

LANREATH PARISH COUNCIL
Minutes of Annual Parish Council Meeting held on 18th May 2021
Commencing 19.30

Present: Mr P Seaman – Chair, Mrs E Lee, Miss J Tamblyn, Miss Sue Cave, Mr John Williams, Mrs R Warren (Clerk)

The Chair welcomed everyone to the Parish Council Meeting and explained to members of the public when they would be able to participate.

1. Apologies – Mr Dan Pugh

2. Retiring Chair's report to the Council

“It has been a challenging year. The Parish Council started the year operating with an acting Clerk and Financial Officer following the resignation of Lynda Riggler after many years' service as Parish Clerk. Following recruitment and interviews, we were very pleased to appoint Rebecca Warren as Clerk to the Council in June of last year.

Meetings of the Parish Council were briefly interrupted by the first COVID lockdown, although day to day business was largely unaffected. The introduction of legislation temporarily allowing public meetings to be held remotely permitted the resumption of Parish Council meetings on line. A new experience for many. I would like to thank the Parish Council and members of the community who participated in the meetings for embracing the technology. The legislation has now lapsed and future Parish Council Meetings will be held face-to-face in the Village Hall in a Covid secure manner.

Elections for Lanreath Parish Council on were due to be held on the 6th May, however, as the number of nominees was less than the available seats on the Council, the Election was deemed to be uncontested. The 6 nominees were duly elected to the Parish Council by the Returning Officer. It will be the business this meeting to determine how the 4 remaining vacant seats are to be filled. Anyone interested in becoming a Parish Councillor is encouraged to put their names forward when these posts are advertised.

Outline plans for two potential housing developments to the North of Grylls Park have been submitted for PreApp advice during the year. The Parish Council recognises the strong views held by members of the community regarding developments in this area and has committed to enabling effective community engagement with the developers should either development move towards a full planning application.

The Parish Council budget for the current financial year was agreed in November 2020. At the same meeting it was agreed that there would be no change to the Precept from the previous year. The precept for this financial year therefore remains at £10,500. Changes to the Parish Council's Financial Regulations were approved in June of last year that allowed for the Council's bank accounts to be moved to online banking. This move has reduced the requirement for payments to be made by cheque thereby improving efficiency of account management and reducing delays in payment.

The Financial Reports for the financial year 20/21 will be reviewed at the next Parish Council Meeting on the 15th June, however, the £2,300 of contingency funds remains unspent and it is anticipated that the year's accounts will close with a modest budget surplus.”

3. Annual election of Chair and Vice Chair

Chair – Mr P Seaman – proposed by Mrs Eileen Lee and seconded by Mr J Williams. No dissenters. Chair accepted.

Vice-Chair – no one standing. Chair advised that whilst the Parish Council could operate without a Vice-Chair it was less than ideal.

4. Parish Councillors to sign the acceptance of Office Register – each Councillor present signed the register retained by the Clerk. Mr D Pugh to sign at the next meeting.

5. To outline requirements of ‘Covid Safe Procedure’ for the conduct of face-to-face Parish Council meetings

Chairman had prepared a document – COVID Safe Procedure - which had been circulated to all councillors. He went through the details therein for Parish Council meetings to be held in Lanreath Village Hall in a COVID secure manner. The Government requires all Parish Council meetings to be held face-to-face, and thus it is not an option currently to continue online meetings. Meeting resolved to adopt this document as part of the policies and procedures.

6. Annual Election of Parish Council representatives

There were none standing, and Mr J Williams is unable to continue as the Village Hall representative (Mr D Pugh will be asked if he will be willing to take this role). Clerk to copy future agendas to groups in the village – Shop and Post Office, Village Hall, Ladybirds, Amenities, Spirit, Minibus.

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

PCSO Cocks made his report that from 1st to 30th April 2021 there were two crimes reported -malicious communications, and criminal damage. He was aware of the two cars parked on the Punchbowl Inn car park. He informed the meeting about Devon and Cornwall ALERT which is a two-way community messaging system operated by the police. It enables direct access to Devon and Cornwall police via a dedicated website, for which you register online. PCSO Cocks will send the link to Chairman for publication on the Parish website. He asked everyone to be vigilant and report anything suspicious.

8. Members of the Council to disclose their interests in matters to be discussed and to decide requests for dispensations

None.

9. To approve the minutes of the meeting held on 20th April 2021

Approved unanimously.

10. Matters arising

- Lanreath Play Area – Chairman reported that he had constructed a replacement for the broken section of the seating area roof and it would be fitted before the next meeting. There was a small plastic part missing, which he had managed to source and order, and this too would be fitted at a later date.

