

# **Linkinhorne Parish Council**

**Minutes of Meeting of the Council  
Monday 8<sup>th</sup> April 2019 at Rilla Mill Village Hall, 7.30pm**

## **MINUTES**

**Those present were:** Cllr Lobban (Vice-Chairman), Cllr Corfield, Cllr Daniel, Cllr Hordley, Cllr Rounsevell, Cllr Stansfield, Cllr Sturrock, Cllr Wallis and Cllr Ward .

**Action  
required  
by:**

Melanie Kilby (Clerk)

Cornwall Councillor Daw and Cornwall Councillor Flashman

Members of the public: 0

**1) Absent:** Apologies received from Cllr Hearn (Chairman), Cllr Coombe, Cllr Sharp-Philips and Cllr Boarland.

**2) Code of Conduct:**

- a) Declarations - Cllr Lobban expressed an interest in Item 7, a) ii).
- b) Grants of dispensation – None.

### **3) Minutes**

**Resolved** that the minutes of the previous meetings of the Parish Council of Monday 11<sup>th</sup> March 2019 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**

No members of the public present.

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

- a) Cornwall Councillor Daw – entered meeting at item 7a.
- b) Reports from other councillors (other meetings, conferences) –

*Cllr Rounsevell entered the meeting*

Two Members and the clerk attended the 'Meet the Planners' event where the planners provided information on their new roles and responsibilities. Linkinhorne is in *Area 7 – Liskeard and Looe, Cornwall Gateway, Caradon* with some of the planners also covering area 8 (North East Cornwall Launceston and Bude). Some teams remain Cornwall side teams such as enforcement. Lots of emphasis was placed on the Neighbourhood Development Plans and how Cornwall Council understands / interprets and implements these plans alongside the Cornwall Local plan. Cornwall Council is actively promoting sustainable growth and is actively involved in planning for adequate infrastructure on larger developments. A member asked whether there were any figures on affordable housing for self-build and over 65's. It was highlighted that SE Cornwall has higher number of the over 65's than the average for Cornwall and Nationally with Linkinhorne Parish having a very high number. It is believed that the Local Government are not planning for the over 65's

### **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) £294.00 Inc VAT RoSPA Play Safety (training).
- ii) £27.00 LPH (Rent).
- iii) £8.00 HMRC.
- iv) £11.18 Cornwall Pension Fund.
- v) £35.64 M. Kilby (CiLCA).
- vi) £100.57 M. Kilby (Admin).
- vii) £19.95 Washroom Hub (sanitary bin Minions WC's).

c) Receipts i) None

d) To consider / approve the CALC Annual Membership fee of £551.34 (Inc. VAT).

**Resolved** to approve the annual membership renewal.

e) To consider /decided upon the impact of bank charges on cash and cheque payments.

A discussion took place regarding the paying in of cash and cheques received. **Resolved** to request payment by BACS where possible. Cash payments are only undertaken when coins are collected from Minion toilets and this cannot be altered.

f) To receive / approved year end / statement of accounts and report for 2018-19.

The year-end financial report was presented to the Council member's, identifying the difference in actual expenditure and income in comparison to the budget figures for 2018-19. A discussion took place concerning the findings of the report, in particular the expenditure on the public conveniences within the parish. Expenditure on the public conveniences is one of the largest outlays for the parish council. Overall the cost is £6,728.17 equating to 28.13% of the precept for 2018-19 in comparison to 25.52% in 2017-18 (overall increase by 2.61%). Income from the Minions public conveniences covered only 23.5% of the expenditure on the public convenience at Minions in 2018-2019. The Public Conveniences opening at the Parish Hall had an impact on the expenditure due to unforeseen teething problems. A discussion on how cost savings could potentially be made took place. Suggestions included the replacement of the wooden doors and frames at minions with plastic or metals doors. Other items highlighted were staffing costs and the training budgets underspend.

It was **agreed** that the clerk would undertake a review for mid-year (Budget) and year-end.

