

**Minutes of a meeting of Landulph Parish Council Annual Meeting held on
Monday 19 June 2017 at 7.30pm in the
Landulph Memorial Hall Annexe, Landulph**

PRESENT: Councillors M Worth (Chairman), Mrs G Braund, P Braund, Mrs M Dennis, M Holmes, M Shirlaw.

Also present: Cornwall Councillor Jesse Foot; Katherine Williams - Clerk to the Council.

Public Forum

31-17 APOLOGIES FOR ABSENCE – Cllr Mrs Cradick.

32-17 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Cllr P Braund - item 6b).

33-17 TO ELECT THE VICE CHAIRMAN FOR THE CIVIC YEAR 2017-18

Cllr Worth advised that one expression of interest had been received, from Cllr P Braund.

Cllr Worth proposed; Cllr Shirlaw seconded and it was RESOLVED that Cllr P Braund would be appointed as Vice Chairman. Cllr P Braund and the Clerk signed the Acceptance of Office document.

34-17 MINUTES OF THE PREVIOUS MEETING (15.5.17) – agreed.

35-17 MATTERS ARISING FROM THE MINUTES

- a) With reference to minute no 13-17, Cllr P Braund advised that the defibrillator has been installed on the external wall of the Memorial Main Hall, and the key code for the defibrillator is 1111 – this was published in the June/July Parish newsletter. The Ambulance Service can give the code out, providing the person calling lives within the parish. Reminder to all that the free CPT/Defibrillator training is on Tuesday 4 July, 7-9pm. It was RESOLVED that the key code would be published on the Parish noticeboard and the Parish Council website. 1111, and a request to the newsletter to add the code under the list of contacts.
- b) With reference to item 18-17, the Clerk confirmed that the bank signatories documentation has been actioned by the bank. However, the Clerk does not have the authority to arrange bank transfers (only between the two Parish Council bank accounts). Cllr G Braund advised that she would request to have access to be able to pay by BACS transfer rather than using cheques on the account. [ACTION: Cllr G Braund].

36-17 PLANNING

Planning – to consider planning applications received:

- a) [PA17/03787](#) | Revised design to PA11/06092 in respect of conversion of unit 5 to dwelling, amended access, landscaping, drainage, garaging and parking arrangements (including change of use of land from agricultural) | Bittleford Farm St Mellion Saltash Cornwall PL12 6QE
It was RESOLVED that the Parish Council agrees with this application.

- b) [PA17/01278](#)/PREAPP | Pre-application advice for residential development | Land South Of The Oaks Coombe Drive Cargreen Cornwall

It was RESOLVED that the Parish Council would wish to put forward the following comments:

- Why is this identified on a greenfield site, when brownfield sites are available in the parish;
- There is no local need identified for this site;
- In the consultation on the Neighbourhood Plan parishioners have expressed that they wish no more than 20 properties to be built between 2015-2030; and no more than 5 properties in any one development.

- c) [PA17/04720](#) | Single storey rear extension | 2 Homeleigh Cottages A388 Between Leigh Lane And Paynters Cross Hatt PL12 6PZ

It was RESOLVED that the Parish Council agrees with this application.

37-17 NEIGHBOURHOOD PLANNING

No further comments received, other than those expressed at minute no 36-17b).

38-17 OVERGROWN HEDGES

Cllr Holmes sourced a quote to cut hedges for £198.00.

The Clerk advised the Parish Council that it does not have the powers to undertake this work – it is the responsibility of Cornwall Council, however Councillors RESOLVED that this has become an urgent road safety issue in the parish and agreed to pay a local contractor – Brian Wenmoth £198 (sourced by Cllr Holmes) to undertake this work.

It was also RESOLVED that the hedges need cutting twice in the season, that the Landowners are still responsible to cut their hedges, and that the Council would continue to contact Highways. Letters will be sent to landowners in January/February of each year, to remind them of their responsibilities, and the Parish Council will report to Cornwall Council any overgrown hedges; Cornwall Council can charge landowners if they have to cut back hedges.

