

Linkinhorne Parish Council

Minutes of the Annual Meeting of the Parish Council Monday 12th May 2025 at 7.30pm at Rilla Mill Village Hall, Rilla Mill Minutes

Present at the meeting were: Cllr K. Wallis (Chairman), Cllr M. Corfield (Vice Chairman), Cllr S. Beech, Cllr B. Cox, Cllr C. Hordley, Cllr S. Street, Cllr A. Thomas.
Lena Batten (Clerk).
Members of the public: None.
The Chairman welcomed all to the meeting.

1) Election of Chairman and signing of the Declaration of Office of Chairman:

The Chairman welcomed all present to the first meeting of the new Council. The Chairman passed the chair to the Vice Chairman. Proposed, seconded and upon being put to the vote, it was unanimously resolved to approve the re election of Cllr K. Wallis as Chairman. The Vice Chairman passed the chair back to the Chairman. The Chairman duly signed the Declaration of Acceptance of Office to the role of Chairman, countersigned by the clerk.

2) Election of Vice-Chairman:

It was proposed and seconded and upon being put to the vote, unanimously resolved to re elect Cllr M. Corfield as Vice Chairman. The Vice - Chairman duly signed the Declaration of Acceptance of Office to the role of Vice - Chairman, counter-signed by the clerk.

3) To confirm all members have completed Declaration of Acceptance of Office:

All Councillors present confirmed the Declaration of Acceptance of Office had been signed prior to the meeting.

4) To receive Standing Orders, Code of Conduct, Register of Interests: It was agreed with all in favour that the Council would accept the current Standing Orders and Code of Conduct. Register of Interests was received from one Councillor.

5) Apologies:

Apologies were received from Cllr C Hearn and Cllr J. Gale (Divisional member).

6) Code of Conduct:

- a) To receive declarations: Cllr S. Street item 10 (b) (xi).
- b) To grant dispensations: None.

7) Minutes:

Resolved that the minutes of the previous Meeting of Linkinhorne Parish Council held on the 14th April 2025 be confirmed as a correct record and signed by the Chairman.

8) Public Participation:

No members of the public were in attendance.

9) Reports from and matters of concern to:

a) Cornwall Councillor Jim Gale:

The clerk reported that Cllr J. Gale had spoken with her to give his apologies and asked for an update on current issues. He confirmed he would attend the June meeting.

b) Councillors:

The Chairman reported that following the hedgerow removal under planning application PA24/08997 which was refused but took place it had been noted that during a wet weather spell the mud was running across the road which caused a potential driving hazard. It was agreed that during extreme weather conditions this was likely to get worse.

Resolved that photo's would be taken when the weather was bad to update Highways.

One Councillor reported that following a complaint from a member of the public with regards to works completed by Wildernet at Henwood Village Green it had now been confirmed that although it was a registered village green it remained the property of Highways and appropriate permission had been sought. He further stated that one member of the public had tried to obtain 'keep dogs on leads' signage without success and felt that a sign was needed at Henwood.

Resolved that the clerk would contact the rural policing team to request a sign and if they were unable to provide one, the clerk would proceed and purchase one.

One Councillor reported that public footpath 614/34/2 which led from The Manor House Inn in Rilla Mill up to the back of Woodland Rise in Rilla Mill was again littered with dog faeces. The recent cat litter which had been thrown on the path had now been covered with soil. The clerk further reported that trees on the bank belonging to the wood had recently been chopped back. One Councillor confirmed ownership of the wood.

Resolved that the clerk would contact the owner of the wood and ensure he was aware of the recent tree removal and the clerk would purchase signs for 'Please pick up after your dog' and request permission to place them on stakes along on the footpath.

10) Finance:

a) To receive/approve cash flow of accounts/bank reconciliation:

Resolved that the bank reconciliation / cash book statement was confirmed as an accurate account, and this was signed by the Chairman.

b) Payments: i) £35.07 (Lena Batten, Ink), ii) £8.98 (Lena Batten, Drawing pins / paper), iii) £96.00 (Bespoke Metal, goal post hoops), iv) £6.58 (No dogs sign), v) £14.98 (Lena Batten, postage), vi) £225.60 (ROSPA play inspections), vii) £3.38 (Lena Batten (envelopes), viii) £77.94 (Annual Zoom subscription), ix) £343.20 (S. Sandercock, dredging of ditch), x) £25.00 (RMVH room hire), xi) £390.00 (WC cleaning April).

Resolved that the following payments were approved.

c) Receipts: i) £286.00 (Community Chest Grant), ii) £17,414.09 (1st instalment precept), iii) £452.03 (VAT reimbursement).

