

# **Linkinhorne Parish Council**

**Minutes of Meeting of the Council  
Monday 15<sup>th</sup> May 2017 at Rilla Mill Village Hall, 7.30pm**

## **MINUTES**

**Those present were:** Cllr Hearn (Chairman) Cllr Lobban (Vice-Chairman) Cllr Daniel, Cllr Stansfield, Cllr Coombe, Cllr Boarland, Cllr Rounsevell, and Cllr Ward. Cornwall Cllr Daw and Cornwall Cllr Flashman.  
Melanie Kilby (Clerk)  
9 members of the Public

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

Proposed, seconded and upon being put to the vote, it was unanimously resolved to approve the election of Cllr Carl Hearn as Chairman who duly signed the Declaration of Acceptance of Office to the role of Chairman, counter-signed by the Clerk.

### **2) Election of Vice**

Chairman proposed, seconded and upon being put to the vote, it was unanimously resolved to approve the following: Cllr Lobban as Vice Chairman.

### **3) Declarations**

i) The Clerk confirmed that all due Declarations of Acceptance of Office have been signed and witnessed by the Clerk ii) Standing Orders, Code of Conduct, Register of Interests – all councillors have received a copy of Standing Orders, Code of Conduct, and Register of Members' Interests' forms. The Clerk requested that the Register of interest forms be returned to her by the end of the week.

**4) Apologies:** Apologies received from Cllr Hordley and Cllr Horrell

**5) Code of Conduct:** a) Declarations b) Grants of dispensation

### **6) Minutes**

**Resolved** that the minutes of the previous meeting of the Parish Council of Monday 10<sup>th</sup> April 2017 be confirmed, and these were signed as an accurate record of the meeting, subject to the following : at item 2a) instead of 'Cllr Daniel expressed an interest in item 7vi' it should read 'Cllr Daniel expressed an interest in item 8vi'.

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

Members of the public presented and explained their respective planning application and answered queries from Councillors.

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

- a) Police representative of 'Liskeard Have Your Say' (LHYS) – no report
- b) Cornwall Councillor Daw:  
The new Cornwall Councillor Sharron Daw who was delighted and slightly daunted to have been elected was introduced by the Chairman. Sharron has a busy month ahead but is looking forward to the challenge. Cornwall Cllr Daw was invited to provide a brief summary of what is happening within the division. Meetings are to be held in the near future to arrange the administration followed by an intensive three week training programme. We look forward to her becoming a regular participant in future Parish Council Meetings.
- c) Reports from other councillors (other meetings, conferences).  
Cllr Daniel reported that the Roberts and Jefferies foundation are looking for two new trustees.

## 9) Election of Member 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, Boarland, Cllr Coombe, Cllr Daniel, Cllr Horrell, (coordinator), Cllr Stansfield, 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
Roberts & Jefferys' Trust	Cllr Daniel, Mrs Beryl Martin, Cllr Boarland, Cllr Stansfield, Brian Nice - <i>[year 2 of 3-year term]</i>
Cecilia Knill Charity	Cllr Lobban, Mrs Sarah Doney. It was <b>agreed</b> to confirm that Mrs Doney wished to be trustees, and to consult the PCC regarding the responsibility of the Church in this charity.
Caradon Community Network panel	Chairman and/or Vice-Chairman
Liskeard Have Your Say Panel (LHYS) representative	?
Bodmin Moor Parishes' Network	Cllr Martin?
Commoners' (if required)	Cllr Martin?
Neighbourhood Development Plan Steering Group (NDPSG)	Roger and Lavinia Halliday, Cllr Hordley, Cllr Ward, Cllr Lobban,

## 10) Casual Vacancy a) to minute no applications b) to consider/decide re-advertising

Proposed, seconded and upon being put to the vote it was **resolved** to initiate procedures to fill three vacancies by co-option, and to request that candidates give reasons for wanting to be a councillor, details of any interests and skills they might bring to the council and community, and also to ask why they did not stand for election. The Parish Council agreed that submissions may be heard at the meeting in June.

## 11) Finance

### a) To receive/approve cash flow of accounts/bank reconciliation

**Resolved** that the bank reconciliation/cash book statement be confirmed an accurate account, and this was signed by the Chairman.

### b) To receive/approve year-end / statement of Accounts for 2016/2017.

**Resolved** that the year-end / statement of Accounts for 2016/2017 be confirmed an accurate account, and this was signed by the Chairman.

### c) Payments

**Resolved** that the following payments be approved:

- i) £475.61 (CALC Annual Membership)
- ii) £115.00 Richards Stephens (Minions men's toilet door)
- iii) £162.62 (Admin expenses)

iv) £9.75 (E.on electricity).

**d) Change to DD South West Water and changes to water provider options.**

**e) Receipts.** To minute receipt of the following:

- i) £27.36 (M. Kilby)
- ii) £200.00 PCC (donation toward WC at LPH Upton Cross)
- iii) £20 Manor House Inn (walk booklets)

*Cllr Ward Joined the meeting*

**f) To consider/decide upon signatories for bank account.**

Proposed, seconded and upon being put to the vote it was **resolved** that Cllr Boarland and Cllr Ward would become signatories.

**g) To receive information on earmarked reserves.**

Councillors received and noted information on earmarked reserves.

**12) To receive / approve the Annual Governance Statement**

Linkinhorne Parish Council have considered whether any litigation , liabilities / commitments , events or transactions occurring either during or after year end have a financial impact on the Parish Council and where appropriate have indicated them in the accounting statement. Proposed, seconded and upon being put to the vote it was **resolved** to approve the Annual Governance Statement.

**13) To receive / approve the Accounting Statement**

Proposed, seconded and upon being put to the vote it was **resolved** to approve the Accounting Statement.

