

# Linkinhorne Parish Council

## Notes of the Informal Meeting of Linkinhorne Parish Council held at 7.30pm on Monday 9<sup>th</sup> October 2023 at Linkinhorne Village Hall, Upton Cross

### NOTES

Present at the meeting were: Cllr Wallis (Chairman), Cllr Beech, Cllr Hordley, Cllr Martin.  
Lena Batten (Clerk)  
Members of the public: None

#### 1) Apologies:

Cllr Corfield (Vice-Chairman), Cllr Hanson, Cllr Hearn,

It was noted that, in the absence of a quorum, the Meeting was not in a position to make decisions on the matters listed on the Agenda. Accordingly the record of the Meeting took the form of Notes only. Any decisions arising would either fall to the Clerk (where covered by delegated authority or prior authorisation), or to the next Meeting of the Council where the views of the following Meeting would constitute, in effect, a recommendation.

#### 2) Code of Conduct:

- a) Declarations: None
- b) Grant of dispensation: None

#### 3) Minutes:

The consensus of those present was that the minutes of the previous meeting of the Parish Council held on 11<sup>th</sup> September 2023 be confirmed, as a correct record and signed by the Chairman and thereafter countersigned at the next validly constituted Meeting of the Council.

#### 4) Public Participation:

No members of the public were in attendance.

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

- a) Cornwall Councillor Sharon Daw – Not present.
- b) Councillors – None.

#### 6) Finance:

- a) Cash flow of accounts / bank reconciliation -

The consensus of those present was that the bank reconciliation/cash book statement be confirmed as an accurate account, and this was signed by the Chairman and thereafter countersigned at the next validly constituted Meeting of the Council.

- b) Payments -

The consensus of those present was that the following payments be approved (and where they could, be addressed under emergency delegation held by the Clerk)

i) £366.88 (Cormac field maintenance), ii) £343.99 (Corserv cleaning Minions Sept), iii) £343.99 (Corserv cleaning UX Sept), iv) £30.00 (training), v) £592.50 (J. Gosling, WC maintenance final payment), vi) £241.39 (Viking, WC maintenance), vii) £252.00 (BDO external audit), viii) £15.00 (Liskeard signs for goal posts), ix) £40.00 (plumbing, Minions WC), x) £30.00 (Western Web).

c) Receipts –

i) £14,996.89 (precept payment), ii) £114.50 (Coin collection Minions WC's).

d) To note conclusion of the annual audit –

The consensus of those present was Linkinhorne Parish Council accepted the conclusion of the annual audit and financial review.

e) To re-issue cheque for £592.50 for Minions WC's due to incorrect details –

The consensus of those present was Linkinhorne Parish Council re-issued the cheque.

## **7) Planning:**

The consensus of those present was that Linkinhorne Parish Council made the following informal recommendation:

i) PA23/06090 – Great Lanhargy Farm, Bray Shop, Callington – Change of use and conversion of a barn to a dwelling, together with a new access drive – The Consensus of those present was that Linkinhorne Parish Council was unable to formally comment however had raised concerns about the architectural style within the surrounding environment.

## **8) Play equipment and recreational areas:**

a) Weekly safety inspections –

i) Weekly safety inspections took place with no significant immediate safety issues identified in either park. The Chairman confirmed that following discussion with Upton Cross ACE Academy, she would not be visiting the school as the Head would talk to the children about the importance of not moving the goal posts due to the safety hazards involved.

b) Jubilee Field –

i) To discuss / consider hedge laying –

The Chairman gave an overview of the concerns relating to the hedge which needed laying in the next couple of years in order to secure appropriate future growth as a hedge. The consensus of those present was that the Chairman would request a formal quote and a discussion regarding the option of the need to create a working party of friends of the Jubilee Field would be deferred until the next meeting in order that the Council was quorate.

ii) To note the toddler gate and stave had been fixed –

It was noted that both the toddler gate and the stave had been fixed, also that the goal posts had been re secured and stickers placed on them to advise the public of the risks involved if they moved the goal posts.

iii) To consider / resolve the quotes received for replacement rubber matting –

The clerk had only been able to source one quote with agreement that Linkinhorne Parish Council would supply half a dumpy bag of top soil. The costs of works at £350.00 plus VAT would include the grass seed, the installation of four new mats and labour. The consensus of those present was that Linkinhorne Parish Council proceeded to accept the quote and seek volunteers to move the soil subject to ratification at the next meeting in order that the Council was quorate.

iv) To discuss the latest information received from Fields in Trust regarding the potential transfer of Jubilee Field -

The consensus of those present was that the clerk would contact Fields in Trust for any further updated information and the item was deferred to the next meeting due to be held in November for consideration to include the option of an open meeting for the public.

c) Parsons Meadow –

i) To discuss options regarding the chain attachments to the upper rail of the swings –

One Councillor would take a ladder to inspect the chains more closely and report any defects.

