

## Linkinhorne Parish Council

### Minutes of the Meeting of the Council

Monday 14<sup>th</sup> November 2022 at Rilla Mill Village Hall

#### MINUTES

Present at the meeting were: Cllr Hearn (Chairman), Cllr Wallis (Vice Chair), Cllr Beech, Cllr Corfield, Cllr Hordley, Cllr Martin.

Lena Batten (Clerk)

Members of the public: Two

#### 1) Apologies:

Cllr Barry Adams, Cllr Sharon Daw, Cllr Sharp-Phillips.

The Chairman welcomed both members of the public to the meeting.

#### 2) Code of Conduct:

a) Declarations: Cllr Hearn Minute 7 (iii).

b) Grant of dispensation: None.

#### 3) Minutes:

**Resolved That** the minutes of the previous meeting of the Parish Council held on Monday 10<sup>th</sup> October 2022 be confirmed, as a correct record and signed by the Chairman.

#### 4) Public Participation:

PCSO Steve Edser introduced himself and gave a brief overview of his previous experience within Devon and Cornwall Police and the Metropolitan Police. He gave information regarding an increase in oil theft, trailer theft and more recently, metal theft within the Parish. PCSO Steve Edser proceeded to discuss the need for additional representation within the Parish for volunteers to become involved in Community Speed Watch. He left the contact details for Parishioners to be able to speak with the local police on 101, alternatively, email [101@dc.police.uk](mailto:101@dc.police.uk), also that Parishioners can contact crimestoppers on 0800555111.

A parishioner spoke in relation to the proposed Rilla Mill Field Shelter stating that there was one sentence to be added to the Heritage Statement which would be passed to the clerk.

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

a) Cornwall Councillor Sharon Daw – Not present.

b) Councillors – Two of the Councillors fed back information in relation to an event they recently attended with regard to Cornwall Landscape Character Assessment. They detailed that Cornwall was initially split into forty areas but is now split into forty-four. They had to

submit comments in relation to what issues were deemed to be a threat to Cornwall Landscape and also what attributes were deemed to be of value.

**Resolved That** the Clerk request that Cornwall Council ensure Linkinhorne Parish Council are consulted in good time on the draft following the initial consultation prior to proceeding to the next stage.

#### **6) Finance:**

a) Cash flow of accounts / bank reconciliation

**Resolved That** the bank reconciliation/cash book statement be confirmed as an accurate account, and this was signed by the Chairman.

b) Payments

**Resolved That** the following payments be approved – i) £50.00 (Poppy Wreath donation), ii) £1129.00 (Agreed costs of materials payable in advance to contractor for Minions public conveniences), iii) £277.88 (Corserv cleaning Minions WC), iv) £277.88 (Corserv cleaning Upton Cross WC), v) £381.12 (Cormac Field Maintenance), vi) £20.00 (Rilla Mill Village Hall Hire), vii) £43.97 (Amazon Ink Cartridges), viii) £10.00 (LPH room hire), ix) £13.50 (Lena Batten, admin costs), x) £222.00 (Allotment rents), xi) £120.00 (Maintenance for allotments), xii) £72.00 (SLCC training), xiii) £36.00 (SLCC training).

c) Receipts - i) £300.00 (Burial FD Hall & Son), ii) £280.00 (Rent allotments).

#### **7) Planning:**

**Resolved That** Linkinhorne Parish Council made the following recommendations:

i) PA22/08983 - Linkinhorne Parish Council made no changes to initial views that they had no objection.

ii) PA22/09286 - Linkinhorne Parish Council made no changes to initial views that further advice from a tree specialist is required. If Cornwall Council's own tree officer agrees that the cracking is terminal and that it cannot be dealt with by surgery then would accept the felling followed by replacing with the same species.

iii) PA22/09095 -

Noted that – a) The Chairman Councillor Hearn declared an interest in the above application by virtue of indirect association and left the room during consideration thereof.

b) In the absence of the Chairman the Chair was taken by the Vice Chairman, Councillor K Wallis.

c) Councillor Corfield declared an interest in the above application by virtue of indirect association but did not leave the room in order to remain quorate but remained silent throughout.

The Vice Chairman confirmed that there was no need to discuss the application further as the amendment was regarding a change of terminology only and not any other changes to the planning application. Linkinhorne Parish Council continue to raise no objection.