This was noted for information.

d) To review the internal controls and / or use of insurance cover, and risk management arrangements:

Completed at April meeting.

e) To review / approve Assets Register and Disposal Policy:

Having reviewed the Assets register and disposal policy it was proposed, seconded and upon being put to the vote it was

Resolved that the asset register and disposal policy be agreed and the two bins stored from the Jubilee Field be removed from the register.

f) To formally record no conflicts of interest declared for the purpose of the audit:
Having reviewed any conflicts of interest for the purpose of the audit it was proposed, seconded and upon being put to the vote it was

Resolved that there were no conflicts of interest declared.

g) To receive / approve the finding of the internal audit report and Internal Governance Statement:
Having reviewed the report of the internal auditor for 2024-2025 and on being proposed, seconded and being put to the vote it was

Resolved that the Council approve the findings of the internal auditor report. Linkinhorne Parish Council having considered whether any litigation, liabilities or commitments, events or transactions occurring either during or after year end had a financial impact on the Parish Council and where appropriate have indicated them in the accounting statement. Proposed, seconded and upon being put to the vote it was

Resolved that the following review of each item listed, the Council approve the adoption of 'yes' in sections 1-8 and n/a in section 9 of the Annual Governance Statement 2024-2025.

h) To receive / approve the accounting statements:
Having reviewed the Accounting statement for the Council it was proposed, seconded and upon being put to the vote it was

Resolved that the Council approve the Accounting Statement 2024-2025.

i) To receive / set the commencing date for the exercise of public rights:
Having reviewed the period for the public inspection of the financial statements it was proposed, seconded and upon being put to the vote it was

Resolved that the period for the public inspection be advertised as between the 1st July and 31st July 2025.

j) To confirm for the purpose of intermediate audit that arrangements for effective financial management during the year, and preparation of the accounting statements are in place:
Resolved that the Council approve the financial management and accounting statement for 2024-2025.

k) To receive the end of year financial report:
Having reviewed the Accounting statement for the Council it was proposed, seconded and upon being put to the vote it was
Resolved that the Council approve the financial report 2024-2025.

L) To accept the third and final year of insurance with Clear Councils at a cost of £1243.43 and to consider the offer of entering into a new three year fixed agreement for 2025,2026,2027 due to a decision by Clear Councils to change insurer:

Resolved that the clerk would contact Clear Councils and provided the cost increase was within 10% would proceed with a new three year fixed agreement. If the cost exceeded 10% increase the clerk would seek further advice from the Chairman and Vice Chairman.

11) Planning:

a) Planning applications:
None.

b) Any applications received before the meeting:

Two applications were received by the date of this meeting. Linkinhorne Parish Council made the following recommendations:

i) PA25/02981 – Caradon House, Rilla Mill, Callington – Retention of the former woodman’s cottage as an annex – Linkinhorne Parish Council agreed there was no alteration to the footprint and it remained attached to the main property therefore no objections were raised.

ii) PA25/02560 – Building North East of Treovis Farm Cottage, Upton Cross – Conversion of the existing building to a self build dwelling with associated works including addition of a plant room, a porch and formation of a parking / turning space – Linkinhorne Parish Council considered the application and felt that there was no impact on Highways or the skyline therefore it was unanimously agreed there was no objection.

12) Play equipment and recreational areas:

a) Weekly safety inspections:

i) No significant issues were raised during routine visual inspections however the plank of wood on the roof of the play house remains loose.

Resolved that One Councillor volunteered to be added to the Jubilee Field working party, three Councillors would look to repair this.

ii) To receive / consider any works in relation to both ROSPA reports received 25th April for both parks:

A brief discussion was held regarding the general age of the play equipment and the financial reserves in play to purchase new equipment. No immediate actions were required as an outcome of the inspection and one councillor would look to fix the gate hinge.

b) Jubilee Field:

i) To note for information that Fields in Trust have responded to state that they are not supportive of a proposed Village Green registration:

The clerk read the response from Fields in Trust which detailed that they were not supportive of a proposed Village Green registration and Linkinhorne Parish Council could not proceed without their support.

Resolved that Fields in Trust were a protective factor in maintaining the field and no further action would be taken.

ii) To consider / resolve options to fix the balustrade to the right of the slide on the mound which is going rotten / exposing screws:

The clerk confirmed that the balustrade had been identified as going rotten. The Jubilee Field working party would look to repair this.

c) Rilla Mill Play Area:

No reports of concern.

13) Public Conveniences:

a) Minions:

i) To note for information the water meter reading on the 2nd May 2025 was 774 – Noted for information.

b) Upton Cross:

No reports of concern.

14) To accept an update in relation to Primrose Vale Cottages to confirm that an electrician from Live West has visited and turned all the electrics off, the member of the public raised concern that this may include the septic tank pump:

The Chairman confirmed no update had been received from Anna Gelderd, MP for South East Cornwall.

