

Linkinhorne Parish Council

Minutes of Meeting of the Council

Monday 8th July 2019 at Linkinhorne Parish Hall, Upton Cross, 7.30pm

MINUTES

Those present were: Cllr Hearn (Chairman), Cllr Ward (Vice-Chairman), Cllr Corfield, Cllr Hordley, Cllr Lobban, Cllr Rousevell, Cllr Stansfield and Cllr Wallis.

**Action
required
by:**

Melanie Kilby (Clerk)

Cornwall Councillor Daw

Members of the public: 3

1) Absent: Apologies received from Cllr Boarland, Cllr Daniel, Cllr Sharp-Philips and Cllr Sturrock.

- 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 10th of June 2019 be confirmed, and these were signed as an accurate record of the meeting subject to the following change on p32 item 10 para.1 sentence 7 Change begging to beginning.

It was agreed that item 6 to be moved forward

6) Introduction to the new PCSO for Liskeard and discussion of future working arrangements.

The Parish Council was pleased to have in attendance Steve Edser, **the Liskeard Neighbourhood Police Community Support Officer (PCSO)**. Steve introduced himself and provided information on his role as a PCSO. He handed out information on the Devon and Cornwall Alert, which is a two way community messaging system, operated by Devon and Cornwall Police. The system helps the Police to connect with local communities; it tells people what is happening in their area and allows them to respond directly with any information. The system is designed to allow people who register to choose the type of information they would like to receive concerning crime and anti-social behavior, witness appeals, crime prevention, community events and local good news. For more information see <https://alerts.dc.police.uk/>.

As part of his role PCSO Edser has received concerns over speeding through Minions Village. In response he has been undertaking monitoring only, as he does not have the ability to prosecute. The table to the right shows his findings. Due to the car travelling at 50mph he is on

DATE	NUMBER CARS	CARS OVER SPEEDLIMIT (3MPH)
19 th June 2019	43 cars	2 at 35mph; 1 at 37mph 1 at 38mph
25 th June 2019	43 cars	11 between 37mph and 40mph 1 at 50mph
2 nd July 2019	53 cars	2 at 36mph 1 at 41mph

the cusp of escalating the issue to speed enforcement team who have the ability to prosecute. Discussions took place concerning speeding through Upton Cross, especially around school pick up and drop of times. The parish council has requested that monitoring also takes place at Upton Cross.

Cllr Stansfield entered the meeting

To contact the Liskeard Neighbourhood Team:

- For non-emergencies - Telephone 101 or Crimestoppers - 0800555111
- Email: CLOSNBMLiskeard@devonandcornwall.pnn.police.uk
- Website: www.devon-cornwall.police.uk

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

No matters were raised by those in attendance

5) Reports from and matters of concern to:

a) Cornwall Councillor Daw – Gave a brief update on what is going on at Cornwall Council. A 40mph speed limit for the moor road between Minions and St Cleer was discussed. There has been a £200,000 pot of money put aside by Cornwall Council to keep the Cornish Language alive.

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

Cornwall Councillor Flashman indicated that previously a friendly warning was used to pull over drivers that were in excess of the speed limit. Their number plates were taken and they were advised of the speed that they were going. This has worked well in the past.

Members agreed to move item 8c to be discussed while Cllr Daw was present.

Item 8c Enforcements:

i) The Old Post Office – to discuss / approve further action on the enforcement case.

The Clerk confirmed that the case officer has closed the enforcement case regarding The Old Post Office at Upton Cross. Due to the location of the property (within the conservation area) planning permission is required for change of use for the room previously used as the Post Office and shop. However, it was considered by Cornwall Council that the 'level of harm' was not significant enough to warrant any further enforcement action therefore, they have closed the case. The case officer has had a verbal telephone conversation with the owner and the owner has been sent a letter informing them that they have to obtain planning permission for change of use for that room. The case officer highlighted that they would require planning permission for change of use prior to selling the property. It was **agreed** that a complaint be submitted to Cornwall Council on how the enforcement case has been dealt with and the failure of Cornwall Council to facilitate the registration of the portion of the property previously used as the shop and post office as a community asset.

ii) To discuss the construction of a field wall, Downgate Upton Cross.