Following determination of the above item the Chairman Councillor Carl Hearn returned to the room.

iv) PA22/09765 – Linkinhorne Parish Council have no objection to the application.

### **8) Play equipment and recreational areas:**

**Resolved That** Item 8 (c) was discussed first as one member of the public was present to provide an update.

(c) Matters in relation to the content of the application were discussed and it was confirmed that one additional sentence was to be added. Linkinhorne Parish Council are happy to support the application in consultation with Rilla Mill Village Hall Committee to meet the planning fees and assist with the application.

**Resolved That** the Council approve the proposed location, attendant plans and supporting statement (subject to the addition of an additional sentence in connection with Ecology which states that - the site for the shelter comprises regularly mown sward and as a consequence it is not considered that an ecological appraisal is necessary for such a small plot. The Council would proceed to submit the planning application (Minute No 13 of the October meeting refers) on behalf of the Rilla Mill Village Hall Committee.

a) Weekly safety inspections – Weekly safety inspections have taken place with no significant immediate safety issues identified in either park. There were loose washers identified on one of the swings in the Jubilee Field. One Councillor agreed to fix the seat.

One member of the public leaves the room.

#### b) Jubilee Field

i) Ground Matting - The feedback from designated Councillors in relation to the ground matting was agreed to be discussed at item 8 (viii).

ii) Jubilee Trees – a discussion on the planting and potential date of delivery for the Jubilee Trees update took place with arrangements outlined by the designated Member. The clerk confirmed that the last correspondence received on the 9<sup>th</sup> November 2022 stated a delivery date of the last week of November. They were still unable to confirm the exact date.

**Resolved That** upon confirmation of the exact date being received the Jubilee Field Working Group would liaise with Upton Cross Ace Academy in relation to the planting of the trees. The Clerk would email and confirm that the cage and stake's being offered would be required.

iii) Roadside Boundary - Following receipt of the views of the Highway Authority in relation to the boundary hedge.

**Resolved That** a) although the potential collapse of the boundary hedge is low risk as there is undergrowth around it which continues to support it, the clerk send a response confirming that the hedge bank appears to be of modern highway authority construction.

b) The deeds for the field be reviewed to ascertain if they were clear on the matter of ownership.

iv) Eastern Boundary - One Councillor fed back to the Council following a meeting with the tree warden in relation to the boundary fence adjoining the Jubilee Field with the field behind. There were two options considered, a) laying the hedge, and b) cutting the hedge. It was considered that the hedge running down the right hand side of the Jubilee Field, although overgrown, is not causing any disruption or risk and is a desirable need not essential. No current action needs to be taken, the Council will consider quotes from contractors at a later date and identify the scope of works. It was agreed that the ditch running alongside required more urgent intervention. The ditch is now running again given the weather but is not flowing adequately due to growth.

**Resolved That** The clerk source the deeds relating to the field to ensure clarification of what the Parish Council are responsible for in relation to boundary maintenance. The Jubilee Field Working Party undertake to clear the brambles and growth to ensure free flow through the ditch and complete regular reviews at the top end of the ditch to ensure no back up of water.

v) Scramble net - Three quotes were considered in relation to the repair of the scramble net. One quote was agreed upon provided the quote includes fitting.

**Resolved That** The clerk will ensure the works include fitting and provided this is the case, confirm works can proceed.

vi) ROSPA safety training for one Councillor to attend was agreed at the Parish Council Meeting in October and the clerk was asked to obtain costs for this. The costs were considered and one Councillor was willing to attend a course no further away than Exeter. Maintenance, training and inspection package that is also available was considered.

**Resolved That** Clerk speaks with the Cornwall Association of Local Councils to see if there are any opportunities for training to take place in Cornwall as part of a larger group and the designated Member be booked onto an appropriate course (in county if possible, if not at Exeter). Package which includes training, maintenance and inspection was declined.

vii) Pegging of football posts - Sourcing of pegs to secure the football posts to the ground. The Councillor initially doing this has been unable to get a response from his source.

