

## LANREATH PARISH COUNCIL MEETING MINUTES

### Date of Meeting

18<sup>th</sup> April 2023 commencing 19.30

### Present

Cllr David Heard – Vice-Chairman (Chairman of this meeting), Cllr Eileen Lee, Cllr John Williams, Cllr Peter Bartram, Cllr Daniel Pugh, Mrs Rebecca Warren - Clerk

Two members of the public.

The Vice-Chairman welcomed everyone to the Meeting.

### 1. Apologies

Cllr Peter Seaman, Cllr Sue Cave, Cllr John Gundry, Cllr Julie Tamblin

### 2. Members of the Public are invited to address the Council

Mr Peter Hooper addressed the meeting concerning the adoption of Rally Close. He updated the councillors and confirmed that with solicitors' assistance efforts were being made to arrange a meeting between residents and Ocean Housing with a view to approaching Cornwall Council and requesting that they re-open their file regarding adoption of the road. At this stage there is nothing further that Lanreath Parish Council can do to assist, but he thanked the meeting for the assistance that the residents have been afforded to date by the Chairman and councillors. The Vice-Chairman stated that the Parish Council would continue to be supportive and interested in the progress of the matter.

### 3. Disclosure of Interests

As a resident of Rally Close, Cllr Williams declared an interest in the agenda item regarding adoption of that road.

### 4. To approve the minutes of the meetings held on the 21<sup>st</sup> March and 11<sup>th</sup> April 2023

Cllr Williams proposed that both minutes be accepted. This was seconded by Cllr Lee and agreed. The Vice-Chairman signed the minutes.

### 5. County Councillor's Report

None in the absence of Cty Cllr Martin.

### 6. Matters arising

- Adoption of Rally Close

Cllr Lee proposed that this matter be closed, Cllr Bartram seconded, and all, Cllr Williams not voting, agreed.

- Downsizing Incentives

Clerk had circulated the response from the Casework Assist enquiry to Cornwall Council, which advised that a Freedom of Information Act (FOI) request must be made. Cllr Bartram proposed that the Clerk be tasked with making a FOI request, seconded by Cllr Williams, and unanimously agreed.

- Empty property at No. 1 Pine Villas

Clerk is awaiting a response to the Casework Assist enquiry – due no later than 20<sup>th</sup> April. Cllr Williams informed the meeting that it appeared that the property was now occupied. Clerk to report to the May meeting.

- Grylls Park footpath

Following the response from Cornwall Council to the Clerk's Casework Assist enquiry, it was apparent that to formally legalise the footpath there are two options - an application for a Modification Order for the Definitive Map, or the Parish Council to enter into an agreement with the land owner under Section 30 of the Highways Act 1980. After detailed discussion as to the differing, fairly complex, and potentially problematic requirements of each option, and the possibility of the landowner contesting a Modification Order application, a third option was considered – no action. The path is used by residents without interruption, the owner mows a path through the land to facilitate walkers, and whilst this continues to be the case, the meeting felt that no action was required. Cllr Williams proposed that the matter should be closed, and only re-visited by Lanreath Parish Council in the event that there is a problem with the continuing use. Cllr Bartram seconded, and it was unanimously approved.

- Rust on steelwork Millennium Building

Remains on the Chairman's 'to do list' awaiting better weather.

- Public footpath signage and stile repair

Chairman has order more signs and will fit them when they are received.

- Mayor for Cornwall

Cornwall Council Cabinet have resolved not to proceed with a Mayor for Cornwall following public consultation. Tier 2 devolution will now move forward.

- Coronation commemorative gifts

Vice-Chairman has ordered 50 mugs which will be delivered to him. The invoice came in slightly less than the Budget figure, and there was a further discount for the larger order. The meeting considered how the mugs should be distributed, and various methods considered. The councillors were not aware of specific plans for celebration in the Parish, but all agreed that some sort of presentation at a Parish event would be appropriate. The Vice-Chairman said that he had spoken to Mrs Siobhan Rawlins about this. The Vice-Chairman proposed that the matter of distribution be delegated to the Chairman. Cllr Pugh seconded, and it was unanimously agreed.

- New salt bin

This has been delivered and sited by the Village Hall.

- Gardening Group request

Cornwall Council has approved the request subject to necessary amendments to the Partnership Agreement between CORMAC and the Community Gardening Group. As resolved at the Parish Council March 2023 meeting, Lanreath Parish Council has agreed to remove the bench if it should fall into disrepair.

- Community garden steps

The Chairman will meet with the new owner Clare Parry on 13<sup>th</sup> May to discuss. Cllr Williams expressed his concern that a hand rail will be required if there are three steps or more. Cllr Bartram stated that perhaps a longer slope would be a better solution, as steps would restrict access for wheelchair users and infants in prams.

- Manhole cover on soakaway on the football pitch field

Work is yet to be completed.

- Lane to Botlet

Repairs have been carried out by CORMAC.