The case officer investigating the construction of a field wall and earthworks near Downgate, Upton Cross has confirmed that it is still under investigation.

7) 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) £20.25 rent (RMVH).
ii) £192.00 inc VAT Defibrillator maint. Fee (Duchy Defibrillators).
- c) Receipts i) none

8) Planning

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

i) None received
- b) Decisions received from Cornwall Council Planning and Regeneration
- PA19/01703 APPROVED. South Yolland Farm Upton Cross. The erection of a block of three garages.
 - PA19/03839 APPROVED. Notter Farm Henwood. Change of rooflight to dormer window, with associated works.
- c) c) Enforcements:
i) The Old Post Office – to discuss / approve further action on the enforcement case.
ii) To discuss the construction of a field wall, Downgate Upton Cross.

Item was moved forwards and discussed follow item 5.

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 bumble bees appeared to have left if they do not return / there are no sign of them in a week then the tape and signs are to be removed.

b) Designation of a Councillor to undertaken necessary RoSPA training and to coordinate weekly inspections for Jubilee Field and Parsons Meadow.

Deferred to next meeting Clerk to re-circulate the dates of the training.

c) To receive / approve document information for use of play area for birthday celebration.

Information was received and approved for the Birthday celebration.

A request for the use of the field for stalls at the Art Exhibition from the 10-18 August 2019 was discussed. It was **agreed** in principle subject to approval at the next Parish Council meeting, that Jubilee Field could be used for a few stalls for the Art Exhibition between 10-18 August 2019 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 at all times and people cannot be charged for entering the field;
- Any damage occurring must be reported to the Clerk;
- No cars are allowed access to the field;
- The stall holders have suitable public liability insurance cover;
- Stalls are not to be left unattended;
- Stalls are removed from the field at the end of the day; they must not be left over night.
- The field is not to be used in adverse weather conditions.

d) Quotes for work to be undertaken:

i) To consider / approve quote for weed spraying of the track around Jubilee Field

Resolved to approve the quote for weed spraying of the track around jubilee field in the sum of £105.00.

ii) To consider / approve the quote and addition of strimmer guard on all posts located on grass within Jubilee Field.

Resolved to purchase strimmer guards for post on wooden play equipment in the sum of £66.00 (30 posts *£2.20).

iii) To consider / approve the quote for replacing swing seats, need to consider larger washers to spread load.

The Clerk was asked to obtain additional quotes for the replacement swing seats with / without the chains.

iv) To consider / approve the removal of graffiti, cleaning and treatment of wooden items in Jubilee Field.

Resolved to approve the removal of graffiti in the wooden house. Clerk to investigate and purchase wood preservative safe to use in a play area. Two members agreed to undertake the work as necessary.

10) Roberts and Jeffery Foundation. i) To discuss the appointment of a replacement Trustee.

The Clerk was asked to advertise in the Link and website / Facebook for new trustees. Item deferred to next meeting.

11) Neighbourhood Development Plan i) to receive any update

It was requested that the clerk upload the latest version of the Neighbourhood Development Plan to the parish council website, asking parishioner to comment by 5pm on the 28th August 2019. The Neighbourhood Development Plan steering group will be attending the next Neighbourhood Development Plan surgery with Cornwall Council on the 6th September. The latest version of the Neighbourhood Development Plan has been sent to the Development

Officer from Cornwall Council for comments and feedback.

12) Public Conveniences

a) Minions – i) To consider / approve quote received for work to be undertaken on the ladies public convenience at Minions

Resolved to approve the quote for work to be undertaken on the public convenience at Minions in the sum of £950.00.

b) Upton Cross – update. Nothing to report.

13) Cornwall Council Consultations: to consider whether to respond and, if so how, to:-

i) Community Governance review 2019. To consider whether a request to make changes needs to be submitted.

Resolved that Cornwall Council be advised the council was satisfied with the current proposal and that there were not any requests for changes to be made.

ii) Polling Districts and Polling Places Review – To consider whether the proposed (no change to current) polling stations and voting arrangements are suitable.

Resolved Cornwall Council be advised that the council was satisfied with the current proposal and that there were not any requests for changes to be made.

iii) Street Trading Review

Resolved to defer to next meeting. Clerk to investigate how this affects pop ups.

