

Linkinhorne Parish Council

Minutes of the Meeting of the Council

Monday 11th December 2023 at Linkinhorne Parish Hall, Upton Cross
Minutes

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

1) Apologies:

Apologies were received from Cllr Corfield (Vice-Chairman), Cllr Hanson.

2) Code of Conduct:

a) Declarations: Cllr C. Hearn Minute no 13, Cllr K. Wallis Minute no 8b (i).

b) Grant of dispensation: Cllr Hearn (Minute no 13) Cllr Wallis (Minute no 8b (i))
dispensation to remain in the meeting but not to participate in the discussion or voting thereon –
reason: in order to maintain a working quorum.

3) Minutes:

Resolved That subject to the amendment of Minute no 5(b) that the date Cllr C. Hearn attended the memorial service was Saturday 11th not Saturday 10th the Minutes of the previous meeting of Linkinhorne Parish Council held on the 13th November 2023 be confirmed as an accurate record and signed by the Chairman.

4) Public Participation:

No members of the public were in attendance. One letter was received in connection with planning application PA23/09394. It was agreed to discuss this with the relevant planning application at item 7a (iii).

5) Reports from and matters of concern to:

a) Cornwall Councillor Sharon Daw – Not present.

b) Councillors –

One Councillor confirmed that Cllr Wallis (Chairman), Cllr Beech and Cllr Hanson had all attended the recent Code of Conduct refresher training.

One Councillor asked why no agenda had been received for the confirmed meeting due to take place on the 12th December under The Commons Act 2006 S.38: Application for Stock Fencing, Caradon Hill Common, Cornwall. The clerk confirmed no agenda had been received.

Resolved that due to potentially poor weather conditions two Councillors would attend the meeting.

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:

Resolved that the following payments were approved i) £404.42 (backpay salary), ii) £107.42 (backpay pension payment), iii) £45.00 (Room hire RMVH), iv) £12.00 (Room hire LPH), v) £18.00 (Email update to clerks phone), vi) £366.88 (Corserv Field maintenance), vii) £343.99 (Corserv, UX cleaning Nov), viii) £343.99 (Corserv, Minions cleaning Nov), ix) £12.00 (Room Hire, LPH).

c) Receipts:

£1,400.00 (Footpath maintenance grant) – noted for information.

d) Budget:

To agree the budget setting for next Financial Year 2024-2025 – The Chairman gave an overview of the discussions held at the two finance meetings which took place on the 5th October 2023 and the 15th November 2023 by the Finance / Audit and Insurance / Risk Management Working Group. The recommendation was to set the precept at £30,893.59 for the financial year 2024-2025 following predicted increases in the budget. One Councillor requested if it would be advisable to consider any potential legal costs involved in the Jubilee Field being transferred to the Parish Council. It was confirmed that there were funds in the council reserves if required.

Resolved that the recommended precept amount was agreed. Cllr Martin abstained.

e) Salary increase:

To agree to one increment increase for the completion of CILCA for the clerk with a further increment increase in April 2024 as per contractual agreement.

Resolved that the clerk was given a one increment increase and would receive a further increase of one increment in April 2024 pursuant of appraisal.

f) Precept:

To agree submission figure for the 2024-2025 precept. Discussed in conjunction with item 6 (d) above and agreed.

g) To note the identification of a new internal auditor:

The confirmation of a new internal auditor and cost was noted.

7) Planning:

a) Planning applications –

Resolved That Linkinhorne Parish Council made the following recommendations:

i) PA23/09001 – Ridgeway Cottage, Minions, Liskeard – Replace existing extension with PVCu Conservatory – Linkinhorne Parish Council had no objection to the application.

ii) PA23/09150 – Winyeates, Henwood, Liskeard – Provision of parking area adjacent to existing farmhouse – Linkinhorne Parish Council had no objection to the application.

iii) PA23/09394 – Land North West of Kenilworth, Rilla Mill – Permission in principle for one infill dwelling on previously developed land (garden) - The accompanying letter received was read in full and a discussion took place. Linkinhorne Parish Council confirmed they had no objection to the application in principle subject to the future application being tied to local occupancy conditions.

b) Planning applications received before the meeting –

iv) PA23/09644 – Great Lanhargy Line, Callington – National Grid Electricity Distribution - Install 3rd 11KV wire from 45PSG6 main line along entire HV spur highlighted yellow on attached schematic plan. Distance of 3rd wire installation is approximately 11KM – Linkinhorne Parish Council had no objection to the application.

