

Linkinhorne Parish Council

**Minutes of Meeting of the Council
Monday 12th June 2017 at Rilla Mill Village Hall, 7.30pm**

MINUTES

Those present were: Cllr Hearn (Chairman) Cllr Lobban (Vice-Chairman) Cllr Daniel, Cllr Stansfield, Cllr Coombe, Cllr Boarland, Cllr Rounsevell, Cllr Horrell, Cllr Hordley and Cllr Ward. Cornwall Cllr Daw.
Melanie Kilby (Clerk)
26 members of the Public

1) Absent: Apologies received from

2) Code of Conduct:

- a) Declarations - Cllr Daniel expressed an interest in Item 10 a) vi).
- Cllr Hearn expressed an interest in Item 10 a) i)
- b) Grants of dispensation - none

3) Minutes

Resolved that the minutes of the previous meeting of the Parish Council of Monday 15th May 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

The Parish Council was delighted to have in attendance a large number of the public, in particular many of the younger generation. Members of the Jubilee Field Recreation Committee presented information on the potential addition of a skate park in Jubilee Field, the proposed third phase of the Jubilee Field regeneration. Several primary school children read out their letters to the Council in support for the skate park. The Clerk was asked to distribute the letters to Members and write a letter of thanks to those who had presented their letter to the Council.

This was followed by a presentation on the need for defibrillators within the community including cost implications and maintenance.

The two applicants for co-option to the Parish Council were asked introduction themselves and provide reasoning on why they were applying.

Three members of the public presented their respective planning applications and answered queries from Councillors

5) Reports from and matters of concern to:

- a) Cornwall Councillor Daw
Cornwall Councillor Daw provided a report on her induction and current information from Cornwall Council. She expressed concern over Cornwall Councils current new housing policy with concerns that the houses will not be affordable housing. Other issues highlight were community funding; speeding, potholes, Minions on the minion signs; speed calming Upton cross outside PO; signs on the verges; millennium centre; footpath signage and the leak in the engine house roof.

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- b) Reports from other councillors (other meetings, conferences)

A report from Linkinhorne Parish Hall committee highlight that the public toilets external structure had been completed with further funding required for the internal fixtures and fittings.

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) £407.65 Cormac Solutions Ltd (Jubilee field maintenance Apr-June).
 - ii) £1074.22 Came and Company (Insurance).
 - iii) £2,400.00 Francis Roberts Architects (Character Assessment NDP).
 - iv) £3,000.00 Linkinhorne Parish Hall (donation to the rebuild).
 - v) £6,810.00 Linkinhorne Parish Hall (external WC).
 - vi) £49.50 Admin Expenses.
 - vii) £83.28 SWW (Minions toilets).
- c) Receipts
To minute receipt of the following:
- i) £3,780.00 Groundworks.
 - ii) £121.20 Minions Toilet (coin collection).
 - iii) £245.84 VAT claim
 - iv) £200.00 FD Hall and Son Ltd (2nd Burial).
 - v) £100 East Cornwall Harriers (Donation for use of toilets at Minions).
- d) To receive / approve the insurance renewal documents.
Resolved to approve the insurance renewal documents.
- e) To inform the council of the submission of the automatic enrolment declaration for the Pension Regulator.
Resolved that the Clerk could submit the declaration to the Pension Regulator.

7) Play equipment and recreational areas

- a) Weekly safety inspections- reports not provided play areas had been visited on several occasions by Councillors and Clerk.
- i) Jubilee Field – Holes had appeared in the field.
 - ii) Rilla Mill play area – Clerk reported that the three panels on the multi-play equipment had been replaced by Wicksteed.
- b) To consider quotation provided by The Play Inspection Company for the annual inspections.
Resolved that the Clerk is to obtain other quotes for the annual inspection which are to be presented at the next Parish Council meeting.

8) To consider and decided upon the addition of a skate park to Jubilee Field.

It was resolved that the Council agreed, in principle, that the addition of a skate park to Jubilee Field could be undertaken. So long as the following information is provided at a subsequent meeting: the desired design for the target age group including purchase cost, maintenance, warranty, and insurance implication and information on planning permission requirements.

