

Linkinhorne Parish Council

**Minutes of Meeting of the Council
Monday 8 July 2013 at, 7.30pm**

MINUTES

1) Absent: Apologies received from Cllr Couch, Christine Hordley, Cllr Lobban (late arrival)

2) Present: Cllr Appleby, Cllr Daniel, Cllr Hearn (Chairman), Cllr Hopes, Cllr Horrell, Cllr Martin, Cllr Moyse, Cllr Stansfield, Cllr Ward, Cllr Wyatt, Cornwall Cllr McWilliam
One member of the public
Julia Todd, Clerk

3) Code of Conduct:

- a) Declarations: Cllr Hopes declared non-pecuniary interest in Item 9(a)(i)
- b) Grants of dispensation: none requested

4) Minutes

It was **resolved** to approve the minutes of the previous meeting of the Parish Council of Monday 10 June 2013 and these were signed as an accurate record of the meeting.

5) Councillor Cooptions

- a) Newly appointed councillors Yvonne Appleby, Ian Horrell and Ben Wyatt duly signed a Declaration of Acceptance of Office. These were signed as witnessed by the clerk.

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

The meeting was addressed by a Minions resident who wished to object to the proposed closure of the public conveniences at Minions. He informed the meeting that a petition started in May had collected over 900 signatures from tourists and visitors from other parts of the country, and the world. Objections from residents in Minions had not yet been collected but it was thought that these would amount to hundreds. He handed a copy of a letter of protest addressed to Cornwall Councillor Hannaford, the portfolio holder for Environment, Heritage and Planning. The member of the public departed the meeting.

7) Reports from and matters of concern to:

- a) **Police representative/Cllr representative of 'Liskeard Have Your Say' (LHYS):** no report available
- b) **Cornwall Councillor McWilliam:** declared her support for the Parish Council's decision with regard to resisting the closure of Minions' WCs. She informed the meeting that the 'Community Chest' scheme was still available and amounted to £3,000 this year due to a previous underspend. She asked for community groups seeking funding to let her know by end of the calendar year, and noted that £100 to £1000 could be claimed. Success of claims would depend upon priorities within the Ward at the time, and would not necessarily be evenly shared between the three parishes. She reported that the tree stump at Plashmill was now gone, but the replacement cattle grid at Minions would be made to order so there will be some delay. She had toured the Ward with the

new Community Network manager, Esther Richmond, to investigate key issues. She confirmed that there was no longer a Highways' budget for members. Cllr McWilliam apologised for leaving early but had also committed to St Ives PC meeting.

Cllr McWilliam departed the meeting.

- c) Reports from other councillors (other meetings, conferences)**
Cllr Hearn had attended a Chairmanship training event. He informed the meeting that there were several opportunities for members' training.
- d) Reports to the 'Link'/other newsletters (see Correspondence)** Cllr Hopes kindly agreed to continue to report meetings, and this was **agreed** by the Parish Council.

8) Finance

- a) Cash flow of accounts** It was **resolved** to approve the cash flow statement and this was signed by the Chairman.
- b) Payments**
It was **resolved** to approve the following:
 - i) £127.28 Admin expenses
 - ii) £7.50 Cross Links (rent – to LPCC)
 - iii) £10.00 1st Link Scouts (bus shelter cleaning)
 - iv) £119.52 L M Todd (refurbishment and re-siting of Parish Hall CP noticeboard)
 - v) £62.40 inc VAT WesternWeb (annual renewal of web space and email services)
 - vi) £481.96 inc VAT Cormac Solutions (Apr-Jun grass-cut)
 - vii) £120 inc VAT Grant Thornton (annual audit)
 - viii) £208.55 inc VAT Tavistock Woodlands replace stile/posts with gate (*materials ordered under clerk delegated authority due to unsafe stile*)
- c) Receipts**
 - i) £15 sale of walks' booklets
 - ii) £180 burial fee
 - iii) £15.46 bank interest

It was **agreed** that Agenda Item 9 would be considered and decided upon following Agenda Item 12

9) Election of Representatives (Agenda Item 10)

The following was **agreed**:

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
Caradon Hill Area Heritage Project	Cllr Martin
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	Mrs Beryl Martin, Mrs Christine Palfrey (<i>is ready to stand down if replacement available – decision due in October</i>), Mrs Judith Rockcliffe-King, Cllr Daniel.

Commoners' Association	Cllr Martin
Cecilia Knill Charity	Cllr Lobban, Mrs Sarah Doney, Mrs Jackie Payne
Caradon Community Network panel	Chairman and/or Vice-Chairman
LHYSY representative	Mr B Wooster (May 2013)
Bodmin Moor Parishes' Network	Cllr Martin, if meetings continue?
Website development	Cllr Ward and Cllr Hopes

10) Play Equipment (Agenda Item 11)

- a) Risk assessments i) Jubilee Field - it was **agreed** that the picnic tables need fixing and would be addressed by the JF working party
ii) Rilla Mill play area - no problems
- b) Jubilee Field Recreation Committee report/reply to letter, if available. No reply had yet been received. It was **agreed** to remove this Item from the agenda.
- c) Collaboration with adjoining parishes with regards to maintenance, re-development, and inspections of play areas. It was **agreed** to consider this at a later date.

11) Public Conveniences (Agenda Item 12)

- a) i) Outcome of recent meeting re Minions WCs with Cornwall Council. Cllr Hopes, Cllr Martin and the clerk had met with Cornwall Council officers to discuss available options for the future of Minions' WCs. Since that meeting a further option was offered.
ii) Upon being put to the vote it was **resolved to approve** acceptance of this third option, namely that Cornwall Council will continue to manage the public conveniences but based on a charging mechanism (20p) being installed. For the future to be secure the running costs would need to be met by at least 70 paying users per day. The Parish Council agreed to inform Cornwall Council of interested parties who may be able to contribute to future costs of maintaining the public conveniences at Minions.