**14) To receive / approve the finding of the Internal Audit**

Proposed, seconded and upon being put to the vote it was **resolved** to approve the finding of the Internal Audit

**15) Planning**

**a) Planning Applications**

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

- i) PA17/02812 Land east of Exwell Cottage, Bray Shop. Erection of a single dwelling - **Supported**.
- ii) PA17/03549 Sutton Oak, Upton Cross. Extension to study and exercise area to provide toilet / shower and tea refreshment facilities – **Supported**.
- iii) PA174/04242 Browda Farm, Rilla Mill. 60 Kilowatt biomass log –burning boiler with external fuel – **Supported**.

**b) Decisions received from Cornwall Council Planning and Regeneration**

**Notifications:**

- i) PA17/04116. Works to trees in a Conservation Area, namely coppice 2 sycamore and ash tree groups G1 and G2 and dismantle eucalyptus tree T1. Coach House Stables, Henwood.

**Decisions:**

- i) PA17/02136 **APPROVED**. Proposed single story porch on side elevation. Heath Cottage, Henwood.

ii) PA17/01601 **APPROVED**. Listed building consent for amendment to fenestration and landscaping variance to approved scheme LB PA15/04769. Clouds Hill Road from Chapel Row to South of Windyattes, Henwood.

#### 16) Play Areas and Equipment

a) Weekly safety inspection sheets for i) Jubilee Field ii) Rilla Mill Play Area – were received, no new concerns reported.

#### 17) Neighbourhood Development Plan

Two out of the three public consultation meetings had taken place with the third to be held at St Mellor's. So far no controversial comments or objections had been received. Once the public consultation process had been completed the NDP would return the information to Cornwall Council in June.

#### 18) Public Conveniences

a) **Minions** - It was reported by the Clerk that the men's WC door at Minions had been successfully fixed.

b) **Upton Cross** – the council was informed of the £200 donation from PCC towards provision of a new public toilet at LPH Upton Cross.

#### 19) Future of the Allotments: discuss ongoing tenure of the Allotments in relation to any future change of ownership of the land. - Not discussed due to lack of information.

#### 20) Upton Cross Civic Burial Ground

a) Proposed, seconded and upon being put to the vote it was **agreed** by the Council that the Exclusive Right of Burial can be purchased / reserved for burial plot for D11.

b) It was **agreed** that discussions with The Duchy of Cornwall would focus on the amount of land needed to future proof the provision of Burials within the Parish in comparison with the overall cost of land purchase.

#### 21) Consider / decide upon whether the Church House Inn is declared an asset of community value (ACV) and whether or not it is impossible to sustain it as a going business.

A discussion around the Church House Inn (Linkinhorne) concluded that if a planning application for change of use was submitted, and that so long as sufficient evidence was provided by the applicant that the public house was no longer a viable business, the Parish at present could see no reason to reject the application. However, a final decision could not be reached until an official application was presented.

#### 22) Signpost: It was **agreed** that the Clerk would contact the relevant agency and request that these signs are replaced.

#### 23) To discuss and respond to complaint concerning public footpath opposite Manor House Inn.

The Parish Council is concerned and disappointed that this area is not being treated with respect and will be reporting the problem to the relevant authorities. It was **agreed** that the Clerk would contact Environmental Health concerning this.

#### 24) Correspondence

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

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
10/04/2017	Rural Service Network	Weekly email news digest
11/04/2017*	Cornwall Countryside Access forum	Agenda 25 <sup>th</sup> April 2017
12/04/2017	Rural Service Network	Rural Broadband

12/04/2017	Wales and West Utilities	Annual Stakeholder workshop
13/04/2017	Came and Company	Spring Council Matters
18/04/2017	Rural Service Network	Weekly news digest
24/4/2017*	CC planning Service	Planning newsletter April 2017
24/4/2017	Rural Service Network	Rural Housing Spotlight
24/4/2017*	PCC Linkinhorne	Letter providing £200 donation towards cost of proving a WC at LPH Upton Cross.
24/04/2017	Rural Service Network	Weekly news digest
25/04/2017	Dark Sky	Dark Sky Newsletter
26/04/2017	Rural Service Network	Fuel Poverty
26/04/2017	Cornwall Streetworks	Bulk Order Road Closures - 2017/18 for Surface Dressing and Surface Treatment Works
27/04/2017	Comm and Devolu	Newsletter April 2017
28/04/2017	CALC	Weekly news round up.
02/05/2017	Rural Service network	Weekly news digest.
03/05/2017	Rural Service Network	Rural opportunities Bulletin
4/05/2017*	Reeftv	Village of the year 2017
4/05/2017	CC planning service	Pre-application Community Engagement
05/05/2017	CALC	Weekly news round up
05/05/2017*	CC	Planning induction training
Agenda distribution		
08/05/2017*	<i>Proposal- Tour of Britain</i>	<i>Cycling event proposed for Cornwall</i>
08/05/2017	<i>Fields In Trust</i>	<i>Manifesto for parks</i>
08/05/2017	<i>Rural Service Network</i>	<i>Weekly news digest</i>
09/05/2017	<i>Anne Hughes</i>	<i>Parish Hall opening</i>
11/05/2017	<i>Margaret Wemys</i>	<i>St Pauls Church, Upton Cross</i>
12/05/2017	<i>SLCC</i>	<i>New Bulletin</i>
12/05/2017	<i>Jodie Lampert</i>	<i>Bodmin Moor DNA update</i>
12/05/2017	<i>CALC</i>	<i>Newsletter</i>
15/05/2017	<i>Rural Service Network</i>	<i>Weekly News Digest.</i>

\* sent by email

## 25) Close of Business

The meeting closed 8:50pm