

# **Linkinhorne Parish Council**

## **Minutes of Meeting of the Council**

**Monday 9<sup>th</sup> September 2019 at Linkinhorne Parish Hall, Upton Cross, 7.30pm**

### **MINUTES**

**Those present were:** Cllr Hearn (Chairman), Cllr Ward (Vice-Chairman), Cllr Boarland, Cllr Daniel, Cllr Hordley, Cllr Lobban, Cllr Stansfield, Cllr Sturrock and Cllr Wallis.

**Action  
required  
by:**

Melanie Kilby (Clerk)

Cornwall Councillor Daw and Cornwall Councillor Flashman

Members of the public: 2

**1) Absent:** Apologies received from, Cllr Corfield, Cllr Rounsevell and Cllr Sharp-Philips.

**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 12<sup>th</sup> of August 2019 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**

The Chairman of the Roberts and Jeffery Foundation provided information on the charity and expressed the fact that the success of the charity is reliant on the people appointed. The current treasurer was appointed 7 years ago and has been very loyal and efficient trustee. Unfortunately for health reason the treasure is no longer able to attend meetings. Therefore there is a need to appoint a new trustee to undertake the role as treasurer, with a plan hand over period. In addition there are two co-opted trustee positions vacant. Ideally the charity is looking for them to take over as chair or secretary in the next 1-2 years.

A parishioner raised the fact they would be standing down as organiser of the poppy appeal. Some stock is available for those who are interested in undertaking the role. The Parish Council thanked them for their 30+ years' service in organising the poppy appeal in the Parish and beyond.

It was highlighted that the bus shelter at Minions could do with a clean.

The issue with the footpath at Henwood to North Darley was highlighted.

### **5) Reports from and matters of concern to:**

- a) Cornwall Councillor Daw – arrived after item was discussed. Item discussed late in the meeting between items 9 and 10.
- b) Reports from other councillors (other meetings, conferences) – Nothing to report.

### **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) £115.50 Mr R. Stephens (Bench repairs Jubilee Field and Minions toilet door repairs)
- ii) £240 inc VAT PKF Little John (External Audit).
- iii) £424.65 inc VAT Cormac Solution Ltd (Maint. Jubilee Field).
- iv) £950.00 JWS Heating and Plumbing (Minion WC ladies new sink and tap).
- v) £241.70 inc VAT Cormac Solutions Ltd (WC clean UX July).
- vi) £241.70 inc VAT Cormac Solutions Ltd (WC clean Minions July).
- vii) £147.00 Mike Todd (Civic Burial Ground, Upton Cross. Bench repairs)

c) Receipts i) £124.35 Minions WC coin collection

d) To approve removal from asset register and disposal of printer. **Resolved** to approve.

## 7) Planning

a) Planning Applications

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

i) PA19/06546. 8 Highbury Estate Woodland Rise Rilla Mill. Proposal to erect conservatory at rear.

ii) Any applications received before the meeting

a. PA19/06010 Riverside Plushabridge Upton Cross Erection of two conservatories. One located at the rear of property, one to side of property. Response to consultation: Linkinhorne Parish Council wishes to raise its concerns over the scale of the two conservatories, as it is inconsistent with the character and location of the property.

Under the Planning Protocol the Parish Council has been contacted by the Planning Officer who, after a site inspection, was minded to approve the application. It was agreed that the Parish Council **agreed to disagree** with the planning officer's decision.

b) School railing proposal (Information received after distribution of the agenda therefore not a formal decision and to be approved at the next parish council meeting in October)

The proposal allows for sandblasting of the existing cast iron fence and repainting in the School Blue. Then a new 1.6m high fence installed behind; this will be in the same colour blue as the cast iron.

It was **agreed** that the Clerk write to Kernow Learning (Previously ACE Academy) regarding the following points:

Linkinhorne Parish Council has concerns over the ability of parts of the existing cast iron fence withstanding the sand blasting process. If portions of the fence are damaged beyond repair how will this be dealt with?

Although the Parish Council welcomes the retention of the original cast iron fencing. The Parish Council was disappointed as at the meeting prior to this proposal it was

discussed that the original fence be removed and replaced with a fence made of a modern material that meets the requirement for safeguarding but, in the design of the original cast iron fence, for which a quote was provided. In essence a long term solution which in the short term is more expensive and slower to install but over time presents a safe environment which is in keeping with the historic aesthetic of the building.

b) Decisions received from Cornwall Council Planning and Regeneration

- PA19/06675 APPROVED. Grove Farm Linkinhorne. Non material amendment for dormer to first floor home office in lieu of rooflights (Application number PA18/08074 dated 18th October 2018 relates).

