

## Linkinhorne Parish Council

**Notes of the Informal Meeting of Linkinhorne Parish Council held at 7.30pm on Monday 19<sup>th</sup> December, 2022 at Rilla Mill Village Hall (the Meeting as postponed from that scheduled for the 12<sup>th</sup> December which did not proceed due to adverse weather conditions)**

### NOTES

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

Lena Batten (Clerk)

Members of the public: One

#### **1) Apologies:**

Cllr Adams, Cllr Corfield, Cllr Hearn (Chariman), Cllr Sharp-Phillips.

The Vice Chairman welcomed all members of the public to the meeting.

It was noted that, in the absence of a quorum, the Meeting was not in a position to make decisions on the matters listed on the Agenda. Accordingly the record of the Meeting took the form of Notes only. Any decisions arising would either fall to the Clerk (where covered by delegated authority or prior authorisation), or to the next Meeting of the Council where the views of the following Meeting would constitute, in effect, a recommendation.

#### **2) Code of Conduct:**

a) Declarations: None

b) Grant of dispensation: None

#### **3) Minutes:**

The consensus of those present was that the minutes of the previous meeting of the Parish Council held on Monday 14<sup>th</sup> November 2022 be confirmed, as a correct record and signed by the Vice Chairman and thereafter countersigned at the next validly constituted Meeting of the Council.

#### **4) Public Participation:**

One member of the public attended to discuss item 18 on the Agenda, a request for a granite memorial bench in honour of his memory. A brief background and outline of her request was given. Following approval from the Duchy for her application to position this along the side of the old railway line between Minions and Sharp tor, she was now seeking agreement from Linkinhorne Parish Council as advised. It was noted that she had allowed financial provision for general maintenance and upkeep following her demise, lodged with her solicitor. With the agreement of the meeting this item was discussed.

The consensus of those present was that the recommendation to be ratified at the next Meeting, was for the clerk to obtain more information regarding Linkinhorne Parish Council's responsibilities including insurance and maintenance and return to a future meeting. Item was then to be listed for

further discussion by the Council at a later date with a view to implementing a generic policy for memorial requests in general.

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

a) Cornwall Councillor Sharon Daw – Not present.

b) Councillors – None.

**6) Finance:**

a) Cash flow of accounts / bank reconciliation -

The consensus of those present was that the bank reconciliation/cash book statement be confirmed as an accurate account, and this was signed by the Vice Chairman and thereafter countersigned at the next validly constituted Meeting of the Council.

b) Payments -

The consensus of those present was that the following payments be approved (and where they could, be addressed under emergency delegation held by the Clerk) – i) £190.65 (Cormac, play area maintenance), ii) £277.88 (Corserv, cleaning Minions WC), iii) £277.88 (Corserv, cleaning Upton Cross WC), iv) £1899.00 (Footpath maintenance, burial ground maintenance, spraying of Jubilee Field, War Memorial), v) £25.00 (Room hire, Rilla Mill Village Hall), vi) £12.00 (Room hire, Linkinhorne Parish Hall), vii) £612.83 (back pay for clerk from March 2022 including 2022 pay award), viii) £156.93 (Additional Pension contributions for back pay), ix) £117.00 (Planning application fee for Rilla Mill Field Shelter), x) £78.88 (Ground pegs, rubber matting and cable ties for Jubilee Field).

c) Receipts – None.

**7) Planning:**

The consensus of those present was that Linkinhorne Parish Council made the following informal recommendation:

i) PA22/09728 – Linkinhorne Parish Council would endorse the comments of the heritage planning statement and was happy to accept in principle the application but would like reassurance that what is written within the heritage report would be acted upon alongside any actions within the listing.

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

a) Weekly safety inspections –

i) Weekly safety inspections took place with no significant immediate safety issues identified in either park.

ii) No safety check was completed during week commencing the 12<sup>th</sup> December due to adverse weather conditions, one Councillor will complete the check early this week.

b) Jubilee Field –

i) Ownership – The consensus of those present was that consideration of the request by Fields in Trust regarding the potential transfer of the field to the Parish Council be deferred until the next meeting in order that the Council was quorate.

ii) Repairs – Quotes for replacement of the rubber matting under the swings had not yet been received. The Meeting was provided with the job specification and pictures. The clerk would contact the companies for an update.

iii) Trees – It was confirmed that all three Oak trees were now in the care of one Councillor, delivered complete with guards and stakes.

