

# **Linkinhorne Parish Council**

**Minutes of the Virtual Meeting of the Council**

**Monday 12<sup>th</sup> October 2020, 7.30pm**

## **MINUTES**

**Those present were:** Cllr Ward (Chairman), Cllr Hearn (Vice -Chairman), Cllr Adams, Cllr Beech, Cllr Corfield, Cllr Daniel, Cllr Hordley, Cllr Lobban, Cllr Rousevell, Cllr Sharp-Philips and Cllr Wallis.

Melanie Kilby (Clerk)

Members of the public: 10

**1) Absent:** Cllr Stansfield sent her apologies and submitted her letter of resignation. The Chairman thanked Cllr Stansfield for her time and commitment to the Parish Council over the years and wished her all the best for the future.

**2) Code of Conduct:**

- a) Declarations - None
- b) Grants of dispensation - None

### **3) Minutes**

**Resolved** that the minutes of the previous meetings of the Parish Council of Monday 14<sup>th</sup> September 2020 be confirmed, and these were signed as an accurate record of the meeting subject to the following changes:

p38 item 4. A discussion highlighted Caradon Town and a

p40 Jubilee field. 'branched' should be 'branches'

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

Ten member of the public were in attendance. The Chairman read out the main themes from the 19 received letters of correspondence in regards to planning application PA20/08045 Land North of Gospenheal, Upton Cross. The architect for the applicant of PA20/08045 Land North of Gospenheal, Upton Cross read out a statement concerning the objections that had been submitted to the Cornwall Council planning portal.

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

- a) Cornwall Councillor Daw – Not present.
- b) Reports from other councillors (other meetings, conferences) –

A Councillor's report from the Planning & Sustainable Development Service Local Council Conferences 2020.

Local Council Conferences was held 22 September. The conference covered:

#### **1. Planning & Development Service key issues and update**

- Planning processes modified to cope with impact of Covid.
- Planning committee meeting via video conference being held, but meetings are limited to 3 hours, so the number of cases going to committee has been constrained.
- Volume of planning enforcement actions increased.

2. Infilling and Rounding Off case studies – lessons learnt

- 6 cases were reviewed
- One of the areas of feedback I noted was the importance of Neighbourhood plans, including village boundaries and the importance of how rounding off is referred to within the NDP plan.
- Consider the significance of large gaps in the built-up frontage can make to the setting of a settlement.
- Consider impact on the environment and the distinctiveness of the special character.

3. Responding to the Government's 'Planning for the Future' consultation – a session to help local councils with their own responses to the White Paper.

- Local plans need to be prepared to identify three classifications of land:
  - Growth, automatically granted outline planning permission upon adaption of the Local Plan.
  - Renewal, land within existing built up areas for small scale development. A statutory presumption in favour of development granted for specific, suitable uses.
  - Protected areas: areas of environmental or cultural character for more stringent development control, AoNB, conservation areas, Local wildlife sites, areas of flood risk, or important green spaces.
- Neighbourhood Planning
  - Future role is unclear; however, Government recently confirmed continued funding.
  - Importance of role in explaining local character increases

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:

- £200.00 + £21.05 Cornwall Pension
- £23.40 HMRC.
- £8.00 Mr A Ward (toilet seat minions)
- £8.35 Mr A Ward (NDP).
- £190.55 inc vat Cormac Solutions Ltd (Jubilee Field and Parsons Meadow Maint).
- £480.00 inc vat Cormac Solutions Ltd (Zoono application x2 UX WC's)
- £480.00 inc vat Cormac Solutions Ltd (Zoono application x2 Minions WC's)
- £254.50 inc vat Cormac Solutions Ltd (UX WC clean Sept).
- £254.50 inc vat Cormac Solutions Ltd (UX WC clean Sept).
- £888.48 Cormac Solutions (Legionella risk assessment and water testing).
- £1 BT payphones (adoption Minions phone box).
- £25.00 Jackie Benson over-payment of allotment rent.
- £7.28 Linkinhorne Parish Hall (Utility charges WC LPH).
- £106.25 R. Stephens (Minions doors & jubilee Field).
- £22.68 M. Kilby (Admin costs).

c) Receipts i) £157.41 Minions WC's

d) Notification of addition to insurance policy – BT phone box Minions.

Member acknowledged that the phone box will be added to the insurance policy without additional charge for 2020-21. After which an additional change will be included within the premium.

e) To consider / approve quotes for new laptop, software and setting up cost.

