

# **Linkinhorne Parish Council**

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

### **Monday 13<sup>th</sup> March 2017 at Rilla Mill Village Hall, 7.30pm**

#### **MINUTES**

**Those present were:** *Cllr Daniel, Cllr Hearn (Chairman), Cllr Hopes, Cllr Hordley, Cllr Horrell, Cllr Lobban (Vice-Chairman), Cllr Martin, Cllr Ward, Cllr Moyse, Cllr Rowe, Cllr Stansfield and Cllr Rounsevell. Melanie Kilby, Clerk*

**1) Absent:** Apologies received from *Cllr Mounce*.

**2) Code of Conduct:** a) Declarations Cllr Hearn declared a personal non prejudicial interest in item 7 b) Grants of dispensation – none.

#### **3) Minutes**

**Resolved** that the minutes of the previous meeting of the Parish Council of Monday 13<sup>th</sup> February 2017 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**

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

- a) Police representative of 'Liskeard Have Your Say' (LHYS). No report this month.
- b) Cornwall Councillor McWilliam. No report this month.
- c) Reports from other councillors (other meetings, conferences)

A Councillor provided a report from the Bodmin Moor Parishes Network meeting. Present at that meeting was the planning officer for the World Heritage Site who discussed producing a document of material considerations for planning applications within the World Heritage Site. Discussion took place there around the purchasing of the Hurlers car park and plans to improve the visitor experience at the Minions Heritage Centre. The Bodmin Moor Policing service was discussed with the addition of special constables 'walking the beat' who have an understanding of the relevant regulations and issues arising in the area. The potential for commons legislation to cover the registration of village greens to protect them from future development and maintain green open spaces was highlighted by the Commons Registration officer. It was suggested that this might apply to Parsons Meadow and the Jubilee Field.

#### **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) £5.94 CALC (Good Employer Guide).
  - ii) £199.95 inc VAT M. Kilby (Mobile phone for Clerk).
  - iii) £ 32.40 M. Kilby (Admin expenses).
  - iv) £76.60 SLCC (Arnold Baker- on Local Council Administration). V) £251.86 inc. VAT Cormac Solutions Ltd (Parsons Meadow ground maintenance).
  - vi) £155.84 inc VAT Cormac Solutions Ltd (Jubilee Field ground maintenance).
  - vii) £779.50 R. Hanson (renew and extend path at UC Civic Burial Ground).
  - viii) £162.17 Cormac Solutions Ltd (UC PC's monthly cleaning services Feb 2017).

- ix) SO £15 inc VAT Vodafone (Clerk mobile phone contract).
- c) Receipts  
To minute receipt of the following: i) £73.78 Julia Todd
- d) Grants to local organizations. **Resolved** that the following grants be awarded to:
  - i) Rilla Mill Village Hall in the sum of £300 for the payment of part of the cost of Cormac Solutions Ltd cutting the grass in Parsons Meadow.
  - ii) Linkinhorne PCC. in the sum of £200 for the maintenance of the two church yards (St Paul's and St Melor's ) primarily for grass cutting and tree surgery.Other unsuccessful organizations are to be contact by the Clerk.
- e) Notification of the increase in deemed contract rate for electricity supply by e.on.  
**Resolved** to accept this increase.

**7) To discuss and agree upon the appointment of Internal Auditor.**

**Resolved** that Helen Dowdall be appointed Internal Auditor for 2016 to 2017 and that the councils gratitude be passed on the ken Abrahams for his services in previous years. Clerk was asked to obtain a quote for the Internal Audit.

**8) To discuss maintenance and cleaning contracts for:**

**Resolved** that the Clerk would contact current contractors and offer an opportunity to provide another year's service for the following contracts i) Civic Burial ground, Upton Cross ii) Parsons Meadow play area, Rilla Mill. iii) Jubilee Field, Upton Cross. iv) Public conveniences, Upton Cross. v) Public conveniences, Minions. vi) PROW. The quotations for the above contracts are to be presented at the next Parish Council Meeting in April.

**9) To receive information on and discuss the Local Maintenance Partnership grant funding.**

**Resolved** to ratify acceptance of the funding offer from the Local Maintenance Partnership in the sum of £1830.00.

**10) Planning**

a) Planning Applications

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

- i) PA17/00442 - Extension to Dwelling, Bray Shop. - To support
- ii) PA17/00360 – The Minions Hotel, Minions. PREAPP- proposed development of land adjacent The Cheesewring Hotel. – The Parish Council was disappointed in the lack of evidence and felt that it did not meet the requirements of the Cornwall Council Pre-Application Protocol. There was insufficient evidence for the Parish Council to make a comment bearing in mind the following policies:
  - Conservation Area
  - An area of Great Landscape Value (AGLV)
  - World Heritage Mining Site
  - Local Area of SignificanceIt was also noted that the name of the property had been changed to 'The Minions Hotel', previously the 'The Cheesewring Hotel' and this should be taken into consideration when looking at past applications.
- iii) PA17/01347 - Non-material amendment following grant of planning permission PA15/04768 (erection of replacement sunroom, relating of roof and associated works) for minor amendment to fenestration and landscaping, Henwood. To support.
- iv) PA17/01665 – Arqiva Transmitting Station at Caradon Hill. Prior notification of proposed installation of 1no. electricity generator with concrete plinth, ducts, cabling and ancillary development. - To

support, so long as the Environmental Health Officer was satisfied that consideration had been given to the noise output and measures had been put in place to reduce this.

