

# **Linkinhorne Parish Council**

## **Minutes of the Annual Meeting of the Parish Council**

### **Monday 12 May 2014 at Linkinhorne Parish Hall, 7.30pm**

#### **MINUTES**

**1) Election of Chairman**

Proposed, seconded and upon being put to the vote, it was resolved unanimously to approve the election of Cllr Hearn.

**2) Election of Vice-Chairman**

Proposed, seconded and upon being put to the vote, it was resolved unanimously to approve the election of Cllr Lobban.

**3) Election of Representatives**

Vice Chairman of the Parish Council	Cllr Lobban
Jubilee Field Working Group to include weekly inspection rota for JF and RM, and litter bin monitor	Cllr Appleby, Cllr Martin (advisory/holiday cover), Cllr Moyse, Cllr Horrell (coordinator), Cllr Couch, Cllr Stansfield, Cllr Wyatt, Cllr Ward
Risk Management / Assessment Working Group	Cllr Martin, Clerk, Cllr Ward
Finance/Audit & Insurance Working Group	Cllr Lobban (Vice-Chairman to lead group), Clerk as 'Responsible Financial Officer', Cllr Ward
CALC meetings	Cllr Hearn
Parish Hall Committee trustee	Cllr Lobban
Public Rights of Way Committee	Cllr Lobban (Vice-Chairman), Cllr Hordley, Cllr Horrell, Mr Roger Cullingham, Mr Mike Todd, Mr Paul Doney, Cllr Couch, Jackie Benson. Cllr Martin will help on walks. Cllr Ward
Roberts & Jefferys' Trust	Cllr Daniel, Mrs Beryl Martin, Mrs Judith Rockcliffe-King provided that she wishes to remain a trustee ( <i>Cllr Martin will enquire</i> )
Commoners' Association	<i>No parish councillors required</i>
Cecilia Knill Charity	Cllr Lobban, Mrs Sarah Doney, Mrs Jackie Payne
Caradon Community Network panel	Chairman and/or Vice-Chairman
LHYSR representative	Mr B Wooster (from May 2013)
Bodmin Moor Parishes' Network	Cllr Martin, if meetings resume
Website development working group	Cllr Ward ( <i>Cllr Hopes decided to withdraw</i> )

**4) Absent**

a) Apologies received Cllr Appleby, Cllr Daniel, Cllr Hopes, Cllr Wyatt, Cllr Couch (resigned), CCllr McWilliam

It was **resolved** to accept Cllr Couch's resignation and agreed to place notice of petition/casual vacancy in the Link

**5) Present**

Cllr Hearn (Chairman), Cllr Hordley, Cllr Horrell, Cllr Lobban (Vice-Chairman), Cllr Martin, Cllr Moyse, Cllr Stansfield, Cllr Ward

Julia Todd (Clerk)

4 members of the public were present

**6) Code of Conduct:** a) Declarations – none declared b) Grants of dispensation – none requested

## 7) **Minutes**

It was **resolved** to approve the minutes of the previous meeting of the Parish Council of a) Monday 10 March 2014 and these were signed, as an accurate record of the meeting, subject to an amendment noting the return to the meeting of Cllr Daniel following item 8(a)(iii), and an amendment to replace in item 3(a) the section of phrase that reads "objectors in a separate Lantoom application" with "quarry operators against whom Lantoom had made an objection", and of b) Monday 14 April 2014 which were also signed, as an accurate record of that meeting.

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

Members of the LAHA (allotment holders) requested that the tenancy agreements be altered from 1 April to 1 October, i.e. to the end of the growing season. They also requested that empty plots be available to those outside of the parish as there was currently no interest from Linkinhorne parishioners to take on an allotment. It was **agreed** that this would be an agenda item for the next meeting.

Mr Stansfield of the Cornish Cheese Farm informed the meeting of his re-application for a wind turbine, having addressed the objection to an earlier application raised by the Ministry of Defence.

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

- a) **Police representative of 'Liskeard Have Your Say' (LHYS)** – no report
- b) **Cornwall Councillor McWilliam** – no report due to illness
- c) **Reports from other councillors (other meetings, conferences)** – Cllr Hearn informed the meeting that he would be attending a Localism summit which would include a representative of DCLG.  
Cllr Moyse noted that road sweeping had taken place on a private road to Caradon mast.  
Cllr Martin queried expenditure and possible available funding with regard to bus shelters.

## 10) **Finance**

- a) i) Cash book ii) Bank Reconciliation - it was **resolved** to approve as an accurate account the bank reconciliation sheet and bank statement, and this was signed by the Chairman.
- b) **Payments**  
It was **resolved** to approve the following: i) £135.50 admin and training/mileage expenses (for Apr £75.15 & May £60.35) ii) £801.94 Broker Network Ltd (Came & Company-renew insurance policy) iii) £36 inc VAT CALC (training – 'Audit & Accountability') iv) £481.96 Cormac Solutions (grass-cutting invoice incorrectly directed for Apr-Jun 2012) v) £116 Ken Abraham (internal audit) vi) £89.40 inc VAT WesternWeb Ltd
- c) **Receipts**  
i) £147.25 LAHA rents ii) £6,800 half-year precept iii) £606.16 Council Tax Support (CTS)

