

Linkinhorne Parish Council

Minutes of Meeting of the Council

Monday 12th March 2018 at Linkinhorne Parish Hall, Upton Cross, 7.30pm

MINUTES

Those present were: Cllr Hearn (Chairman) Cllr Daniel, Cllr Ward, Cllr Corfield, Cllr Rounsevell, Cllr Hordley, Cllr Boarland, Cllr Horrell, and Cllr Stansfield.

**Action
required
by:**

Melanie Kilby (Clerk)

3 members of the public

1) Absent: Apologies received from, Cllr Lobban (Vice-Chairman), Cllr Wallis, Cllr Sharp-Philips and Cllr Coombe.

2) Code of Conduct: a) Declarations Cllr Corfield declared an interest in item 6, b) v).
b) Grants of dispensation - None

3) Minutes

Resolved that the minutes of the previous meetings of the Parish Council of Monday 12th of February 2018 be confirmed, and these were signed as an accurate record of the meeting.

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

Cllr Horrell entered the meeting

The architect representing the pre- application PA17/01556/PREAPP. Land At Mill Pool Rilla Mill provided a presentation on the respective planning application followed by questions from the Councillors.

5) Reports from and matters of concern to:

- a) Cornwall Councillor Daw – not present.
- b) Reports from other councillors (other meetings, conferences) –

A member indicated that there had been some confusion over the future of Footpath 16 at Plushbridge concerning the width of the footpath. An update would be provided to the Clerk.

The Clerk reported that a meeting had taken place with Paul Allen from the Highways department of Cornwall Council, and members of South Hill Parish Council and Stoke Climsland Parish Council. The aim of the meeting was to discuss the positioning and costs associated with the installation of 30mph flashing signs on the main road (B3257) through Bray Shop. An initial quote of £9,000 per sign was given (one of which will be located within Linkinhorne Parish). A breakdown of these costs was requested. Once the signs have been purchased responsibility for them would transfer to Cornwall Council who would undertake maintenance / replacement of sign if damaged etc. It was agreed that a solar powered sign was most appropriate as there was not an electric supply close by and the cost of getting one to the signs was unreasonable. There was a suggestion that the cost of both the signs could be shared between the three parishes.

The Clerk reported on the closure of Upton Cross shop and Post Office. Communications with the external relations officer for the Post Office indicated that: "Upton Cross Post Office is to temporarily close after close of business on Friday, 10th April, due to the resignation of the Postmistress and the withdrawal of the premises from Post Office use. The shop located at the same site has already closed on the 10th March 2018, but Post Office services will continue until the end of the month. The Post Office field team is approaching any other retailers in the area to see if there is any interest in incorporating a Post Office into either an existing or new business. The team is also looking into any way of providing a temporary service for the village using one of our outreach type services". The External relations Officer had indicated that the Post Office is committed to maintaining a Post Office in the area.

6) Finance

- a) Cash flow of accounts
Resolved that the bank reconciliation/cash book statement is confirmed an accurate account, and this was signed by the Chairman.
- b) Payments
Resolved that the following payments be approved:
 - i) £407.65 inc VAT Cormac Solutions Ltd (Jubilee Field maintenance).
 - ii) £70.00 Cornwall Council (GDPR Training).
 - iii) £300 Rilla Mill Village Hall Committee (Grant).
 - iv) £21.41 (Admin expenses).

Cllr Corfield left the meeting

- v) £35.90 M. Corfield (footpath maintenance).

Cllr Corfield returned to the meeting

- C) Receipts i) £300.00 F.D Hall Ltd (Burial) – noted.
- d) Consider/decide upon Electricity supply price change.
No action required due to impending closure of toilets.
- e) Consider/decide upon accepting the Local Maintenance Partnership 2018-19.
Resolved to ratify acceptance of the Local Maintenance Partnership for 2018-2019 funding for cutting of PRoW.
- f) Receive/approve changes to Clerk salary and pension S/O.
Resolved to approve changes to the standing orders in accordance with the Government Services National Agreement on Pay and Conditions, (the Green. Book).
- g) To consider/decide upon quotations for the following contracts:
Resolved that the following contracts be awarded as follows:
 - i) New public convenience - Upton Cross to Cormac Solutions Ltd
 - ii) Public convenience – Minions to Cormac Solutions Ltd.