## **9) Public Conveniences:**

a) Minions –

i) To note works now completed on the doors –

It was noted that the work to the doors had now been completed.

ii) To discuss the estimated costs of renovation to the WC's – The consensus of those present was that the estimated costs listed were satisfactory and subject to ratification at the next meeting a recommendation was made to proceed with the renovations.

iii) To consider the tender opportunity received for the cleaning of the public conveniences -

The tender opportunity was considered. Following a brief discussion the consensus of those present at the meeting was that in principle they were happy with the tender and the clerk advertise the opportunity in the Link. It was also the consensus of the meeting that the item was deferred to the next meeting for further consideration following any further tenders received.

iv) To consider the advice given by the plumber regarding renewal of parts of the cistern's - One Councillor offered to replace the required parts in the cisterns.

v) To note / discuss the costs of Legionella testing - The consensus of those present was that the clerk obtain further information from Cornwall Environmental Health and the item be listed on the next meeting for consideration alongside the option of potential sponsors to support the costs.

b) Upton Cross –

i) One Councillor raised the option of signage being placed in Jubilee Field as some members of the public were not aware that there was a WC adjoining the village hall. The Consensus of those present was that the item be listed for a future meeting for consideration.

**10. Burial Ground:**

To consider / resolve quotes received for removal of the spoil -

The consensus of those present at the meeting was that the clerk would speak to the contractor for the maintenance of the burial ground in the first instance to see if he could spread some spoil on existing sunken graves and the item be listed on the November meeting for further discussion.

**11. To note the Environmental Health Department have been informed of the potential concerns regarding the restricted flow of water at Rilla Mill Bridge:**

It was noted that the clerk had contacted Cornwall Environmental Health Department and informed them of the concerns regarding the flow of water under the bridge being restricted due to excess debris around the bridge.

**12. To consider / resolve if representation is required at the site meeting due to be held on the 12<sup>th</sup> December regarding stock fencing at Caradon Hill Common:**

The consensus of those present was that one Councillor would attend and should the weather restrict access for her a second Councillor volunteered to attend.

**13. To note repairs completed on the footbridge of path 614/11:**

The clerk provided an overview of the repairs required on Linkinhorne Parish Council footpaths. This included several broken down trees, one broken footbridge, two collapsed stiles and several sign posts rotten at the bottom hence having fallen over. These defects had all been reported to Cornwall Council for repair commencing in April 2023. The consensus of those present was that the clerk would contact countryside services and request clarification of what they will repair and what was being left to deteriorate further. The item would then be listed for discussion at a future meeting.

**14. To consider recommendations and suggestions for the celebrations for D-Day:**

Following discussion the consensus of those present was that the clerk would contact the local village halls, also the Public House and Henwood Residents Association to confirm what events were taking place. Clerk would then list the matter on a future agenda for further consideration.

**15. To note the wreath for Remembrance Day has been ordered:**

The clerk confirmed the wreath had been ordered and would be delivered shortly. The clerk also confirmed that a member of the public had contacted her to state Lay Minister Andrew Doney would be holding a brief service at the War Memorial at 10.45am on the 10<sup>th</sup> November 2023. The clerk was asked to contact Upton Cross Ace Academy to request the attendance of the children.

**16. To consider / respond to email received from Cornwall Community Land Trust regarding affordable homes at Upton Cross:**

Following a brief discussion the consensus was that it was agreed in principle that as Linkinhorne Parish Council still had a Housing Working Party a meeting would be the most appropriate way forward. The clerk would contact Cornwall Community Land Trust to respond to state that they would be happy to attend a meeting.

**17. To review / adopt Linkinhorne Parish Council’s Pension Discretion Policy:**

It was agreed that this item would be listed for the next meeting due to be held on 13<sup>th</sup> November 2023.

**18. To consider / respond to Polling Districts and Polling places review:**

The consensus of the meeting was that the clerk would respond to confirm that Linkinhorne Parish Council were happy with the current voting arrangements in place and this decision would be ratified at the next meeting.

