

LANREATH PARISH COUNCIL MEETING MINUTES

Date of Meeting

20 February 2024 commencing 19.30

Present

Cllr Peter Bartram, Cllr Sue Cave, Cllr John Gundry, Cllr David Heard – Vice-Chairman, Cllr Shelley Honeyman, Cllr Peter Seaman – Chairman, Cllr Stephanie Vickery, Mrs Rebecca Warren - Clerk

No members of the public.

The Chairman opened the meeting and welcomed everyone.

1. Apologies

Cllr Julie Tamblyn.

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

None.

3. Disclosure of Interests

None.

4. To approve the minutes of the meeting held on 16 January 2024

Cllr Gundry proposed that the minutes be approved, seconded by Cllr Vickery and agreed. Chairman signed the minutes.

5. County Councillor's Report

None in the absence of Cty Cllr Martin.

6. Matters Arising

- Unauthorised building in the Parish – enforcement progress

Chairman reported to the meeting that there appeared to be no progress, but before the next meeting he will endeavour to obtain an update. Enforcement have, reportedly, visited the site and presumably therefore their investigation continues.

- Archive documents Lanreath Village Shop

Clerk reported that the memorandum of approval for the Village Shop extension that Richard Pugh had handed in at the last meeting was signed but not dated. Having ascertained from planning that the approval was in 2016 it may be possible to write a memorandum on the reverse of the document and ascribe that date to it. Chairman proposed that Clerk prepare a dated duplicate document for the parties to the original to sign. Vice-Chairman seconded, unanimously agreed and Clerk so tasked.

- Light for the path to the Village Shop

No progress to report – Chairman will follow up and report to the next meeting.

- D Day 80 – 6 June 2024

Cllr Vickery reported that she continues to work with local groups in connection with this. She has booked two choirs, and The Topsy Cow have offered to help. Celebrations will take place on Saturday 8 June. Cllr Vickery has not yet ascertained whether the landowner will permit a bonfire or what the insurance cover would be. Clerk tasked with contacting the landowner – Chairman to provide contact information – and also to enquire of Zurich if the Parish Council insurance can be extended to the cover a bonfire, and what the cost would be. Clerk so tasked, and to report to the next meeting.

- Plant Stand outside Lanreath Village Shop and Post Office

Clerk reported that the Plant Stand owner is awaiting written confirmation from the owner of the Punchbowl Inn car park that the Plant Stand must be relocated before completing the move. Chairman will mention it to the Punchbowl Inn owner.

- Lanreath Parish Council authorised bank signatories, and additional card and card reader authorisation

Cllr Cave reported that she had been unable to contact Lloyds as the telephone automated system required information that she did not have. She has therefore sent a copy of the Lloyds letter sent to the Clerk in November 2023 back to Lloyds, and hand written on it a complaint, and request for a call back. She will report to the next meeting.

- PA23/091899

Clerk uploaded Parish Council comments to the Planning Portal on 17 January 2024, the application was subsequently withdrawn.

- Martyn's Law Briefing notes

Cllr Vickery has passed these onto the Chairman of the Village Hall Management Committee.

- Document Retention Policy

Chairman reported that he had circulated a draft policy document for Councillors to consider. Vice-Chairman thanked the Chairman for his work on the document and asked about retention periods, and possible retention of documents of historic interest that may contain personal information. Chairman proposed that Vice-Chairman be tasked with reviewing the draft document and drafting any proposed amendments for consideration at the next meeting. Cllr Cave seconded and all agreed. Vice-Chairman so tasked.

- Royal Memorabilia

Cllr Vickery has handed these to the Village Hall Management Committee.

7. Planning – PA23/09566 Proposed extension to existing dwelling at Churchtown Barn Lanreath.

Chairman took the meeting through the planning history for the site, with reference to detailed notes, and then the Councillors viewed the site plan, existing block plan, and proposed extension plans. The proposal would add two bedrooms and a bathroom.

