

Linkinhorne Parish Council
Minutes of Meeting of the Council
Monday 12th November 2018 at Rilla Mill Village Hall, 7.30pm

MINUTES

Those present were: Cllr Hearn (Chairman), Cllr Ward, Cllr Wallis, Cllr Boarland, Cllr Sharp-Philips, Cllr Stansfield, Cllr Sturrock and Cllr Hordley.

**Action
required
by:**

Melanie Kilby (Clerk)

Members of the public: 5

1) Absent: Apologies received from Cllr Lobban (Vice-Chairman), Cllr Daniel, Cllr Coombe, Cllr Corfield and Cllr Rounsevell.

2) Code of Conduct:

- a) Declarations - Clerk declared an interest item 8,a) i.
- b) Grants of dispensation – None.

3) Minutes

Resolved that the minutes of the previous meetings of the Parish Council of Monday 8th of October 2018 be confirmed, and these were signed as an accurate record of the meeting subject to the word Tor being changed to Tour.

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

A member of the public spoke about their respective planning application.

A parishioner raised their concerns and questioned whether permission had been given for the changes occurring at the property previously used as the shop and post office at Upton Cross. A planning application for change of use has not been received by the Parish Council and a potential breach of planning has been submitted to Cornwall Council enforcement team.

A business owner raised concerns over potential future housing development and its proximity to the business which does create a level of noise within the normal regulated parameters for businesses of that type. The business owner asked the Parish Council to consider the impact that building housing close to the well-established business which, employs 25 people, could have on the potential residents if such an application were to be received.

A representative of the Commoners Association highlighted the issues caused by people / animals/ horse riders and cyclists that cross the road from the dismantled railway track just below the Engine House Car Park on the road from Minions to Upton Cross. Water from the car park is flowing down the road towards Upton Cross and is eroding the hedge. The Parish Council advised that the highways authority was notified about both of the issues highlighted.

A report was also given that there have been multiple dog attacks on sheep in the Minions to Upton Cross area with 5 ewes killed recently. This is not just taking place on the moor but also in fields. It is law that a dog should be kept on a lead at all times when around livestock and parishioners were asked to be vigilant and report any suspicious activity.

A parishioner asked the Council whether they would consider looking at making The Link magazine free for one month of the year and distributed this free edition to every property in the

Parish. It is believed that a large number of people are not aware that it exists. In order for this to be taken forward the cost would need to be known and enquires made as to whether the Parish Council has the power to provide funding for this. Other options could include a bumper business adverts edition to cover the cost or applying to the Community Chest Fund.

5) Reports from and matters of concern to:

- a) Cornwall Councillor Daw – Not present.
- b) Reports from other councillors (other meetings, conferences) – No reports.

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) £234.00 R.A Stephens (Minions Toilet doors)
 - ii) £31.45 Cornwall Pension (Additional payment)
 - iii) £99.20 M. Kilby (CiLCA)
 - iv) £23.60 HMRC (Tax)
 - v) £95.76 M. Kilby (Admin).
 - vi) £40 Royal British Legion (Poppy Wreath).

- c) Receipts i) £300.00 F.D Hall Ltd (Burial)

- d) Budget 2018-19

- i) to consider/approve Finance group proposals

Resolved to adopt the budget and action plan as proposed.

- ii) to consider/approve precept proposals in the sum of 4%

The Parish Council were provided with a mid-term financial report, action plan and budget calculations for 2019-20. These documents and the finance working group recommendations proposed an increase in precept of 4% for 2019-2020 equating to an increase of £1.59 on a D band property.

Resolved that the precept for 2019-2020 be set at £24,876.08

- e) To consider / decide upon the upgrading the security of Linkinhorne Parish Councils website.

Resolved to approve the upgrading of the website security in the sum of a one-time fee of £75 + VAT for ensuring that all the links within the site are secure. The annual hosting/content management license /email fee will increase from £67 + VAT to £80 + VAT per year.

Clerk

7) Policies:

- i. Standing Orders - deferred to a later meeting.
- ii. Code of Conduct – No changes. **Resolved** to approve.

