

Linkinhorne Parish Council

Minutes of Meeting of the Council
Monday 9 January 2017 at Rilla Mill Village Hall, 7.30pm

MINUTES

Those present were: Cllr Daniel, Cllr Hearn (Chairman), Cllr Hopes, Cllr Hordley, Cllr Horrell, Cllr Lobban (Vice-Chairman), Cllr Martin, Cllr Stansfield, Cllr Ward
Julia Todd, Clerk; Melanie Kilby, Clerk

Melanie Kilby was welcomed by the Chairman and Councillors in her new role as Clerk/Responsible Financial Officer to this Parish Council

1) Absent: Apologies received from Cllr Mounce, Cllr Moyses, Cllr Rowe and Cornwall Cllr McWilliam (late arrival)

2) Code of Conduct: a) Declarations – Cllr Lobban declared an interest in Item 7(e)(i) b) Grants of dispensation - *none*

3) Minutes

Resolved that the minutes of the previous meeting of the Parish Council of Monday 12 December 2016 be confirmed, and these were signed as an accurate record of the meeting, subject to the inclusion of Cllr Marten's apologies in Item 1 .

4) Adjournment of up to 15 minutes for members of the public to raise matters – no members of the public present

5) Reports from and matters of concern to:

- a) Police representative of 'Liskeard Have Your Say' (LHYS) – *no meeting for this month*
- b) Cornwall Councillor McWilliam – *this report was heard following Item 13*. Business at Cornwall Council was still much focused upon the Boundary Review. Cllr McWilliam informed the meeting that she would be unable to attend the next Bodmin Moor Parishes' Network meeting. It was confirmed that Cllrs Martin and Hopes would attend. She was asked if Highways would be clearing debris from trees fallen in the roads in the parish.
- c) Reports from other councillors (other meetings, conferences)
Cllr Lobban had attended the first Cornwall Planning Partnership meeting and reported on the difficulties which arose due to deadlines set for both sides of the consultation process. Some councils delegate authority to the Clerk and Chairman (or another councillor) to address opposing returned responses in cases when the Planning Officer disagrees with the council. It was promised that first responses from councils would not be deleted in the event of a second response being submitted. Cllr Hearn had attended a Cornwall Association of Local Council's enquiry day on the Boundary Review, held at the request of Cornwall Council, to hear evidence regarding the possible future number of Cornwall Councillors. He reported that it was agreed that 85-90 councillors would be a reasonable number.
Cllr Martin suggested that other members attend the Bodmin Moor Parishes' Network meeting.

6) Finance

- a) Cash flow of accounts
Resolved that the bank reconciliation/cash book statement be confirmed an accurate account, and this was signed by the Chairman.
- b) Payments
Resolved that the following payments be approved: i) the out-of-date cheque owing to Schoolscapes was cancelled and a new cheque written to be submitted once the Play Inspection Company

returned a satisfactory report on the new play area ii) £36.22 J Todd (admin expenses) iii) £39.03 Came & Company (pro rata increase insurance policy for Minions WCs)

- c) Receipts
To minute receipt of the following: £300.00 FD Hall & Son (burial fee)
- d) Budget 2017-18
 - i) Resolved to approve the proposed budget
 - ii) Resolved to precept £23,000 as proposed
- e) Statutory documents' review – Resolved that the following documents be adopted:
 - i) Standing Orders ii) Financial Regulations iii) Risk Management Strategy subject to a 3-month review

7) Planning

- a) Planning Applications
Proposed, seconded, and upon being put to the vote it was **resolved** to make the following recommendations:

Cllr Lobban departed the meeting

- i) PA16/12190 Non-material amendment for revisions to fenestration, addition of stone detailing and incorporation of garage into dwelling at Pt OS 1800 south of Upton Cross – no objection

Cllr Lobban returned to the meeting

- b) Decisions received from Cornwall Council Planning and Regeneration – *none received*
- c) Pre-Application Protocol guidance/registration – it was **agreed** to defer this Item until February meeting of the Council