Resolved that the clerk would contact one member of the public for further information in relation to the pump being turned off to the septic tank. The clerk would then contact Anna Gelderd, MP for an update and Livewest for further clarification as to any consequences of the pump not working in wet weather.

15) To consider / accept information received from Teligent Ltd regarding propose communications installation at Cellnex site at Caradon Hill SC:

This was noted for information, no response required.

16) To consider election of Member Representatives to outside bodies, to accept the resignation of Susan Batkin from The Roberts and Jeffery Foundation:

Resolved that The Jubilee Field Working Party would remain with a total of four Councillors, one Councillor had now left and another agreed to replace them. The Finance / Audit and Insurance / Risk Management Working Group would remain the same including the Chairman, Vice Chairman, Clerk and one Councillor. The Cornwall Association of Local Council Meetings would remain the same, one Councillor, The Roberts and Jeffery Foundation had seven members however one had recently resigned and the treasurer was currently looking to replace them. There were currently two members nominated and appointed by Linkinhorne Parish Council. One Councillor would continue to represent Linkinhorne Parish Council at the Community Area Partnership Panel. One Councillor would remain in the Commoners group and a further Councillor also put their name forward to be added to this. The Neighbourhood Steering Group would remain dormant and group members identified at the appropriate time.

17) To consider/ resolve whether to cancel Zoom subscription at £77.94 per annum as the clerk uses Teams but rarely uses Zoom:

Resolved that the clerk cancel any future Zoom subscriptions as most communication takes place via Teams.

18) To accept a written thankyou from The Friends of Stara Woods, Linkinhorne Parochial Church Council, Linkinhorne Horticultural Society, Linkinhorne History and Archive Group and Rilla Mill Village Hall for the grants received:

This was noted for information.

19) To consider email received from Live West regarding a potential affordable housing opportunity in Upton Cross:

A discussion was held as to the whereabouts of the potential location.

Resolved that the clerk respond to Live West to update them that Linkinhorne Parish Council would like to be fully engaged in the process and request a mapped location of area being assessed as a viable location.

20) To feedback as requested further information regarding the burial ground at the Retreat Centre, Rilla Mill:

The clerk fed back to the meeting that the Retreat Centre still had a substantial amount of space available in the LAMC graveyard.

Resolved that the clerk contact LAMC and express an interest in the potential option for Linkinhorne Parish Council to use part of the land as further civic burial ground. The matter would be listed on the next agenda following a response from LAMC.

21) To note for information one member of the public has made a complaint regarding works taking place on the green at Henwood by Wildernet on the 16th April without prior consultation.

The clerk has emailed to request further information but no response has been received to date.

To consider any further action required:

This was previously discussed under item 9 and no further action was required.

22) To confirm four Councillors are now booked on Code of Conduct training:

Four Councillors still had to book onto the Code of Conduct training. Three Councillors gave availability for the clerk to book them on with only one Councillor remaining.

23) Correspondence as listed:

10/04/2025*	Devon and Cornwall Police	Combined efforts to tackle ASB are succeeding
14/04/2025*	Cornwall flood forum	Spring newsletter
24/04/2025*	Councillor Advocate OPCC	National stalking awareness week
02/05/2025*	Councillor Advocate OPCC	Devon Pensioner smothered in bed
02/05/2025*	Positive planning	Planning news for local councils and agents

Decisions forwarded by Cornwall Council:

PA25/00452 - Land To The South Of Sutton Upton Cross Liskeard PL14 5BA - Demolition of existing farm building, construction of new dwelling and change of use of additional land to residential, in lieu of Class Q approval under decision notice PA24/06001 - withdrawn. PA25/01989 - Brook Cottage, Henwood, Liskeard, Cornwall, PL14 5BP - Decided not to make a TPO (TCA apps) Works to trees within a Conservation Area - removal of Fir tree. PA25/02282 - North Coombe Farm, Rilla Mill, Callington, Cornwall, PL17 7PE – Prior notification of agricultural or forestry development for storage shed - Prior approval not required.

Notifications forwarded by Cornwall Council:

PA25/03115 - Arqiva Transmitting Station, Caradon Hill, Minions, Liskeard, PL14 5LT - Notification under the Electronic Communications Code Regulations, in accordance with the Electronic Communications Code (Conditions and Restrictions) Regulations 2003, as amended, of the intention to install 5G Electronic Communications Apparatus – closed advice given. PA25/03198 - Land South West Of Treverbyn, Bray Shop, Callington, PL17 8QA - Prior notification of agricultural or forestry development for general purpose agricultural storage building for fodder and straw – awaiting decision.

The Chairman thanked all new Councillors for their contribution.

24) Close of Business: The meeting closed at 8.46pm.