## 8) 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. Issues were highlighted with the 5 a side goal post at Jubilee Field. The clipping pins were missing these have been replaced.

There has been no sign of the bumbles bees for several weeks and it was recommended that the tape can be removed, re-opening the tunnel.

A member of the public reported the larger swing being broken. The Clerk has taped off the swing seat affected and will replace the missing nut.

### b) To decide / confirm rota for play area inspection Oct 2019 to Oct 2020.

The rota for the play area inspections was discussed. **Resolved** to approve the rota for last year up until April 2020:

Month	Individual responsible
October 2019 – November:	Andy Ward
November – December:	Andy Ward
December – January 2020:	Andy Ward
January – February:	Chris Daniel
February – March:	Chris Daniel
March – April:	Carol Stansfield
April – May:	TBC
May – June:	TBC
June – July:	TBC
July – August:	TBC
August – September:	TBC
September – October:	TBC

### c) To consider / approve the use of Jubilee field for Community Apple Day on 29th September 2019.

It was **agreed** that Jubilee Field could be used for a few stalls for Community Apple Day on 29th September 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.

**9) Neighbourhood Development Plan (NDP) – to receive an update.**

The Neighbourhood Development Plan steering group attended a Neighbourhood Development Plan Surgery to discuss the latest version of the Neighbourhood Development Plan. The meeting appeared to be positive and awaiting comments. Once received and if need amendments undertaken, it was **agreed** that the Neighbourhood Development Plan could be submitted for pre-strategic review.

*Cornwall Cllr Daw and Cornwall Cllr Flashman arrived at the meeting*

**Item 5 a was undertaken**

**5) Reports from and matters of concern to:**

- a) Cornwall Councillor Daw

Cllr Daw referred to the 'High Street Hero's funding 'she is to forward the information on to the Parish Clerk.

A discussion was had concerning the potential for a shop in the old functions room in the Caradon Inn.

Cllr Flashman indicated that there was some funding available for footpaths that require maintenance. The Community Infrastructure Levy (CIL) money will start to become available. He recommended that the Parish Council start to look at potential project which could make use of this money.

**10) CCLT – To receive an update and consider proposed terms of reference for Working Party**

The council were presented with the proposed term of reference for Linkinhorne Housing Working Party. Amendments to be made are as follows:

- Change CLT to CCLT in the first and last paragraphs
- Addition of a sentence to P2 Para 2 :  
There will be no restriction on membership numbers other than it shall include not less than 3 members appointed by the Parish Council. *The Chairman will be one of the 3 appointed Parish Councillors.* A circulation list of invitees will be kept but it is not the intention of the Working Party to maintain an accurate up to date 'membership' list as such.

**11) To discuss / provide comments on the Upton Cross Highway Scheme feasibility study reflecting the Parish Councils request for a 20mph limit (previously circulated).**

Linkinhorne Parish Council appreciates Cormac Solutions Limited efforts in undertaking the feasibility study and suggested design of the speed calming measures. One concern highlighted

was the effect on large lorries and agricultural vehicles. It was requested that the clerk ask for confirmation that the design accommodates for this type of vehicles, as at Darley Ford there is a haulage /bus company who use the road on a regular basis.

**12) Public Conveniences**

**a) Minions – To receive an update on work undertaken.**

Work will be completed on the women’s public conveniences at Minion next week. The Clerk informed the members that several complaints had been received concerning the cleanliness of the toilets during busy weekends. On the Bank Holiday weekend the clerk cleaned the toilets following a complaint. The clerk recommended that additional cleaning is necessary during busy holiday periods due to the footfall. It was **agreed** that this would be discussed at the Finance and budget setting meeting to take place in October 2019.

**b) Upton Cross** Nothing to report.

**13) Policies to be reviewed:**

**i) Burial Ground Regulations - Resolved** to approve with no amendments.

**ii) Grants Policy - Resolved** to approve with no amendments.

**14) Roberts and Jeffery Foundation – To consider / approve the application for a trustee.**

After consideration of the application received the council **resolved** to appoint Nigel Willan as a Trustee to the Roberts & Jeffrey Foundation.

