*Cllr Hearn withdrew from the meeting*

PA15/0392 Proposed outbuilding for multipurpose use for studio/workshop/gym and storage ancillary to the residential use of the house and for the benefit of the residents of the house only at Cobwebs, Upton Cross – support, subject to a legally binding agreement to maintain the development as ancillary to the main building, as expressed by the applicant.

*Cllr Hearn returned to the meeting*

- b) Decisions received from Cornwall Council Planning and Regeneration - none
- c) St Cleer Parish NDP consultation – to meeting commended the quality of the plan, specifically on moor matters

## 13) Play Equipment and Recreation Areas

- a) Weekly safety inspection – the Clerk received the weekly sheets for i) Jubilee Field – it was noted that the goal net is damaged again ii) Rilla Mill Play Area – no areas of concern were reported.

## 14) Neighbourhood Plan

- a) **Resolved** that the number of Steering Group non-council members be increased
- b) Progress report – the meeting heard that draft minutes of the previous meeting of the SG had been circulated

## 15) Library Service consultation

- a) The meeting discussed proposals set out by Cornwall Council to withdraw paid staff in Upton Cross library. Concerns regarding the importance, particularly in rural areas, of an efficient library service especially since the mobile library had been withdrawn. Many people in the community do not have internet provision or reliable broadband connections so would lose out if more of the service were on-line.  
Cllr Appleby **agreed** to investigate community enterprise services that provide training for volunteers, such as library volunteers.

## 16) Correspondence

- a) Items for information only

11/05/15	<i>Pensions Regulator</i>	<i>Notice of automatic enrolment legal duties</i>
07/05/15	<i>NHS</i>	<i>Peninsula news</i>
06/05/15	<i>Case for Cornwall</i>	<i>Invitation to hear and discuss</i>
06/05/15*	<i>Comms &amp; Dev</i>	<i>Toilet tenders</i>
05/05/15	<i>Clerks&amp;Councils</i>	<i>magazine</i>
05/05/15	CC S Foster	Reminder re libraries consultation
01/05/15	CC Karen North	Code of conduct training – extra sessions
30/04/15	Comms & Devolution	bulletin
30/04/15*	Kostrzycka Ania	Library consultations update/business case
23/04/15*	Comms & Devolution	Highways and traffic update
28/04/15*	CC S Arden	St Cleer NDP request for comments
20/04/15*	CC Lisa Pender	Re Minions WCs
17/04/15	ICO	Renewal confirmation/payment received
16/04/15	CCN R Stone	Health & well-being board consultation
16/04/15	Acting Returning Off	Request to display parliamentary election notices
14/04/15	CALC	Newsletter and LAIS notices and training courses
13/04/15	CCN S Foster	New team at the network
08/04/15	CC Planning	Feedback from planning conference

## 17) Close of Business

- a) The meeting closed at 10pm