**Resolved That** One Councillor has agreed to speak with a metal worker to see if they can be made.

viii) Groundworks - Consideration of the actions identified by the Jubilee Field Working Group in relation to the groundworks around the swing, slide, mound, tunnel and playhouse. One Councillor has sourced and costed the appropriate ROSPA compliant safety rubber matting and is able to potentially fit this under the slide. The swing area was concluded to be a more specialist job which will require three specialist quotes to be returned to the next meeting.

**Resolved That** One Councillor will purchase the rubber matting for under the slide and reclaim the costs subject to a maximum agreed spend of £150.00. A specification of what works are required will be put together by two Councillors and forwarded to the clerk to allow her to obtain three quotes.

iix) Consideration of the recommendations from the Jubilee Field Working Group in relation to the Hedge have been discussed at item (8,iv).

ii) Rilla Mill Play Area – No safety concerns were reported.

#### **9) Public Conveniences:**

a) Minions – The Chairman expressed his appreciation for Councillors and members of the public who completed the clearing of the undergrowth around the outside of the toilet block allowing the builder ease of access to complete works arranged for the 19<sup>th</sup> December 2022.

b) Upton Cross – No reports of concern.

The second member of the public left the room.

EXCLUSION OF THE PRESS AND PUBLIC.

#### **10) Public Bodies (Admission to Meetings Act 1960):**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and having regard to the confidential nature of the business to be transacted it was –

**Resolved That** the Press and Public be excluded from the Meeting for the following item of business.

c) Upton Cross toilet block

(Confidential – by virtue of relating to matters of a legal, financial or contractual or commercial nature affecting persons other than the Council) –

**Resolved That** the Council proceed on the basis outlined in the reported correspondence and consistent with its prior offer in connection with the matter.

#### **11) Burial Ground:**

i) Feedback was shared in relation to the contents of the current maintenance tender which was broadly consistent with the needs of the Council. It was noted that consultation with a neighbouring landowner would be appropriate.

**Resolved That** there is an agreed continuation of the specifications of the current maintenance tender. A site meeting to be arranged to look at additional works required that are not covered under the maintenance contract.

ii) Quotes for the removal of the spoil in the Civic burial ground were discussed.

**Resolved That** the lowest quote received in the sum of £160.00 quote is successful and was accepted. The clerk will contact them to obtain a date for the commencement of works.

**12) Costs for solicitors when storing deeds:**

The clerk was previously asked to request quotes for the storage of Parish Council deeds which were considered at the meeting.

**Resolved That** The clerk undertake to ask two new solicitors for a standard fixed price for a standard property transaction and subject to the return of these costs being adequate authority be delegated to the clerk in consultation with Chairman to place deeds and secure legal services as/if needed with the party offering best value.

**13) Defibrillators:**

Consideration was given to the feedback provided by the clerk in relation to the training of individuals to maintain the defibrillator. There was consensus that in view of the potential proliferation of such units the most cost effective and fair way for the Council to support communities was via user training which could be incorporated in a short policy.

**Resolved That:** One Councillor will investigate the ownership of the defibrillator in Minions village and report back to a future meeting.

**14) Change of meeting date due to additional bank holiday in 2023:**

**Resolved That** as the meeting cannot be held on what is now going to be a bank holiday, the meeting will be rescheduled to the 15<sup>th</sup> May 2023.

**15) Correspondence (as listed):**

13/10/2022*	Minutes	East Sub-Area Planning Committee,
13/10/2022*	Agenda	Caradon Community Network Panel Meeting
13/10/2022*	Town and Parish Council Newsletter	Meet the leader of Cornwall Council
13/10/2022*	NALC	NALC at the Conservative Party conference
13/10/2022*	Invitation	Landscape Character Assessment
13/10/2022*	Rural Bulletin	Countryside COP takes place
13/10/2022*	Virtual Event	Levelling up online event invite 17 <sup>th</sup> November
13/10/2022*	NALC	Local councils and communication strategies
13/10/2022*	Community Network Review	Community Network Review and Caradon CNP meeting
18/10/2022*	Invite to conference	In and Beyond Neighbourhood Plans for Community, Nature and Climate
18/10/2022*	Chief Executive Bulletin	Star Council Awards 2022 winners
20/10/2022*	Planning training	Planning training for local councils - Planning in a changing world
20/10/2022*	Rural Funding Digest	Rural Funding Digest & Government Consultations