**Resolved** to defer to the next meeting

- f) To consider quotes received for work to be undertaken on trees at Jubilee Field Play area Upton Cross.

After consideration of the quotes presented it was **resolved** to approve the lowest quote for £680 to fell all marked trees around boundary of Jubilee Field, to remove all timber and chip and remove all arising.

## 7) Planning

### a) Planning Applications

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

- i) PA20/08045. Land North Of Gospenheal, Upton Cross. Outline application for an exception scheme of up to 20 dwellings with all matters reserved except access.

Linkinhorne Parish Council objects to the application on the basis that it fails to comply with policy 8 (for affordable housing) and policy 9 (exception sites) of the Cornwall Local Plan. In so far as the primary purpose of the development is clearly not to provide affordable housing and secondly the proportion of open market housing shown has not been demonstrated to be necessary for the development of this site and falls below the recommended level for a site of this configuration. In reaching this decision the Parish Council noted that 1038sqms of open market floor space is being provided against 760sqms of affordable. Similarly ratio of bed spaces and land take is skewed dramatically in favour of the open market housing. Land allocation including gardens was 70:30 in favour of the open market housing. Evidence has not been provided that the site is not capable of developing a higher proportion of affordable properties. Also for the reason that whilst we would not expect the details of the financial appraisal to be provided we would expect any abnormal or particular site aspects which require additional investment to be identified. No information on this has been provided, leading us to conclude that it is unlikely to be significant. An access arrangement for safe pedestrian access to the village has not been provided. Traffic will be travelling at 20mph past the proposed entrance and the council would like to question whether the visibility splays shown are sufficient.

- ii. PA20/08260. Land West Of Lavender Cottage Bray Shop Outline application with some matters reserved for a new dwelling. Linkinhorne Parish Council objects to the application on the basis that the development is not significantly affordable led and request that if the application were to precede a restriction is applied stating that the property is designated as affordable housing in perpetuity.

- iii. PA20/07968. Yonder Netherton, Rilla Mill. Listed Building Consent for changes to the internal arrangements. Linkinhorne Parish Council has no objections to the application.

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

Decisions:

- PA20/05869 APPROVED. Plash Mill Upton Cross. Alterations and Extension to dwelling.

Notifications:

- PA20/07241 Decided not to make a TPO (TCA apps). Downgate House, Downgate Upton Cross. Works to trees in a Conservation Area, namely dismantle Beech (T1) to 1.6m from top of hedge; Beech trees (G1) reduce crowns by no greater than 3.5m and sideways growth by 2m; Ash (T2) dismantle to ground level; Noble Fir (T3) dismantle to ground level.

- PA20/08576. Riverside Rilla Mill. Works to trees in a Conservation Area namely T1 - sycamore to be coppiced. T2 Alder to be coppiced. T3 Ash to be coppiced. T4 birch x 3 - crown lift by 3m. T5 Conifer - crown lift 2 m T6 beech x 2 - fell. See application form for further details. 1 oak and 1 hazel to replace.

#### 8) Play equipment and recreational areas

a) To discuss weekly safety inspections

- i) Jubilee Field                      The five aside goals were discussed Clerk to investigate the possibility of strengthening.
- ii) Rilla Mill play area              No new issues were reported.

b) To discuss weekly inspection rota and RoSPA Training

The Clerk has filled the rota for the next 6 months

Councilor Adams has **agreed** to undertake the RoSPA training.

c) Discuss / consider response from Schoolscapes on the toddler swing in Jubilee Field.

The Clerk has not received a response from Schoolscapes in regards to the toddler swing in Jubilee Field. The Clerk will attempt to contact Schoolscapes and will also contact a local trades person to investigate options for mending the toddler swings.

#### 10      **Neighbourhood Development Plan – to receive update**

The updated version includes all the feedback received as part of the pre-submission consultation and is now complete and has been circulated to the councilors, The Councillors **resolved** to approve the current version. The latest version is to be uploaded onto the Parish Council website.

