

LANREATH PARISH COUNCIL MEETING MINUTES

Date of Meeting

18th July 2023 commencing 19.30

Present

Cllr Peter Seaman – Chairman, Cllr David Heard – Vice-Chairman, Cllr Peter Bartram, Cllr Sue Cave, Cllr John Gundry, Cllr Eileen Lee, Cllr John Williams, Mrs Rebecca Warren - Clerk

Members of the public in attendance.

The Chairman welcomed everyone to the Meeting.

1. Apologies

Cllr Julie Tamblyn

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

An emailed report received from PCSO Cocks was read out by the Clerk:

“Please accept my apologies for my nonattendance at this month’s Parish Council meeting.

From 01/06/23 – 30/06/23 there were 3 crimes inc. 1 x dog out of control, 1 x Public Order and 1 x burglary. The latter crime was part of a spate of thefts and burglaries that occurred in one night across the area where quads and tools were targeted. To this end please be vigilant and report any suspicious incidents straightaway, if offenders are present then call 999.

With regards to item 6 we have attended the address and spoken to Mr and Mrs Butters regarding their report. They had correctly reported a road traffic incident online but I can only think that with no viable lines of inquiry no one got back to them which we have apologised for and suggested they chase up their report. The system is far from perfect and reflects the number of calls/enquiries we are receiving by phone or online but please be assured that emergency 999 calls obviously receive priority and are treated as immediate.

Their main concern is the speed of vehicles on the lanes around Bocaddon and I would request a meeting on site to look at possible signage with the Parish Council, County Councillor, and Highways if this could be arranged.

Numerous patrols have been conducted around the parish and all was found to be in order.

If there are any questions or matters arising for my attention then please contact me in the usual manner.”

A member of the public addressed the meeting regarding his, and the wider community’s concerns about anti-social behaviour in the village. He disputed the report from PCSO Cocks, and said that the officer had been called out to two incidents in the

village this week (Cllr Cave later pointed out that PCSO Cocks' report only covered 1st to 30th June), he went on to dispute the number of farm burglaries. Regarding anti-social behaviour, he told the meeting that he and other members of the public were in attendance not only to express concerns about current high levels of Anti-Social Behaviour (ASB) but their concerns about possible future crime. In particular he was referring to the possibility of local holiday lets being occupied by undesirable tenants from outside the community. He stated that the Carlyon Close developer had advised the community that housing there would be shared ownership, but now it is mostly Social Housing. He asked what could be done to prevent the letting units at Punch Bowl Inn being tenanted by persons he deemed undesirable, if the owner was unable to let to holiday makers.

The Chairman stated that if a House in Multiple Occupancy was proposed for the village then the Parish Council could step in and object, but it had limited scope to do anything much more than write to the County Council regarding concerns as to inappropriate letting of property.

Other members of the public then addressed the meeting regarding their concerns about ASB by some of the children from Carlyon Close. They understood that a court case was discontinued due to loss of video evidence, so a prosecution was not concluded. The alleged offenders are still in the village and other children could be prey to their future offending. Their parents have been spoken to, and incidents have been reported to the police, but as yet there has been no acknowledgement. ASB is continuing, and the community has fears that it will worsen over the coming long summer holidays.

It was reported that there are groups who gather in a property in the village causing a nuisance to neighbouring residents. The gatherings can be noisy and abusive language can be heard clearly, which is disturbing for neighbours. Disappointment was expressed that PCSO Cocks was absent from the meeting to answer questions regarding the concerns raised.

A member of the public advised the meeting that in her experience (in social housing management) where tenants are found to be causing nuisance, anxiety, or disturbance to their neighbours then this may be a breach of their tenancy agreement. She recommended that the best course of action was for the offending behaviour to be logged in diaries/incident reports by the complainants so that specific evidence can be presented to the Housing Association and they can intervene.

The Chairman reminded the meeting that an incident in the village was up for discussion in the meeting agenda, at which point the councillors could consider a course of action, and perhaps write to the relevant Housing Association/Housing Officer about the reported behaviour of some of their tenants. However, this would need to be backed up with evidence of incidents, dates, times, and details, which he asked that members of the public provide to either himself, or the Clerk. Contact details are on the parish website.