- b) Pre application protocol. To consider/decide on adoption.  
**Resolved** to adopt the Pre-Application Protocol as an interim arrangement.
- c) Decisions received from Cornwall Council Planning and Regeneration

Decisions:

PA16/10030. REFUSED. Demolition of former workshop, and Erection of 2 open market dwellings and associated works. Former Masons Garage Rilla Mill Callington.

PA16/07488. APPROVED. Deed of modification to change tenure of one affordable home from shared ownership to affordable rent. 6 Marke Valley View Upton Cross Minions Cornwall

Notifications:

PA17/01559 – Hedgehog cottage, Minions. Works to trees in a Conservation Area, namely:- Tree T1 Lawson Cypress - dismantle to ground level. Group of trees G1 - reduce in height by 3 metres.

PA17/01562 - Riverside Rilla Mill. Works to trees in a Conservation Area, namely:-Tree T1 Lawson Cypress - dismantle tree to ground level.Trees T2 - T4 Douglas Firs - dismantle trees to ground level.

PA17/01561 - Mill House Rilla Mill. Works to trees in a Conservation Area, namely:-Various works to trees T1 - T6 and group of trees G1.

### 11) Play Areas and Equipment

a) to receive weekly safety inspection sheets for:

i) Jubilee Field – A rubber had been reported as missing from the gate entering the under 5's play area. It was **agreed** that this would be replaced by Councillor.

ii) Rilla Mill Play Area – It was reported that the table on the multi-play area was showing signs of rotting. It was **agreed** that the Clerk to obtain a quote for a replacement.

b) Discuss and agree upon updating the contact details and new sign layout.

**Resolved** that the Clerk would organise for the signs to be printed with updated contact details for Jubilee Field and Parsons Meadow.

### 12) Distribution of Nomination packs for candidates to Councillors wishing stand for election.

Packs were distributed to those wishing to stand.

### 13) Neighbourhood Development Plan

Grant application to Locality was successful, with additional funds available if required. A meeting had taken place with landowners including Duchy of Cornwall, of potential sites within the Parish.

### 14) Public Conveniences

a) Minions - To discuss making special arrangements for the 5 Tors Race - Minions Heritage Centre.

**Resolved** that the Clerk was to contact and arrange for the toilets to be opened for the race provided that a donation was given towards running costs of the toilets.

- To present the Land Registry Documents and to consider / decide on the location of original deeds and document storage and Client Care Survey.

**Resolved** that the Clerk was to contact the Solicitors concerning the documentation that they hold for the Parish Council and to request copies for the Clerks records.

b) Upton Cross – to consider / decide upon the correct course of action for the Ladies toilet door at Upton Cross public convenience.

**Resolved** that the clerk was to arrange for the door frame to be fixed so that the toilets remained usable until the completion of the new toilet in the Parish Hall.

**15) To discuss and agree on a Memorial application for Upton Cross Civic Cemetery**

**Resolved** to defer the decision of the footstone to the next Parish Council meeting in April and that the Councillors were to visit the Burial Ground prior to the next meeting .

**16) Cecilia Knill Charity – to consider and decide upon the closure or the charity.**

**Resolved** that permission was given to the trustees of the Charity to undertake the closure process. Clerk to liaise with the trustees on the closure processes.

**17) Correspondence**

Items for information only

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

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
06/02/2017	Rural Service Network	Weekly Rural News Digest
07/02/2017	CCPFA	Social Media Workshop.
07/02/2017	DSC	The Guide to Major Trusts
07/02/2017*	ANOB	Cornwall's Annual ANOB Conference
08/02/2017	Rural Services Network	Spotlight on heart of the village
09/02/2017	Comm. And Devolu.	Save our Hedgehogs.
13/2/2017	Westminster Briefing	Charity Regulations, Governance and Law Briefing.
13/2/2017	Rural Service Network	Weekly Rural News Digest.
14/2/2017	PSC-UK	Community Defibrillator Awareness Campaign.
15/2/2017	Rural Service Network	Rural Vulnerability Service – Rural Transport.
15/2/2017	CC – Comms and Devlo.	Additional road safety and drainage schemes.
20/2/2017	CALC	Weekly news roundup
20/02/2017	Rural Service Network	Weekly News Digest
21/02/2017*	CC	Caradon Community Network Panel Shaping our future presentation
21/02/2017*	Trigg Morris Men	Summer dance prog.
22/02/2017	CCTV briefing session	Visit to Tolvadden.
22/02/2017	Alan Percy, Chairman, North Coast Cluster Group of town and parish councils	letter to Cllr Paynter regarding business rates on public toilets
22/02/2017	Rural Service Network	Rural Vulnerability Service – Rural Broadband
23/02/2017	CCPFA	Fit for funding (governance) workshop
24/02/2017	CALC	Weekly news roundup
24/02/2017	National Plant Monitoring scheme	Volunteers needed
27/02/2017	Rural Service Network	Weekly News Digest
01/03/2017*	SWW	Road closure at Middlewood Hill 20-22 <sup>ND</sup> March
02/03/2017	Comm and devolu	Newsletter
02/03/2017	Tesco Bags of help	Information on grants
06/03/2017	Council and clerks direct	Magazine
06/03/2017	CALC	Weekly news roundup
06/03/2017*	Cornwall Cllr Steph McWilliam	The Housing Bill summary

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06/03/2017      Rural Service Network      Weekly news digest  
\* sent by email

**11) Close of Business**

The meeting closed 09:31pm.