#### 11      **To discuss and agree upon direction of Linkinhorne Housing Working Party and Community Land Trust.**

**Resolved** to defer until the outcome of planning applications including affordable housing have been determined.

#### 12      **Public Conveniences**

**a) To discuss / take action in relation to the recommendation of the working group concerning:**

- i)      **Minions**
- ii)     **Upton Cross**

**Resolved** to approve the recommendations of the working group. The following recommendations were agreed:

a. Both sets of public conveniences will remain open with the council using the £10,000 received from Cornwall Council to pay for any additional measures put in place in response to Covid-19, until the end of holiday period in 2021.

b. The public convenience will remain open at the end of week and weekends, closing for mid-week. Cormac Solutions Ltd will clean both sets of public conveniences on a Friday,

Saturday and Sunday. Zoono applications will continue until it is deemed safe to return to traditional cleaning methods.

c. Any residual monies remaining from the £10,000 will be invested into capital improvements at the end of the 2021 holiday period.

d. Impact on the budget will be discussed at the finance working group meeting and included within the budget which will be considered at a full council meeting.

**13 a) To consider /decide upon the donation to the Royal British Legion for a poppy wreath**

**Resolved** to approve a donation of £50.

**b) To consider / decide upon whether to undertake a Remembrance Day memorial service.**

**Resolved** to approve the cancellation of the Remembrance Day memorial service, due to the current Coronavirus pandemic.

**14 To consider /discuss the public footpath 614/3/1 Measham.**

Cormac Solutions will carry out some improvements on footpath 614/3/1 Measham (Rilla Mill), including adding a revetment/widening of the two narrow/sloping sections and also clearing of debris/vegetation from the slate section. This work would be added to the work package for the bridge installation further along the path and carried out at the same time.

**To consider / discuss the replacement noticeboard at Bray Shop**

- a) an idea of what is required/desired**
- b) a budgetary limit for a three way split**
- c) an idea of likely assistance from Ward Member or other funding**
- d) Any suggestions for how to organise tendering, including any likely businesses or craftsmen.**

**Resolved** to delegate authority to the clerk.

**15 Policies:**

**a) To review / agree on any changes to:**

- i. Complaints procedure – Resolved** to approve subject to the minor changes to point 5 and 8.
- ii. Privacy Notice – Resolved** that there were no changes to be made
- iii. Burial ground regulations - Resolved** that there were no changes to be made

**b) To consider / adopt the Volunteer Policy and Procedures**

**Resolved** to approve adoption of the policy and procedures.

**17 To discuss / approve the advertising for the Co-Option of a new councillor: No requests were received asking for an election to be held.**

**Resolved** to approve the advertisement of the vacancy by Co-option.

**17) Correspondence (as listed)**

<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
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<u>Doc. Date</u>	<u>Title</u>	<u>Summary</u>
15.09.2020	Rural Service Network	The Rural Bulletin - 15 September 2020
15.09.2020*	Cornwall Community Flood Forum	Invitation to Cornwall Community Flood Forum's Annual Conference
15.09.2020*	WesternWeb Ltd	Website WCAG2.1 Level AA compliance
17.09.2020	CALC	URGENT CLARIFICATION - withdrawal of advice in CALC FAQ13 - the 'rule of 6' and local council meetings
21.09.2020*	CC	Carbon Neutral Cornwall Hive online event - Saturday 26 September, 1pm - 4pm
21.09.2020*	CC	Town and Parish Council COVID-19 Update - 18 September 2020
22.09.2020*	CC	Community Governance Review update
22.09.2020	Rural Service Network	The Rural Bulletin - 22 September 2020
22.09.2020*	CCNA	Devon and Cornwall Police - Cyber Protect Unit
28.09.2020*	CC	Local Council Planning Conferences 2020 - Invitation to our next event on 21 October
28.09.2020*	CC	Town and Parish Council COVID-19 Update - 25 September 2020
29.09.2020	Rural Service Network	The Rural Bulletin - 29 September 2020
01.10.2020*	Citizens Advice	Citizens Advice Cornwall Update
05.10.2020*	CC	Town and Parish Council COVID-19 Update - 2 October 2020
05.10.2020*	CC	W2049035 - Overgrowth Moorlink, Henwood, Liskeard, PL14 5BP
05.10.2020*	CCNA	Seasonal dogs on beaches PSPO review 2020 - deadline 21st October 2020
06.10.2020	Rural Service Network	The Rural Bulletin - 6 October 2020
08.10.2020	Rural Service Network	RSN Rural Funding Digest - October 2020 Edition
8.10.2020	CCNA	Creative Cornwall Calling
08.10.2020	CCNA	Poppy Appeal & Remembrance request

**a) Items for information only**

**20) Close of Business**

The meeting closed 08:54pm