

Linkinhorne Parish Council
Minutes of Meeting of the Council
Monday 11th June 2018 at Rilla Mill Village Hall, 7.30pm

MINUTES

Those present were: Cllr Ward (Chair for meeting), Cllr Daniel, Cllr Coombe, Cllr Corfield, Cllr Wallis, Cllr Rousevell, and Cllr Hordley.

**Action
required
by:**

Melanie Kilby (Clerk)

Cornwall Councillor Daw and Cornwall Councillor Flashman.

Members of the public: 1

1) Absent: Apologies received from, Cllr Hearn (Chairman) Cllr Lobban (Vice-Chairman) Cllr Boarland, Cllr Sharp-Phillips and Cllr Stansfield

In absence of the Chairman and Vice Chairman it was proposed, seconded, and upon being put to the vote **resolved** to make Cllr Ward Chairman for the meeting.

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 14th of May 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 - none

5) Reports from and matters of concern to:

a) Cornwall Councillor Daw - not present.

b) Reports from other councillors (other meetings, conferences)

A member had raised the issue of ice cream trading in Minion's car parks at the Community Network Panel meeting and officers have undertaken to get more information.
A member reported that they had attended the Community Land Trust event.

c) Reports from outside bodies

Chairman of South Hill Parish Council reported that nothing had so far taken place concerning the flashing 30mph speed cameras at Bray shop. Monitoring is currently being undertaken.

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 following payments be approved:
i) £15.75 LPH (rent)

- ii) £230.08 inc VAT Cormac Solutions Ltd (WC UX Apr. Cleaning).
- iii) £230.08 inc VAT Cormac Solutions Ltd (WC Minions Apr. Cleaning).
- iv) £10.49 Gate Post of Jubilee Field (M. Corfield).
- v) £230.08 inc VAT Cormac Solutions Ltd (WC UX May Cleaning).
- vi) £230.08 inc VAT Cormac Solutions Ltd (WC Minions May Cleaning).
- vii) £88.29 M. Kilby (Admin).

C) Receipts

- i) £300.00 F.D Hall Ltd (Burial),
- ii) £55 Tavistock Town Council (Training).
- iii) £163.40 Minions toilets coin collection.

- d) To report that a 2% increase will be applicable from the 1st April for Council employees.
It was **resolved** to approve the pay increase.

7) Planning

a) Planning Applications

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

- i) PA18/04768. Bove Town, Henwood. Proposed double garage to replacement existing building. Linkinhorne Parish Council supports the application.
- ii) PA18/04833. Plushays Farm, Upton Cross. Construction of a hardcore track to provide access for agricultural purposes. Linkinhorne Parish Council supports this application subject to the following:

In the design statement the following is stated:

'1 m will be left between the track and the hedge to ensure the hedge is protected as well as making sure the public footpath running up to field adjacent to the track is accessible.'

Linkinhorne Parish Council request that the legal requirement for a footpath width of 1.5 m is adhered to; therefore, a 1.5 m gap between the hedge and the track would need to be provided.

b) Decisions received from Cornwall Council Planning and Regeneration

Notification to the Councilors concerning the refusal of the following planning application at the appeal stage: PA17/11501 Land North East Of Caradon Town. Retention of the private olympic skeet practice layout. Change of use from grazing and associated works, for a temporary period up to January 2021.

Decisions:

- PA18/00484. APPROVED. Manor House Inn Rilla Mill. Construction of nine motel rooms with external works.

Notifications:

- PA18/04662. The Old House Rilla Mill. Works to trees in a Conservation Area, namely mulberry tree T1 to be crown cleaned and reduced by 1.5 metres and false acacia tree T2 to be dismantled to ground level.
- PA18/04672. Riverside Rilla Mill. Notification of proposed works to trees in a conservation area – Dismantle to ground level two Eastern Hemlock (T1 and T2).

**Clerk to
submit
responses
to CC**

- 8) To discuss / approve a list of Highways projects requiring attention within the parish.

The following schemes were put forward in preference order:

Schemes for the Caradon Community Network area:

- Moveable flashing speed monitor that could be allocated across the network area.

Schemes for Linkinhorne Parish:

1. B3254 road between Caradon Inn / Sterts to Upton Cross School/ Linkinhorne Parish Hall and Jubilee field.

- a) Permanent 20 mph speed limit.
- b) 20mph flashing signs during School drop off and pick up times.

2. 30mph flashing signs at Bray Shop – possible joint venture with South Hill and Stoke Climsland Parish Councils

3. Pedestrian walkway Rilla Mill – located on the sharp bend just above the Manor House Inn.

4. Pedestrian walkways Minions

It was agreed to advertise the project publically and ask for suggestions, ideas and evidence for those listed and other highways schemes not listed. This item is to be brought back to the next meeting in July.

Clerk to
advertise
info

- 9) Play equipment and recreational areas

a) Weekly safety inspections – the weekly safety inspection were provided and only previous know issues were identifies.

i) Jubilee Field - it was noted that toilet roll has been spread across the field from the public toilet. A toilet roll dispenser and soap dispenser had been purchased and awaiting installation.

ii) Rilla Mill play area – it was agreed that quotes could be obtained to repair the seat and remove the bases from the multiplay equipment.

b) To consider / decide upon a request to use Jubilee Field play area as part of wedding celebration taking place June 2019.

It was **agreed** that Jubilee field could be used as an overspill for children to play and that the Gazebo could be used for photograph subject to the following conditions:

- That all rubbish is removed from the field (not placed in the bins within the field) and the field is left as it was found
- Decorations on the gazebo can be used so long as they are not damaging. Decorations are removed straight after the photographs have been taken.

The Parish Council does not require a donation.

