

**Minutes of a meeting of Landulph Parish Council Annual Meeting held on
Monday 18 December 2017 at 7.30pm in the
Landulph Memorial Hall Annexe, Landulph**

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

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

Public Forum

118-17 APOLOGIES FOR ABSENCE – none.

119-17 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Cllr Foot declared an interest in relation to the Spaniards Inn pre-app application.

120-17 MINUTES OF THE PREVIOUS MEETING (20.11.17) – agreed.

It was RESOLVED that the draft minutes will be circulated to Parish Councillors much sooner after the Parish Council meeting, and will also be published onto the website unapproved – prior to the next meeting.

121-17 MATTERS ARISING FROM THE MINUTES

- a) With reference to minute no. 106-17a) Cllr Mrs Braund advised that discussions with Barclays are ongoing. **[ACTION: Cllr Mrs Braund]**.
- b) With reference to minute no. 106-17b) Cllr Dennis advised that the solar funding notice has been placed on the noticeboard.
- c) With reference to minute no. 106-17d) Cllr Worth advised that the lifebuoy is now in place. **[ACTION: Agenda item in 6 months (June 2018) to review maintenance, although regular discussion at meetings to be held where necessary]**.
- d) With reference to minute no. 106-17e) Cllr Shirlaw advised that he raised the issue of the abandoned white van at the yacht club meeting; but due to data protection, the identity of the owner has to remain anonymous.
- e) With reference to minute no. 106-17f) Cllr Shirlaw advised that he would review the Sammy Sands slipway proposals in January. **[ACTION: Cllr Shirlaw]**.
- f) With reference to minute no. 110-17 – Cllr Dennis advised that the playground inspection took place last week, and a 61 page report was subsequently circulated to Parish Councillors. The Inspector was impressed with the proactive refurbishment work that the Council has undertaken. However, more works are required – although everything is low to moderate risk. One post on the green climbing frame is a more urgent matter, and Cllr Dennis has asked Ray Hall for a quote to fix as a matter of urgency. All the rest of the recommended repairs within the inspection report will need to be reviewed, and the Council will need to plan a work programme for next year. **[ACTION: Council to review playground inspection report in January]**.
- g) With reference to minute no. 110-17 Cllr Cradick advised that the footpath at Grove Farm has not been cleared. **[ACTION: Clerk to raise with Ray Hall]**.

- h) With reference to minute no. 114-17 accounts for payment, the Clerk advised that cheque numbers 101083 and 101084 to Landulph School have been cancelled – as the Council has already paid for the works on the shelter and outdoor equipment.
- i) With reference to minute no. 115-17 regarding branding for the Parish Council, Cllr Worth advised that he will speak to the school for their involvement in January. **[ACTION: Cllr Worth]**.

122-17 AFFORDABLE HOUSING DELIVERY INITIATIVE BETWEEN CORNWALL COUNCIL AND LANDULPH PARISH COUNCIL (Victoria Regan attending).

Unfortunately Victoria Regan was unexpectedly unable to attend, and this agenda item has been postponed. The Clerk will notify the Neighbourhood Planning Group when the new date has been set.

123-17 PLANNING

Planning – to consider planning applications received:

- a. [PA17/10466](#) | Erection of a storage building. | Clampit Farm Landulph Saltash Cornwall PL12 6ND.
It was RESOLVED that the Parish Council would respond as having no objection.
- b. [PA17/10398](#) | Bittleford Farm St Mellion Saltash Cornwall PL12 6QE | Conversion of barn (unit 5) to dwelling (revised design to planning permission PA17/03787).
It was RESOLVED that the Parish Council would respond as having no objection.
- c. [PA17/03216/PREAPP](#) | Pre-application advice for demolition of two storey and single storey extensions and redevelopment to provide a new two storey extension comprising new restaurant/licensed/lobby areas, extensions of the stone plinth, erection of eight residential units, and the construction of a pontoon and decking area from the quayside and associated access, parking (including underground parking), infrastructure and landscaping. | The Spaniards Inn Fore Street Cargreen Saltash Cornwall PL12 6PA.

Cllr Foot abstained from this part of the agenda.

