

Linkinhorne Parish Council

Minutes of Meeting of the Council

Monday 14th May 2018 at Linkinhorne Parish Hall, Upton Cross, 8.30pm

MINUTES

Those present were: Cllr Hearn (Chairman) Cllr Lobban (Vice-Chairman) Cllr Daniel, Cllr Coombe, Cllr Corfield, Cllr Wallis, Cllr Rounsevell, Cllr Hordley, Cllr Boarland, Cllr Horrell, Cllr Sharp-Philips and Cllr Stansfield.

**Action
required
by:**

Melanie Kilby (Clerk)

Members of the public 6

1) Election of Chairman and signing of Declaration of Office 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

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

3) Absent: Apologies received from, Cllr Ward

4) Code of Conduct: a) Declarations - None
b) Grants of dispensation - None

5) Minutes

Resolved that the minutes of the previous meetings of the Parish Council of Monday 9th of April 2018 be confirmed, and these were signed as an accurate record of the meeting. Subject to the following: item 5 Lanhargy should be Penharget.

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

A member of the public provided information on their respective planning application and two highways issues were reported to the council. It was requested that information on hedge cutting be made available in the Link and that any of concern should be reported to Cornwall council.

Clerk

7) Reports from and matters of concern to:

- a) Cornwall Councillor Daw –
Cllr Daw had great pleasure in presenting at the Civic Awards 2018 to Sarah & Andrew Doney for their work in their community, Andrew supporting the church and Sarah supporting many local organisations such as the Scouts and the annual Horticultural show. Cllr Daw indicated that she would report back to Cornwall Council concerning the issues raised with the pop-up's at Houseman car Park, Minions. Cllr Daw is currently campaigning for free travel across the Tamar Bridge.
- b) Reports from other councillors (other meetings, conferences) – None to report.

8) Election of Member Representatives

It was **resolved** to reappoint the 3 trustees coming to the end of their three year term to the Roberts and Jeffery Foundation.

Proposed, seconded and upon being put to a 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, Ian 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 Sharp Philips
Roberts & Jefferys' Trust	Cllr Daniel, Mrs Beryl Martin, Cllr Boarland, Cllr Stansfield, Brian Nice
Cecilia Knill Charity	Charity now closed as of 29 th August 2017
Caradon Community Network panel	Chairman and/or Vice-Chairman
Liskeard Have Your Say Panel (LHYS) representative	Cllr Stansfield
Bodmin Moor Parishes' Network	Cllr Daniel
Commoners' (if required)	Cllr Daniel
Neighbourhood Development Plan Steering Group (NDPSG)	Roger and Lavinia Halliday, Cllr Hordley, Cllr Ward, Cllr Lobban,

9) 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) To receive/approve year end / statement of Accounts for 2017/2018.
Resolved to approve the statement of accounts for 2017-18 and this was signed by the Chairman.
- c) Payments:
Resolved that the following payments be approved:
- i) £193.20 ROsPa Inc VAT (Annual play area inspections).
 - ii) £53.88 M. Kilby (Soap dispense / soap and toilet roll dispenser).
 - iii) £117.88 M. Kilby (Grant of exclusive right of burial).
 - iv) £80.40 WesternWeb Limited (Website host).
 - v) £11.01 Eon (elec. WC UX).
 - vi) £112.14 M. Kilby (Admin).
- d) Receipts i) None

e) To receive information on earmarked reserves. Information on earmarked reserves was received by the council.

f) i) To receive and consider the Insurance Renewal Invitation. ii) Approve Payment of £1,182.22 (Came and Company). **Resolved** to approved the insurance renewal invitation and payment

Clerk to
contact
insurance
company

10) 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.

11) To receive / approve the Accounting Statement

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

12) 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

13) Planning

a) Planning Applications

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

i) PA18/03109. Netherton Bungalow, Rilla Mill Loft conversion to create additional bedroom. Linkinhorne Parish Council has **no objections**.

ii) PA18/03344. Land At Gonamena, Minions. Restoration and conversion of derelict barn into holiday accommodation. Linkinhorne Parish Council has **no objection** in principle. So long as a satisfactory surveyors report indicates that the building does not require a substantial rebuild and provided that due regard is given to avoiding domestic clutter, close board fencing and that boundary treatments are appropriate to the character of the area.

iii) PA18/00385. St Pauls Church Upton Cross. Provision of a ramp and new entrance door to enable access for the disabled. Linkinhorne Parish Council has **no objections**.

iv) PA18/03275. Land At Mill Pool Rilla Mill. Proposed single storey dwelling with mezzanine, associated parking and demolition of existing garage. Although the application has taken into account and altered the design in respect to the issues raised at the Pre Application stage. There were some concerns that the application presented the site to be in Flood zone 1 which contradicts the flood zone maps on the Environment Agency website which, indicate that the site is in flood zone 3. Concerns were raised on how the development would affect the flood risks of properties further down the valley which have had flood related issues in recent years.

Clerk to
submit
comments
to CC

Cllr Rousevell left the meeting

PA17/11501 – Land North East of Caradon Town. **Resolved** that a representative of the council would attend the Planning committee meeting and maintain the Parish Councils support for the proposal. It was considered that the issues relating to the noise could be controlled by the

introduction of condition over the times the shooting skeet is used.