- Give Way sign at Punchbowl Inn Junction

The Chairman has contacted Highways East regarding a painted “Give Way” triangle on the road surface at the junction, having been advised that there is insufficient space for a standing sign. Councillors expressed their concerns regarding the behaviour of drivers at the junction, some appear to completely ignore the junction markings and pull out at speeds in excess of 30 mph without stopping. After some discussion about safety concerns for other road users, Cllr Williams proposed that the Vice-Chairman, or Chairman, be tasked with raising this issue with PCSO Cocks. Cllr Lee seconded, unanimously agreed.

- Unauthorised building in the Parish

Vice-Chairman took the meeting through photographs, taken by and received from the adjoining landowner, of the site at “Nowhere” in woods off the road to Church Bridge, showing a flimsy timber frame partial construction of what appears to be a dwelling; windows and timber supplies, as well as a bath and sink are on the ground nearby. There are some hedging shrubs awaiting planting. A newly laid hardcore and chippings access track and substantial entrance gates lead up to the construction site. There is a box for post. The foot print of the construction is roughly 8m by 4m.

The site is in woodland, some of which has been cleared, and there had been a pond which appears to have been drained – a matter of considerable concern to the adjoining landowner who relies on the spring for livestock watering.

It is within an Area of Great Landscape Value.

There are other development sites near Penadlake, where site clearance has taken place, as well as the partial construction of a block building with residential type windows. It is clearly not intended for agricultural use.

None of the three sites appear to have any planning approvals, or pending applications.

The owner of the land adjoining “Nowhere” has reported his concerns to Enforcement at Cornwall Council Planning, and asks that Lanreath Parish Council does likewise. Upon Cllr Bartram offering to prepare the requisite notification forms for approval by the Chairman/Vice-Chairman, the Vice-Chairman proposed that Cllr Bartram refer two of the developments noted to Enforcement, Cllr Williams seconded, unanimously agreed.

## 7. Correspondence

All correspondence received via email unless otherwise indicated; all circulated by the Clerk, or the Chairman, to councillors.

### Cornwall Council

- Weekly planning lists
- Minutes for East Sub-Area Planning Committee 20<sup>th</sup> March – 21<sup>st</sup> March
- Information – Cornwall’s New Community Area Partnerships – 23<sup>rd</sup> March
- Liskeard and Looe Community Network Meeting cancellation 24<sup>th</sup> April – 23<sup>rd</sup> March
- Agenda for Strategic Planning Committee 13<sup>th</sup> April – 29<sup>th</sup> March
- Agenda for East Sub-Area Planning Committee 17<sup>th</sup> April – 4<sup>th</sup> April
- CNP Meeting – Liskeard & Looe 24<sup>th</sup> April – 4<sup>th</sup> April
- Payment advice – Precept – 6<sup>th</sup> April

### Other Correspondence

(Any correspondence of community interest has been uploaded to the Parish website/linked to Facebook by the Chairman and Cllr Gundry)

- Cricket in Cornwall – 23<sup>rd</sup> March
- New green resource for Lanreath Parish Council residents – 24<sup>th</sup> March
- The Rural Bulletin 28<sup>th</sup> March, 4<sup>th</sup> April – 30<sup>th</sup> March, 4<sup>th</sup> April
- CALC membership invitation – 3<sup>rd</sup> April

Meeting discussed the merits of joining the Cornwall Association of Local Councils at the cost of £206.85 plus VAT for one year which included membership of the National Association. Clerk informed the meeting that she felt it offered support and training opportunities which would benefit her and councillors. Vice-Chairman proposed that Lanreath Parish Council become members of CALC for one year and review before renewal. Cllr Bartram seconded. Unanimously agreed.

- NALC: Newsletters and Chief Executive’s Bulletins – March and April
- Citizens Advice information and letter – 5<sup>th</sup> April

## **8. Cornwall Council Consultation on Public Space Protection Order (Alcohol Consumption)**

The Vice-Chairman reported that neither he, nor the Chairman, were aware of any significant problems of anti-social behaviour in the Parish, save for the occasional noisy neighbour. However the Chairman had asked the meeting to consider question 9 on the consultation document which asked about different types of anti-social behaviour, including, amongst other things, anti-social parking or other vehicle-related anti-social behaviour, being intimidated or attacked, either by a stranger or someone known to you, drug use or dealing, arson, harassment, and other anti-social behaviours. Vice-Chairman felt that the form should be completed and returned and informed the meeting that he, or the Charman, would attend to this on behalf of the Parish.

## **9. Assets of Community Value in Lanreath – Community Garden/Football Pitch**

After some discussion regarding the amount of work, and possible cost, of pursuing this, the meeting agreed that it should be reviewed at the next meeting – after the Chairman has met with the new owner of the Community Garden. The Football Pitch land has some measure of protection – as Sport England would be a Statutory Consultee on any plans to develop the site. If the Community Garden were offered for sale, it is difficult to see how the community would find sufficient funds to make a competitive bid.

## **10. Climate Change**

In Cllr Cave's absence, no report was given.