There were a number of complaints about a speeding car in the village – driven by a resident. A question was raised as to why the village was not a 20 mph zone, and whether “SLOW” signage could be introduced. During the ensuing discussion councillors advised the meeting of the failure of previous campaigns for a 20 mph limit through the village, and the latest rejection of the request for “GIVE WAY” markings on the road by the Punch Bowl Inn junction. The cost of obtaining approvals for, the signage, and installation, could be many thousands of pounds, way beyond the resources of Lanreath Parish Council. The Highways Scheme in Cornwall is oversubscribed, and the next round of applications is in 2025.

Chairman reminded the meeting that Devon and Cornwall Police have a voluntary Speed Watch Group locally, and PCSO Cocks has mentioned this at previous Parish

Council meetings, in particular seeking volunteers to assist. The Speed Watch Group could be asked to visit the village. The Group can issue warnings, but no penalties.

If the vehicle registration of this alleged repeat speeding offender is passed on to PCSO Cocks he may be able to speak with the driver on a less formal basis to advise of the danger that speeding poses to the community.

3. Disclosure of Interests

None.

4. To approve the minutes of the meeting held on the 20th June 2023

Cllr Lee proposed that the minutes be accepted. This was seconded by Cllr Bartram and agreed. The Chairman signed the minutes.

5. County Councillor's Report

None in the absence of Cty Cllr Martin. Councillors expressed their disappointment that the Cty Cllr was absent again, his having attended only the February meeting this year. Clerk confirmed that she sent an email request to Cty Cllr Martin in February asking for an emailed report in the event that he was unable to attend meetings. No response had been received from him.

6. Incident in Lanreath village – reported to Cllr Williams

This was one issue that had been mentioned during the Public Participation at the start of the meeting – within the last week police had been called to a property in the village following reports of a disturbance. Chairman said that if he is provided with a log of incidents – giving specific details of dates, times, and ASB – he can then make contact with the relevant Housing Association/Housing Officer to pass on the complaints, and ask that they attend the next Lanreath Parish Council meeting. Cllr Cave proposed that the Chairman proceed as suggested, seconded by Cllr Williams, and agreed by all.

7. Matters arising

- Public footpath signage and repair

Chairman reported that he has the materials necessary to carry out repairs to the stile, and will endeavour to complete the works before the next meeting. Vice-Chairman volunteered to assist with the repairs.

- Coronation commemorative mugs – disposal of remaining

Clerk reported that the raffle had been concluded, and it remained for the draw to be carried out – which Chairman said would be done at the end of the meeting. Seven mugs were available. The proceeds of the raffle (£27) will be passed over to the Village Hall Treasurer by the Clerk to go towards the roof repair fund. One mug has been retained for historical interest purposes, and will be kept at the Village Hall.

- Community Garden access

Chairman reported that Clerk had emailed the owner to advise her that Lanreath Parish Council would not be proceeding with an application to register the Communal Garden as a Community Asset, but had not received a response. Chairman proposed that Clerk follow up with an email seeking the landowner's

views on works to the access. Cllr Williams seconded and all agreed. Clerk so tasked.

- Unauthorised building in the parish – enforcement progress

Chairman had circulated the slide presentation from the planning course he had attended this month, which dealt in some part with enforcement. Cllr Bartram informed the meeting that Planning Officers are struggling to keep up with the number of enforcement reports received, there being a lack of resources, and more reports than ever. The system appears to have broken down. Cllr Bartram felt that the cost and complication of providing multiple reports with planning applications was partly responsible for the increase in unauthorised building throughout the county.

Chairman proposed that he follow up his report (ref: EN23/00589), and ascertain what stage the investigation has reached – in line with Cornwall Council's own advice regarding planning enforcement enquiries. Cllr Williams seconded, all agreed.

Vice-Chairman informed the meeting that at the CAP meeting a number of Parish Councils had expressed concerns and disappointment with the lack of enforcement by Cornwall Council Planning. Chairman stated that it would have been useful to have the Cty Cllr at this meeting, and he proposed that Cllr Bartram draft, and circulate to councillors a letter to the Cty Cllr expressing Lanreath Parish Council's discontent with the enforcement process. Provided no one objected to the wording he could then send this to the Cty Cllr. Cllr Williams seconded, all agreed. So resolved.

- Post Box at the Village Shop

Vice-Chairman confirmed that a replacement has been approved by the Post Office and is on a list to be dealt with. To be reviewed at the next meeting. Cllr Lee commented that it would have been possible to reuse the old box, as it was the pole it was attached to that required replacing, but the box had been removed by the Post Office.