Clerk to
arrange
contracts

7) Planning

a) Planning Applications

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

- i) PA18/01632. Trevilla, Bray Shop. Single storey extension to side (re-submission of approved application PA13/05179). - Linkinhorne Parish Council **supports** the application.
- ii) PA18/01554. Little Upton Farm Upton Cross Conversion of existing outbuilding to form new workshop space, including raising the level of external walls, and construction of a new pitched roof. - Linkinhorne Parish Council **supports** the application subject to the following conditions. That the building is tied to Little Upton Farm and restricted by a condition for domestic use in connection with the residential amenities only.
- iii) PA17/01556/PREAPP. Land At Mill Pool Rilla Mill. Pre application advice for proposed single storey dwelling with mezzanine, associated parking and demolition of existing garage. - Linkinhorne Parish Council found the design of the proposed dwelling to be interesting and innovative for its location. It is sympathetic to the conservation area whilst providing clear delineation between the modern and historic buildings.

Clerk to submit comments to CC

b) Decisions received from Cornwall Council Planning and Regeneration

Decisions:

PA17/09538 APPROVED. Lower Henwood Farm, Henwood. Replacing existing store with dwelling and ancillary works.

Notifications:

- PA18/00976 Decided not to make a TPO (TCA apps). Barnacre, Rilla Mill. Various works to trees (T1 - T7) within a Conservation Area. Prescribed works:
 - T1 - Cypress - Fell small tree, does not contribute to landscape, allows room for replanting of a different ornamental species
 - T2 - Holly - Reshape as per picture
 - T3 - Contorted Willow - Poor form, very 'top heavy', coppice to regrow as multi stem
 - T4 - Norway Maple (Crimson King) - Rebalance as per picture
 - T5 - Dawn Redwood - Fell, heavy basal decay, rooting material appearing at 2m, declining canopy, allows room to replant with Swamp Cypress which is better suited to the pond side location
 - T6 - Willow - Leggy, poor form, reduce to allow improved future growth
 - T7 - Cypress - Leaning over pond, declining canopy, fell to allow room for surrounding trees, no replanting required
- PA18/01729. Downgate House, Downgate, Upton Cross. Notification of proposed works to trees in a conservation area. Works to various Conifer, Ash, Holly and Beech trees.

c) Browda Farm - proposed Woodland Management Plan

It was **resolved** that in principle the Parish Council supports the proposal which enhances the sustainability and sensitive management of woodland areas in particular historic woodlands.

8) Play equipment and recreational areas

a) Weekly safety inspections - The usual weekly safety inspections for Jubilee Field and Parsons Meadow were not provided.

9) Neighbourhood Development Plan and CCLT – to receive update.

A meeting is to be held on the 23rd April after which an update will be given.

10) Public Conveniences

a) Minions – Update.

Information was provided on the overall running cost, income and expenditure of the toilets over the last year.

Summary Minions toilets 2017-2018	
Income	£883.81
Expenditure :	
Total running costs	£2,326.86
Other expenditure	£288.97
Total cost	£2,615.83
Balance:	-£1,732.02

b) Upton Cross – To consider /decide upon the permanent closure of the toilets.

It was **resolved** to set up a Public Toilet Working Group to organise the closure existing Public Convenience and opening of the new public toilet at Linkinhorne Parish Hall Upton Cross.

11) To consider / decide upon the re-filling of salt bins

The Clerk reported that many residences believe that the salt bins have not been filled by Cornwall Council for two years. Cornwall Council website indicates that the salt bins will be filled annually. It was **agreed** that the Clerk contact Cornwall Council to confirm that the salt bins within Linkinhorne Parish are those under Cornwall Councils yearly fill commitment. If so the Clerk is to request that they are filled in the autumn of 2018. It was **resolved** to provide a contingency within the budget of £200 available to the Clerk should the salt bins require re-filling.