8) Play equipment and recreational areas:

a) Weekly safety inspections –

It was noted that no new issues had arisen following weekly safety inspections.

b) Jubilee Field -

Noted that the Chairman Councillor K. Wallis declared an interest in item 8b (i) but remained in the room in order to maintain a working quorum. In the absence of the Chairman the Chair was taken by Councillor C. Hearn.

i) To discuss / resolve the quote for hedge laying following a further meeting at the field –

One Councillor attended the meeting with the gentleman who provided the quote. An overview of the meeting was given to confirm that the 65 meters of hedge covered a majority of the boundary. One Councillor asked if the old wood from the previous works was dead. It was confirmed that if there was any dead wood it would potentially be used to reinforce the work to be done. The section behind the established trees at Sterts was too sparse for laying and an alternative solution would need to be identified at this end. It was agreed that there was plenty of good usable growth for laying but this would need to be done reasonably urgently as if left much longer, the hawthorns would become too mature. Future maintenance was discussed and it was confirmed that once laid, no further maintenance would be required for approximately five to seven years. If the cost involved was spread over five to seven years, the quote was reasonable. It was proposed that that work would proceed.

Resolved that the work would proceed as soon as practical. The clerk would establish who the owner of the field was and inform them out of courtesy that the work was going to take approximately one week and would go ahead. The clerk would contact Just in Stone to confirm the decision of the Council and request any arising's from the cutting was used where possible to fill the gaps in the lower part of the hedge.

Following consideration of the above item 8b (i) the Chairman Councillor K. Wallis took the Chair.

ii) To consider quotes received for the repair of the gazebo roof following storm damage –

Two quotes were shared, one for the repair of the damaged section, another for a complete roof renewal. The clerk explained that she had contacted several carpenters who were not willing to replace one section stating that the roof had initially been fitted incorrectly. A brief discussion was held whereby one Councillor agreed with the incorrect fitting of the roof.

Resolved that It was not possible to make an insurance claim when the roof had initially been fitted incorrectly. The clerk would seek to obtain three quotes for a complete new roof and place on the agenda for the January 2024 meeting.

iii) To agree the members of the working group –

Resolved that the members of the working group were already agreed, one Councillor had previously offered to be the lead of the group and define the role and management of the group and expectations and safety of the volunteers.

c) Rilla Mill Play Area -

A brief discussion took place regarding the leat between the field and the bridge at Parsons Meadow. One Councillor reported that the recent volume of water had forced a way through the third archway hence the water was now flowing more freely. The climate changes and accompanying flood risks associated with this were discussed.

Resolved that one Councillor would use a marker to take photos on a sporadic basis to ensure identification of any significant changes.

9) Public Conveniences:

a) Minions:

It was noted that community assent would be considered at the January 2024 meeting if required following closure of the tender process on the 1st January 2024.

b) Upton Cross:

No reports of concern.

10) Burial Ground:

To note the contractor had been informed of his successful quote -

It was noted that the contractor had agreed to remove the spoil following his accepted quote but this would be in better weather in the spring.

11) To receive information from PCSO Edser regarding the potential reinstatement of school keep clear markings at Upton Cross:

Highways had confirmed that the original school keep clear signs were removed when the Local Community Network Panel scheme for 20mph and buildouts were installed. Highways were seeking guidance however the new build layout did not make it straightforward to reinstate to the original school keep clear signs.

It was confirmed that Linkinhorne Parish Hall had requested the teachers do not park in their car park all day however was in agreement with parents parking there mornings and afternoons to try and alleviate the congestion at pick up and drop off times.

12) Risk Management: To consider / approve the Risk Management review document updated at the Finance / Audit and Insurance / Risk Management working group:

The Risk Management Review document had been updated and circulated prior to the meeting.

Resolved that following the amendment to dates, the document was agreed and adopted.

13) Footpaths:

Noted that Councillor C. Hearn declared an interest in item 13 but remained in the room in order to maintain a working quorum.

It was noted that two new stiles were on order from countryside services and the signage in need of repair / replacement had been reported.

14) To discuss / resolve co-option of new Councillors:

A discussion took place which concluded that more individuals with a proactive approach to their community needed to be identified.

Resolved that the clerk write a letter to Councillor R. Sharp-Philips to offer her opportunity to return to the Council. The clerk would put together an advert and distribute to all Councillors for agreement then it would be placed in the Link. One Councillor offered to write an article for the Link on the Jubilee Field which included the hedge being laid, the gazebo roof damage and the potential transfer of Deed from Fields in Trust.

15) To agree / resolve reforming the Linkinhorne Parish Council Housing Working Party:

Three Councillors were confirmed as members of the Linkinhorne Parish Council Housing Working Party. Cornwall Community Land Trust had previously been informed of the contact details for the lead member.

16) To review / adopt the Statement of Internal Control for the year 2023-2024, the asset register for the year 2023-2024:

Both the Statement of Internal Control and the Asset Register had been previously distributed.

Resolved that the Statement of Internal Control and the Asset Register was adopted with no amendments.

17) To note a potential donation to the Parish Council towards the annual maintenance of the defibrillator at Minions due to the anniversary of the young boy's life being saved last year:

A member of the public had contacted the Parish Council who wanted to make a donation towards the annual maintenance of the defibrillator at Minions to commemorate the anniversary of the defibrillator being used to save the life of a young boy in 2022. The gentleman was aware that although the Parish Council paid for the maintenance of the defibrillator, they did not own it, however was still keen to make the donation.