**19. Correspondence (as listed):**

07/09/2023*	Devon and Cornwall Police	Dolton Winkleigh CSW group
07/09/2023*	News Bulletin	Launch of the New LCC Website
07/09/2023*	News Bulletin	Police update Tamar to Moor Community Area Partnership
07/09/2023*	Public Sector Executive	PSE Levelling Up
07/09/2023*	Public Sector Executive	Decarbonise Fleets & Reach Goals
07/09/2023*	NALC	Young councillors network
07/09/2023*	CALC	Budget update training
08/09/2023*	Newsletter	Affordable Housing
08/09/2023*	Chief Executive Bulletin	Smaller Authorities' Audit Appointments appoints new chief executive
08/09/2023*	Forest for Cornwall	Newsletter
12/09/2023*	Newsletter	Affordable Housing
12/09/2023*	Town and Parish Council Newsletter	Traffic disruption alerts
12/09/2023*	Minutes	East Sub-Area Planning Committee, Monday, 4th September
14/09/2023*	CALC	CALC Annual General Meeting
17/09/2023*	Public Consultation	Licensing Act Policy Review
19/09/2023*	Rural Funding Digest	Monthly bulletin featuring RSN Rural Funding Digest & Government
19/09/2023*	Rural Funding Digest	Consultations
19/09/2023*	Clean Cornwall Newsletter	New funding and projects
19/09/2023*	Training opportunity	The Open Spaces Society training: Protecting Commons, Greens and Open Spaces
19/09/2023*	Public Sector Executive	Public Sector Cyber Security Virtual Event
19/09/2023*	Public Sector Executive	The True Cost of Doing Nothing Webinar
19/09/2023*	Tamar to Moor CAP meeting	Phasing out of School Travel Assistance
21/09/2023*	East Sub-Area	Planning Committee Meeting cancelled

21/09/2023*	Police and Crime Commissioner	Community Grant Scheme 2023
24/09/2023*	Cornwall Council Draft Budget	Circulated for consideration
24/09/2023*	Devon and Cornwall Police Gants	To help tackle crime and antisocial behaviour
26/09/2023*	Cancelled	Strategic Planning Committee for Thursday, 12th October, 2023,
26/09/2023*	Public Sector Executive	Prioritising Communities Through Regenerating Towns and Cities
27/09/2023*	Public Sector Executive	Transforming legacy applications into improved service delivery.
27/09/2023*	Cornwall Council	Planning News for Local Councils
02/10/2023*	PCSO Steve Edser	Since 1/9/23 to 30/9/23 the following are disclosable - Assault x 2 Malicious Communication.
02/10/2023*	Webinar	Delivery for Advancing the EV Revolution!
02/10/2023*	Road closure notification	B3254 Port Lane And Tremabe Lane, Upton Cross.
02/10/2023*	Cornwall Council	Budget Update

#### Notifications and Decisions:

##### Decisions:

**PA23/05187** approved - Old Timbers, Henwood, Liskeard, Cornwall, PL14 5BP - Proposed detached garage in garden area 17.6sq.m.

**PA23/06205** Decided not to make a TPO – Bruffs, Rilla Mill, Callington, Cornwall, PL17 7NT - Proposal Works to trees within a Conservation Area (CA): Removal of weeping conifer.

**PA23/05739** Granted - Pitchfork Farm, Caradon Town, Lower Tokenbury Road, Pensilva, Liskeard, Cornwall PL14 5AR - Proposal Certificate of lawfulness for the existing use of the occupation of a dwellinghouse without compliance of condition 5 (agricultural occupancy).

**PA23/01098** PRE Planning Permission not required - Downgate House, Downgate, Upton Cross, Liskeard Cornwall PL14 5AJ - Proposal 5 day notice form for 160 year old beech tree.

**PA23/05928** S52/S106 and discharge of condition apps - Cotts Farm, Henwood, Liskeard, Cornwall PL14 5BH - Proposal Submission of details to Discharge Condition 3 in respect of Decision Notice PA22/01530 dated 09/09/2022.

##### Notifications:

**PA23/07101** application - Land Adj Kenilworth Uphill Callington PL17 7PB - Conversion and extension of an existing redundant barn to create a single residential dwelling, the removal of a further two redundant barns and general associated works.

**PA23/07767** Application - Tredowr Rilla Mill Callington Cornwall PII 7 7NT - Works to trees in a Conservation Area: GI- sycamore (*Acer pseudoplatanus*) three primary stems to be felled due to structural constraints threatening the security of the low voltage power line - National Grid Electricity Distribution.

**23) Close of Business:** The Meeting closed at 20.57 pm