- Incident on the road to Stonerush Lakes

Chairman had written to Stonerush Lakes as resolved at the June meeting. He confirmed that he understood that PCSO Cocks and PC Ben Woodhead had visited the affected residents.

In his report to the Parish Council, PCSO Cocks suggested that a site meeting be arranged with himself, Lanreath Parish Council, Cty Cllr Martin, and Cormac (Highways) to consider the installation of additional signage on the lane. Cllr Cave reported that the affected residents were uncertain that signage would have prevented what happened, and possibly may make little difference to the complacent drivers who regularly drive along the lane at too great a speed. Commercial vehicle and delivery drivers in particular. An additional problem now is that drivers are sounding their horn just before the sharp bend, which is a noise nuisance.

There followed discussion regarding possible private installation of signage on the affected residents' land, or by neighbouring landowners on the verge, and consideration of the difficulties in securing County-funded signage, when the Highways Scheme is oversubscribed. On balance most councillors felt that it was important to pursue this matter until – if that were the case – it was demonstrably not possible to

take it any further. Chairman proposed that Vice-Chairman and Cllr Cave be delegated (in accordance with their suggestion) to arrange, and attend, a site meeting with PCSO Cocks, Cty Cllr Martin, and Will Glassup (Cormac) to consider additional measures that could be implemented to reduce the risk of further incidents on the lane. Cllr Cave seconded, and all save one councillor voted in favour.

- Councillor Vacancy

The advertisement has been posted on the website, promulgated via Facebook, and is on the Village Shop notice board. Chairman urged the councillors to encourage applicants.

- Flagpole repair – Village Green

Chairman will continue his investigation of what is required, and how repairs can be carried out safely.

8. Correspondence

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

Cornwall Council

- Weekly planning lists
- Supplement: Committee Updates to the agenda for Strategic Planning Committee 15th June – 14th June
- Press release: Funding available for projects tackling deprivation and supporting local communities – 14th June
- Minutes for East Sub-Area Planning Committee 12th June – 19th June
- Training Opportunity: Legionella Responsible Person Training 19th September – 27th June
- Agenda for East Sub-Area Planning Committee 10th July – 29th June
- Integrated Care Strategy: Have Your Say – 3rd July
- Affordable Housing Newsletter – Parish/Town Councils – July – 4th July
- CALC request to complete membership details (Clerk has responded) – 5th July
- Safer Cornwall Have Your Say 2023 is Live – 6th July
- Supplement: Committee Updates to the agenda for East Sub-Area Planning Committee 10th July – 7th July

Other Correspondence

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

- The Rural Bulletins – 13, 20, 27 June and 4th July

Clerk informed the meeting that as reported in the Rural Bulletin, and referred to by Cllr Cave at the June meeting, the Government is providing £775,000 of additional funding to each of 21 named local authorities to assist in fly tipping prevention. Cornwall Council has not been selected.

Regarding the reported removal of DIY waste disposal charges at local waste and recycling centres, this does not appear to be the case in Cornwall. Clerk has checked the Council website and it is clear that charges will continue to be levied on householders for disposal of asbestos, plasterboard, and soil/rubble.

- NALC Events – 13th June
- NALC newsletter – 14th June
- Meeting invitation to the Road Safety Seminar 17th July Police and Crime Commissioner, Devon and Cornwall Police (PCC) – 7th June
- ASB Awareness Week 2023 Webinars, PCC – 19th June
- Frequently Asked Questions- new section on website (PCC) – 19th June
- Enquiry via Parish website about bus trips to Truro (reply from Chairman) – 19th June
- Enquiry via Parish website about The Punchbowl Inn (reply from Chairman) – 1st July
- Summer Time2Move Holiday Programme Goes Live – 3rd July
- Cornwall Buildings at Risk, 2023 – 4th July
- DadFest 23 – 10th July

9. Catastrophic Event – Clerk’s business continuity plan report

Clerk had prepared and circulated a brief report outlining the current statutory requirements for, and purpose of, a Business Continuity Plan (BCP). No statutory duty on Lanreath Parish Council to have BCP in place, but advisable as best practice. Clerk confirmed that Parish Council internet banking is accessed via a card reader, and PIN protected card, this is in addition to the authorised three signatories. The bank can provide additional card readers, so that in the event that the Clerk is incapacitated, a councillor could continue internet banking. Cllr Cave said she would be willing to hold an additional card and card reader.

