

# Linkinhorne Parish Council

## Minutes of Meeting of the Council

Monday 10<sup>th</sup> April 2017 at Linkinhorne Parish 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 Stansfield.*  
*Melanie Kilby, Clerk*

**1) Absent:** Apologies received from *Cllr Rounsevell, Cllr Rowe, and Cllr Mounce.*

**2) Code of Conduct:** a) Declarations - Cllr Daniel expressed an interest in item 8iv) 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> March 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
- b) Cornwall Councillor McWilliam – no report
- c) Reports from other councillors (other meetings, conferences) – no reports

### 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) £82.40 M. Kilby (Admin expenses)
  - ii) £157.00 R.A Stephens (Repairs to Upton Cross Toilets).
  - iii) £54.00 Mr A. Ward (signs for Minions toilets).
  - iv) £162.24 Cormac Solutions Ltd (Minions WC's Clean March)
  - v) £162.17 Cormac Solutions Ltd (Upton Cross WC's Clean March).
  - vi) £1,140.79 Cornwall Council (Minions WC's cleaning Summer 2016).
  - vii) £300 Rilla Mill Village Hall (grant towards the cost of cutting Parsons Meadow).
  - viii) £200 Linkinhorne Parochial Church Council (grant towards maintenance of the two churchyards: St Paul's and St Melor's).
  - ix) £240.75 Cornwall Pension Fund (Faster payment)
  - x) £120.33 Cornwall Pension Fund (SO)
  - xi) 470.06 M. Kilby (S/O)
- c) Receipts  
To minute receipt of the following:
  - i) £200.00 FD Hall and Son Ltd (Second Burial).
  - ii) 54.72 M. Kilby.
  - iii) £25.22 J. Todd (NI Contribution).
  - iv) £47.50 Minions WC (Income from coin collection).

d) To consider/approve Statement of Internal Control – **Resolved** that the Statement of Internal Control be approved and adopted.

7) **Parish Contracts 2016-17:** Resolved that the following contracts be awarded as follows:

- i) Civic Burial ground Upton Cross maintenance to Mr R Hanson
- ii) Parson Meadow play area Rilla Mill maintenance to Cormac Solutions Ltd
- iii) Jubilee Field Upton Cross maintenance to Cormac Solutions Ltd
- iv) Public convenience Upton Cross cleaning to Cormac Solutions Ltd
- v) Public convenience Minions cleaning to Cormac Solutions Ltd
- vi) Public rights' of way (PROW) to Mr R Hanson

## 8) Planning

a) Planning Applications

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

- i) PA17/02136 - Proposed single story porch on side elevation. Heath Cottage, Henwood – **Support.**
- ii) PA17/02262 - Demolition of the existing flat roof garage and formation of a self-contained annex accommodation. Higher Plushayes, Plusha Bridge, Upton Cross. – The parish council **objects** on the following ground: There is no reasonable justification made for the occupant of the proposed residence being a close family member; the design and material to be used are inappropriate for a residential building and are incompatible with the setting, contra to the Cornwall Design Guide. The Parish Council requests that if approved, the following conditions should be applied; the new residence is tied to the existing dwelling and that only a close member of the family may reside in the property.
- iii) PA17/01601 - Listed building consent for amendment to fenestration and landscaping variance to approved scheme LB PA15/04769. Clouds Hill, Henwood. – **Support.**

Cllr Daniel departed the meeting

- iv) PA17/02757 - Proposal Change of use of redundant barn into single dwelling, including access, parking and garden. Revised design to application no. PA14/03993 dated 30.06.2014 to include extension to form pump/utility room with terrace at roof level. Millcombe Barn, Pensilva – **Support.**

Cllr Daniel returned to the meeting

b) Decisions and notifications received from Cornwall Council Planning and Regeneration

- i) PA17/00266 **APPROVED.** Garage conversion to annex. Little Lanhargy Farm Bray Shop.
- ii) PA17/00360/ **PREAPP Closed** - advice given. Pre-application advice for proposed provision of a single residential dwelling. Land At The Cheesewring Hotel Minions
- iii) PA17/01562 **Decided not to make a TPO (TCA apps).** Works to trees in a Conservation Area, namely:- 1 Lawson Cypress - dismantle tree to ground level. 4 Douglas Firs - dismantle trees to ground level. Riverside, Rilla Mill.
- iv) PA17/01559 **Decided not to make a TPO (TCA apps).** 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. Hedgehog Cottage Minions.

v) PA17/01561 **Decided not to make a TPO (TCA apps)**. Works to trees in a Conservation Area, namely:-G1 - Removal of 1 Cherry, 2 Oak and 3 Beech and minor pruning to peripheral and upper crowns not exceeding 3.5m to 4 larger Beech, T1 - Pollard Eucalyptus to height of 5m, T2, T3 - Dismantle spruce to ground level, T4 - Remove side stem to Sweet Chestnut, T5 - Remove side stem over shed to Beech, T6 - Crown thin by no greater than 1/3 to Lime. Mill House, Rilla Mill.

vi) PA16/12122 . **REFUSED**. Construction of a dwelling-house and associated works. Moorlink, Henwood.