## **11. Zurich Insurance renewal quote**

The renewal quote emailed to the Clerk had been revised down after she requested that any cover for cash held be removed. The new quote is under the Budget figure by some £80. It would be further reduced if Lanreath Parish Council entered a three year contract with Zurich, but this would prevent the Clerk from 'shopping around' . Vice-Chairman proposed, and Cllr Williams seconded, that the Zurich quote for one year be accepted and Clerk to seek other quotes from February 2024 onwards. Unanimously agreed.

## **12. Finances**

Payments approved 21<sup>st</sup> March, or prior, and paid since last meeting:

CORMAC Solutions (salt bin)	£276.73 (includes VAT £6.12)
Derek Hilton – Feb and March invoices	£30
Clerk's Feb tax	£20.80
Dan Northcott – March invoice	£114.50
Clerk's salary March	£334.60
Inter-account transfer	£500

LMP refund £40 received for path work by Dunn & Dusted. Precept of £6,950 received 12<sup>th</sup> April.

Approval sought by Clerk for inter account transfer under Financial Regulations of £50 on 9<sup>th</sup> April.

Payments approved and awaiting payment:

Village Hall Hire – March	£25
Community Areas Grass Cutting	£180
Play Area Inspection report	£75

Outstanding payments due before the May 2023 meeting, for approval:

D.Northcott	£114.50
Clerk's April salary, expenses, tax	£345
Village Hall hire (two meetings in April)	£50
D. Hilton – PAYE work	£15
Community Areas grass cutting	£180
Zurich Insurance premium	£830.09
Coronation Commemorative gift mugs	£298.20 (inc VAT £49.70)
Total including payments approved and due	<b>£1,832.79</b>

Donations to Amenities Group £212, Minibus £318, Village Hall £318, LPCC £742, Ladybirds £318, and Cornwall Air Ambulance £265 were considered by the meeting. Vice-Chairman informed the meeting that Sandra Pipe had requested that any donation to Ladybirds be retained for now but remain in the Budget should it be required later in the year. After a full discussion Cllr Pugh proposed that all the donation payments be approved – withholding Ladybirds for now – seconded by Cllr Bartram, and unanimously agreed.

Cllr Lee proposed, and Cllr Williams seconded approval for the inter-account transfer under Financial Regulations, approval of all outstanding payments, and approval of an account transfer sufficient to cover up to £4,000. All agreed.

Meeting noted that the year-end bank balances were some £690 more than had been anticipated in 2022/23 Budget.

### **13. Internal Auditor Appointment**

Derek Hilton has indicated his willingness to continue in this role, at a fee of between £130 to £150. Vice-Chairman proposed that he be re-appointed, and Cllr Williams seconded, all agreed.

### **14. Date/Time for Parish Annual Meeting**

After some discussion regarding the purpose of the Parish Annual Meeting, who would attend, and what would be the best date and time to commence, Vice-Chairman proposed that it take place at 6.30pm on Tuesday 16<sup>th</sup> May 2023 immediately before the Annual Parish Council meeting. Seconded by Cllr Bartram, and unanimously agreed.

Cllr Lee advised the meeting that she recalled the Annual Parish Meeting had in the past been held a month before the Parish Council Annual Meeting, which was duly noted by the Clerk, who will diary a Parish Council agenda item for the February 2024 meeting to consider for future annual meetings of the Parish.

### **15. Parish Problems**

Cllr Williams reported that the post box near the Village Shop has been broken for some weeks, and although reported to the Post Office, the post box has still not been

repaired/replaced. Vice-Chairman stated that he would offer Parish Council support to Mrs Siobhan Rawlins to try and resolve the issue.

A parishioner has approached the Vice-Chairman stating that there may be some Parish Council paraphernalia in the Village Hall loft Vice-Chairman will take this up with the Village Hall Committee.

## **16. Any Other Business**

Clerk advised the meeting of the invitation received from the Lord-Lieutenant of Cornwall for councillors to attend the Coronation parade and service in Truro on Sunday 7<sup>th</sup> May.

Clerk confirmed receipt of the Play Area inspection report - to be discussed at the next meeting.

## **17. Public Participation**

Members of the public had left the meeting earlier.

## **18. Motion to Move to Part II – Clerk salary review**

Clerk left; in her absence:

Following discussion of the National Joint Council (NJC) for local government services pay rates, and the current national pay awards for SCP (Spinal Column Point) 11, to which the Clerk's salary is nominally linked, it was proposed by Cllr Pugh, seconded by Cllr Bartram and unanimously agreed by all present that the Clerk's Salary for the financial year 2023/24 be increased to £4,203.36 per annum and expenses to be increased to £21.72 a month, an increase of about 7.8% and broadly as provided for in the Lanreath Parish Council Budget 2023/24 approved by the Parish Council in November 2022.

## **19. Date and time of next meeting**

Tuesday 16<sup>th</sup> May 2023 at 7.30pm.

Meeting ended at 9.07pm