9) Election of Representative Members – Liskeard have your say Panel; Minions Toilets.

Resolved to defer to the next meeting.

10) Planning

a) Planning Applications

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

Cllr Hearn expressed an interest in Item 10 a) i). Cllr Hearn remained to chair the meeting taking no part in the discussion.

i) PA17/04648. Dunsley Barton, Minions. Proposed first floor kitchen/dining room extension with first floor balcony and ground floor extension for ensuite - **Supported**.

ii) PA17/03571. Land at the Cheesewring Hotel, Minions. Outline application for the erection of a dwelling and external works. The Parish Council was disappointed in the lack of detail within the proposal, in particular: the positioning of the dwelling in relation to the Cheesewring Hotel and carpark area; height (single or two story); scale; material to be used; etc. The red line on Plan 3 defining the area in which the dwelling is to be situated needs to be clarified, as it is thought that it is incorrect and encroaches into Grasmere Lane. No detail has been provided on the net loss of car parking area, this needs to be demonstrated as concerns have been raised over displacement. The Parish Council has requested that the new residence is tied to the Cheesewring Hotel by a condition, should a full planning application be submitted and approved. Due to the lack of information provided by the outline planning application the Parish Council was unable to make a decision on this application.

iii) PA17/04461. 1 Duchy Terrace, Minions. Removal of existing kitchen and bathroom and rebuilding of new kitchen toilet and bedroom - **Supported**.

iv) PA17/04508. Land East Of Yolland Farm, Upton Cross. Conversion and restoration of a barn into a 4 bedroom residence. The Parish Council has no objections subject to a structural engineer's survey providing information that the building can be converted without substantial demolition / rebuild, and that the applicant can demonstrate that this development will not adversely affect the ongoing viability of the farm.

v) PA17/00012/NDP. South Hill, Cornwall. Proposal Plan Proposal received for the designated South Hill Parish Neighbourhood Area. Notification only.

Cllr Daniel departed the meeting

VI) PA17/04909 Land North Of Lower Rillaton. Erection of animal housing shed. The Parish Council has no objections subject to confirmation that dirty water and surface /storm water storage is sufficient.

Cllr Daniel returned to the meeting

b) Notifications PreApp:

PA17/01382/PREAPP Land Opposite Tremayne Minions Cornwall Pre application advice for proposed small scale residential development (4-6 Houses) including affordable.

PA17/01556 PREAPP Land adjacent to 3 Millpool, Upton Cross, Liskeard. Proposed single story dwelling with mezzanine, associated parking and demolition of existing garage.

PA17/01403 PREAPP Land adjacent to existing garden at Treovis, Upton Cross. Extension of domestic garden using agricultural land.

c) To inform the Council on planning applications (Pre planning protocol):

i) **PA16/08862.** Use of premises as an MOT station in addition to its use as a garage workshop. Deebles Garage, Upton Cross.

ii) **PA17/02812** Erection of a single dwelling, Exwell Cottage.

b) Decisions received from Cornwall Council Planning and Regeneration

Notifications:

PA17/04891 - 8 Duchy Terrace, Minions. Tree works to T1 - Beech tree and T2 - Pine tree within a conservation area.

PA17/05184. Meadow Grove, Rilla Mill. Works to trees in a Conservation Area, namely remove 2 stems from tree T1 the multi-stemmed beech and dismantle to hedge level the ash tree T2.

PA17/05187. Foxglove Cottage Minions. Works to trees in a Conservation Area, namely tree T1 spruce: dismantle to hedge level and tree T2 pine: dismantle to hedge level.

Decisions:

PA17/02262. APPROVED. Higher Plushayes, Plusha Bridge. Demolition of the existing flat roof garage and formation of a self-contained annex accommodation.

PA17/02757. APPROVED. Millcombe Barn, Pensilva. 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.

PA17/04116. Decided not to make a TPO (TCA apps). Coach House Stables, Henwood. Works to trees in a Conservation Area, namely coppice 2 sycamore and ash tree groups G1 and G2 and dismantle eucalyptus tree T1

11) To consider / decide upon a plan of action for next 4 years - what the Parish Council would like to achieve /specific projects.

