

# Linkinhorne Parish Council

## Minutes of the Meeting of the Council

### Monday 13<sup>th</sup> November 2023 at Rilla Mill Village Hall, Rilla Mill

#### Minutes

Present at the meeting were: Cllr Wallis (Chairman), Cllr Corfield (Vice Chairman), Cllr Beech, Cllr Hanson, Cllr Hearn, Cllr Hordley, Cllr Martin.

Lena Batten (Clerk)

Members of the public: None.

#### 1) Apologies:

Apologies were received from Cllr. C. Hearn who was running slightly late.

#### 2) Code of Conduct:

a) Declarations: Cllr R. Hanson Minute no 6b (xi), Cllr S. Beech Minute no 7a(i), Cllr K. Wallis Minute no 8b (ii), Cllr C. Hordley Minute no 7a (ii).

b) Grant of dispensation: dispensation to remain in the meeting if deemed necessary, but not to participate in the discussion or voting thereon – reason: in order to maintain a working quorum.

Councillor C. Hearn entered the room and gave apologies for being late. Cllr C. Hearn declared an interest in Minute no 13.

#### 3) Minutes:

**Resolved That** the previous Minutes of the meeting of Linkinhorne Parish Council held on the 11<sup>st</sup> September 2023 be confirmed as an accurate record and signed by the Chairman.

**Resolved That** subject to the amendment of note no 11 the Environmental Health Department should read the Environmental Agency Department and note no 13 Linkinhorne Parish Council Footpaths should read Linkinhorne Parish footpaths, the notes of the previous (informal) meeting held on the 9<sup>th</sup> October 2023 be confirmed as a correct record and signed by the Chairman and the recommendations / suggestions included therein be endorsed and adopted, proposed by Cllr M. Corfield, seconded by Cllr C. Hearn with all in agreement.

#### 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 –

Councillor C. Hordley fed back information to the meeting following her recent attendance at the Cornwall Community Flood Forum. It was reported that natural management of flood waters had been discussed with a current project in place based at Duchy College. If this was successful the project would be expanded to other areas. The philosophy was that one farmer could do very little but as a collective group flood management would improve. The project was currently taking place in the Stoke Climsland area.

Councillor C. Hearn reported no new developments from the Community Area Partnership action plan to date but work on the A388 continued and there would be positive changes visible fairly soon. Cllr Hearn also reported that he had attended a Remembrance ceremony on Saturday 10<sup>th</sup> November at Upton Cross.

Councillor M. Corfield reported that he had attended a ceremony and laid a signed wreath on behalf of Linkinhorne Parish Council on Friday 10<sup>th</sup> November at the War Memorial in Upton Cross.

A brief discussion took place regarding the poor quality of the wreath and the clerk was asked to report this back to the Royal British Legion.

## 6) Finance:

a) 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:

Noted that Councillor R. Hanson declared an interest and left the room during consideration thereof.

**Resolved That** the following payments were approved - i) £50.00 (donation for Wreath), ii) £30.00 (Damaged cheque to Western Web, pd by clerk), iii) £1400.00 (Footpaths), iv) £25.00 (RMVH room hire), v) £5.50 (admin, paper, pd by clerk), vi) £44.99 (admin, ink, pd by clerk), vii) £343.99 (Corserv UX, Oct), viii) £343.99 (Corserv Minions, Oct), ix) £366.88 (Cormac field maintenance), x) £420.00 (rubber matting, Jubilee Field), xi) £325.00 (burial ground grass cutting), xii) £20.00 (RMVH Room hire), xiii) £22.33 (Corserv hygiene, Minions, Apr-June), xiv) £11.17 (Corserv hygiene, UX, Apr-June), xv) £22.33 (Corserv hygiene, Minions, Jul-Sept), xvi) £11.17 (Corserv hygiene, UX, Jul-Sept).

Noted that Councillor R. Hanson returned to the room.

c) Receipts:

The following receipts were noted i) £1066.38 (VAT claim), ii) £275.00 (Linkinhorne Allotment Association).

d) To note the increase in monthly direct debit for water services at Minions

WC's:

A brief discussion took place regarding the £11.50 increase per month for water services.

**Resolved That** the clerk would seek to clarify the reason for the large increase in direct debit and inform the Council of the outcome.

## 7) Planning:

a) Planning applications –

**Resolved That** Linkinhorne Parish Council made the following recommendations:

Noted that Councillor S. Beech declared an interest in application 7a(i) and leaves the room.

i) PA23/08593 – Bargoses, Henwood – Works to trees under a tree preservation order Ash reduction/Pollard by 50% - Linkinhorne Parish Council agreed to defer to the views of Cornwall Council tree specialist officer. Following determination of the above item Councillor S. Beech returned to the room.

ii) PA23/07847 – Land Adj Aldor Road, Rilla Mill, Callington, PL17 7NT – Non material amendment to decision PA21/11398 dated 11.01.2022 for alterations to porch canopy – One Councillor declared a non-prejudicial interest, Linkinhorne Parish Council supported the application.