All Parish Council work is backed up by Clerk monthly. This back up memory stick could be handed to the Chairman at each meeting, and replaced with the next month’s back up at the following meeting. Chairman suggested that he could do likewise and the two memory sticks exchanged each month. That way all work up to the last monthly back up was recoverable. Digital communications are automatically backed up to the Cloud and recoverable with Clerk’s password information. Clerk suggested that she provide a second memory stick with all login details for various accounts accessed online, for example EDF, SWW, Cornwall Planning Portal, amongst others. This can be password protected.

As for hard copy documents, save for historically interesting Minute books, dating back over a hundred years, nothing in the Clerk's possession, in her opinion, is irreplaceable, or essential for future functioning of the Parish Council. Significant title documents are logged at the Land Registry, Parish Council contracts, policies and procedures, standing orders, financial records, minutes, agendas, notices etc, are all on the Parish website. A risk assessment should be carried out as to the necessity of a fireproof cabinet to store documents away from her home address – for example in the Village Hall Committee room. Cllr Bartram said that the LPCC has a safe for their documents which is fireproof and the Minute books could be held there.

Chairman stated that Lanreath Parish Council should have a BCP, but this will have to be drafted after a risk assessment has been carried out. So this will be reviewed at the next meeting. In the interim he proposed that Clerk be tasked with obtaining an additional card, PIN, and reader from the bank – which Cllr Cave would retain in case of need, and that Clerk back up all Parish Council digital documents folders on to a memory stick to be exchanged with the Chairman at each meeting. In addition Clerk to provide her various login details and passwords for Parish Council work, and put these on a password protected memory stick to be retained by the Chairman.

Cllr Cave seconded, all agreed.

10. Asset Inspection Report – Cllr Williams

Cllr Williams reported that since the last meeting he had inspected the Play Area, Community Garden, and Millennium Green. He had nothing to report regards the Play Area, and was pleased to note that in the Community Garden a quantity of rubbish (wooden pallets, picnic benches, brambles) had been removed. He did note that there is still ragwort and bamboo growing in the wild part of the garden.

On the Millennium Green all was in order, save for the outstanding flagpole repair, and the guttering around the Millennium Building which requires new brackets. Cllr Williams and Chairman will liaise regarding securing the guttering. The power point under the flagpole, which is not working, may be switched on at the Millennium Building if required.

11. Village Hall Report

Vice-Chairman advised the meeting that the next Village Hall Management Committee meeting will take place on 19th July, so nothing to report since the last meeting.

Cllr Cave enquired if the Village Hall had done anything regarding the oak tree saplings – Vice-Chairman said he would raise the question at their meeting tomorrow.

12. Village Shop Manager Mrs Siobhan Rawlins

All councillors agreed the Chairman's proposed statement, seconded by Cllr Cave:

“Siobhan and David Rawlins will be moving away from Lanreath Parish in the coming weeks. They have been the bedrock of this community for many years with Siobhan having contributed to nearly every area of community activity from the Parish Council, to establishing the Community play area, supporting the Village Hall and driving its extension ambitions and, over recent years, to managing the Lanreath Village Shop and Post Office. On behalf of the community of Lanreath, Lanreath Parish Council would like to record its deepest appreciation for the time, energy and enthusiasm that they have contributed over the years to growing and sustaining the sense of community in Lanreath and wish them an equally happy and fulfilling life in their new home.”

Chairman's motion to move to Part 2 for discussion regarding the contribution made to the community by Mr and Mrs Rawlins.

Meeting recommenced.

13. Community Area Partnership (CAP)

- Urgent responses
- CAP name

Vice-Chairman reported that there are two funds administered by Cornwall Council (the Community Capacity Fund, and the Community Levelling Up Fund) on which CAP members of a subcommittee may be asked to comment regarding viability of projects to be funded. He is a member of the subcommittee. Responses may be required in as little as three working days, which is insufficient time to await a Lanreath Parish Council meeting, in most instances. Vice-Chairman proposes that he be delegated to provide urgent responses to CAP on behalf of Lanreath Parish Council, provided any such request has been circulated to the councillors, and none has any objection to his proposed reply. Seconded by Cllr Gundry and agreed.

Councillors then had a brief discussion regarding the seven alternative name choices for the CAP – Chairman proposed Caradon, seconded by Vice-Chairman and all agreed. Vice-Chairman tasked with submitting this decision to the CAP by email by 31st July 2023.

14. Climate Change

The Chairman reported that Lanreath Parish Council has been approached to provide a representative on the CAP climate change and ecological emergency network. Cllr Cave has expressed her willingness to take on this role and Chairman proposed she be approved by the meeting. Unanimously agreed. Clerk tasked with advising the CAP of Cllr Cave's appointment.