Cornwall Cllr Daw entered the meeting

Item 5 a) Cllr Daw informed members that they are upgrading the server weather plan. That the issue of the ice cream van has been highlighted at a full Council meeting. Cllr Daw is due to meet with Paul Allen of Cornwall Council for a 'drive about' the parish roads to highlight issues. A list of the roads within the parish which require the attention of highways was put forward by members:

- Rilla Mill – opposite Mason's garage. The leat runs under the road at this point and there

are concerns over whether the structure is capable of standing up to the increased number of larger lorries that have been using this route.

- Road from Rilla Mill to Linkinhorne
- Road from Pendowrie to Caradon Town
- Butts to Coads Green (I believe work on this is Scheduled?)
- Lower Tolkienbury – the road has fallen away leaving a 4-5ft drop on one side.

Another issued highlighted was the Cornwall Council property Sharplands (old school house Rilla Mill) which has been vacant since November. The Clerk reported that she has received a complaint regarding the lack of grass cutting of Cornwall Council land at Woodland Rise.

10) Neighbourhood Development Plan and CCLT – Update on current position.

A member has shared the Parish Councils concerns in relation to exception sites and Cornwall Council policy at the Community Network Panel meeting. This is being taken forward amongst the planning chairs by Councillor Long and the member will raise it (if permitted) at the Community Network Chairs Meeting next month.

11) Public Conveniences

Clerk

a) Minions - Report was provided that £163.40 had been collected over the winter month. The Clerk had a message from a toilet user that a soiled pair of underpants had been left and the toilet was in a dirty state, and this issue had been dealt with.

b) Upton Cross – the internal emergency button has now been moved so that anyone can reach it and an external emergency entrance key has been installed.

12) GDPR:

Clerk

- a) To consider / approve the temporary privacy notice. It was **resolved** to approve the Privacy Notice.
- b) To consider / approve the Clerk contacting those people responsible for Exclusive Burial Right to update contact details. It was resolved that the Clerk could contact those who hold an Exclusive Rights of Burial.

13) To consider / discuss the Boundary review. Item deferred to the next meeting.

Clerk

14) Notification of Ethical Standards Complaints. A letter from Councillor P Wills Chairman of Cornwall Councils Standards Committee was read out to the Councillors. It was requested that a copy of the do's and don'ts guide of the code of conduct is circulated to all member's.

Clerk

15) To consider / decide upon the appointment of a tree Warden.

It was **agreed** that the position would be sent to potential parishioners and advertised in the Link.

16) To consider / approve the replacement of boards on the Noticeboard at Rilla Mill and Minions.

It was **resolved** that the Clerk could organize the replacements of the boards.

17) To consider / approve maintenance on the bench outside RMVH and request for funding by RMVH committee to undertake this. Clerk to contact the committee and request a price for the replacement of the wooden boards.

18) Upton Cross Post Office – Notification that a Post Office service will take place on Wednesdays 2-5pm at Linkinhorne Parish Hall, Upton Cross. The members were notified and information was provided that the first time of opening over 40 transactions were made.

19) Correspondence (as listed)

a) Items for information only

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
17/05/2018	Rural Service Network	Weekly Email News Digest - Monday, 14 May, 2018
17/05/2018	The Cornwall Community Foundation	News from The Cornwall Community Foundation May 2018
17/05/2018	Civic Voice	War Memorials News - 15th May 2018
17/05/2018*	CC	Committee Notification - PA17/11501
17/05/2018*	CALC	CALC TRAINING 2018: Reserve your slots now
17/05/2018	Cormac Solutions Ltd	General Data Protection Regulation (GDPR) Compliance Letter
17/05/2018	Rural Service Network	Spotlight on Rural Health & Social Care
21/05/2018	Cornwall Pension Fund	Employer Newsletter (May 2018)
21/05/2018	Cornwall Community Land Trust	Spring Newsletter - Home for locals forever
21/05/2018	Rural Service Network	Weekly Email News Digest - Monday, 21 May, 2018
24/05/2018	Rural Service Network	Rural Vulnerability Service - Rural Broadband - May 2018
24/05/2018	CALC	CALC responses to consultations - NPPF and Ethical Standards
24/05/2018	CALC	Recruitment of Members to the Cornwall Countryside Access Forum
04/06/2018	CALC	CALC News Round-up - 24/5/18
04/06/2018	CC	What is planning harm?
04/06/2018*	Cornwall Community Land Trust	Annual Review - Truro 14th June 2018
04/06/2018	Rural Service Network	Weekly Email News Digest - Tuesday, 29 May, 2018
04/06/2018	Civic Voice	War Memorials News - 29th May 2018
04/06/2018	Rural Service Network	Rural Vulnerability Service - Fuel Poverty - May 2018
04/06/2018*	CC	Building Control - Newsletter (May 2018)
04/06/2018	CC	Neighbourhood Planning E-Bulletin May 2018
04/06/2018*	CC	Ethical Standards Complaints
04/06/2018	Rural Service Network	Weekly Email News Digest - Monday, 4 June, 2018
	Agenda Distributed	
07/06/2018*	CC	<i>Darley Ford closure – intention</i>
07/06/2018	Rural Service Network	<i>Rural Opportunities Bulletin - June 2018</i>
07/06/2018	The Local Government	<i>Have your say on draft recommendation council division boundaries for Cornwall</i>

*Boundary Commission
for England*

<i>07/06/2018</i>	<i>CC</i>	<i>Message from Malcolm Brown, Chairman of the Electoral Review Panel</i>
<i>07/06/2018</i>	<i>Devon and Cornwall Police</i>	<i>News from Cornwall Police for parish councils</i>
<i>11/06/2018</i>	<i>Rural Service Network</i>	<i>Weekly Email News Digest - Monday, 11 June, 2018</i>

* sent by email

20) Close of Business

The meeting closed 20:59