Resolved to defer this item to the next meeting of the Finance/Audit & Insurance/ Risk Management Working Group. The Chairman asked the members to contact the Clerk with any ideas or suggestions.

12) To receive/approve Calendar of meetings.

The Members **Resolved** to approve the Calendar of meeting

13) Neighbourhood Development Plan.

A short report was received on the Neighbourhood plan confirming that the third and final public consultation meeting had taken place and another is planned for September.

14) Public Conveniences

a) Minions – discuss soap dispenser. It was **resolved** that the Clerk had permission from the Council to purchase a soap dispenser and organise fitting of this into the Ladies toilets at Minions. The

Clerk informed the Council that a complaint with photographic evidence has been made to Cormac on the cleanliness of the toilets, as spot checks carried out by the Clerk had identified that it had not been satisfactorily cleaned on multiple occasions.

b) Upton Cross - to consider /discuss termination date.

After consulting the deeds it was **resolved** that the Clerk would contact Cornwall Council to discuss whether Cornwall Council requires the toilets to be transferred back to them once the new toilet at Linkinhorne Parish Hall had been completed.

15) To consider / discuss the Civic Burial Ground Upton Cross.

a) Receive a report from meeting with representative from the Duchy of Cornwall.

A report was provided on the meeting between the land owner and Councillors concerning the extension of the Civic Burial Ground at Upton Cross. Discussions are to continue on the extent and costs involved with the overall aim to future proof the provision of a burial ground within the Parish.

b) To receive / approve the transfer of Exclusive Right of Burial documents.

Resolved to approve the transfer of Exclusive Rights of Burial documents.

C) To discuss removal of spoil.

Resolved that the clerk was to contact the Funeral directors.

16) Notification of complaint concerning speeding through Minions.

The complaint was received by the members of the Council it was **agreed** that the information would be forwarded on to Councillor Daw and the Commoners Association.

17) To consider / discuss the addition of a defibrillator at Minions.

Consideration was given to providing funds and maintaining the addition of a defibrillator in Minions Village. Although an amount of money has already been raised, the Parish Council are unable to commit to the full amount of funding required for the initial purchase of the defibrillator. The amount requested would constitute ~10% of the precept received for 2017-2018. Due to the budget already committed to several current projects (including a significant investment in the external toilet on Linkinhorne Parish Hall) there are currently no funds available for such a project. However, the Council would consider a grant application for a smaller amount and would encourage the applicant to look to other funding streams.

18) To consider the applications presented for the Co-option of new Council Members.

Resolved that, on consideration of the two applications received, Mr Corfield and Mrs Wallis be co-opted to the Parish Council to fill two of the three vacancies. Both Mr Corfield and Mrs Wallis formally signed the Declaration of Office, countersigned by the Clerk, and received their new Councillor pack. Both were asked to complete the Register of Interest Form and return this to the Clerk.

19) Correspondence (as listed)

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

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
17/05/2017	Rural Service Network	Rural Spotlight on Young People
19/05/2017*	Steve Jefferson	Planning application PA17/02262
22/05/2017	Rural Service Network	Weekly news digests.
24/05/2017	East Cornwall Harriers	Letter and Donations £100
24/05/2017	Rural Service Network	Rural Vulnerability Service - Rural Broadband
30/05/2017	EP and E Local Plan	Notification of Planning Policy and Guidance Consultations commencing on Monday 12th June 2017.
30/05/2017	CALC	Weekly newsletter 26/05/2017
31/05/2017	CC	Neighbourhood planning E- Bulletin May 2017
31/05/2017	Rural Service Network	Weekly news digest.
31/05/2017	Rural Service Network	Rural Vulnerability Service - Fuel Poverty - May 2017

31/05/2017	Rural Service Network	Rural Opportunities Bulletin.
31/05/2017	Cornwall Sports Partnership	May 2017 Bulletin
05/06/2017*	Cornwall Legal	Summer Legal Event 11th July 2017
05/06/2017	CALC	Weekly newsletter 02/06/2017
05/06/2017	Rural Service Network	Weekly Email News Digest - Monday, 5 June, 2017

* sent by email

11) Close of Business

The meeting closed 10:25pm