- Bury Down Lane – following the site meeting on 21st April, Will Glassop (Cormac) has agreed to arrange to have the drain at the lower end of the lane to be cleared, and will seek funding to ensure that it is adopted, and to provide a permanent solution to this long-standing problem.
- Village Defibrillators – Clerk reported that an email confirming that the defibrillators would be covered by our current insurance had accompanied the renewal letter from BHIB. Chairman reported that it appeared that the defibs were covered under the ‘street furniture’ section of the policy.
- Path to village Shop – despite no longer being a councillor Mr P Meatyard is continuing to pursue this on behalf of the community. He is awaiting a response from a tarmac company, Crocker & Sons, so this will be reviewed at the next meeting.
- Jeff Manning (website accessibility practitioner) – Clerk reported that no one had responded to her two requests to Haling Parish Council to verify this man’s bona fides, but that she had coincidentally received an email from a company providing a similar service, and having done a free online checker it was apparent that our web site may be deficient regarding accessibility, but as to the extent, Clerk was yet to ascertain. She would continue efforts to establish what the deficiencies were, how they could be rectified and at what cost. Chairman indicated that it may be possible to comply with the accessibility legislation by placing a prominent disclaimer on the website.
- Millennium Green – Mr P Meatyard has had a mower donated so that the green can be cut regularly by volunteers. The mower is currently being stored by Mr Meatyard on his property, which is not sustainable in the long term. A more permanent solution may be a storage box, similar to that outside the shop, by the side of the millennium building, or to seek a contractor to mow and strim, thereby negating the necessity for storage for the mower, or for volunteers to do the work. Clerk to approach two contractors for cost of work; to be put to the next meeting.
- Football Pitch – Chairman reported that despite originally proposing to purchase the entire field, following receipt of the pre app advice letter from the planning officer at Cornwall Council, Sophie Tregenna (Housing Delivery and Development) now proposes to obtain a valuation for just that part where it is intended to build affordable housing. This would mean that the football pitch would not be within the land being purchased and yet would still need to be relocated to accommodate the proposed social housing development, before planning was granted. Chairman has written to Lanreath Football Club secretary, Paul Haddock about this, and the club will discuss this. Not having a legal title to the land that the pitch is on may then put their funding for the relocation at risk, as it had been the original intention that the land would be effectively gifted to Lanreath Parish Council and then leased back to the football club, securing it for the community in perpetuity. A further difficulty may be the size of the splay lines required for the access which encroach on land not belonging to the owner of the field, and may require the removal/relocation of a Cornish hedge. There was discussion regarding the feasibility of the proposal in the light of these changes, and the need for community consultation in the process. Resolved that Chairman will go back to Sophie Tregenna stating that Lanreath Parish Council have concerns about the proposed development where the community may lose the football pitch, if their funding for the pitch move is dependent on their having a lease.

11. Correspondence

Cornwall Council – planning weekly lists, nothing to discuss

Local Maintenance Partnership (LMP) – Clerk reported that she had received an invitation to participate in the scheme in the coming year, which provided funding from Cornwall Council “specifically for cutting of vegetation that grows along the surface of Public Rights of Way”. We are required to hire and pay contractors to carry out the work and then seek reimbursement from Cornwall Council. Discussion as to

what the scheme covers and invitation from the Chairman for the community to notify the Parish Council of any overgrown areas on the Public Rights of Way. Resolved to participate in the LMP – Clerk to action. LMP currently owes Lanreath Parish Council £60 for works carried out under the LMP last year – she will continue to chase this.

Other Correspondence:

Cornwall Food Action – they provide food, that would otherwise go to waste, to community groups, and enquired if there were any such groups in our parish, Chairman has passed on details to the Amenities Group.

Cornish Times – they are reviving their Community News columns and invited Lanreath Parish groups to submit news and details of forthcoming events. They prefer to have one email per community, so the various groups in Lanreath Parish would have to liaise where it is not possible to collate all updates in a single submission the Cornish Times will accept email contributions from individual groups which should be clearly marked as Community News in the email subject header.

12. **Planning** to decide whether the Parish Council should submit joint public comments on the additional waste reception facilities at Waste Transfer Station at Connon Bridge East Taphouse as proposed in PA20/11531

Chairman outlined the main issues regarding this application: increased traffic, tonnage limits, light and air pollution, and smell. Lanreath Parish Council are not statutory consultees as the site lies some small distance outside the parish boundary. There followed discussion regarding possible impact of the implementation of the proposals, and the lack of a strategic waste plan for Cornwall. Chairman will circulate some of the 70 comments submitted to planning which provide in great detail the various concerns of local communities. Comments can be submitted until September. Resolved to discuss this at the next meeting.