It was RESOLVED that the Parish Council would pass on the following comments: the Landulph Neighbourhood Plan states that only 5 dwellings should be in one area; and also details the requirement for the preservation of the quay (this is available on the Landulph Neighbourhood Plan website). It was also noted by the Parish Council that the wording for this Pre-App is identical to the previous planning application which was refused.

To note: with a Pre-App, there is no facility for the Parish Council to add comments onto Cornwall Council's Planning Portal; however, the Clerk will email Cornwall Council's Planning Department, and the relevant Planning Officer, Patrick James direct.

124-17 NEIGHBOURHOOD PLANNING

www.landulphplan.org – updated regularly, plan is progressing.

125-17 PENYOKE RECREATION GROUND REFURBISHMENT, ANNUAL INSPECTION REPORT, ROLLING PROGRAMME

As discussed under Matters Arising.

126-17 YELLOW LINES AT THE SCHOOL

Cllr Jesse Foot provided [a link](#) to the Cornwall, Fire, Rescue and Community Safety Service Schools Parking Project, which details proposals for double yellow lines at the site, and aims to empower the school to take action. **[ACTION: Cllr Mrs Braund to forward the document link to the school].**

Cllr Braund reported that the 20mph sign painted on the road has faded and disappeared. **[ACTION: Cllr Foot to report to Cormac].**

127-17 STANDING ORDERS / FINANCIAL REGULATIONS / FIXED ASSET REGISTER

Standing Order and Financial Regulations – to be reviewed once the internet banking has been arranged. **[ACTION: Clerk to prepare for the Parish Council to consider].**

Fixed Asset Register – to be reviewed. It was RESOLVED that a meeting with the Landulph Memorial Hall Executive Committee / Parish Councillors / Clerk would be arranged in the New Year, to clarify ownership of the hall / land, and to discuss responsibilities for insurance, etc. **[ACTION: Cllr Cradick to arrange meeting; Clerk to locate and provide the relevant documents].**

The Parish Council insurance renewal is also to be reviewed, once the Fixed Asset Register is agreed. **[ACTION: Future agenda item].**

128-17 CORRESPONDENCE

- a) [Cornwall Statement of Community Involvement for Planning](#) – 8 week consultation period 27.12.2017 – 22.01.2018
- b) [Cornwall Recycling Waste Survey](#) – closes 03.01.2018

129-17 ACCOUNTS FOR PAYMENT

Agreed.

PAYEE	CHEQUE	REASON	NET	VAT	GROSS
Cornwall Council	101094	2017 Uncontested Election charges	241.71	0.00	241.71
HMRC	101095	December Income Tax	58.60	0.00	58.60
K J Williams	101096	December Salary	234.50	0.00	234.50
K J Williams	101098	November postage and printing	11.35	0.00	11.35

130-17 CHAIRMAN'S URGENT BUSINESS

- a) Cllr Worth reported on an issue raised by Sarah Coryton, High Sheriff of Cornwall regarding the issue of an elderly couple in the in the parish who are in need of special assistance. **[ACTION: Cllr Worth to raise separately with Cllr Foot].**
- b) Cllr Worth reported on the fantastic school performance was this year. **[ACTION: Parish Council to send a note of congratulations to the school – for the children and staff involved].**
- c) Cllr Worth reported on the Cornwall Gateway Community Network Panel he attended at Saltash Guildhall on 6h December 2017, and advised that members of the public are invited to attend in

future – the Parish Council will publicise the details on the website. **[ACTION: Clerk]**. Presentations were given by Cllr Edwina Hannaford, Portfolio Holder for Neighbourhoods, Cornwall Council. She highlighted “Engagement” with the community and not just consultation. Ensure ‘Place Shaping’ needs of the community, highlighting growth, jobs, homes & infrastructure - £600m fund just starting; budgeting re Highways / Local Transport Plan; also £9m funding for safety. Engage by April 2018 for a Local Transport Plan.