- iii. Financial regulations - deferred to a later meeting.
- iv. Statement of Internal Control – **Resolved** to approve the changes.
- v. Risk assessment and management. - **Resolved** to approve the changes.

7) Planning

a) Planning Applications

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

Clerk left the meeting

- i) PA18/09377. Land North East Of Kedah Peak, Rilla Mill. Proposed erection of single local need dwelling.

In view of the application site abutting the development boundary of the village and subject to the Applicant entering into a S106 Planning Obligation restricting the use of the proposed dwelling to meet local affordable housing need in perpetuity the Council support the application.

Clerk to submit CC

Noted That in the discussion arising reference was made to periodic surface water entering the site from the unclassified road leading to Linkinhorne.

Clerk returned to the meeting

- ii) PA18/10139. Addicroft Mill, Pushabrigde. Erect two roof lanterns. iii) PA18/10140. Addicroft Mill, Pushabrigde. Listed Building Consent to construct two roof lanterns.

In principle Linkinhorne Parish Council accepts the planning application but would like to register its reservation that there is insufficient information included in the application to accurately establish the impact on the character of the listed building. Linkinhorne Parish Council therefore requests that Cornwall Council reviews these features before coming to a decision.

Clerk to submit to CC

b) Decisions received from Cornwall Council Planning and Regeneration

Notification:

- PA18/09498. Barnacre Road From Lowerlake To Barnacre Rilla Mill Works to trees covered by a Conservation Area - Coppice of 4 Alder and 1 Ash.
- PA18/09989. Netherhill, Rilla Mill. Works to trees within a Conservation Area, namely - T1 - Ash, T2 – Oak and T3 - Tulip Tree - all to be crown reduced

Decisions:

- PA18/08534 APPROVED. Plash Mill Farm Lane Upton Cross. Proposed extension to dwelling
- PA18/08074 APPROVED. Grove Farm, Linkinhorne. Demolition of part of a store building, with subsequent rebuilding on same footprint; demolition of two storey garage with workshop and attic room, with rebuilding to provide a double garage with first floor studio/home office, and additional off road parking.
- PA18/07293 APPROVED. Manor House Inn Rilla Mill. Construction of nine motel rooms with external works with variation of Condition 2 (approved plans) of Decision PA18/00484 dated 16th May 2018 to allow for stone quoins to the building with

rendered panels between.

9) Play equipment and recreational areas

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

The usual weekly safety inspections for Jubilee Field and Parsons Meadow were provided. The benches with the chess / draught tops on them need to be removed or the tops taken off. The stream also appears blocked at the Sterts end. It was **agreed** that a quote was obtained for removal of the bench tops.

Clerk

b) Discuss and agree upon a plan of action regarding the maintenance of track around the field and the mole problem.

It was **agreed** that quotes would be obtained for weed spraying the track in the spring and that an appropriate method of removing the moles would be investigated.

Clerk

c) To consider / agree upon the use of Jubilee field as a fire evacuation assembly point for Linkinhorne Parish Hall.

Resolved to approve the use of Jubilee Fields as the fire evacuation assembly point for Linkinhorne Parish Hall

10) Neighbourhood Development Plan (NDP) – to receive update

A meeting will be held on the 26th November 2018 with Cornwall Community Land Trust to look at what the housing requirement is within the Parish.

NDP is currently on hold as there have been changes going on and issues raised by other Parishes experience of the NDP and its interpretation. The parish already has half of the minimum required properties with approved planning permission. If the current trend continues the minimum numbers of new properties within the parish could exceed its required minimum by 2030.

11) Consultations Cornwall Council:

NDP /
Finance
Group

a) To consider/respond to the Housing Supplementary Planning Document (SPD) published by Cornwall Council.

Resolved to delegate responsibility to the finance working group and NDP working group.

b) Safer Cornwall Partnership Plan Consultation.

Noted –no comments to submit

c) To discuss/ decide on a response to the tender renewal of the Pop Up Sites at Houseman's Car park.

It was agreed that the clerk would write a letter to Cornwall Council expressing the concerns of the potential impact on the businesses and to highly that it is understood that consent was given for the car park and precluded businesses activity as a covenant. Information was provided by a parishioner that there is a planning condition and more particularly a restrictive covenant which prevents the use of the car park for commercial use.