Cllr Cave reported on her further communication with other local Parish Councils. She has found Menheniot Parish Council particularly helpful, and has been invited to have a meeting with the Menheniot Clerk and one of the councillors to find out how they organised their Menheniot Green initiative and engaged their community in the process.

Pelynt Parish Council responded to her initial enquiry but they have nothing set up save for an intention to plant more trees, but one of their councillors is very interested in ecological matters and has emailed Cllr Cave to indicate he would be happy to talk to her and perhaps get involved with any Lanreath Parish Council plans in the future.

Community Energy Plus (CEP) is a great resource for all sorts of advice and guidance, whether concerning the environment or cost of living difficulties. They have offered to meet with Lanreath Parish councillors and help with initiative ideas. Cllr Cave proposed that she should reach out to Dr Tim Jones, the Chief Executive of Community Action Plus to arrange a meeting, Chairman seconded, all agreed.

Cllr Cave reminded the meeting that there had been an intention to discuss a separate Environmental page on the Parish Website, but this was not on the agenda. Clerk tasked with putting this on the Sept meeting agenda.

15. Lanreath Amenities Firework Display – request for financial contribution

Chairman reported that a request had been received for financial assistance with the village firework display. Last year a donation was made of £150. There remains £333.90p in the Parish Council budget for one-off community donations. After a brief discussion Cllr Bartram proposed that a donation be made of £150, Vice-Chairman seconded and all agreed. Clerk tasked with informing Sandra Pipe, and forwarding the donation as resolved.

16. DHSC Letter: Defibrillator campaign – registration request

A letter has been received from the Dept of Health and Social Care requesting that the village defibrillators be added to The Circuit – a national register enabling emergency services to ascertain quickly the location of defibrillators.

Chairman proposed that he forward the letter to Marion Feasey and Sandra Pipe to register the defibrillators. Seconded by Vice-Chairman, unanimously agreed.

17. Youth Group and Activities

Chairman reported that a community meeting is being facilitated by the Parish Council and will take place on 20th July, he and Vice-Chairman will attend. There followed a detailed discussion regarding the role of Lanreath Parish Council, with the general consensus being that there should be a separate community organisation with its own constitution, committee, and police-checked volunteers to run a village youth group. Lanreath Parish Council can promulgate information about any youth group initiative, but should not become involved in the active running of a group. Councillors may support a youth group as individual members of the community, if they so wish.

Vice-Chairman proposed that Lanreath Parish Council is generally supportive and encouraging of individuals in the community to get involved with the youth group initiative. The Parish Council will assist in communicating and promulgating information about the group. Seconded by Cllr Gundry and agreed unanimously.

18. Finances

The Clerk had circulated the June bank statements, bank reconciliation, year to date figures, and details of expenditure due before the next meeting. Chairman will not be seeking reimbursement for his expenditure for the repairs to the Millennium Building, and replacement of signs and styles repair on the public footpath. Chairman noted that the year to date figures showed that expenditure was slightly under budget. Clerk's request for excess Royal British Legion (RBL) wreath funds be utilised as a donation to RBL proposed by Cllr Gundry, Cllr Cave seconded, all agreed.

Cllr Bartram proposed and Cllr Lee seconded Clerk's outstanding payments, and inter account transfer request – unanimously agreed.

Following discussions in Part 2 it was proposed and approved that a donation of £50 be made to Lanreath Community Association.

19. Parish Problems

Cllr Williams stated that he had been approached by a parishioner asking that some trees along the B3359 be cut back. Councillors considered whether this was necessary in circumstances where buses were able to pass under them, and therefore the tree height appeared to be compliant with statutory regulations. Chairman will follow this up and report to next meeting.

Cllr Bartram commented that the road was much improved following recent closures for repair/resurfacing. Chairman expressed his doubts that the repairs would last and his disappointment at the poor management of the closures, which over ran by nearly three weeks, and were not communicated to the Clerk. Lanreath was isolated for extended periods of time, and diversions were poorly signed.

20. Any Other Business

Chairman has arranged to meet with the former Chair, Richard Pugh, to collect, consolidate, and make arrangements to archive documents relating to the Village Shop and Post Office purchase.

21. Public Participation

None

22. Date and time of next meeting

Tuesday 19th September 2023 at 7.30pm.

Meeting ended at 9.52pm