The consensus of those present was that One Councillor would contact Upton Cross ACE Academy following the Christmas break to arrange a date for the planting of the trees with the children from the school.

iv) Boundary – Copy of Fields in Trust agreement had been distributed as requested in order to establish the owners of the boundary hedges.

The Clerk was asked to look and see if she could find a specific Duchy Map in relation to the Jubilee Field. The Clerk gave an update to confirm that the bottom boundary to Sterts drive was due to be fenced. Sterts had the materials and were waiting for local volunteers from Merryhue Farm to fit the fence. No date had been confirmed.

The consensus of those present was that the item be deferred to a future meeting for consideration.

v) Ditch clearance – One Councillor was doing the safety checks in the Jubilee Field through January and would work on the ditch whilst he was there weekly.

c) Rilla Mill Play area –

No issues, the planning application for a shelter remains in progress.

## **9) Public Conveniences:**

a) Minions –

Work commenced on the fascia boards 20<sup>th</sup> December 2022. The Clerk was meeting the carpenter on the morning of the 20<sup>th</sup> to ensure he had full access and could liaise with the electrician. Weekly cleanliness checks continued to take place.

b) Upton Cross –

No reports of concern.

c) Upton Cross toilet block –

Nothing to report.

## **10) Allotments:**

Information was forwarded in relation to the potential proposals regarding the allotment land.

The consensus of those present was that it was recommended that this be deferred to the next meeting as Linkinhorne Parish Council considered that the Allotment Holders Association needed to be fully informed of the likely sale of this land in case they would like to consider purchasing it themselves with the use of potential grants.

Recommendation for the Clerk to update the Allotment Holders Association be ratified at the next meeting so she can proceed.

#### **11) Public Safety:**

The Clerk gave details of several individuals in the Parish who had raised concerns about the lack of salt bins and lack of salt in the bins not allowing them to keep themselves safe in the community.

The Clerk updated the meeting that Cornwall Council had agreed to fill all salt bins in Cornwall last week free of charge as a one off incident due to the bad weather. One Councillor also confirmed that there has been concern on the Local Neighbourhood Website about the lack of salt in the bins.

The Clerk undertook to respond to the members of the community involved outlining the reasons why the bins were empty. One Councillor would write an article for the Link explaining the use of the salt bins was for the surrounding road forming the highway network and not for people's driveways. The purchase of additional salt would not resolve the difficulty of running out of salt if it were used inappropriately. The article would be distributed between Councillors prior to being placed in the Link.

#### **12) Dog bins:**

A request has been received from a parishioner to consider having a litter bin placed back beside the war memorial following it being moved. Alternatively, a dog litter bin be placed there.

The consensus of those present was that Dog Faeces bins were the responsibility of Cornwall Council. The Clerk to feed this back to the member of the public and ensure they had Cllr Sharon Daw's contact details.

#### **13) Remembrance day:**

Linkinhorne Parish Council acknowledged the thankyou received from representation of the Royal British Legion Poppy Appeal.

#### **14) Risk Management:**

The Risk Management Review document was considered.

The consensus of those present was that the Clerk distribute this again to all Councillors and refer this item to next month's agenda.

#### **15) Draft Contract Specifications – To review/ approve the updated tender documents and advert:**

Consideration was given to the advert and specifications for a) The Civic Burial Ground, b) The public toilets, both Minions and Upton Cross, c) The play areas, d) The public footpaths.

The consensus of those present was that the Clerk proceed and place the advert in the public arena. There was an agreement in principle regarding the contract specifications; however it was recommended that the contract specifications be listed in next month's Agenda to ensure ratification of a quorate agreement.

**16) Legal services:**

Delegated authority in place from the last meeting to proceed.

**17) Training:**

The offer of a free cyber security presentation by Devon and Cornwall Police was discussed.

The consensus of those present was that the information be passed onto the Link to enable all community groups and organisations to have access to this training. When there has been an increase in the number of Councillors for Linkinhorne Parish Council, the decision to accept a presentation for the Councillors will be reviewed.

**18) Benches:**

The Council were asked to consider in principle a memorial bench for a member of the public. This item had previously been discussed at item 4, public participation.

**19) Defibrillator:**

The Parish Council were asked to receive and consider the information from Duchy Defibrillators in response to the recent use of the defibrillator at Minions and the need for replacement pads. An update was given by the Clerk as a member of the family involved in this incident had recently donated a Heartsine Defibrillator to the cabinet to get it back up and running again. This work had now been completed and the device was ready for use.

The clerk undertook to contact Duchy Defibrillators to establish whether a) the above newly fitted defibrillator was the one that they were recommending b) when the new defibrillator would now require an annual service c) Any information the Council could have confirming how often this defibrillator was used or any other relevant feedback for our information. Once this information had been received, to place this as an item on a future agenda for consideration.

