

# Linkinhorne Parish Council

## Minutes of Meeting of the Council

Monday 14<sup>th</sup> August 2017 at Rilla Mill Village Hall, 7.30pm

### MINUTES

**Those present were:** Cllr Hearn (Chairman) Cllr Daniel, Cllr Horrell, Cllr Ward, Cllr Corfield, Cllr Wallis, Cllr Stansfield and Cllr Rounsevell.  
Melanie Kilby (Clerk)

**1) Absent:** Apologies received from Cllr Lobban (Vice-Chairman), Cllr Boarland, Cllr Hordley and Cllr Coombe.

**2) Code of Conduct:** a) Declarations - Cllr Daniel expressed an interest in Item 7 a, iii)  
b) Grants of dispensation - None

### 3) Minutes

**Resolved** that the minutes of the previous meeting of the Parish Council of Monday 10<sup>th</sup> July 2017 be confirmed, and these were signed as an accurate record of the meeting subject to the following: at item 1 its should read Cllr Rounsevell not Rounsर्वell.

### 4) Adjournment of up to 15 minutes for members of the public to raise matters

No new matters were raised.

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

a) Cornwall Councillor Daw

Cornwall Cllr Daw reported that as part of the Local Government Boundary Commission Review a meeting was held on the 25th July 2017 where the full Cornwall Council voted for the submission for a Council size of 99 seats. For more information on this meeting please see <https://www.cornwall.gov.uk/media/27896579/response-to-lgbce-council-size-consultation-final-170807.pdf>. Negotiations are ongoing concerning the FP16 at Plushabridge. A new dog fouling legislation is coming into force on the 1st of October 2017. The cost of a fixed penalty notice will rise to £100 and there will no longer be the option of a lesser amount if paid within 14 days. Failure to pay the fixed penalty notice will result in Cornwall Council referring the case to court for the original offence which can result in a fine of up to £1,000.

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

The Clerk provided an update on several matters. Firstly with great relief on her part that the Council had passed external audit and that the notice of conclusion of audit had been uploaded onto the Parish Council website. Secondly that Cornwall Council enforcement officer had informed the Clerk that the litter along the footpath opposite the Manor House Inn, Rilla Mill had been removed and the case was closed. Thirdly that the purchase of the BT phone box at Henwood has taken place and the Henwood Residence Association are preparing to give the phone box a well needed renovation.

Two members informed the Council on training session they attended.

### 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) £36.00 CALC (Chairmanship training).
- ii) £26.38 SWW (Minions Toilets).
- iii) £88.20 Fields in Trust (permission for track and skate park).
- iv) £503.64 Cormac Solution Limited (Cleaning Minions WC). –**Resolved** to withhold payment. Clerk to liaise with Cormac Solutions Limited.
- v) £503.65 Cormac Solution Limited (Cleaning Upton Cross WC). – **Resolved** to withhold payment. Clerk to liaise with Cormac Solutions Limited.
- vi) £117.60 Playground Solutions (Annual Inspections Jubilee Field & Parsons Meadow).
- vii) £38.00 SLCC (subscription).
- viii) £51.05 (admin expenses)

It was **resolved** that the Clerk under delegated authority approve the following payments:

- ix) £192.00 NDP (Leaflet distribution)
- x) £21.50 NDP (post codes for leaflet distribution)

c) Receipts

To minute receipt of the following:

- i) £30 Walk Booklets.
- ii) £80.60 Minions WC Coin collection.
- iii) £574.57 HM Revenue and Customs (VAT reclaim).

## 7) Planning

a) Planning Applications

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

- i) i) PA17/06308. Caradon Hill SC At Caradon Hill Minions. Prior notification of proposed upgrade to existing electronic communication equipment. **The Parish Council has no objections to this application.**
- ii) PA17/06263. Grove Farm, Linkinhorne. First floor extension over existing utility room and replacement of existing conservatory with single storey garden room. **The Parish Council has no objections to this application.**

*Cllr Daniel left the meeting*

iii) As part of the Pre Planning Protocol the Parish Council were contacted by Cornwall Council concerning planning application PA17/01131– Clampits Farm, Bray Shop. The Council decided to maintain their original submitted comments in February 2017 (minute ref: 2017-251): ‘The information available to the Parish Council appeared to support the new residential dwelling. The Parish Council supported the application so long as the proposed dwelling was agriculturally tied and also linked to the land via a planning obligation and that there was no evidence that the existing farm house had been deliberately disposed of in order to avoid the tie being extended over it.’ In light of this it was **resolved** that the Parish Council has agreed to agree to disagree with Cornwall Councils decision to refuse the application.

