

Linkinhorne Parish Council

Minutes of Meeting of the Council

Monday 13 April 2015 at the Parish Hall, Upton Cross at 7.30pm

MINUTES

1) Absent: Apologies received from Cllr Appleby, Cllr Hopes, Cllr Horrell, Cllr Moyse, Cllr Stansfield

2) Present: Cllr Daniel, Cllr Hearn (Chairman), Cllr Hordley, Cllr Lobban (Vice-Chairman), Cllr Martin, Cllr Rowe, Cllr Ward
CCllr McWilliam
Julia Todd (Clerk)

3) Code of Conduct:

- a) Declarations - Cllr Daniel declared a pecuniary interest in Item 8(a)(i) by reason of being the applicant
- b) Grants of dispensation – none requested

4) Minutes

Resolved to approve the minutes of the previous meeting of the Parish Council of Monday 9 March 2015 and these were signed, as an accurate record of the meeting.

5) Adjournment of up to 15 minutes for members of the public to raise matters

This Item was heard after Item 11. A representative of the film location crew explained to the meeting the process of preparing the locations for filming, and answered questions from members.

6) Reports from and matters of concern to:

- a) Police representative of 'Liskeard Have Your Say' (LHYS) No representative was available; the Clerk advised members of the newsletter and crime statistics available in Correspondence.
- b) Cornwall Councillor McWilliam was welcomed back by the meeting. She explained that she is catching up with activities at Cornwall Council and would continue to report as before.
- c) Reports from other councillors (other meetings, conferences)
The Chairman reported that the recent Community Network Panel meeting heard Phil Mason of Planning, Cornwall Council and Cornwall Councillor Edwina Hannaford speak, and answer comprehensively questions put to them.

7) Finance

- a) Bank reconciliation
Resolved to approve the bank reconciliation statement as an accurate account, and this was signed by the Chairman.
Statement of Account for 2014-15 was presented by the Clerk as RFO
- b) Payments
Resolved to approve the following:
 - i) £35 Information Commissioner's Office (ICO) ratification of earlier payment to accord with obligation to comply

- ii) £438.94 inc VAT subscription to Cornwall Association of Local Councils (CALC)
 - iii) £82.50 Cornish Times (ad/notice contract tenders)
 - iv) £300 grant to RMVH towards grass-cutting
 - v) £40.67 J Todd (admin expenses)
- c) Receipts i) £250 F D Hall & Son (burial fee)
 - d) Upton Cross WCs electricity supply charges – to approve new contract price of £8.70pa
 - e) Statement of Internal Control – it was **agreed** to defer this until the meeting in May
 - f) Resolved to approve an annual Direct Debit payment of £35 to ICO for registration

8) Planning

- a) Planning Applications
Resolved to approve the following recommendations:

Cllr Daniel departed the meeting

- i) PA15/02017 construct agricultural building at Lower Rillaton Farm – support

Cllr Daniel returned to the meeting

- ii) PA15/02341 various tree work at Phoenix House, Minions - noted
 - iii) PA15/02795 various tree work at Gwelancum, Rilla Mill - noted
 - iv) Applications received before the meeting
 - 1)PA15/01641 Refurbishment of redundant cottages to single residence at Churchtown Cottage at Linkinhorne - support
 - 2)PA15/03013 Works to tree within a Conservation Area, namely reduce height of one holly (T1) to a new height of 3.5 metres at Old Timbers, Henwood – noted
- b) Decisions received from Cornwall Council
PA15/01353 Proposed ground floor extension, alterations and provision of a detached garage / log store at Linkinhorne House, Linkinhorne - **approved**

9) Play areas and equipment

- a) Weekly safety checks i) Jubilee Field ii) Rilla Mill play area – the sheets will be delivered to the Clerk
- b) Jubilee Field ditch/Highways' drain – the consideration of future maintenance of the ditch was deferred whilst awaiting written advice from CALC. Repairs to the gate post is currently undertaken by volunteers.