PA23/08736 – Brambles, Upton Cross – certificate of lawfulness for existing use of dwelling - Linkinhorne Parish Council had no information regarding the use of this site which would contribute to the assessment of this application.

PA23/02856 – East Yolland Farm, Upton Cross – Two storey extension to an existing detached dwelling and adjoining single storey annexe to the rear of the property – Councillor C. Hearn

abstained. Linkinhorne Parish Council agreed that subject to the planners being assured that the building could not be divided into two separate dwellings they had no objection.

b) Planning applications received before the meeting – None.

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

Noted that a) The Chairman Councillor K. Wallis declared an interest in 8b(ii) by virtue of direct association and left the room during consideration thereof.

b) In the absence of the Chairman the Chair was taken by the Vice Chairman, Councillor M. Corfield.

a) Weekly safety inspections:

i) One Councillor reported that following storm Ciaran last week the spring on the toddler gate has been damaged. One Councillor offered to fix this. It was also reported that the roof to the Gazebo has been damaged with one section of roof panels being blown off causing damage to the chipboard underneath. It was agreed that the ridge strips and chipboard would need to be removed for repairs to take place.

**Resolved That** the clerk would make an insurance claim and obtain three quotes for repair to include if possible, the original installer of the Gazebo.

b) Jubilee Field:

i) To discuss the need for a working party –

A brief discussion took place regarding the possibility of having a working party for the Jubilee Field to include the friends of Jubilee Field as a group of volunteers. Ongoing work had been identified in the field which included raking up leaves and removal of tree guards among other jobs. One Councillor offered to be the lead of the group and would look to define the role and management of the group and expectations and safety of the volunteers.

ii) To consider / resolve the quote received for hedge laying –

The quote was discussed alongside the need for the work to take place between November 2023 and February 2024. One Councillor raised that it would be helpful to be given an idea of the time involved in laying the hedge. Consideration of the cost of the longer term plan and maintenance required if the hedge was laid was discussed alongside alternative options for the management of the hedge.

**Resolved That** the decision would be deferred to the next meeting in December following the Chairman requesting a site meeting at the field for further information to be obtained. Delegated authority was given to the clerk in consultation with the Council to agree whether to proceed or not following the site meeting having taken place. The clerk would inform the adjoining land owner of the potential planned works.

Following consideration of the above item 8b (ii) the Chairman Councillor K. Wallis returned to the room.

iii) To note completion of the rubber matting under the swings –

The completion of the fitting of new rubber matting under the swings was noted. One Councillor reported that it appeared to be hollowing again already, one Councillor will go and view.

c) Rilla Mill Play Area:

No reports of concern.

### **9) Public Conveniences:**

a) Minions:

i) To note the additional charges being received from Corserv – Corserv continuing to increase their charges for the cleaning of the public conveniences was discussed. Following the tender process it was hoped that a reduction in the cleaning costs could be secured.

ii) To note tender applications were now on public display with a closing date of 1<sup>st</sup> January 2024 - **Resolved That** a copy of the tender advert be placed outside Minions Public Conveniences. It was also agreed that if no other tenders were forthcoming, community assent would be appropriate to ensure members of the parish were in agreement with the amount of funds being spent on the public conveniences in the longer term.

iii) To consider the advice / guidance forwarded by the environmental health department in relation to legionella testing - The advice was considered.

b) Upton Cross:

To consider signage for members of the public to direct them to the public convenience outside Linkinhorne Village Hall –

**Resolved That** the clerk would create a sign directing members of the public to the public convenience outside Linkinhorne Village Hall.

**10) Burial Ground:**

One quote was obtained by the clerk and considered in the meeting.

**Resolved That** it was proposed by Cllr M. Corfield and seconded by Cllr R. Hanson that the quote be accepted at a cost of £966.00 for the removal of the spoil. Cllr C. Hearn abstained. It was further agreed that the burial costs and fees would need to be considered and potentially increased and would be placed on the January 2024 agenda for discussion.

**11) To consider a request to adopt the precaution of tying the gates open at a sensible time if there was a flood warning at Rilla Mill Bridge:**

**Resolved That** one Councillor who lives locally to the bridge will, when there is a risk of flooding, tie the gates open to ensure the water can flow through and out the other side.

**12) To consider the email received in relation to the request for a lower speed limit in Rilla Mill:**

One Councillor confirmed that if it was requested, Cornwall Council was rolling out a 20mph speed limit in all requested areas which were currently 30mph. The clerk was advised to respond to the member of the public to confirm that they had contacted Cornwall Highways in respect of their concern and that this was not a Parish Council matter unless there was clear evidence of the area being unsafe in which case the Parish Council could raise a collective concern on behalf of members of the parish.

**13) Footpaths:**

To note the bridge on path 11 and stile in Sutton have both been reported. To share the information given by Countryside services which detailed responsibility for the maintenance of footpaths. Noted that Councillor C. Hearn declared an interest and left the room during consideration thereof. It was confirmed that several years ago two Councillors used to manage and maintain the footpaths. Unfortunately this was no longer the case. Countryside services had confirmed that signage on public rights of way is ultimately the responsibility of the Highways Authority. They confirmed that

they could work with the parish council to install and replace signage when there was a fully trained volunteer or suitably qualified contractor. Linkinhorne Parish Council does not have a suitably qualified contractor or volunteer to complete this work. Countryside services also confirmed that the landowner is responsible for keeping stiles and gates in a safe and usable condition. They would offer assistance in the form of replacement materials. Countryside services work to a risk matrix therefore signage is not a priority for them.