- d) **Annual Return 2013-14**  
Proposed, seconded and upon being put to the vote, it was **resolved** to approve the following:
- i) to receive report from internal auditor – the meeting discussed the points raised in the report and were assured that these are being addressed and will be reviewed by the Parish Council once the latest version (2014) of JPAG's Governance & Accountability: Practitioners' Guide becomes available.
  - ii) to receive Accounting Statement (section 1) of the Annual Return
  - iii) to receive Annual Governance Statement (section 2) of the Annual Return. It was noted that the internal auditor had, in Section 4, certified and confirmed the affirmations.
- e) It was **resolved** to approve a quote £59.95 ex VAT per site for annual inspections by The Play Inspection Company.
- f) It was **agreed** to wait until information regarding the usage and the future of the public conveniences at Minions was forthcoming.

## **11) Planning**

- a) Planning Applications
- i) *there were no applications*
- b) Decisions received from Cornwall Council
- i) PA13/10327 Installation and operation of two 50kW wind turbines each with a hub height of 36.4m and an overall tip height of 46m on agricultural land at North Coombe Farm, Uphill - **refused**
  - ii) PA13/10784 Installation and operation of two 50kW wind turbines each with a hub height of 36.4m and an overall tip height of 46m on agricultural land at North Coombe Farm, Uphill, Screening Opinion - **EIA Not Required**
  - iii) PA14/01710 Proposed alterations to provide kitchen extension and garden room to existing dwelling at Dunsley Farm, Upton Cross - **approved**
  - iv) PA14/01662 Erection of a general purpose agricultural building at land south of Lanhargy, Bray Shop - **approved**
  - v) PA14/01866 Proposed front porch and rear veranda at Sutton Oak, Upton Cross - **approved**
  - vi) PA14/01926 Submission of details to discharge Condition 3 in respect of Decision Notice PA11/04226 dated 11th August 2011 at Land Pt OS 5700 at Little Lanhargy, Bray Shop - **S52/S106 and discharge of condition apps**
- c) Neighbourhood Planning i) *a report was not available*

## **12) Play Areas and Equipment**

- a) **Weekly safety inspection** i) Jubilee Field ii) Rilla Mill Play Area - received
- b) Cllr Horrell reported on the progress of the Jubilee Field Recreation Committee (IH) and referred to the questionnaire analysis he distributed at the previous meeting of the Parish Council. It was **agreed** that the JFRC be requested to return to the Parish Council with a fully-costed, firm plan for the PC to consider.

### **13) Minions' Public Conveniences**

- a) The information requested had not arrived so no details could be discussed. It was **agreed** that Cornwall Council and its predecessors had generated the need for the provision of public conveniences at Minions and should therefore remain responsible for keeping them open and fully functioning.

### **14) Future Meeting Dates**

- a) August meeting/location – it was **agreed** to book CrossLinks, LPH being unavailable.
- b) Change of dates of PC meetings – it was **agreed** that the Clerk would check the meeting dates of CC East Planning committee. It was also **agreed** that the agenda could be arranged to fit around Cllr McWilliam's other commitments.

### **15) Correspondence**

- a) Items for information only (*cllrs may wish to return items to subsequent meetings*)

11/05/14	Yvette Queen	Notice of appeal – Trefinnick Wind Turbine application
09/05/14	Caradon CNP	Agenda for next meeting
07/05/14	Bert Biscoe	Local Bus Services
06/05/14	Caradon CNP	Offer of trees re WW1 commemoration
02/05/14	Cllr Couch	Resignation from PC and PRow committee
02/05/14	CALC	Audit training course
02/05/14	Cormac Solutions	Purchase order of £1,663 for PRow maintenance
08/05/14	Western Power Dist	Free PC pack (for coping during power cuts)
08/05/14	Mark Harrod	Sports' equipment catalogue
08/05/14	The Clerk magazine	Inc feature on Banking – Proper Practices etc
08/05/14	Sheryll Murray MP	Copy of letter from N Boles MP re funding for NDPS
06/05/14	J Mitchell	Quote for cleaning WCs
02/05/14	RGB Building supplies	Re Linkinhorne Parish Hall refurbishment
01/05/14	SLCC	Especially re new legislation for Local Councils
01/05/14	CC Localism	Information bulletin
30/04/14	Clerks & Councils	Sector magazine
25/04/14	Cormac Solutions	Warning re fraud attempts
23/04/14	CC Returning Officer	Request to display European Election material
23/04/14	Came & Company	Our brokers' newsletter and notice re renewal of policy
23/04/14	Caradon Community	Network meeting response re potholes
23/04/14*	Cllr McWilliam	Re possible meeting to discuss future of Minions' WCs
23/04/14	Cruse Bereavement	Request for donation
22/04/14	Fields in Trust	2013 Impact Report
22/04/14	Heritage Funding Fair	Exeter 20 June 2014
07/04/14	Liskeard Rural Have	Your Say (LRHS) panel notes and actions

\*sent to cllrs by email

NB Items in italic were added after publication of agenda.

### **16) Close of Business**

- a) The meeting closed at 9.10pm