

Linkinhorne Parish Council

Minutes of Meeting of the Council

Monday 10th June 2019 at Linkinhorne Parish Hall, Upton Cross, 7.30pm

MINUTES

Those present were: Cllr Ward (Vice-Chairman), Cllr Boarland, Cllr Corfield, Cllr Daniel, Cllr Lobban, Cllr Rounsevell, Cllr Stansfield, and Cllr Wallis.

**Action
required
by:**

Melanie Kilby (Clerk)

Cornwall Councillor Flashman

Members of the public: 2

1) Absent: Apologies received from Cllr Hearn (Chairman), Cllr Hordley, Cllr Sharp-Philips and Cllr Sturrock.

Resolved that Cllr Ward (Vice Chairman) could take the Chair in the absence of the Chairman.

- 2) Code of Conduct:**
- a) Declarations - None
 - 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 wording on p28 (Item 16) changed fromand will be available soon on the parish council website ...to and will be available soon for the Parish Council to review.

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

Cllr Stansfield entered the meeting

5) Reports from and matters of concern to:

- a) Cornwall Councillor Daw – Not present.
- b) Reports from other councillors (other meetings, conferences) – Nothing to report.

Cllr Corfield entered the meeting

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) £198.00 inc VAT WesternWeb LTD (Website).
 - ii) £15.75 LPH (Rent).
 - iii) £63.00 C. Rounsevell (Flooring Jubilee Field).
 - iv) £509.58 inc VAT Cormac Solutions Ltd (Maint. Jubilee Field).
 - v) £20.61 M. Kilby (Admin).

- c) Receipts
 - i) £200.00 FD Hall (2nd Burial)
 - ii) £728.51 JFRC (donation towards maintenance of Jubilee Field)

Cllr Lobban entered the meeting

It was agreed that item 10 could be brought forward

10) Public rights of way – To consider / discuss Footpaths: FP 14 (Darley to Henwood) and FP7 – (Layby below Upton Cross to Minions Road)

A discussion took place around Footpath 7. Part of the footpath runs through a property. The owners have approached the footpaths working group and the parish council with the suggestion that an alternative permissive path could be used. It is unlikely that the route of the public footpath could be altered and there is a legal process for undertaking this. If the land owner wishes to proceed with changing the route of the public footpath, it would be the landowner's responsibility to make a formal application to Cornwall Council. As the public right of way must remain open to the public, clear signage would need to be placed at the beginning and end of the permissive path indicating the alternative route and the route of the public right of way. The responsibility for the maintenance of the permissive path lies with the landowners, with the parish council remaining responsible for the maintenance of the public right of way.

The Chair of the Footpath working group gave an update on footpath 14 (Darley to Henwood). A land drain which has been blocked has caused problems with water and mud, making the footpath difficult to walk. Cornwall Council has sent the landowner a letter asking for the drain to be reinstated. If the landowner does not take action Cornwall Council will reinstate the drain. A discussion took place on whether the landowner had right of way along the footpath in a vehicle. The Clerk was asked to contact Cornwall Council to ask whether the land owner has right of way over the footpath.

Clerk

Cornwall Cllr Flashman entered the meeting

7) Planning

- a) Planning Applications
 - Proposed, seconded, and upon being put to the vote it was **resolved** to make the following recommendations:

- i) PA19/03839. Notter Farm Henwood. Change of roof light to dormer window, with associated works. Linkinhorne Parish Council supported the application.

Clerk
report
recommen
dations. to
CC

- b) Decisions received from Cornwall Council Planning and Regeneration

- PA19/04189. 2 Duchy Terrace Minions Works to trees in a conservation area, namely remove 6 metre high Leylandii trees (approximately 8) and replace with fence and hedging.

8) Play equipment and recreational areas

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

The weekly safety reports were provided.

An update was given on any outcomes from the annual inspection:

- Jubilee field
 - The caps on the ends on the monkey bars have been replaced.
 - Clerk is to obtain quotes for new swing seats and addition of strimmer guard on all posts located on grass. Clerk
 - The rusting tops of the benches have been removed.
 - The base of the slide has been looked at, a method of repair is being considered.
- Parsons Meadow
 - Materials have been purchased and work will be undertaken on replacing the flooring and seat on the multi-play equipment.

b) To consider / decide upon a request to use Jubilee Field Play area as part of a birthday celebration on 14th July between 10 and 3pm.

It was **agreed** that Jubilee Field could be used for the birthday celebration subject to the following conditions:

- The users must take any rubbish home
- The field is left as it was found
- Public access must be maintained
- Any damage occurring must be reported to the Clerk

In regards to the Bouncy castle, the parish council **agreed** that a bouncy castle to be used. The owner of the bouncy castle must have adequate public liability insurance and have undertaken a risk assessment. These documents must be provided to the parish council for the meeting on the 8th July 2019 for permission. Without these documents the parish council retains its right to withdraw support. Access for the vehicle associate with the bouncy castle was given.

In regards to the BBQ. Due to Jubilee Field being a public open space and the potential risk it presented to children playing in the play area members **did not agree** to have a BBQ in Jubilee field.

It was **agreed** that the Parish Council would not charge for the use of Jubilee Field however, a donation would be welcomed towards the maintenance of the play equipment.