39-17 CRICKET CLUB LEASE OF LAND

It was RESOLVED to agree to a rent of £188, with a request the Club provides a copy of their insurance.

40-17 SOLAR FUNDING PROPOSALS

The Clerk circulated a finance update which shows £3,500 remaining in the solar fund.

41-17 PENYOKE RECREATION GROUND REFURBISHMENT, ANNUAL INSPECTION REPORT, ROLLING PROGRAMME

The Clerk advised that Ray Hall will be able to undertake the work at Penyoke Recreation Ground, hopefully finishing by the end of September; and the annual playground inspection has been booked for October. There are still queries on some of the materials to be used in the playground refurbishment specification and it was RESOLVED that Cllr Dennis would contact Ray Hall to discuss further. [ACTION: Cllr Dennis].

42-17 LANDULPH PARISH COUNCIL STANDING ORDERS, CODE OF CONDUCT, FINANCIAL REGULATIONS – ANNUAL APPROVAL

Agenda item to be deferred to another meeting (including the review of the Fixed Assets Register).

43-17 CORRESPONDENCE:

- a) Cornwall Council Consultations for Planning Policy and Guidance Documents – to be discussed at the next meeting.
- b) Pre-Application Discussions – to be discussed at the next meeting. Planning training dates to be circulated to Councillors when available from Cornwall Council.

44-17 ACCOUNTS FOR PAYMENT

PAYEE	CHEQUE	REASON	NET	VAT	GROSS
Tamar Accounting	101058	Internal Audit 2017-17	75.00	15.00	90.00
Came & Company Insurance	101059	Insurance Renewal 2017-18	793.37	95.20	888.57
Cormac Solutions Ltd	101060	Weed Spraying 2017	149.58	0.00	149.58
HMRC	101061	June Tax	97.00	0.00	97.00
K J Williams	101062	June Salary + extra hours	388.46	0.00	388.46
Landulph Memorial Hall	101063	Broadband April 2016 - March 2017	675.71	135.14	810.85
K J Williams	101064	Post, print expenses May-June 2017	25.64	0.00	25.64

Cllr Shirlaw queried the payment for Broadband at the Hall. Cllr G Braund advised that the Parish Council received a grant several years ago and this was ringfenced; the cost is higher than compared to a residential account as it has to be a business account.

Cllr Shirlaw queried the Transparency and PP Fund, and the Clerk advised that a grant was received to ensure the Council complies with the Transparency Code; and paperless planning issues.

It was RESOLVED that the accounts were agreed.

45-17 CHAIRMAN'S URGENT BUSINESS

Cornwall Community Flood Forum – noted.

46-17 ANY OTHER BUSINESS

- a) Cllr Braund advised that the Under Fives group have trouble getting WIFI in one of the room at the Memorial Hall and it was RESOLVED that a WIFI booster would be purchased by the Parish Council, to be paid for under the Solar Funding. [ACTION: Cllr Worth to source].
- b) Cllr Worth discussed being a new Councillor and asked fellow Councillors to give some thought into what can be done that will make a difference – how can the Council be proactive rather than reactive?
- c) Finance report – the Clerk advised that, as there were no election costs, the earmarked funds for these have now been set aside into the Recreation Ground rolling maintenance fund.
- d) Road signs are obscured approaching the school. [ACTION: Clerk to contact Cornwall Council].
- e) It was RESOLVED that a note of thanks would be sent to John Wright, for cutting grass and maintaining the grass verge near the noticeboards. [ACTION: Clerk to write].
- f) Clerk to send Cllr Shirlaw a scanned map of the footpaths. [ACTION: Clerk].
- g) An email was circulated to Councillors requesting the flying of the red ensign, however there is no official flagpole in the parish. [ACTION: Cllr Shirlaw to approach the church].

47-17 DATE OF NEXT MEETING:

Monday 24 July 2017 at 7.30pm, Landulph Hall Annexe. (Apologies from Cllr Shirlaw).

48-17 DATES FOR 2017

18 September, 16 October, 20 November, 18 December.

Public Forum

Meeting closed at 8.57pm.....Chairman