**EXCLUSION OF PRESS AND PUBLIC**

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, to consider that the Press and Public be excluded from the Meeting for the following item of business.

**20) Staffing – Probationary Period:**

The Vice Chair confirmed that the probationary period has been successful and congratulated the Clerk.

**21) Correspondence (as listed):**

15/11/2022*	Chief Executive Bulletin	NALC Empowering Communities conference
15/11/2022*	The Rural Services Network	Levelling Up Rural Britain Debate
18/11/2022*	NALC	Local councils and community outreach
18/11/2022*	NALC	Empowering Communities
18/11/2022*	Strategic planning Committee	Committee Updates
18/11/2022*	CALC	Introduction to Safeguarding and Launch of Toolkit for Town and Parish Councils
18/11/2022*	Agenda East Sub-Area Planning Committee,	Monday, 28th November, 10.00 am
18/11/2022*	Action notes	Caradon Community Network Panel
18/11/2022*	Cornwall Council tpc newsletter	Devolution to Cornwall
18/11/2022*	Action notes	Cardon CNP CN Review Meeting 10 November 2022
22/11/2022*	Chief executive Bulletin	Autumn Statement
22/11/2022*	Road Closure Notification	Closure Order - A388 Between Tavistock Road and Launceston Road, Launceston
22/11/2022*	Cornish Buildings Group Cornish Buildings	Group Buildings at Risk Project.
22/11/2022*	Devon and Cornwall Police	Offer of a free CYBER SECURITY Presentation
22/11/2022*	Newsletter	Community Matters
24/11/2022*	Cllr Andrew Long	Callington Newsletter
24/11/2022*	Lynne Davey	Review of Youth Provision in Cornwall.
24/11/2022*	The Rural Bulletin	RSN Autumn Statement Response - Reliance on Council Tax
24/11/2022*	NALC	Local councils and community outreach
24/11/2022*	NALC	Autumn Statement response
24/11/2022*	Minutes received	Minutes for Strategic Planning Committee
24/11/2022*	Chief Executive Bulletin	Meeting with new local government minister
29/11/2022*	NALC	Local councils and community outreach
29/11/2022*	The Rural Bulletin	The RSN warns of the 'perfect storm' faced by Rural Communities and businesses
01/12/2022*	NALC	White Ribbon Accreditation
05/12/2022*	Town and Council Parish Newsletter	Proposed Cornwall Devolution Deal update
05/12/2022*	Chief Executive's Bulletin	Civility and respect
05/12/2022*	Devon and Cornwall Police update	Since 1/11/22 to 30/11/22 there have been the following crimes in the Linkinhorne area that are disclosable. Attempted Theft
05/12/2022*	Town and Council Parish Briefing	Proposed Cornwall Devolution Deal update
06/12/2022*	Agenda	Strategic Planning Committee, Thursday, 15th December, 2022, 10.00 am
06/12/2022*	The Rural Bulletin	RSN Seminar Programme 2023 bookings

### **Notifications and Decisions:**

**PA22/08983** Decided not to make a TPO (TCA apps), Olde Tannery Rilla Mill Callington Cornwall PL17 7NT. Proposal Tree to be removed between Olde Tannery and Manor House Pub.

**PA22/08586** Discharge of condition - not acceptable, Cotts Farm Henwood Liskeard Cornwall PL14 5BH, Proposal Submission of details to discharge Condition 3 in respect of Decision Notice PA22/01530 dated 09.09.22.

**PA22/08854** Approved - Rillator Henwood Liskeard Cornwall PL14 5BP, Proposal Demolish existing sun lounge and replace with larger single storey extension.

**PA22/01912** Closed - advice given, Phoenix House Minions Liskeard Cornwall PL14 5LJ, Proposal Exception notice to 1) remove Leylandii tree. 2) The remove easterly from Chestnut. 3) Cut back Hawthorn tree.

**PA22/09286** Decided not to make a TPO (TCA apps) 7 Mill Pool Rilla Mill Liskeard Cornwall PL14 5BD

**PA22/10411** Proposal Works to trees in a conservation area (TCA), works to include felling a tulip tree.

### **22) Minutes silence:**

Those present undertook a minutes silence to remember former Councillor, Mike Todd who recently passed away. Tributes were then paid including appreciation for his work over a number of years including as Chairman and Vice Chairman of the Council.

### **23) Close of Business:**

The Meeting closed at 20.22 pm