## 9) Play equipment and recreational areas

### a) Weekly safety inspections

i) Jubilee Field ii) Rilla Mill play area – no new concerns reported

ii) Consider quotation for replacement of multi-play tables in Parsons Meadow. Clerk presented quote from Wicksteed:

Supply only:

1 x 70104f Rainbow - Single Tower Vamelglass Floor (800mm x 800mm) c/w fixings @ £194.00 each x 3 = £582.00

Sub Total - £582.00

Carriage - £49.48

Total - £631.48 + VAT

Supply and Labour for Wicksteed to repair :

1 x 70104f Rainbow - Single Tower Vamelglass Floor (800mm x 800mm) c/w fixings @ £194.00 each x 3 = £582.00

1 x L'Maintenance – allowance to completes the repairs to the above @ £720.00 + VAT

Total - £1302.00 + VAT

**Resolved** that Clerk was asked to investigate grant funding opportunities to cover or part cover, the cost of the replacement floor panels. If grant funding was not available then the clerk was asked to instruct Wicksteed to undertake the work required.

## 10) Neighbourhood Development Plan

This is my 3rd progress report on Linkinhorne Neighbourhood Plan and hopefully there will only be one more as we are now moving into the final stages. A quick summary of what is a Neighbourhood Development Plan is and where does it fit in overall with National planning. The Localism Act 2011 sets out the National and Local planning structure:

- National Planning policy
- County Local Plan e.g. Cornwall Local Plan (building sustainable communities)
- NDP (Neighbourhood Development Plan) shaping local communities

Our progress this year:

A big move forward this year was Cornwall obtaining sign off and publication of its Local Plan in November 2016. The Local Plan is available online and sets out 28 policies covering key targets including: development standards; renewables; protection of sites; flood risk; and housing etc. One of the most important targets provides a clear view on housing numbers by area. The NDP will then determine where the houses are to be located and this brings us to our part of the progress report. I

(Andrew Ward) have attended four training sessions. The team had produced a Linkinhorne NDP document which had been reviewed by Parish Council at several special meetings. It has also been reviewed by Cornwall's principle planning office, which has provided constructive feedback especially in light of the new Cornwall Local Plan. The good news for us is we have documented to much as a lot of it is now in the Local Plan. It is easier to remove sections than to write them. We are due for another review in June. Also this year we have obtained a grant of £3,780 from Locality to pay for some specialist help and printing etc. Locality have also agreed to provide technical help and offered more funds if we need it.

The NDP steering Group will be hosting three exhibitions, Rilla Mill on the 10th May, Cross Links center Upton Cross on the 15th May, and St Mellors 17th May. At these sessions we will be displaying policies and maps and asking for feedback. If anyone would like to help with the plan please come and see me.

#### 11) Public Conveniences

- a) Minions – Clerk informed the Council that the toilets would be opened for the 5 Tor Race on Easter Sunday between 7:30 and 14:00. A donation would be made by the organizers of the event to help with the costs of maintaining the toilets.
- b) Upton Cross - clerk confirmed that work to repair the women's toilet door had been completed.

#### 12) Consider and decide upon the request for a footstone at Upton Cross Civic Burial Ground.

Proposed, seconded, and upon being put to the vote it was **resolved** to not allow the positioning of a footstone due to not being able to guarantee that the quality of the footstone could be maintained.

#### 13) Discuss and decide upon Upton Cross PTFA using the Jubilee Field to hold some of the stands and use the play equipment on Saturday 8th July. 10:30- 3pm for their Fun day fundraising event.

Proposed, seconded, and upon being put to the vote it was **resolved** to allow the PTFA use of Jubilee Field for their Fun day fundraising event on the conditions that the field remained open to member of the public and that there was no charge to enter the field.

#### 14) Discuss the potential for a defibrillator in Minions Village.

It was **resolved** that the council would consider a defibrillator to be installed in Minions village but required further information before a decision could be made.

#### 10) Correspondence

Items for information only

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

Doc. Date	Title	Summary
13/03/2017	Rural Service Network	Weekly News Digest
16/03/2017	Rural Service Network	Rural Vulnerability service – fuel poverty
18/03/2017	CC	Business rates
20/03/2017	Comms and Devolu.	March Bulletin
20/03/2017	Rural Service Network	Weekly news digest
23/03/2017	Rural Service Network	Rural Economy Spotlight
24/03/2017	CALC	Weekly News Roundup
27/03/2017	Cornish Buildings Group	New Book 'New research on Cornish architecture: Celebrating Pevsner'
27/03/2017*	Fields in Trust	Have a Field Day and Love Your Local Park
27/03/2017	Play Force	Funding Opportunities: Football Foundation and Community Asset Fund
03/04/2017	Rural Service Network	Weekly News Digest.
03/04/2017	Rural Service Network	Rural Vulnerability Service - Rural Transport
03/04/2017*	Cornwall AONB	Cornwall AONB Annual Conference 2017 – “Working in Partnership for Nature”
03/04/2017	CALC	Weekly News Roundup
03/04/2017	FCNM	Newsletter

03/04/2017	Rural Service Network	Weekly News Digest. 3/4/2017
04/04/2017	Agenda distributed	
05/04/2017	Rural Service Network	Rural Opportunities Bulletin
06/04/2017	Comms and Devolu	Bulletin
06/04/2017	Comm and Devolu	Newsletter (March)
06/04/2017*	CC	Email concerning unitary and town/parish council elections 4th May
06/04/2017*	Caunters Solicitors	Deeds held
10/04/2017	Comms and Devolu.	Town parking review update

\* sent by email

## 11) Close of Business

The meeting closed 9.22 pm