Clerk

12) Public Conveniences

a) Minions – replacement of the soap dispensers in the men’s and disable toilets.

Resolved to approve the replacement of the soap dispensers and purchase of soap.

Clerk

It was highlighted by a member that the prediction given by the mid-term financial review is that 25% of the precept for 2018-19 will have been spent on the provision of the public conveniences in the parish. The member suggested that a sign be placed on the toilets door highlighting the cost of the toilets to the Parish and that the charge of 20p ensures that they remain open.

b) Upton Cross – update.

The clerk updated the council on the position of the deed of release of covenant for the original public conveniences at Upton Cross.

13) To discuss the changes made to property previously used as Upton Cross shop.

Information was provided on the acknowledgement received on the 15th October 2018 from Cornwall Council that the reported potential breach of planning at the property previously known as Upton Cross Shop is being investigated:

- The matter has been formally registered and allocated to a Development Officer for investigation.
- If the matter is not a breach of planning control this case will be closed and the Parish Council will be notified of the outcome. The average time for a case to conclude where no breach of planning control is found is 9 weeks.
- If the matter is a breach of planning control, further work will be required to progress the case to a resolution. The average time for a case to conclude where a breach of planning control has occurred is 16 weeks (please see overleaf for further information).
- During the course of the investigation the Development Officer will not be able to provide the Parish Council with updates due to the General Data Protection Regulations.

14) To consider / decide upon adding a page on the website for the Roberts and Jefferies Foundation

Resolved to approve the addition of information concerning the Robert and Jefferies Foundation to the parish Council website.

Clerk

15 Exclusion of Press and Public 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

Clerk left the meeting

16) Staff Appraisal

The outcome of the annual appraisal of the Clerk was reported arising from which it was: **Resolved** that an increment be awarded within the approved salary scale scp12-scp20 effective from 1st April 2019.

Clerk returned to the meeting

17) Burial ground next steps.

A land valuation for the extension of the Civic Burial Ground provided by the Duchy of Cornwall was given to the members. A discussion around the valuation given and the lands being considered by the Neighbourhood Development plan took place. As a consequence of this discussion it was:

Resolved that the finance working group would respond to the Duchy of Cornwall land agent, indicating that the valuation was not considered to represent fair value for money and the Parish Council were disappointed as they have worked successfully with the Duchy of Cornwall on past projects.

Finance Working Group

18) Correspondence (as listed)

a) Items for information only

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
11/10/2018	Rural Service Network	The Rural Bulletin - 09 October 2018
11/10/2018	Civic Voice	Be a conservation champion
11/10/2018*	Dark Skies	Cornwall Council Dark Sky Newsletter: Free Planet Spotting Event & Big Dipper Campaign
11/10/2018	Cornwall Streetworks Team	Henwood emergency closure
15/10/2018	CC	Press release: Deadline for secondary school applications
16/10/2018	CC	Alleged unauthorized change of use from shop/post office to holiday accommodation Upton Cross Post Office Upton Cross Liskeard Cornwall PL14 5AX
16/10/2018	CC	Cornwall Council Bulletin re draft budget stakeholder briefing event
16/10/2018	Rural Service Network	The Rural Bulletin - 16 October 2018
18/10/2018	CALC	Crantock Parish Council - Judicial Review
18/10/2018	Cruse Bereavement	Cruse Bereavement Care in Cornwall appeal
24/10/2018*	Cornwall Streetworks Team	Caradon Town emergency closure
29/10/2018*	North Coast Cluster Group	Cornwall Local Plan Affordable Housing and Housing Apportionment
1/11/2018	Rural Service Network	The Rural Bulletin - 30 October 2018
1/11/2018	Civic Voice	War Memorials News - 30th October 2018
1/11/2018	CALC	CALC October Newsletter 2018
1/11/2018	Came and Company	Council Matters Autumn 2018
5/11/2018	Caradon Community Network Panel	Callington Information Service

19) Close of Business

The meeting closed 9:21pm