10) Casual Vacancy

- a) **Resolved** that Greg Coombe be co-opted to the council

11) Minions Public Toilets

- a) **Resolved** that Cllrs Hopes, Martin and Ward would meet with Gary Stone to discuss options for the future of the conveniences once Cornwall Council closes them permanently. The Clerk advised that any feasibility study prior to reaching a decision to adopt responsibility for these facilities should include a full, independent structural survey.

12) Bus Shelter, Upton Cross

- a) The Clerk advised members that information gathered to date indicated that considerable time commitment was needed to investigate a feasible site for a bus shelter. It was agreed to return to the subject in 12 months' time.

13) Neighbourhood Development Plan

- a) It was reported that a Chairman and other roles have been appointed, and communications including social media accounts are being set up. It was agreed in principle to allow for more non-council members to be co-opted to the Steering Group, and a review of the constitution will come to the next Parish Council meeting agenda. The Chairman reminded members of the SG that liaison with the Clerk should be maintained. He thanked everyone concerned for all the work put in thus far.

14) Unauthorised vehicles on moor

- a) No report or information being available the meeting was unable to address this Item. Members were reminded that any proposals for agenda items should be accompanied by information and, preferably, business to be transacted.

15) Annual Parish Meeting

- a) **Resolved** that the Duchy be invited to address parishioners on land management, stewardship of their estate and its future plans

16) Correspondence

- a) Items for information only (italicised items arrived since agenda published)

<i>11/04/15</i>	<i>NDP Steering group</i>	<i>Agenda and minutes of meeting 2 April 2015</i>
<i>10/04/15</i>	<i>Liskeard Police</i>	<i>Crime stats and newsletter (& note from Bernie)</i>
<i>10/04/15</i>	<i>Caradon CN Panel</i>	<i>Staff changes and notes of minutes 23 March 2015</i>
<i>10/04/15</i>	<i>Countryside Access</i>	<i>Forum meeting agenda 21 April 2015</i>
<i>07/04/15</i>	<i>Unity Trust bank</i>	<i>Changes to payments and newsletter</i>
<i>02/04/15</i>	<i>CC (libraries)</i>	<i>Invitation to 'workshops' to shape future of libraries</i>
<i>30/03/15</i>	<i>South West Water</i>	<i>Reduction in Direct Debit payment</i>
30/03/15	WesternWeb	Info re mobile-friendly upgrade on offer
30/03/15	Cllr J Pollard	Case for Cornwall (<i>attachment 39 pages not printed – see paper copy</i>)
30/03/15	PRoW/LMP	Postholder 'retirement'
26/03/15	CC Streetworks	Various works/road closures in parish and beyond
24/03/15	CC H Couch	Post deleted from structure
23/03/15	A Sampson	Info to support grant application (<i>see Item 7(b)(iv)</i>)
20/03/15	Came & Company	Receipt of monies for increase to policy
20/03/15	Comms & Devolve	Info bulletin re renewable energy
19/03/15*	CALC	Newsletter/training calendar
18/03/15	Post Office	Refurbishment/temp. close of Minions PO
18/03/15*	CALC training	Being a better councillor training day 16 May 2015
18/03/15*	Comms & Devolve	Code of Conduct training
18/03/15	Liskeard Policing	Team newsletter
16/03/15	BT Payphones	Adopt a kiosk info
16/03/15	B Wooster	Rebuilding of parish hall
13/03/15	Comms & Devolve	Western Greyhound services
03/15	Countryside Access	Appointment of members to the Forum

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12/03/15*	CC transport unit	Response re bus shelter at UX (<i>see agenda item 12</i>)
12/03/15	CC Electoral Services	Parliamentary Elections notices for clerk to distribut
09/03/15	CC Joyce Duffin	Minions public toilets (<i>see agenda item 11</i>)
09/03/15	Grant Thornton	Annual Return forms and guidance

17) Close of Business

- a) The meeting closed 9.10pm