**Resolved** that the clerk would look at the cost of replacing the wooden doors at Minions Toilets.

**Resolved** to approve the year-end financial report

## 7) Planning

a) Planning Applications

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

- i) PA19/02157. Pengelly Manor, Linkinhorne. Listed building consent for enlargement of the existing glazed double door and opening in the south wall of the ground floor and various other works. Linkinhorne Parish Council does not object to the application, subject to the proportion of the proposed window /roof light matching the proportions of the existing windows within the property.

*Cllr Lobban left the meeting*

*Proposed, seconded, and upon being put to the vote it was **resolved** that Cllr Ward would take the chair in the absence of the vice Chair.*

- ii) A letter has been received from the owners of Yonder Netherton Farm regarding the recently erected livestock polytunnel. The letter acknowledges that some concerns have been expressed by members of the community on the view of the tunnel from Rilla Mill. The planning permission stipulated that the tunnel has to be surrounded by earth bunds which need to be planted up to reduce the visual impact of the tunnel. The bunds are now in place, but unfortunately, because of the time it took to get the permission, and to complete construction of the tunnel, the planting season for the shrubs and trees that Cornwall Council approved has been missed. Planting will therefore now take place in the autumn (most likely in October). In the meantime, the owners will seek to minimise weed growth on the bunds as much as possible. Due to the farm moving over to organic management this will not be through spraying, but most probably by covering them with black plastic.

**Resolved** to acknowledge receipt of the letter and that the council will monitor the situation and look forward to the planting

*Cllr Lobban returned to the meeting and resumed as chair*

*Cornwall Cllr Daw and Cornwall Cllr Flashman entered the meeting*

- b) To consider / discuss Lezant Neighbourhood Development Plan –

Cllr were unable to view the content on the website.

- c) Decisions received from Cornwall Council, as listed – None received

**Item 5a)**

Cornwall Councillor Daw was in attendance and provided an explanation on the changes within the planning department and her role in this process. Cornwall Council has been spending a significant amount on enforcement and appeals. They are now putting things in place to try and reduced the number of appeals and enforcements with an aim to reduce these costs. Cornwall Councillor Daw and others have been tasked with mediating the planning process. For example if the Parish Council recommendation is to objected to a planning application and the planning officers recommendation is to approve then the Cornwall Cllr will act as a mediator to resolved any issues that could potentially lead to an appeal. The Cornwall Cllr does not have the power to make any decision on the planning application.

The parish council raised its concerns regarding the property previously known as the shop and post office at Upton cross with Cllr Daw, as a planning application has still not been received for

conversion of the business part of the property for residential use and it has been advertised as a holiday let.

C Cllr Daw highlighted that there was still money available from the community chest fund.

*It was agreed that Items 11 and 12 were brought forward*

**11) To consider / decide upon submitting an expression of interest for the Community Network Area SOS.**

**Resolved** to submit an application for the repainting of the public conveniences at Minions

**12) To consider / decide upon submitting an expression of interest for Tranche 2 of the Community Network Highways Scheme.**

Due to the extent of the Expression of Interest for the Tranche 1 Car 08 Upton Cross scheme, Cormac's Engineering Design Office will undertake a feasibility study to consider what options and constraints may be available at this location. These options will then be costed and put to Linkinhorne Parish Council for their consideration. This study will initially cost approximately £4,000 and would come out of the original cost estimate of £40,000. Until the study has been undertaken it is not known if the overall scheme costs will be higher or lower than the original estimate, if they are higher the Community Link Officer will seek further direction from the Caradon Network Panel.

Cllr Daw expressed concern that the school was not subject to a 20mph zone and undertook to look into it. There followed general discussion on traffic and road safety concerns around the school.

**Resolved** to submit an application for Tranche 2 to undertake the feasibility study.

*Cornwall Cllr Daw and Cornwall Cllr Flashman left the meeting*

**8) Play equipment and recreational areas**

**a) Weekly safety inspections i) Jubilee Field ii) Rilla Mill play area**

The usual weekly safety inspections for Jubilee Field and Parsons Meadow were provided.

Reported by a member that 18mm trailer board would cost ~£78 to fix the house floor in Jubilee Field and this will be undertaken before the next meeting.

It was confirmed by a member that the holes in the goal nets are most likely caused by strimming of the field and that the holes in the field are being caused by rabbit and badgers.