**Resolved That** the clerk would put a paragraph in the link informing land owners of their responsibilities around stiles and gates and support provided by countryside services to them. Noted that Councillor C. Hearn returned to the room.

**14) To note that Fields in Trust had confirmed it can take several months to hear back from the Charity Commission in relation to the potential transfer of Jubilee Field:**

Noted for information.

**15) To consider / resolve to adopt Linkinhorne Parish Council’s Pension Discretion Policy:**

The Pension Discretion Policy was agreed and adopted.

**16) To consider / discuss works required to the War Memorial:**

**Resolved That** the clerk would contact the monumental mason for a quote in relation to the maintenance required on the lettering. In relation to the railings two volunteers had agreed to complete this work which will be weather dependent.

**17) To review / amend as appropriate Linkinhorne Parish Council’s Equality Policy and Complaints Procedure:**

Councillor C. Hearn abstained.

**Resolved That** Linkinhorne Parish Council’s Equality Policy was agreed with no amendments. Linkinhorne Parish Council’s Complaints Procedure would be updated to reflect the change in adoption of the Code of Conduct date and was agreed with no further amendments.

**18) To note that two Councillors have been given the confirmed listed time and date of the meeting due to take place on the 12<sup>th</sup> December in relation to the stock fencing at Caradon Hill Common:**

Noted for information.

**19) To agree the meeting dates for 2024 to include the Annual Parish Meeting and Annual Meeting of the Parish Council:**

The dates were shared and agreed.

NB all timings are approximate and subject to change

**20) Correspondence as listed:**

05/10/2023*	Public Sector Executive	Effective and Inclusive Transport
05/10/2023*	CALC	Annual General Meeting
05/10/2023*	Webinar	Transforming legacy applications into

		improved service delivery
11/10/2023*	Request to support	Climate and Ecology Bill
11/10/2023*	Housing Crisis	18th October 2023 at Penventon Hotel, Redruth or Online
11/10/2023*	Public Sector Executive	EV Charging Infrastructure Site Selection and Delivery
11/10/2023*	Public Consultation	Tamar crossings
11/10/2023*	Public Sector Executive	Transforming legacy applications
12/10/2023*	Cancelled meeting	East Sub-Area Planning Committee scheduled for Monday, 30th October, 2023
12/10/2023*	Newsletter	Cornwall Community Flood Forum
12/10/2023*	Cornwall Council	Local Council Finance briefing
16/10/2023*	Public Sector Executive	EV Charging Infrastructure Site Selection and Delivery:
18/10/2023*	Public Sector Executive	Decarbonise Fleets & Reach Goals
18/10/2023*	Public Sector Executive	PSE Levelling Up Virtual event
18/10/2023*	Community Matters Newsletter	Risk management for floods for councils.
19/10/2023*	Community Levelling Up Programme -	Community Grants
23/10/2023*	Community Capacity Fund	COM001-25 Launceston Safer Greener Streets
23/10/2023*	Zero Hour	Climate and Ecology Bill
23/10/2023*	Public Sector Executive	Knowledge You Need for EV charging infrastructure planning,
23/10/2023*	Fields in Trust	Green Spaces for Good
25/10/2023*	Cornwall Council	Neighbourhood planning newsletter.
25/10/2023*	Parish Online	Empowering Local Councils with great technology
27/10/2023*	Public Sector Executive	Review of equality and diversity spending
27/10/2023*	Levelling up events timetable	Grant Information Events
27/10/2023*	Conference at Wadebridge showground	Cornwall Community Flood Forum
27/10/2023*	PCSO Steve Edser	Since 1/10/23 to 26/10/23 there no crimes in the Linkinhorne area that are disclosable.
27/10/2023*	Local Council	Planning Training: 23 November 2023
27/10/2023*	Virtual Conference	PSE Levelling Up
31/10/2023*	Cornwall Council	Planning News for Local Councils and Agents
31/10/2023*	Public Sector Executive	PSE Levelling Up Virtual Event
02/11/2023*	Grants for Communities	Information and Workshop Event
02/11/2023*	Public Sector Executive	Helping Achieve Net Zero with a Green Car Scheme

#### Decisions:

**PA23/07767** – Tredower, Rilla Mill, Callington, Cornwall – Decided not to make a TPO, National Grid Electricity Distribution – Proposal works to trees in a Conservation Area: G1 Sycamore (*Acer pseudoplatanus*) three primary stems to be felled due to structural constraints threatening the security of the low voltage power line.

**Notifications:**

**PA23/08895** - Sunrising, Henwood, Liskeard – works to trees in a Conservation Area to include overhanging sycamore Hedge Line Trees to be coppiced along hedgeline.

**21) Close of Business:** The meeting closed at 21.13pm.