

Linkinhorne Parish Council

Minutes of Meeting of the Council

Monday 9th October 2017 at Linkinhorne Parish Hall, 7.30pm

MINUTES

Those present were: Cllr Boarland, Cllr Coombe, Cllr Daniel, Cllr Hearn (Chairman), Cllr Hordley, Cllr Horrell, Cllr Lobban (Vice-Chairman), Cllr Ward, Cllr Stansfield, Cllr Rounsevell, Cllr Corfield, Cllr Wallis, Cllr Daw.
Melanie Kilby, Clerk.
6 members of the public.

1) Absent: Apologies received from.

2) Code of Conduct: a) Declarations b) Grants of dispensation

3) Minutes

Resolved that the minutes of the previous meeting of the Parish Council of Monday 11th September 2017 be confirmed, and these were signed as an accurate record of the meeting. Subject to the following: Item 4, 3rd paragraph, 2nd line should read: In the opinion of the Cornwall Councillors present the definitive map (legally binding document)..... and Item 14, 2) 2nd line should readCornwall Council views on an appropriately evidenced application...

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

A member of the public highlighted the issue of speed restrictions and better signage to alert drivers of animals on the road between Minions and Henwood. This request was referred to Cornwall Councillor Daw.

A member of the public looking to place a defibrillator within Minions village presented her application to the Parish Council. Since the last request for support from the Parish Council the remaining money to purchase the defibrillator has been raised by a generous donation from Looe and Liskeard rotary club. The applicant provided information on the yearly running cost of the defibrillator £192.00 (including VAT) which covers the cost of maintenance, including: connection to the ambulance data base, remote daily monitoring, replacement of pads when they are used, training for local residence. The defibrillator has a guarantee of 10 years. The applicant has offered to be a guardian of the defibrillator which will require a physical check on a regular basis. The defibrillator will be located on the outside of the Cheesewring Hotel, Minions.

A member of the History Book Project briefly explained the project, indicating that the research had been so successful that in total 72 chapters have been created. Not all of the information and pictures collected can be included within the book and therefore the group is looking at other avenues to display the information. The Parish Council would consider providing assistance once the size of the data file of the additional information is known. Reference was made to the grant funding applications which take place in February.

5) Reports from and matters of concern to:

a) Cornwall Councillor Daw

Cornwall Cllr Daw informed the members that planning had been passed for Clampits Farm, Linkinhorne. In response to the first item in the public participation section relating to speed restrictions and signage at Minions, Cornwall Cllr Daw explained that currently we do not have a local PCSO and therefore the Moor-Watch scheme is on hold until a replacement is put in place. However, there might be the possibility of installing livestock warning signs. A reduction in the speed restriction

could potentially be looked at. Cornwall Cllr Daw is working with Cornwall Cllr Martin Eddy (St. Cleer, St. Neot and Warleggan Parishes) on similar issues between Minions and St Cleer.

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

A member informed the Council that the Boundary Review had entered the next stage of consultation concerning division boundaries which has the potential to change ward boundaries. Previously the Parish Council has requested to be warded with other rural parishes. A member of the council and the Clerk will be attending CALC conference regarding this.

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) £53.39 SWW (Minions WC).
 - ii) £120.00 inc VAT Grant Thornton (External Audit).
 - iii) £19.50 LPH hall rental (NDP workshop meeting).
 - iv) £13.50 LPH (hall rental).
 - v) £18.00 LPH Hall rental (NDP public consultation).
 - vi) £ 212.57 inc VAT Cormac Solutions LTD (WC cleaning Minions July).
 - vii) £ 212.57 inc VAT Cormac Solutions LTD (WC cleaning Minions Aug).
 - viii). £ 212.57 inc VAT Cormac Solutions LTD (WC cleaning Upton Cross July).
 - ix) £ 212.57 inc VAT Cormac Solutions LTD (WC cleaning Upton Cross Aug).
 - x) £28.80 inc VAT Weston Web LTD (renewal of domain).
 - xi) £55.14 Councillor expenses (Travel for training)
 - xii) £14.76 Admin expenses.
- c) Receipts
To minute receipt of the following:
- i) £67.65 Minions Toilets coin collection.
 - ii)£10.00 Liskeard Town Council (walk booklets)

7) Planning

Cllr Daniel left the meeting

- a) Planning Applications
Proposed, seconded, and upon being put to the vote it was **resolved** to make the following recommendations:
- i) PA17/08575. Farlands Rilla Mill. Double garage with office and study at first floor level. The Parish Council has no objections subject to the following conditions: That the property is tied to the main residential property (Farlands) and is for domestic and ancillary use only.

Cllr Daniel returned to the meeting

- b) Decisions received from Cornwall Council Planning and Regeneration
Decisions:

PA17/06263 APPROVED. Grove Farm, Linkinhorne. First floor extension over existing utility room and replacement of existing conservatory with single storey garden room.

Notifications:

PA17/08745. 5 Newhouses, Rilla Mill. Works to trees in a Conservation Area, namely; dismantle G1 multi stem beech tree to hedge height.

PA17/09112. Brook Cottage, Henwood. Works to trees in a Conservation Area, namely works to oak tree T1, crown reduction and oak tree T2 crown reduction and crown thinning.

8) Play Areas and Equipment

- a) to receive weekly safety inspection sheets for i) Jubilee Field ii) Rilla Mill Play Area
The usual weekly safety inspections for Jubilee Field and Parsons Meadow were provided. No problems were reported.