Resolved that the clerk would contact the gentleman to confirm and thank the fund raisers for the donation.

18) To discuss / resolve the need to purchase a new phone for the clerk:

Resolved that the clerk contact the provider with a view to the purchase of a new phone.

19) To discuss correspondence received from CCLA regarding the potential investment of funds:

A brief discussion took place regarding investment with CCLA and the agreed amount.

Resolved that the clerk would proceed to obtain the relevant paperwork with a view to a potential investment of approximately £40,000 reserved funds. Item would be listed on the next agenda for confirmation by full Council.

NB all timings are approximate and subject to change

20) Correspondence as listed:

06/11/2023*	Public Sector Executive	EV Charging Infrastructure:
06/11/2023*	Public Sector Executive	Learning & Development Online Conference
06/11/2023*	Cornwall Council	Affordable Housing Newsletter
08/11/2023*	Public Sector Executive	Local focus on tackling anti-social behaviour
08/11/2023*	PCSO Steve Edser	Lack of zig zag lines outside UX primary school
13/11/2023*	Cornwall Council information	Street cleaning for small parishes in Cornwall
16/11/2023*	CALC	Marytn's Law
16/11/2023*	Public Sector Executive	Richmond unites for enhanced community health and well-being
16/11/2023*	Devon and Cornwall Police	Councillor advocate seminar of 2023
19/11/2023*	Agenda	East Sub-Area Planning Committee, Monday, 27th November,
29/11/2023*	Cornwall Council Local Plan	The future of electric vehicle charging in Cornwall
29/11/2023*	Newsletter	Clean Cornwall Project
29/11/2023*	National Road Safety Week	The Vision Zero South West Road Safety Pledge

29/11/2023*	Public Sector Executive	Free webinar – on social value
29/11/2023*	Public sector Executive	Further devolution deals announced
29/11/2023*	Cornwall National Landscape	Cornwall National Landscape, new name for the protected landscape in Cornwall
29/11/2023*	Committee Update	East Sub-Area Planning Committee meeting Monday, 27th November, 2023, 10.00 am
29/11/2023*	Public Sector Executive	New priorities to grow the economy
29/11/2023*	Public Sector Executive	Green Car Scheme
29/11/2023*	Questionnaire	Tamar Valley National Landscape
30/11/2023*	Public Sector Executive	Urgent government action needed for Christmas
30/11/2023*	PCSO Steve Edser	Since 27/10/23 to 30/11/23 there are the following crimes in the Linkinhorne area that are disclosable. 1. Threats to harm. 2. Criminal Damage x 4
30/11/2023*	Fields in Trust	November newsletter
01/12/2023*	Meeting cancelled	East Sub-Area Planning Committee
01/12/2023*	Public Sector Executive	Govt launches consultation on minimum service levels

Decisions:

PA23/08593 - Bargoses A Neyj Henwood Liskeard Cornwall PL14 5BP - Proposal Works to trees under a tree preservation order (TPO) namely: T1: Ash - Reduce/Pollard by 50% withdrawn.

PA23/07847 - Land Adj Aldor Road Rilla Mill Callington Cornwall PL17 7NT - Proposal Non-material amendment to decision PA21/11398 dated 11.01.2022 for alterations to porch canopy - approved.

PA23/06090 - Land East Of Great Lanhargy Farm Bray Shop Callington Cornwall PL17 8QJ - Proposal Conversion of a barn to a dwelling, along with the change of use of land to residential and the creation of a new access and drive to serve the proposal - refused.

PA23/07101 – approved - Land Adj Kenilworth Uphill Callington PL17 7PB - Proposal 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. PA23/08895 - Sunrising Henwood Liskeard Cornwall PL14 5BP - Decided not to make a TPO (TCA apps) - Proposal Works to trees in a conservation area (CA), works include T1, 21x Overhanging Sycamore hedge line trees to be coppiced along hedgeline.

Notifications:

PA23/08895 - Sunrising Henwood Liskeard Cornwall PL14 5BP - Works to trees in a conservation area (CA), works include T1, 21x Overhanging Sycamore Hedge line Trees to be coppiced along hedgeline.

PA23/09163 - Nampara Henwood Liskeard Cornwall PL14 5BP - Works to trees in a conservation area (CA), works include T1- Horse Chestnut, To remove in it's entirety due to low amenity value, poor placement and successive annual bouts of Leaf Miner (Cameraria ohridella).

PA23/09606 – Rose Cottage, Henwood, Liskeard, PL14 5BP - Works to trees in a Conservation area for conifer (T1) to remove to ground level, Japanese Maple (T2) standing dead, remove to ground level.

21) Close of Business: The meeting closed at 21.04pm.