14) Burial Ground

i) To consider / approve the placing of a notice at the entrance of the burial ground.

Resolved to approve the placing of a notice at the entrance to the burial ground. Clerk to arrange sign and installation.

15) To discuss / consider maintenance and use of Phone Kiosk at Rilla Mill.

It was **agreed** that the item could be deferred to the next meeting and the clerk was asked to advertise for groups or organisation wishing to utilise the kiosk.

16) To consider / approve timeframe for Co-option of Councillor advertisement

Resolved that as the advertisement for filling the vacancy by election had not received any requests, the vacancy can now be filled via the co-option process. The clerk was asked to advertise the vacancy and bring back any applications to the September meeting.

17) To consider / approve the creation of a Facebook page for sharing of information only.

The Clerk is to liaise with CALC on what is recommended for a parish council. Concerns were raised on the management of the page and the impact on the Clerks time.

18) To consider whether a meeting in August is required.

Resolved to proceed with the August meeting should planning applications for consideration be received by the Clerk.

19) Exclusion of Press and Public: to exclude press and public on the grounds that the following items of business involves disclosure of confidential information as defined in Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by virtue of relating to confidential information of a commercial nature or relating to persons other than the council.

i) Public Conveniences: To discuss/ approve action and associated fees required, relating to the change of covenant for the original public conveniences at Upton Cross.

Resolved that the Clerk write to Cornwall Council asking them to provide a breakdown of the work that has been undertaken and associated costs.

ii) Burial Ground: To consider / discuss correspondence received from the Duchy of Cornwall.

Resolved that the Clerk write to the Duchy of Cornwall with a proposal concerning the extension of the burial ground.


iii) To discuss Clerks additional / project hours.

Resolved that the Clerk will be reimbursed on a quarterly basis for any additional hours when working on designated parish council projects, subject to approval at full council meeting. A log to be kept of additional hours worked on projects approved by Council for such arrangements.

20) Correspondence (as listed)

a) Items for information only

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
11/06/2019*	CCNA	Voluntary Sector Update - East Cornwall
11/06/2019*	NHS Kernow Clinical Commissioning Group	Integrated Community Services - Saltash
11/06/2019	Rural Service Network	The Rural Bulletin - 11 June 2019
13/06/2019*	CCNA	Find Volunteers Workshop - 20 June 2019
17/06/2019*	NALC	LCR Winter 2018 Survey
17/06/2019	NACL	Chief executive's bulletin
17/06/2019	CC	Polling Districts and Polling Places Review.
20/06/2019	Cornwall Streetworks Team	Middlewood Hill, North Hill - intention
20/06/2019	Rural Service Network	The Rural Bulletin - 18 June 2019
20/06/2019*	CC	Climate change and carbon neutral Cornwall
20/06/2019	CCNA	SE Cornwall Economic Sub Group 6th June meeting notes
20/06/2019	NALC	Newsletter
20/06/2019	SLCC	News Bulletin - 20th June 2019
20/06/2019*	Arqiva	Repair works to road from Minions to communication mast Caradon Hill.
24/06/2019	Dark Skies	Take part in a solar observing day, comment on the West Cornwall designation proposal and visit an exhibition with a difference

27/06/2019*	Saltash Town Council	The Launch of the Saltash Neighbourhood Plan Consultation Draft to 2030
27/06/2019	Rural Service Network	The Rural Bulletin - 25 June 2019
27/06/2019	NALC	Chief executive's bulletin
1/07/2019	CC	EN19/00327 construction of field wall Downgate Upton Cross.
1/07/2019	Cormac	Highways Engagement Event
1/07/2019	Fields in Trust	Last chance to nominate for UK's Best Park 2019
2/07/2019	Coastline Housing	News from Coastline Housing
<i>Agenda Distributed</i>		
4/07/2019	<i>Rural Service Network</i>	<i>RSN Rural Funding Digest - July 2019 Edition</i>
4/07/2019	<i>NALC</i>	 <i>NALC Newsletter</i>
4/07/2019	<i>SLCC</i>	<i>News Bulletin - 3rd July 2019</i>
7/07/2019	<i>CAN</i>	<i>Caradon Community Network Highways Scheme June Update</i>

20) Close of Business

The meeting closed 9:36 pm