13. To Review and approve the Council's Policies and Procedures

- **Standing Orders**
- **Financial regulations**
- **General Privacy Notice**
- **Code for Handling Complaints**
- **Recording of Meetings**
- **Safeguarding Policy**
- **Risk Assessment**

Chairman had circulated draft amendments to the above giving Councillors the opportunity to consider any changes. Miss S Cave was able to assist by pointing out some typos, and suggesting that as meetings will be taking place in the Village Hall it should be stated that no alcoholic drinks are to be brought into meetings. Lifestyle Magazine is not currently being published so a further amendment is needed. The risk assessment provides for a quarterly review of the Budget, Clerk will incorporate in future Agendas as appropriate. Resolved that Standing Orders would be left to the next meeting, the other policies and procedures approved as amended.

14. **To decide dates for the period for the exercise of public rights to inspect the accounting records of the last financial year**

Resolved that the period of public rights to inspect will be 28th June to 6th August 2021 at the Clerk's home address. Annual accounts are with internal auditor and will be available at the next meeting.

15. Finance

Payments approved as per agenda, South West Water invoice received and is £44.05 – less than estimated. Unanimously resolved to make donations to Minibus, Ladybirds, and the Village Hall of £300 each, and £400 to PCC.

16. To review and approve the renewal of the Parish Council's Insurance Policy through insurance brokers BHIB

The renewal documents had been circulated, and the premium was less than the amount budgeted for. Chairman proposed that before the next renewal Clerk should research possible alternative providers and present to a future meeting. Resolved to proceed with the renewal with BHIB for the coming year.

17. To review continuous development training requirements for the Parish Clerk and to agree to funding of annual SLCC subscription

Clerk reported that she had successfully completed the ILCA course. Further training in the coming year could be conducted online at a cost of £120 plus VAT. SLCC membership renewal cost £100 – a useful resource for the Clerk. Unanimously agreed that both items of expenditure be approved.

18. To consider membership of the Cornwall Association of Parish Councils

Chairman reported that during the COVID pandemic CALC and NALC websites had provided invaluable information and assistance. However, what had been free was now only available to fee paying members. Clerk reported that joining fee for CALC is in excess of £250, and that there may be some duplication with SLCC. Resolved not to join CALC.

19. To review eligibility requirements under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

Chairman presented this item and informed the meeting that although Parish Councils have various powers conferred by statutory regulations, there are some activities that a PC may engage in that could be open to challenge, such as lending or borrowing. A PC that complies with the requirement of the General Powers of Competence regulations is able to engage in activities that any individual can engage in legally, without challenge. To avail itself of these additional powers the Council needs to comply with a number of requirements, one of which requires that the Clerk must hold CILCA and pass 2012 General Powers of Competence, which would require a significant investment in time and financially. Unanimously decided that as these are not activities that Lanreath Parish Council engage in, not to proceed further.

20. To consider proposals for filling vacant seats on the Parish Council

Chairman proposed that the process to fill the four vacant seats be commenced, and that if there was no call for an election, at the appropriate time co-option can then be considered. Resolved to proceed as proposed.

21. To decide on response to the Request for Donations from the Women's Centre Cornwall

This topic had been discussed in broad terms at the last meeting. Generally felt that it should be a matter of individual choice whether to donate to this charity. Resolved not to donate as a Parish Council.

22. County Councillor's Report

County Councillor did not attend.

23. Parish Problems

Chairman reported that he had received a note about two young men stripping down a car in the Punchbowl Inn car park. It was one of the two cars that have been effectively abandoned there and they have no tax or MOT. Both have been reported to Cornwall Council.

Mr J Williams said that the Furzers had not had further malicious communications.

Mr J Williams said that Furzedown Turbine Fund were inviting applications for grants. Chairman will put a link on the website.

24. Any other business

None

25. Public Participation

A member of the public suggested that perhaps as the parish boundary was so close to Connon Bridge, Cornwall Council could be persuaded to add Lanreath Parish Council as a statutory consultee. He commented – regarding extended competencies item 19 – that in his experience in local government the effort involved in getting the Clerk suitably qualified was disproportionate to any benefit. He said that he would be willing to be co-opted onto the Parish Council if he met eligibility requirements, and if there was still a vacancy after the notice/election process concluded.

26. Date and time of next meeting

Tuesday 15th June at 7.30 pm in the Village Hall. Meeting ended 21.30.