Chairman took the meeting through some of the possible grounds for objecting to an application, and made reference to the Cornwall Design Guide 2021. He detailed the relevant section of the Lanreath Neighbourhood Plan – Policy H2 – and in particular the contents of sub-section (i) of H2, regarding provision of adequate off-road parking. This proposed extension appears to be sited on the hard standing currently utilised at the property for parking.

Councillors discussed the need to ensure that parking is provided at the property, and that this has not been addressed in the application, further it was felt by some Councillors that the proposed exterior finish (timber cladding) would not be aesthetically pleasing nor in keeping with the look of the rest of the property, or surrounding properties.

Vice-Chairman proposed that the consultee comment be worded in terms that Lanreath Parish Council has no objection to the application but is mindful of the need for the applicants to ensure that, in compliance with Policy H2(i) of the Lanreath Neighbourhood Plan, there should be provision of adequate off-road parking for private vehicles (with the minimum provision for at least one vehicle) at the property.

Cllr Cave seconded the proposal and it was unanimously agreed. Clerk tasked with submitting consultee comments as proposed by 21 February.

8. Correspondence – All correspondence received via email unless otherwise indicated, all circulated by the Clerk, or Chairman to Councillors.

Cornwall Council

- Weekly planning lists
- Town and Parish Council Newsletter – 12 January
- Youth Provision in Cornwall CAP member enquiry – 15 January
- Press release Looe Flood Defence Scheme – 18 January
- Supplement: Committee Update to the agenda for East-Sub Area Planning Committee, Monday 22 January – 19 January
- Minutes for East-Sub Area Planning Committee 22 January – 29 January
- Planning News for Local Councils and Agents – Winter 2024 – 30 January
- Important Measles Information – 31 January
- Consultation – Cornwall's first comprehensive Gypsy, Roma & Traveller Strategy – 1 February
- Agenda for Strategic Planning Committee 15 February – 5 February
- Agenda for East Sub-Area Planning Committee 19 February – 8 February

Other correspondence

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

- Rural Bulletins: 16, 24, 30 January, 6 February
- Police and Crime Commissioner's correspondence: 24, 30 January, 1 February
- Economic Development Notes 23 January – 30 January
- Monumental Improvement Team 2024 activities – 31 January
- NHS Cornwall Together: January 2024 – 1 February
- Free Briefing: Preparing for a new Local Plan for Cornwall: 28 February – 1 February. Cllr Gundry offered to attend this meeting on 28 February and report back to the Councillors at their next meeting.
- Cubert PC: Devolution expectations with a caution – 6 February
- CALC: Martyn's Law – Standard Tier Consultation Webinar 13 February – 8 February
- D-Day 80 – Pin Badges available from Empire Medals – 16 January
- Invitation to attend opening of Looe's Police Enquiry Office on 21 February – 5 February. Chairman to attend.

9. Councillor Vacancies

Clerk confirmed that there had been no responses to the Notice of Vacancy, save that one application for a vacancy had been received. Chairman proposed that Lanreath Parish Council proceeds to co-option, Cllr Vickery seconded and all agreed. Clerk tasked with preparing and publishing Notice, and applications will be considered at the next meeting.

10. Annual meetings to be held in May: same or different dates

After a brief discussion Chairman proposed that both annual meetings continue to be held on the same date, 21 May 2024, with the Parish Meeting commencing 7pm and the Parish Council Meeting 7.30pm. Cllr Gundry seconded, unanimously agreed. Clerk to invite Parish groups to the Annual Parish Meeting to present reports.

11. Asset inspection report

Chairman presented to the meeting the report and supporting photographs provided by Cllr Honeyman – who stated that she had been pleased to see that many of the matters she had raised in her report for the January meeting had been dealt with. Chairman thanked her, and Cllr Vickery who had assisted in clearing some items from the Community Garden.