*Cllr Daniel returned to the meeting*

b) Decisions received from Cornwall Council Planning and Regeneration

**Notifications:**

- PA17/07011. Works to tree in a Conservation Area, namely fell one small conifer tree. 3 Duchy Terrace Minions

## Decisions:

- PA17/03571 **APPROVED**. Land At The Cheesewring Hotel Minions Cornwall .Outline application for the erection of a dwelling and external works.
- PA17/01382/**PREAPP Closed - advice given**. Land Opposite Tremayne Minions. Pre application advice for proposed small scale residential development (4-6 Houses) including affordable.
- PA17/05187 **Decided not to make a TPO (TCA apps)**. 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.
- PA17/02812 **APPROVED**. Land East Of Exwell Cottage Bray Shop. Erection of a single dwelling
- PA17/04508 **APPROVED**. Yolland Farm Upton Cross. Conversion and restoration of a barn into a 4 bedroom residence.
- PA17/00442 **APPROVED**. Little Exwell Barn Bray Shop. Extension to Dwelling
- PA17/04909 **APPROVED**. Land North Of Lower Rillaton, Rilla Mill, Cornwall. Erection of animal housing shed (agricultural).

## 8) Play Areas and Equipment

- a) to receive weekly safety inspection sheets for:
  - i) Jubilee Field - glass was found in the tunnel under the mound. This was cleared up immediately.
  - ii) Rilla Mill Play Area – The seat on the multi-play equipment has been replaced.
- b) Receive / discuss the Annual Inspection report.

The Annual play area inspection report was received by the council member. The recommend actions were discussed by the council and Cllr Horrell is to undertake / monitor these in due course:  
A list of item that requires attention (taken from report refer to report for full details):

Parsons Meadow:

To monitor:

- Minor movement of the rotating bearing on both Double arch swing and single arch swing

To take Action although considered low risk:

- Spring Rider  
Ground level spring mounting is loose – secure fixings
- Rainbow tower:  
Some minor movement at the bottom of the climbing pole, re-set foundation.  
Ground level platforms have blown due to the wet conditions, remove or replace.  
Play seat poor condition replace or remove.  
Note: The unit has been installed to low in the ground which has caused these issues.

Jubilee Field:

- The main field gate would benefit from having a stop fitted to it so that it can only open inwards and not across the car park access.
- 1 x end cap is missing from the Tarzan ladder – replace.

- Play House with Slide, F D Hall & Son Ltd, age unknown  
Slide bar turns – needs securing to prevent this.  
Item would benefit from some form of timber treatment.
- Play mound - Tunnel, Slide, Climbing ramp & Step posts  
The bottom of the slide is loose and needs securing.  
Minor ground erosion at the end of the slide and tunnel entries - monitor  
A screw is missing from one hand hold on the ramp – replace
- It is recommended that seats are anchored to the ground so that they cannot be moved to a hazardous position.

#### 9) Neighbourhood Development Plan

It was reported that a final public consultation is to take place on the 20<sup>th</sup> September 2017 between 5 and 8pm. A meeting has then been set up with Sarah Hurley to review and analyse the feedback. It was **resolved** for the Clerk to arrange a special meeting prior to the public consultation meeting on the 20<sup>th</sup> September 2017.

#### 10) Public Conveniences

a) Minions – discuss signage of the Public toilets in the car parks at Minions.