20/10/2022*	NALC	Levelling up minister Paul Scully MP confirmed
20/10/2022*	Annual Conference	Cornwall Community Flood Forum
20/10/2022*	NALC	Local councils and communication strategies
20/10/2022*	Cancelled meeting	East Sub-Area Planning Committee scheduled for Monday, 31st October,
20/10/2022*	Community Network Review	Caradon Panel Meeting
20/10/2022*	Updates	Community network highway schemes
20/10/2022*	NALC	More tickets for event on local councils and communications strategies
25/10/2022*	NALC	RMT strike action affecting Empowering Communities conference
25/10/2022*	Field Maintenance	Sovereign Compliance Packages
25/10/2022*	Community Matters	Newsletter
25/10/2022*	Seminar	Commissioner's priority of Road Safety
27/10/2022*	NALC	Local councils and communication strategies
27/10/2022*	The Rural Bulletin	the seminar programme will focus on Rural Town Centres, High Streets & Village Hubs.
27/10/2022*	NALC	NALC publishes new report on the 2022 local elections
27/10/2022*	Consultation	Cornwall Landscape Character Assessment and AGLV Review
31/10/2022*	NALC	The latest meeting between chairs of NALC and SLCC
31/10/2022*	Autumn Newsletter	Planning News for Local Councils and Agents -
01/11/2022*	Rural services network	Free broadband for village halls available
01/11/2022*	NALC	Empowering Communities
03/11/2022*	Closure Intention	A388 Between Tavistock Road and Launceston Road, Launceston
03/11/2022*	PCSO Stephen Edser	Since 1/10/22 to 31/10/22 there have been no crimes in the Linkinhorne area that are disclosable.
03/11/2022*	Rural Funding Digest	Monthly RSN Rural Funding Digest
03/11/2022*	NALC	New local council elections report
03/11/2022*	NALC	White Ribbon Day
06/11/2022*	Agenda	Strategic Planning Committee, Thursday, 17th November,
06/11/2022*	Town and Parish Council newsletter	Have your say about Cornwall Council's rubbish and recycling collections, street and public open space cleaning services
06/11/2022*	Chief Executive Bulletin	NALC and SLCC sign new partnership statement
06/11/2022*	Mayor of Cornwall	how Cornwall is governed.
09/11/2022	NALC	<i>Local councils and community outreach</i>
09/11/2022	NALC	<i>An update on the Energy Bill Relief Scheme</i>
09/11/2022	NALC	<i>New community engagement event</i>

09/11/2022	Parish Online Newsletter	First websites using our new gov.uk service goes live!
09/11/2022	Public Sector Executive	Levelling Up Virtual Event 17 November 2022
09/11/2022	Catherine Thompson	Extraordinary Caradon CNP meeting

#### **16) Notifications and Decisions:**

PA22/06617 Approved, Land North West Of Middle Trefrize Farm Trefrize Lane Coads Green Launceston Cornwall PL17 8QN Proposal Erection of general purpose agricultural building

PA22/08081 Decided not to make a TPO (TCA apps) Applicant:- Shieling Rilla Mill Callington Cornwall PL17 7NT Proposal Crown reduction to T1 (Common Beech) within a conservation area

PA22/01696 Proposal - Exception notice for works to fell a tulip tree, Mill Pool Rilla Mill, Liskeard, PL14 5BD. Closed with advice.

PA22/07389 Approved, Pendowrie Upton Cross Liskeard Cornwall PL14 5AA, To Install 12 ground mounted solar panels each 1.8 metres x 1.0 metres.

PA22/07639 Approved, Oak Tree Barn Botternell Farm North Hill Launceston Cornwall PL15 7NS, Change of use of dwelling from holiday cottage to unrestricted dwellinghouse use.

PA21/06226 Approved, Orchard Park Land West Of Yonder Netherton Rilla Mill Cornwall PL14 5BD, Proposal 3no temporary agricultural workers' dwellings for a period of 5 years and associated works inc agricultural barn with PV array to provide three affordable smallholdings to new entrants to ecological agriculture.

#### **17) Close of Business:**

The Meeting closed at 21.26pm

Noted That – following close of the Meeting, and in view of the tight timeframe for response, the informal views of those present were sought in connection with the review of Community Network Boundaries by Cornwall Council.