9) Neighbourhood Development Plan (NDP)

The Neighbourhood steering group thanked Cllr Hearn, Cllr Hordley and Cllr Wallis for their help at the public consultation meeting on the 20th September 2017. On the night 83 people registered. The draft data presented is only based on the questionnaires completed and submitted on the evening. Predominantly parishioners from Upton Cross attended with a good attendance from Rilla Mill and across the parish. The overall feedback from the public consultation was positive. In summary:

- 81% supported the vision and objectives,
 - 66% supporting the community benefits.
 - 77% supporting the general policies
 - 66% supporting agreed with the housing policy
 - 60% agreed with the housing numbers
 - 70% agreed with renewable energy policy with a mixed feedback from comments.
- Housing sites – from the draft data it would indicate that sites 2, 4 and 5 should not be included for consideration. With sites 1, 1a and 3 being taken forward for consideration.

A meeting with Cornwall Council was attended on the 27th of September from which the following was taken away:

- NDP steering Group has now been provided with a housing number from a document published by Cornwall Council stating that Linkinhorne Parish is expected to deliver 24 houses by 2030, four more than stated in the draft NDP.
- Overall Cornwall Council is not pressing for village boundaries as they believe their policies will prevent development outside of these areas. The current NDP is still entitled to use the village boundaries if it so wishes.

Next steps for NDP:

1. Complete analysis
2. Collect evidence to support the policies
3. Look at transferring the information over to the new template provided by Cornwall Council.
4. Proposed sites – produce layouts of the sites and reconsider / document the benefits, issues and produce a justification for each site.
5. Attend the CCLT event on the 18th to understand what they can provide for the potential sites.
6. Looking to circulate the reviewed NDP to interested parties early in the New Year.

10) Public Conveniences

a) **Minions – to receive update**

The Council was informed that the coin collection on the 31/08/2017 generated an income of £67.65. The Council was shown the financial summary of the toilets including expenses vs income. Between February and October 2017 the income from the toilets was £718.45 with expenses totaling £1483.14 giving an overall deficit of -£764.69. It was shown that the income per day for the spring months at its lowest was £1 per day and in the summer holiday months reaching approximately £4.8 per day.

b) **Upton Cross – to consider / decided upon the completion of the new external toilet**

It was **agreed** that the new locking mechanism be used providing dawn to dusk opening times. The final estimated cost of completion is as follows:

Internal fixtures and fittings	£3,000.00
Automatic dawn to dusk lock	<u>£584.40 (quote)</u>
Total Completion cost	£3,584.00 (approximate)

It was **resolved** by the council that the completion works could take place. It was indicated that completion would be undertaken before Christmas.

11) To consider / approve the application for the Parish Council to fund the running costs of a defibrillator at Minions.

Proposed, seconded, and upon being put to the vote it was **resolved** that the Council were in favour of supporting the defibrillator by providing the cost of annual maintenance (£192.00 (incl VAT) per annum). The Council appreciates all the effort that has been made in securing the funding for the defibrillator. The Clerk is to liaise with the member of the public concerned to organise payment and installation.

12) Remembrance Day wreath-laying - to consider arrangements for wreath-laying.

Proposed, seconded, and upon being put to the vote it was **resolved** to donate £40 toward a poppy wreath. Clerk to liaise with interested parties and School on the date for the wreath laying.

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

Resolved that, on consideration of the application received, Mrs Sharp Philips be co-opted to the Parish Council to fill the remaining vacancy. Mrs Sharp Philips formally signed the Declaration of Office, countersigned by the Clerk. She received her new Councillor pack and was asked to complete the Register of Interest Form and return this to the Clerk.

10) Correspondence

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

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
14/09/2017	Rural Service Network	Rural Vulnerability Service - Fuel Poverty - September 2017
14/09/2017	Plantlife	New Project for the South West's Woodlands - Article for Parish Magazines
18/09/2017	Cornwall AONB	Latest News & invites to events
18/09/2017	Cornwall Rural Housing Association	Annual Review meeting 29 th September 2017
18/09/2017	Rural Service Network	Weekly Email News Digest - Monday, 18 September, 2017
21/09/2017	Rural Service Network	Call for Information – Station and Other Community Heritage Buildings

21/09/2017	Civic Voice	War Memorials News 19th September 2017
21/09/2017	Rural Service Network	Rural Economy Spotlight
21/09/2017	Fields in Trust	UK's Best Park, as voted by YOU! 2017
25/09/2017	Rural Service Network	Weekly Email News Digest - Monday, 25 September, 2017
*28/09/2017	The Local Government Boundary Commission for England	Have your say on new division boundaries for Cornwall
28/09/2017	Devon and Cornwall Police	Project Griffin Awareness Sessions
28/09/2017	Public Policy Exchange	Protecting Assets of Community Value: Supporting Local Pubs
28/09/2017	Rural Service Network	Rural Spotlight on Heart of the Village
28/09/2017	Countryside Alliance	Nominate now in the 'Rural Oscars' 2017
02/10/2017	Neighbourhood Planning	E-Bulletin September 2017
02/10/2017	CALC	News September
<i>Agenda Distributed</i>		
05/10/2017	<i>Rural Service Network</i>	<i>Weekly Email News Digest - Monday, 2 October, 2017</i>
05/10/2017	<i>Civic Voice</i>	<i>War Memorials News 3rd October</i>
05/10/2017	<i>Rural Service Network</i>	<i>Rural Opportunities Bulletin</i>
05/10/2017	<i>Cormac</i>	<i>New CORMAC network management structure</i>
05/10/2017	<i>Cornwall Foundation</i>	<i>News from The Cornwall Community Foundation October 2017</i>
05/10/2017	<i>ANOB</i>	<i>Vacancy: Chairperson for Cornwall Area of Outstanding Natural Beauty (AONB) Partnership</i>
9/10/2017	<i>Fields in Trust</i>	<i>Fields in Trust Awards 2017 - Nominations now open</i>

* sent by email

11) Close of Business

The meeting closed 8:34pm