Information provided by a member of the public has highlighted the need for signage to the public conveniences in the two car parks at Minions. It was **resolved** that the Clerk will liaise with Cornwall Council to obtain permission and discuss placement of these signs. The need for an emergency contact number on the inside of the WC toilet doors was considered and it was **agreed** that the best way to undertake this should be investigated.

b) Upton Cross:

It was **resolved** to accept the offer from Cornwall Council to complete a deed of variation to modify this provision and allow the Parish Council to dispose of the freehold interest in the site on the condition that all capital raised is invested in providing and thereafter maintaining the new public conveniences. It was **resolved** that the Clerk would obtain a valuation from a local estate agent regards the public conveniences. It was suggested that the Clerk should approach the Cricket club to see if they would be interested in purchasing the Public Conveniences.

Questions were raised over whether the radar part of the locking mechanism was necessary for the external toilet. It was **agreed** that 24 hour opening times may not be appropriate and that the use of the toilet would mainly be in day light hours. It was **resolved** to approach the Linkinhorne Parish Hall Committee to see if:

- a) only a dawn till dusk opening mechanism would suffice and
- b) whether a sign could be placed on the front of the toilet door indicating that 24 hour toilets are available at Minions.

#### 11) Projector Screen – Discuss/ consider keeping the projector screen at Linkinhorne Parish Hall.

It was **resolved** that the projector screen could be stored at Linkinhorne Parish Hall Upton Cross and that it could be utilised by other groups using the hall so long as those groups have consent from the Parish Hall committee, any damage is rectified by the user, that the Parish Council have priority use and that the projector screen does not leave the hall.

#### 12) Walk booklets – Discuss / consider updating and reprinting.

It was **resolved** that the Clerk would look into the re-printing cost of the walk booklets. The Council **agreed** that an update was needed if reprinting was to take place. The Public Rights of Way

Committee has **agreed** to review the booklet once the cost of reprinting the booklets has been established.

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

No applications to consider. It was **resolved** that the Clerk was too re-advertised to position.

**10) Correspondence**

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

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
13/07/2017*	Cornwall Council Planning services	Planning Newsletter - July 2017
13/07/2017	Rural Service Network	Rural Vulnerability Service - Rural Broadband - July 2017
13/07/2017	Fields in Trust	Thousands celebrate our local parks and green spaces
17/07/2017	Public Policy Exchange	Protecting Assets of Community Value: Supporting Local Pubs
20/07/2017	Rural Service Network	Weekly Email News Digest - Monday, 17 July, 2017
20/07/2017*	Nextdoor	Nextdoor in your Parish - with attachment included
20/07/2017*	Comm and devolu	Communities and Devolution Bulletin - 2017 Stakeholder Survey
24/07/2017	Rural Services Network	Spotlight on Older People from RSN
24/07/2017	Cornwall Sports Partnership	CSP Bulletin - July 2017
24/07/2017	Localism	Localism Newsletter - June 2017
24/07/2017	Rural Service Network	Weekly news digest 24 <sup>th</sup> July
24/07/2017	Cornwall Sports Partnership	Recognising volunteers who inspire others to be physically active!
28/07/2017	Public Policy Exchange	Protecting Assets of Community Value: Supporting Local Pubs
28/07/2017	Civic Voice	War Memorial News - 25th July 2017
28/07/2017	Rural Service Network	Rural Housing Spotlight
28/07/2017	CALC	Project Griifin Awareness Training - counter terrorism awareness initiative
28/07/2017	CALC	Local Government Boundary Review - CALC update
01/08/2017	Neighbourhood Planning	Neighbourhood Planning E-Bulletin July 2017
01/08/2017	Rural Service Network	Weekly Email News Digest - Monday, 31 July, 2017
01/08/2017	Rural Service Network	Rural Conference 2017
7/08/2017	Comm and devolu	Reminder re Planning Policy Documents consultation
7/08/2017	Rural Service Network	Rural Opportunities Bulletin
7/08/2017 *	Cornwall council	Town and Parish Council Update to on-line Planning Register.
7/08/2017	Cornwall Dark Sky	Newsletter
7/08/2017	Rural Service Network	Weekly Email News Digest - Monday, 7 August, 2017

\* sent by email

**11) Close of Business**

The meeting closed 8.46pm