A new no dog sign on the gate from the car park to jubilee field is needed. Resolved to approve the clerk to purchase a new no dogs sign sticker.

**b) To considered the options for replacing the seat and floor panels on the multi-play equipment at parson's meadow.**

**Resolved** to defer to next meeting

**9) Neighbourhood Development Plan and CCLT – to receive update**

No Update to be given. Deferred to next meeting

**10) Public Conveniences**

**a) Minions – To receive an update.**

Plumber that was previously approved had to pull out for personal reasons. Quotes are being obtained to undertake the work.

**b) Upton Cross – To receive an update.** Nothing to report.

**13) To consider / decide upon Cornwall Councils proposal for the parish council adopting the BT kiosk at Rilla Mill.**

**Resolved** to adopt the phone box at Rilla Mill.

Current suggestions for use are noticeboard, book swop, information centre.

**14) To consider / decided upon a nomination for a parish council representative to attend the SE Cornwall Economic Development Sub Group on behalf of the Caradon Network Area Panel.**

**Resolved** to put Cllr Ward forward.

**15) To consider / decided upon the guest speakers for the annual parish meeting (13th May 2019).**

It was **agreed** that the clerk would contact Duchy Defibrillators to undertake a short explanation on how to use the defibrillator.

*Clerk left the meeting*

**16 )**

*Exclusion of Press and Public to exclude press and public on the grounds that the following item of business involves disclosure of confidential information as defined in Section (12) of the Public Bodies (Admission to Meetings) Act 1960.*

**a) To discuss Clerks completion of CiLCA.**

**Resolved** that the statutory increments were noted and approved. The members thanked the Clerk for her efforts on achieving the CiLCA qualification. It was noted that the Clerk was 'worth her weight in gold'.

*Clerk returned to the meeting*

**17) Correspondence (as listed)**

**a) Items for information only**

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
14/03/2019	Rural Service Network	The Rural Bulletin - 12 March 2019
14/03/2019	Rural Service Network	Rural Services Network call on Government for a Rural

		Strategy
14/03/2019	Cornwall Streetworks Team	Darite closure - cancellation
14/03/2019	Caradon Network Area Panel	SE Cornwall Economic Development Sub Group
14/03/2019	CC	Vitality of Towns - Member Inquiry
19/03/2019	Rural Service Network	The Rural Bulletin - 19 March 2019
25/03/2019	Keep Britain Tidy	Will your Town or Parish Council join our Great British Spring Clean?
25/03/2019*	Cornwall Rural Community Charity	Rural Services Network call on Government for a Rural Strategy
25/03/2019*	CC	Library Partnership Day
25/03/2019	CC	Cornwall Council Bulletin: Road Safety and Community Speed engagement event - 14 May 2019
28/03/2019*	Cornwall Streetworks Team	B3254 Upton Cross closure - order
28/03/2019*	NALC via CALC	Policy E-Briefing PC6-19 – Audit Code of Practice
28/03/2019	CC	Community Governance Review for Cornwall 2019
1/04/2019	Planning Aid England	Information from Planning Aid England
1/04/2019*	CC	Meet the Planners - Liskeard Town Hall - 27 March 2019 – Presentation.
1/04/2019	Fields in Trust	As the clocks go forward it's time to plan your summer Have a Field Day picnic
2/04/2019	Lezant Parish Neighbourhood Development Plan steering group	Regulation 14 Public consultation
2/04/2019	Rural service Network <i>Agenda distributed</i>	The Rural Bulletin - 02 April 2019
4/04/2019	Rural Service Network	RSN Rural Funding Digest - April 2019 Edition
4/04/2019*	<i>Chair of St Cleer NDP Steering Group</i>	St Cleer Neighbourhood Development Plan
8/04/2019*	CC	<i>Housing Supplementary Planning Document Consultation.</i>
8/04/2019*	<i>Horrels</i>	<i>Planting around polytunnel at Yonder Netherton Farm</i>
8/04/2019*	Community Link Officer, Caradon CAN	Service Disruption UPDATE. 79/79A A390

**18) Close of Business**

The meeting closed 09:27 pm