8) Play Areas and Equipment

- a) The Clerk received the weekly safety inspection sheets for:
 - i) Jubilee Field – it was noted that the gate to the enclosed play area is still not closing properly, and some of the end stops on the monkey bars are missing. There are more tears in the goal nets and one of the posts shows signs of animal activity. It was agreed to monitor the access to the field created by the security fencing at Upton Cross Hall.
 - ii) Rilla Mill Play Area – there is mole activity; two of the swing seats are split and present a risk to finger entrapment. The Clerk to purchase replacement seats.

Cllr Horrell reported that the Recreation Committee had succeeded in gaining a grant of £8,000 from Tesco Bags for Life and will provide details of the proposal for further play/recreation development at Jubilee Field in time for the meeting of the Council in February

9) Neighbourhood Development Plan

The funding request has been submitted for £6,800; if successful it has to be spent within this financial year. A Steering Group meeting will take place Tuesday 10 January.

10) Public Conveniences at Minions

- a) The Clerk reported that the transfer completion was being held back as Cornwall Council has to date not supplied important information and assurances to allow the Parish Council to proceed prudently. It was **agreed** that a meeting and inspection should take place on site with the relevant

Cornwall Council officers the day prior to completion. The Clerk to write again and copy in the Chief Executive, cabinet and ward members, the Community Network manager, and Cllr Hearn.

b) It was **agreed** that adoption of an interim management procedure for cash collection will be addressed once the transfer is complete.

11) Exclusion of Press and Public

Resolved to exclude press and public on the grounds that the following item of business involves disclosure of confidential information as defined in Section (12) of the Public Bodies (Admission to Meetings) Act 1960

12) Recruitment and Appointment

The Chairman reported the outcome of the recruitment and appointment of Melanie Kilby as Clerk/Responsible Financial Officer to the Council as from 1 January 2017. It was **resolved** that the Clerk be authorised to undertake such actions and measures as are necessary to secure the effective handover as between outgoing and incoming staff including, but not limited to, changes to bank mandate, insurances, such other authorisations and notifications as are necessary to maintain the effective operation of the Council.

13) Correspondence

Items for information only (*items in italic arrived after publication of agenda*)

09/01/17	<i>The Clerk</i>	<i>magazine</i>
06/01/17	<i>CALC</i>	<i>News roundup 6 Jan 2017</i>
06/01/17	<i>Cornwall AONB</i>	<i>Launch Natural Capital Project</i>
05/01/17	<i>Clerks & Councils</i>	<i>magazine</i>
04/01/17	<i>Comms & Devolve</i>	<i>Lantern and balloon ban</i>
04/01/17	<i>Cornwall Pension Fund</i>	<i>Funding Strategy Statement</i>
04/01/17	<i>Health & Social Care</i>	<i>Community events – 5-year plan</i>
03/01/17	<i>Comms & Devolve</i>	<i>Re Community Infrastructure Levy consultation</i>
23/12/16	<i>Comms & Devolve</i>	<i>newsletter</i>
21/12/16*	<i>Neighbourhood Planning</i>	<i>e-bulletin for December</i>
16/12/16	<i>Duchy of Cornwall</i>	<i>Confidential</i>
16/12/16*	<i>CALC</i>	<i>News roundup 16/12/16</i>
16/12/16	<i>Bodmin Moor Parishes Network</i>	<i>Event 25 Feb 2017</i>
16/12/16	<i>Community Network</i>	<i>CCTV briefing evening 31 Jan 2017</i>
14/12/16	<i>CC Matt Montano</i>	<i>Countryside Info Officer reminder re LMP payment</i>

The Chairman made a presentation and joined by the Council thanked the out-going Clerk for support and service during the eight years of appointment.

Cornwall Councillor McWilliam arrived at the meeting.

11) Close of Business

The meeting closed 8.55pm