Chairman has purchased a replacement net for the basketball hoop in the play area near the Village Hall, he has also repaired the loose or missing fence slats, as well as removing and disposing of rubbish from the Community Garden. He has in addition replaced the broken latch on the gate at the Community Garden. The Village Gardening

Group is yet to meet this year, and they will be considering the works required to remove/replace the willow arbour that has fallen onto the grass area. As for the bamboo, if it continues to encroach it will have to be dug out again, although it would be nigh on impossible to get it out of the hedge line.

The two benches outside the church do not belong to the Parish Council and are on private land, but one in particular is rotten and needs to be removed/replaced. It was gifted to the village by a deceased resident and Cllr Bartram informed the meeting that the PCC had not been able to contact any relatives to seek permission to remove the bench. Chairman suggested that this matter be revisited at the April meeting, by which time he hopes to have been able to power wash the other bench to improve its appearance.

12. Village Hall report

Cllr Vickery reported that the roof repairs had been completed at a cost of £54,828, and the invoice from the solar panel company (for removal and replacement of their panels) was now awaited, and is expected to be in the region of £8,000. In addition to this there are still the costs of refurbishment/redecoration of the Hall to find.

Vice-Chairman proposed that he be replaced by Cllr Vickery as the Parish Council's Village Hall representative, which Cllr Vickery confirmed she was content to take on. Seconded by Cllr Bartram, and unanimously agreed.

There followed a discussion regarding the very real possibility that this coming year the Village Hall will require significant funds to avoid going into financial deficit, and how this might be met. Further approaches will most likely be made to the two local turbine funds, but other suggestions made to the Village Hall committee had included funds from Lanreath Parish Council, or a local covenant scheme for residents to make regular charitable donations. A loan facility has been arranged on reasonable terms.

Chairman stated that any additional donations to the Village Hall could be considered by the Parish Council after the year end, when the amount of any budget surplus would be known.

Cllr Vickery informed the meeting that some fund-raising events are planned, including an auction of promises which is intended to assist both the Village Hall and the Shop.

13. Community Area Partnership (CAP) Report

Vice-Chairman reported that the next meeting would be in early March. Since the last Lanreath Parish Council meeting there had been an ad hoc presentation by the Economic Development lead for Cornwall Council – the notes from which had been circulated. There is now a link between the Economic Development team and CAP.

14. Climate Change

Cllr Cave has a South East Cornwall Climate Change and Ecological Emergency Network group meeting within the next week. She will report to the March meeting about this.

Chairman reported that the 'webmaster' for the community pages of the Parish website has kindly agreed to manage the new Environmental Protection and Nature Conservation webpage on the Lanreath Parish Council website – which is now 'live' <https://www.lanreathparishcouncil.co.uk/environmental-protection-and-nature-conservation/>

15. Financial Report

The Clerk had circulated the January 2024 bank statements, bank reconciliation and year-to-date figures, and full details of expenditure expected before the next meeting. The item for hedge cutting on the Millennium Green could not be considered without at least one additional quote, and Cllrs Cave and Bartram stated that they could give details of two other contractors to the Chairman to seek further quotes. The hedge would be kept at a height in line with the neighbouring property owners' request for maintenance of privacy.

Chairman reviewed with the meeting the year-to-date information and reported that expenditure was in line with the agreed budget, and some items may be in surplus at the year end.

Chairman proposed a motion that the Clerk's outstanding payments and an inter-account transfer of £800 be approved, Cllr Gundry seconded, unanimously agreed.

16. Parish Problems

Cllr Cave reported that she had not received any further complaints about water run-off long the lane at Bocaddon, although she understood that a report had been made by one property owner to the Environment Agency.

17. Any Other Business

Chairman reported that as agreed at the January meeting, he had created a new Neighbourhood Development Plan webpage on the Lanreath Parish Council website. The separate subscription and domain name had now been cancelled.

18. Public Participation – none

19. Date and Time of Next Meeting - Tuesday 19 March 2024 7.30 pm.

Meeting ended at 9:20 pm