The Parish Council further requested an agreement to keep the public conveniences open for at least one full year following the refurbishment and installation of the charging mechanism to allow an assessment of the actual running costs over a 12 month period and the income required in the event of subsequent decisions.

Cllr Lobban arrived at the meeting.

- b) Purchase of soap dispensers and hand driers for UX WCs. It was **agreed** not to pursue this matter.

12) Planning (Agenda Item 9)

- a) Planning Applications
Upon being put to the vote it was **resolved to approve** the following recommendations:
 - i) PA13/04322 Domestic PV panel ground array at Treja, Rilla Mill - support
 - ii) PA13/04131 Retention of pedestrian bridge in Starawoods - support
 - iii) PA13/04850 Proposed one-storey shower/toilet block at Wheal Tor Hotel, Pensilva - support
 - iv) PA13/05179 single storey ext to side at Trevilla, Linkinhorne - support
- b) Decisions received from Cornwall Council Planning and Regeneration
 - i) PA13/02520 Listed building consent for the removal of ceilings and formation of

galleries in two bedrooms at Addicraft Mill - **approved**

- ii) PA13/04453 Refurbish the existing ground floor level. Extend upwards to provide new living accommodation at first floor level. The existing footprint remains unchanged. (Resubmission of application no. PA13/01924 withdrawn on 16/04/13.) at Kit Cottage Upton Cross – **approved**

13) Website Development

- a) Future use/re-development of parish website. It was **agreed** that a time-limited working group comprising Cllr Hopes, Cllr Ward and the clerk would bring recommendations to the Parish Council by September.

14) Litter

- a) Joint campaign on litter with adjoining parishes. Cllr Martin has invited CCllr Steph McWilliam to an informal meeting of six parish groups including Linkinhorne's.

15) Neighbourhood Plans

- a) The meeting heard a presentation by Cllr Lobban on the background, the purpose and the practicalities of Neighbourhood Development Plans (NDPs). Briefly, NDPs:
 - allow local people to have a say in the development of their neighbourhood and carry considerable weight in planning decision-making
 - cannot prevent development but they can limit or define what goes where
 - must not conflict with Cornwall Council's Local Plan (which has yet to be produced)
 - are expensive although some costs would be met by Cornwall Council
 - require high public participation and response to consultation and referendum in order to succeed.

Members will consider at a later date the feasibility of undertaking the process.

16) Works ordered/outstanding

- a) i) Jubilee Field – playhouse floor. It was **agreed** to await the annual inspection report ii) Henwood noticeboard – the old board being beyond repair, a new one is being built for the same cost.

17) Burial ground

- a) Enforcement of regulations – Members of the Parish Council and the clerk met at the burial ground prior to the meeting to look at the condition of burial plots. It was **agreed** to put up notices of the regulations and to ensure that monumental masons and their clients are aware of the regulations.
- b) It was **agreed** that Cllr Appleby, Cllr Hearn and Cllr Hopes would meet to review the regulations.

18) Correspondence

- a) Items requiring a decision
 - 03/07/13 CC Jonny Alford Options re future of Minions' WCs item 12(a)(ii)
 - 20/06/13 Link – L Hopes Reporting to the Link – *see Item 7(d)*
 - *17/06/13 Arthur Jones Request for help with study – *it was agreed to refer this to the Trefinnick group*
 - *13/06/13 CCN panel Re cemeteries' questionnaire – *see Item 17(b)*

*13/06/13 CClr McWilliam Re litter see *Item 14*

b) Items for information only

05/07/13	Cormac Solutions	Neil Grigg – confirm replacement of wide/HGV sign
05/07/13	Emma Ball	Community Regeneration Officer
04/07/13	The Clerk	SLCC magazine
04/07/13	T&PC by election	Notice of charges £166.56
*04/07/13	CHAHP	events
*04/07/13	CC Streetworks	Notice road closure
04/07/13	CC J Alford	Costs re Minions wcs
01/07/13	Cormac Solution	Unpaid bill reminder
02/07/13	CC Streetworks	Road closure notice North Darley to Lower Lake
01/07/13	Clerks & Councils	magazine
28/06/13	Grant Thornton	Audit return completion
*28/06/13	Cormac Countryside	Acknowledge report re PRoW by B3254 and update of service provision
27/06/13	CC Streetworks	Road closure Henwood to Minions 22 – 26 July 2013
26/06/13	John Garder	Odd Job man offering services
*25/06/13	CCN panel	Meeting agenda 29 July 2013
20/06/13	Cormac Highways	Notification of Rebecca Dickson’s replacement
20/06/13	CC Streetworks	Road closure top of RM to Linkinhorne 15 Jul-23 Sept WRITE TO OBJECT copy to CClr McW
*18/06/13	CALC	Training dates
17/06/13	Stoke Climsland School	Letter to confirm conditions of use of Jubilee Field
*17/06/13	CHAHP	events
17/06/13	Grant Thornton	Query re audit return (<i>resolved/completed</i>)
15/06/13	Came & Co	Newsletter re Benefits of a Broker
13/06/13	Caradon Area Community Fund	Inviting applications for grants (<i>forwarded to Scouts, Drop In and JFRC</i>)
13/06/13	Yvonne Appleby	Re co-option
13/06/13	Ray Comwell	Request to be notified of further vacancies
10/06/13	Residents of South Hill	Copy of letter to South Hill parish council – thanks for supporting objection to Trefinnick wind turbine

* sent to members by email

19) Close of Business

a) The meeting closed at 10.05pm