Clerk to contact CC

12) General Data Protection Regulation i) Update. ii) To consider decide upon setting up Parish Council email accounts for Councillors.

It was **agreed** that the Clerk would investigate the cost of parish Council email accounts and provide the information at the next meeting.

Clerk to investigate options regarding email accounts

13) To consider / decide upon the Great British Spring Clean.

The Parish Council would welcome any initiatives to improve the environmental quality of the Parish put forward by community groups.

14) To consider / decide upon invitations to the Annual Parish Meeting.

Councillors are to contact Clerk if the list provided does not contain those organisation or individuals who organise/ run groups providing a service to the Parish. It was resolved that the APM include:

- Cornwall Community Land Trust
- Commoners Association
- Post Office and Shop – progress report.

Clerk to send out invites.

Clerk to draft letter corresp. with Chair.

Matters raised

Concerns were raised at the level of antisocial behaviour and criminal offences within the Parish. It was requested that the Clerk contact the local constabulary asking for information on the number of crimes reported within the parish over the last 12 month, as it is perceived that these have increased. The letter will also highlight concerns at the persistence of the issues raised and to seek clarification that measures are being put in place to ensure that the community is being protected. This information will be provided at a future meeting so that a decision can be made.

**15) Correspondence (as listed)
a) Items for information only**

16) Correspondence (as listed)

a) Items for information only

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
19/02/2018	RoSPA	Inspection training courses 2018
19/02/2018	Rural service network	Rural Vulnerability Service - Rural Broadband - February 2018
19/02/2018	St Mellion Parish Council	Electoral Boundary Review
19/02/2018	CC	Cornwall Council Stakeholder survey
19/02/2018	CC	FW: Tamar Valley Railway Line - what value does it hold for you?
19/02/2018	CC	FW: Useful tool - How to calculate Public Open Space requirement for new developments
19/02/2018	CC	Royal Wedding local celebrations 2018 – Safety advice
22/02/2018*	ANOB Cornwall	Sat 14th April - Cornwall AONB Annual Conference
22/02/2018*	Associate Planning Gilly Slater	PA18/00801 – Old Timberland Farm, Henwood
22/02/2018*	Sam Tamlin	Cornwall Council: Consultation on Division Arrangements
22/02/2018	Civic Voice	War Memorials News - 20th February 2018
22/02/2018*	Keep Britain Tidy	Register Your Parish Council for #GBSpringClean
22/02/2018	CC	Localism Bulletin - Consultation on key adult social care charging policy

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22/02/2017	Rural service network	Spotlight on Rural Health & Social Care
26/02/2018*	ACAS	Invite: Acas conference: workplace wellbeing and mental health. 28 th March 10:00 to 16:00 Sandy Park, Exeter.
26/02/2018	Rural Service Network.	Weekly Email News Digest - Monday, 26 February, 2018
26/02/2018	Eon	Change in electricity supply prices
5/03/2018	CC	List of Current Premises Licence Applications – Trevallicks farm shop and tea room.
05/03/2018	CC	Neighbourhood Planning E-Bulletin February 2018
05/03/2018	Rural Service Network	Rural Vulnerability Service - Fuel Poverty - February 2018
05/03/2018*	SWW	invitation to attend south west water workshop: Cornwall and Devon - with lunch
05/03/2018*	Local Council Public Advisory Service	New Review of Ethical Standards in Local Government
05/03/2018	Rural Service Network.	Weekly Email News Digest - Monday, 5 March, 2018
05/03/2018	CC	Gorsedh Kernow – Annual awards and competition scheme.
05/03/2018	Cornwall Sports Partnership	CSP Bulletin - March 2018
<i>Agenda Distributed</i>		
8/03/2018	<i>South Hill History Group</i>	<i>Request for information.</i>
8/03/2018	<i>Civic Voice</i>	<i>War Memorials News - 6th March 2018</i>
8/03/2018	<i>Rural Service Network</i>	<i>Rural Opportunities Bulletin</i>
12/03/2018	<i>Cornwall Community Foundation.</i>	<i>News from The Cornwall Community Foundation March 2018</i>

17) Close of Business

The meeting closed 9:12 pm