Dr Lou Farbus from NHS presented Shaping Our Future – Cornwall and the Isles of Scilly Sustainability and Transformation Plan. This is a 5 year plan to improve health, wellbeing and the quality of local health and care services. Our best opportunity since 1948 for change. It was noted that in our gateway position links would be made to Devon Health Services as 1/3 patients in Derriford Hospital are from Cornwall. The public are encouraged to engage and have your say at Website: www.shapingourfuture.info/

Devon and Cornwall Police gave a written update from Inspector Julian Morris. Concerns were given on the increase in our area on Cybercrime, Domestic Abuse, Mental Illness impacting policing, Radicalisation of young people, all making policing more complex. Pressures on Staffing numbers will remain.

- d) Cllr Worth raised the issue of hedgecutting; and advised that Cornwall Council have issued enforcement letters to recover costs to enable works using the Highways Act 1980 – Section 154 to parish hedgeowners surrounding bridalways who have not fulfilled their responsibility and cut back their hedges. Letters from Landulph Parish Council will be sent to roadside hedgeowners now, to remind them – and the hedges will be reviewed and discussed again at the February or March meeting. Any hedges that are still overgrown to be reported early to Cornwall Council for enforcement action. **[AGENDA: February/March]**.
- e) Cllr Worth raised the issue of media training for Parish Councillors (unfortunately none is available via the Cornwall Council training hub).
- f) Localism Summit being held in Bude on 19 December – for information.
- g) The next Saltash Area Road Safety Committee is on 8th January at 7.30pm in the Saltash Guildhall – for information.

131-17 ANY OTHER BUSINESS

- a) Cllr Dennis advised that a survey has currently been circulated on access to doctors in Cornwall, the link to this is available on the Parish Council website.
- b) The Clerk reported that Cornwall Council has advised that they have not received a Register of Interests form from either Cllr Shirlaw and Cllr Holmes; however both Cllrs and the Clerk confirmed that these were completed and returned to Cornwall Council. **[ACTION: Clerk to raise with Cornwall Council]**.

132-17 DATE OF NEXT MEETING:

Monday 15 January 2018 at 7.30pm, Landulph Hall Annexe.

Public Forum

Part Two: Under the Public Bodies (Admission to Meetings) Act 1960 the public (including the press) shall be excluded from the meeting at this point due to the confidential nature of the agenda items to be discussed.

133-17 OFFICE EXPENSES FOR CLERK

It was RESOLVED that the Clerk would be paid 0.45p for mileage – but clarification to be sought on whether mileage should be claimed for attending Parish Council meetings. **[ACTION: Clerk]**.

It was RESOLVED to pay 0.10p for black and white and 0.30p for colour printing.

It was RESOLVED to pay £4 per week towards office expenses relating to homeworking.

134-17 NATIONAL JOINT COUNCIL SPINAL COLUMN POINT PAY RATE FOR CLERK

It was RESOLVED to pay the Clerk at National Joint Council Spinal Column Point 25.

135-17 PRE-APPLICATION PLANNING DISCUSSIONS

Concerns were expressed that there needs to be a protocol in place should the Parish Council receive a request from planning applicants – that applicants should only meet with the whole Council, and when the public is present.

Cllr Worth referred to and showed slides from the Cornwall Council Planning Workshop 2017 which Councillors had recently attended,

The role of the local council in the planning process;

- Eyes and ears of the local communities;
- Influence decisions and policies that affect them;
- Develop neighbourhood development plans;
- Identify potential sites for affordable housing, or lead community engagement in implementation projects;
- Take a proactive role in facilitating developments that will meet the needs of your community;
- Get involved in pre-application discussions.

Discussion then followed over whether all Parish Council members should be in attendance when meeting formally with planning applicants. As this is not always practicable, at least two members must be present when meeting with any planning applicants. This could include a Cornwall Planning Officer and/or our own Clerk to record minutes. Informal meetings with any interested parties are to be avoided.

The Parish Council has the opportunity to influence the shape of the community.

It was discussed that Planning Officers base their decisions on facts. Parish Councillors need to be objective, transparent and to look at each application based on policy. Parish Councillors can call applications to a planning committee – this can be over-ruled by a Planning Officer, however, this can also be over-ruled by a Cornwall Councillor. Cllr Foot, being present, confirmed this.

Meeting closed at 9.50pm.....Chairman