The Clerk was asked to undertake a risk assessment of the field prior to the event. Clerk

It was agreed that Item 5a could be discussed due to Cornwall Cllr Flashman joining the meeting

5) Reports from and matters of concern to:

a) Cornwall Cllr Flashman was in attendance on behalf of Cornwall Cllr Daw

Cornwall Cllr Flashman now has regular site visits with Highways, Planning and Footpaths. With Footpath's he is looking at moving the location of footpaths which go across a field to the side of a field and installing dog netting to ensure the security of the stock and public. He highlighted the work that the Highways team has undertaken, improving the maintenance schedule for clearing drains and maintaining back gullies to every two years. He is happy to take forward issues with those parishes in the Caradon network area.

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

A meeting of the NDP working group has taken place and the final version will be circulated to all members later in the week. The clerk was asked to organise a meeting between the NDP working group and the parish council to provide the opportunity for the NDP to be scrutinised and any question asked prior to the submission of the final document. The Clerk was asked to circulate a Clerk

number of dates for a meeting to take place and organise a special meeting. If members are unable to attend the meeting they are welcome to provide any feedback / questions via the clerk or be contact by phone during the meeting.

11) Cornwall Community Land Trust (CCLT) – To decide / approve representatives for the Housing Working Party.

It was **agreed** that the clerk could organise a meeting between the parish council and the CCLT. This meeting is to be organising after the NDP meeting. It was **agreed** that aligning the NDP and any potential project with the CCLT was an important priority. The members discussed the conflict of interest between councillors and any projects brought forward. It was **agreed** that the code of conduct is to be strictly followed and that any declarations of interest are declared by the members. Once the meeting with the Parish Council and CCLT has been held, parishioners will be sought to join the working party. Clerk

12) Public Conveniences – To provide an update on:

a) Minions

A plumber has finally been sought to provide a quote for the work on the ladies toilets.

b) Upton Cross

The changes to the covenant associated with the original public convenience near the school at Upton Cross were briefly discussed and it was **agreed** to bring this to the next meeting.

13) Burial Ground - To consider/ discuss the

i) the use of the compost bins,

Resolved to remove the compost bins as people were using them as litter bin. Discussion took place around a sign asking people to take their rubbish home. It was **agreed** that the bins could be donated to the allotment holders.

ii) maintenance of the bench and quote for repair,

Proposed, seconded, and upon being put to the vote it was **resolved** to approve the quote for bench repairs

iii) Path maintenance.

It was **agreed** that a member would undertake the weed spraying of the path in the Civic Burial Ground. Cllr CR

iv) The placing of a notice at the entrance of the burial ground.

It was **agreed** to defer this item to the next meeting

14) To consider / discuss the disposal of the projector screen.

It was **agreed** that the Clerk could dispose of the projector screen.

15) Notification of Councillor Vacancy.

The Council was notified that a vacancy now exists on the Parish Council and Cornwall Council electoral services have been informed.

16) Correspondence (as listed)

a) Items for information only

- The Clerk had received a response from The Duchy of Cornwall regarding the burial ground extension. Information will be provided at the next meeting
- BT kiosk will be a parish council assets as of the 15th June 2019. Bring Ideas for what it could be used for at the next meeting.
- Updates were requested for the enforcement of The Old Post Office, Upton Cross and Land at Tolkenbury Manor

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

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
16/05/2019	Rural Service Network	The Rural Bulletin - 14 May 2019
16/05/2019	CCNA	Volunteer Cornwall Workshop 22nd May
20/05/2019	NALC	🏆 Star Council Awards
20/05/2019	ANOB	Cornwall AONB Latest news: including FREE event 22nd May 2019, 7pm, Evening of Poetry, CAST at Helston
20/05/2019	NALC	👤 Chief executive's bulletin
21/05/2019	Eden Project Communities	The Big Lunch
21/05/2019	Rural Service Network	The Rural Bulletin - 21 May 2019
21/05/2019	CC	Reviewing Cornwall's Homelessness Strategy - consultation
23/05/2019	Streetworks CC	Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic Road From Churchtown Farm To Browda Gate Cottage, Rilla Mill
25/05/2019	Fields in trust	New Fields in Trust research into South West's park and green space provision
27/05/2019	NALC	👤 Chief executive's bulletin
29/05/2019	Rural Service Network	The Rural Bulletin - 29 May 2019
02/06/2019	NALC	👤 Chief executive's bulletin
02/06/2019	CALC	CALC NEWSLETTER - MAY 2019
06/06/2019	Rural Service Network	The Rural Bulletin - 04 June 2019
06.06.2019*	CC	Update on Community Governance Review for Cornwall 2019
06.06.2019*	Calor Rural Community Fund	2 weeks to use up your votes for the Calor Rural Community Fund
06.06.2019	CCLT	Cornwall Community Land Trust AGM and Review
06.06.2019	Rural Service Network	RSN Rural Funding Digest - June 2019 Edition
06.06.2019	CCNA	Caradon Community Network Panel Agenda and Information Pack
10.06.2019	Community Flood Resilience Co-ordinator	CCFF Quarterly Meeting - Friday 14 June 2-4.30pm Ladock Village Hall

* sent by email

Decisions and notifications received from Cornwall Council Planning and Regeneration

Notification:

- PA19/04189. 2 Duchy Terrace Minions Works to trees in a conservation area, namely remove 6 metre high Leylandii trees (approximately 8) and replace with fence and hedging.

17) Close of Business The meeting closed 9:15pm