Cllr Rounsevell returned to the meeting

b) Decisions received from Cornwall Council Planning and Regeneration

- PA18/01554 APPROVED. 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.
- PA18/01632 APPROVED. Trevilla, Bray Shop. Single storey extension to side (re-submission of approved application PA13/05179).
- PA18/01808 APPROVED. Browda Farm Rilla Mill. Construction of timber storage shed and siting of existing solar panels on roof.

14) Play equipment and recreational areas

a) Weekly safety inspections i) Jubilee Field ii) Rilla Mill play area

The weekly safety inspections were received no new issues were highlighted.

b) To consider / discuss the Annual Play Inspection reports for i) Jubilee Field ii) Parsons Meadow.

It was **resolved** to amend the following items identified in the annual play area inspection report:

Jubilee Field low to medium risk:

- Gate – Adjust gate / posts / fit new rubber buffer to ensure a spacing of at least 12 mm throughout the range of the gate to remove the entrapment. The 12 mm gap also should apply on the hinge side of the gate. The gate's closing mechanism does not work correctly.
- Monkey Bars – replace cap
- Slide on embankment - Slide run-out support loose.

Parsons Meadow low to medium risk:

- Fencing – Tighten or replace top bolt on gate.
- Swings – Tope frame loose, to be monitored
- Multiplay – replace timber seat (Medium risk)

15) Neighbourhood Development Plan

A summary of the report with Parish Council members and Cornwall Council, in relation to how the Neighbourhood Development Plan (NDP) is interpreted by the planning authority, did not provide a satisfactory outcome. It was felt that that the points raised by the Parish Council were not grasped by those in attendance, and it is now difficult to take the NDP forward in the direction that had been proposed. Further discussions on the best way to approach and move forward with the NDP are needed.

16) Public Conveniences

a) Upton Cross i) To consider / agree upon the use of the original public toilets by the cricket club.

Resolved to allow the original public toilets at Upton Cross to be used subject to the following conditions:

- It is agreed that use of the public toilets is under a licence which ends at the end of the cricket season or on 2 week's prior notice.
- If the public toilets are sold during this time period, the cricket club will be required to cease use prior to the sale.
- The Parish Council may request payment for the water used.
- the water stop cock in the men's toilet is turned off between cricket matches;
- The Cricket club is responsible for cleaning of the toilets and providing toilet roll, soap etc.

17) GDPR

a) To consider / approve disposal of paper planning applications.

Resolved to approve the disposal of paper planning applications.

Clerk

b) To consider / approve purchase of a shredder.

Resolved to approve the purchase of a shredder.

Clerk

18) Correspondence (as listed)

a) Items for information only

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
11/04/2018	CC	South Hill Rd, Kelly Bray etc – order
11/04/2018	Rural Service Network	Rural Vulnerability Service - Rural Broadband - April 2018
11/04/2018*	CC	Footpath 6, Linkinhorne – emergency
15/04/2018*	CC	Crowdfunder Spring Coaching Series - please share with your networks and projects
15/04/2018*	CC	Community Networks Highways Scheme
19/04/2018	Rural Service Network	Weekly Email News Digest - Monday, 16 April, 2018
19/04/2018	Rural Service Network	Rural Housing Spotlight
19/04/2018	Dark sky	Celebrate International Dark Sky Week!
19/04/2018	CC	Minerals Safeguarding Development Plan Document - Consultation on the Schedule of Modifications.
20/04/2018*	CC	Town & Parish Council's Weekly Enforcement Cases (Period: 13th – 19th April 2018) . Also attached is the Quarterly Planning Enforcement Report (1 Jan- 31 March).
23/04/2018	Rural service Network	Weekly Email News Digest - Monday, 23 April, 2018
26/04/2018	Rural Service Network115233	Rural Vulnerability Service - Fuel Poverty - April 2018
27/04/2018	CALC	CALC Newsletter April 2018
27/04/2018	CC	Neighbourhood Planning E-Bulletin April 2018
27/04/2018	CC	Enforcement case update – closed cases.
3/05/2018	Rural Service	Weekly Email News Digest - Monday, 30 April,

	Network	2018
03/05/2018	Cornwall Sports Partnership	CSP Bulletin - May 2018
03/05/2018	Rural Service Network	Rural Opportunities Bulletin
03/05/2018*	Local Government Boundary Commission	Draft recommendations for Cornwall Council boundaries postponed
10/05/2018	Civic Voice	War Memorials News
10/05/2018*	CC	Tavistock Road, Launceston
10/05/2018	CC	Cornwall Council Localism Newsletter
10/05/2018	Cormac Solutions Ltd	Legionella report
10/05/2018	Rural Service Network	Weekly Email News Digest - Tuesday, 8 May, 2018
10/05/2018	Rural Service Network	Rural Vulnerability Service - Rural Transport - May 2018
10/05/2018	CC	IT works impacting internet/intranet mapping and GIS
<i>Agenda distributed</i>		
11/05/2018*	<i>Cornwall Countryside Access Forum</i>	<i>Recruitment of Members 2018</i>
14/05/2018	SLCC	<i>News Bulletin 11th May 2018</i>
14/05/2018	CC	<i>Special Town and Parish Newsletter</i>

19) Close of Business

The meeting closed 9:43pm