**15) Cornwall Council Consultations: to consider whether to respond and, if so how to:**

**i) Street Trading Review - Agreed** that there were no comment to be submitted.

**ii) Homeless and Rough Sleeping strategy for Cornwall - Agreed** that there were no comment to be submitted.

**16) To consider the applications presented for the Co-option of a new Councillor Member**

**Resolved** that, on consideration of the applications received and being put to a vote it was, Mr Beech, be co-opted to the Parish Council to fill the vacancy. Mr Beech was presented with a New Councillor Pack. Mr Beech was asked to complete the Register of Interest Form and return this to the Clerk at the next meeting prior to the commencement of the meeting, where he will duly sign the acceptance of office.

The Chairman offered the councils thanks to the other applicant for registering their interest in becoming a Councillor.

**17) *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 review responses to advertisements for expressions of interest and discuss/ approve action and associated fees required relating to the change of covenant,**

**original public conveniences by the School.**

The Council were provided with the information regarding the expressions of interest and a discussion took place regarding a cost benefit analysis. The Clerk and Chairman are to investigate the option of leasing the premises to and organisation for community use. A decision will be undertaken at the next meeting.

**18) Correspondence (as listed)**

**a) Items for information only**

**i) Allotments:**

An email has been received from the Landowners of the allotments regarding the renewal of the lease. Further information will be provided and will be listed as agenda item for a future meeting.

**ii) BT Kiosk**

The Parish Council in principle agreed, subject to approval at the next meeting, the following concerning the disposal / adoption of the following phone kiosks:

- MINIONS – the Parish Council objects to the removal of the phone box due to its location and it being a tourist hot spot.
- UPTON CROSS – an expression of interest has been received from a community group to use the phone box as a planter. Therefore the Parish Council is in principle prepared to adopt the phone box with the agreement that the community group restore and maintain the kiosk.
- BRAY SHOP – no expressions of interest have been received and due to the current state of the phone kiosk and that it has only been used twice in the last 12 months, the Parish Council has no objection to it being removed.
- RILLA MILL (already adopted by the Parish Council). A group of Rilla Mill Residence are going to refurbish the kiosk and turn it into 'The Exchange', fitted out with shelves for books and fruit & veg for those who have sufficient to give away.

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
13.08.2019	CALC	FW: 🏆 Star Council Awards 2019 - Your chance to support Feock PC's entry
13.08.2019	CC	New Dates for Day Services Drop-Ins
13.08.2019	NALC	👤 Chief executive's bulletin
13.08.2019	Dark Sky	West Cornwall consultation - now with online survey & event for stakeholder organisations and significant landowners
14.08.2019	Rural Service Network	The Rural Bulletin - 13 August 2019
14.08.2019	NALC	Newsletter
19.08.2019*	CC	Tackling Dog fouling, Littering and Fly Tipping together
19.08.2019*	CC	Appointment to Cornwall Council's Standards Committee
20.08.2019	Rural Service Network	The Rural Bulletin - 20 August 2019
22.08.2019*	CC	Planning Conference 2019
31.08.2019*	CC	Community Treasure Chest CIC CCFF AGM and Quarterly Meeting- Friday 6 September 10am-1pm Waste Water Works at St Erth
31.08.2019*	CC	Community Governance Review Update on Stage 2
31.08.2019*	Cornwall Streetworks	Darite closure - order

Linkinhorne Parish Council – 9<sup>th</sup> September 2019

	Team	
31.08.2019*	Cornwall Rural Housing Association	Annual Review 23 <sup>RD</sup> Sept 2019
01.09.2019*	PLUG-N-GO.com EV Charging Systems	Information on offering
01.09.019	Rural Network Service	The Rural Bulletin - 28 August 2019
01.09.2019*	NALC	NALC Policy Consultation - Independent Review Into Local Government Audit
01.09.2019	CALC	CALC News round-up - August 2019
02.09.2019*	Devon and Cornwall Police	PCSO Update
02.09.2019	Linkinhorne Parish Hall	annual community apple day on the 29.09.19 at the Parish Hall
02.09.2019	CC	Cornwall's Localism Summit Invitation 6th November at Wadebridge Showground

**20) Close of Business** The meeting closed 9.20 pm