

LANDULPH PARISH COUNCIL

Minutes of the meeting of Landulph Parish Council
held on Monday 18 December 2023 at 6.30pm at Landulph Memorial Main Hall

Public Forum.

108-23 To receive apologies for absence and approve the reasons given – Cllr L.Gawith (attended online and therefore not able to vote).

109-23 Declarations of interest relating to items on the agenda – none.

110-23 Members to consider any dispensations relating to items on the agenda – none.

111-23 To confirm the [minutes of the meeting dated 20 November 2023](#).

Cllr Tagg proposed, Cllr Gregory seconded and it was RESOLVED to approve the minutes.

112-23 Matters Arising (to discuss any actions arising from the previous meeting - please see the table at the end of the minutes).

113-23 Planning – to consider planning applications (Ctrl and Click on link).

- a) [PA23/09444](#) | Upgrade existing overhead line between 45scg8 and 45scga1 with 3rd wire approximately 115 mtrs in length. -upgrade existing overhead line between 45sc30 and 45scee8 with 3rd wire approximately 1800 mtrs in length. Replace any poles and stays as necessary and as per the survey plans to ensure the continued safe distribution of electricity. Remove any old poles, stays and fittings no longer required on completion of works. -reinstate any pole pits and stay pits on a like for like basis. | Cargreen Link PL12 6QF

Cllr Worth proposed, Cllr Tagg seconded and it was RESOLVED that, as a consultee, Landulph Parish Council's response to Cornwall Council, is to agree with this application.

- b) [PA23/10064](#) | To remove/relocate hedgerow and field access gate in order to create a highway passing place. | Land At Grid Ref: SX4198 63447 Landulph Cornwall.

Cllr P Braund proposed, Cllr G Braund seconded and it was RESOLVED that, as a consultee, Landulph Parish Council's response to Cornwall Council, is to agree with this application.

114-23 Future of Local Healthcare/St Barnabas, comments on [Patients First Vision & Plan of Action](#).

Cllr Worth proposed, Cllr Gregory seconded and it was RESOLVED that Landulph Parish Council would respond that it fully supports this vision and plan of action. **[ACTION: Letter of support to be sent - Clerk].**

115-23 [Delegated Decisions to note](#).

It was RESOLVED to note.

116-23 Henry Searle field – proposal to install a fence to protect the trees from deer.

Cllr Worth reported that Pentillie Estate has donated materials and resources and this is now complete. Thanks to Steve Pearson. **[ACTION: Letter of thanks to be sent – Clerk].**

117-23 Report from the Governance and Finance Working Group: [review of the Reserves Policy](#) (no change from last year).

Cllr Tagg proposed, Cllr Ansell seconded and it was RESOLVED to approve the policy. **[ACTION: Clerk to update and upload to the website].**

118-23 [Finance Update](#), including agreement of a virement between reserves.

Cllr Tagg proposed, Cllr Worth seconded and it was RESOLVED to approve the virement of £3,000 from Other New Assets to Playing Fields New Assets, and to approve the Finance Update.

119-23 [Precept 2024-25 Proposals](#).

Large pieces of play equipment need to be replaced, quotations have been received – the cost of replacement is £33,000 in total. The Parish Council applied for a Community Infrastructure Levy (CIL) Grant, and a grant of £23k has been approved. The Parish Council will need to claim the money retrospectively. A contribution of £10k from the Parish Council is needed as match-funding. In addition to the equipment to be replaced above, there are also several other pieces of play equipment that will need to be replaced soon.

The Parish Council has also applied for a CIL Grant - £100k has been approved for a centenary classroom at the school (next year is the school's centenary). This funding will go via the school accounts, not the Parish Council. The Parish Council does not need to contribute, as there are other third parties in support – one is Cornwall Council (c£10k) from their schools budget, the other is £20k from the Smart Schools Trust. The parish council has an opportunity to apply for another c£25k from the energy proposals applications. The total cost is c£155k for the project, and the CIL terms is 5 years to complete the project. The School and Under Fives have been informed.

The Precept Proposals were discussed in depth. Cllr Worth proposed, Cllr Tagg seconded and it was unanimously RESOLVED to approve a Precept request of £30,970.07 (option A on the precept proposals attachment). **[ACTION: Clerk to respond to Cornwall Council].**

120-23 Discussion on creating a Landulph Parish Council YouTube channel.

Cllr Tagg proposed setting up a YouTube channel, which will adhere to GDPR and the Council's social media policy. This will promote the 'Three Skinny Bikers' who are travelling to raise money for the Orchard and will be using video to document their travels.

Cllr Ansell advised that he would prefer the Council to use Vimeo, which can be linked to the website. There were questions about the cost implications to the Council, and whether there was a Google option or other better options to use rather than YouTube.

[ACTION: Cllr Tagg to investigate and report back].

121-23 Landulph Public Rights of Way Volunteers – new Direct Cormac Volunteer Group.

Cllr Tagg reported that the Parish Footpath Volunteer Group is now a new Direct Cormac Volunteer Group, which means that volunteers from the village can undertake repairs to PROWs and Cormac will cover the insurance for this group as long as the volunteers adhere to Cormac's terms. Cormac will not pay for any costs.

Cllr P Braund suggested that timber from the playground equipment (when replaced) could be used by the footpath group or at the orchard.

It was RESOLVED to note this.

122-23 Report from the [Landulph Energy Proposals Working Group](#).

Recommendations:

- Cllr Ansell to follow-up on NG ESO call in the New Year.
- EV consultation survey to be circulated to Parish (this has been circulated).

Cllr Tagg advised that she has circulated the EV consultation survey.

Cllr Ansell proposed to change the name of the Working Group. The Group's Terms of Reference are yet to be approved **[ACTION: January agenda].**

123-23 Report from the [Landulph Climate Working Group](#).

Recommendations:

- Winter talks to be named as Climate Matters.
- 25th February 2024 at LMH, 7:30pm start. Climate Matters: Reuse, Recycle, Reduce.
- 4th March 2024 at LMH, 7:30pm start. Climate Matters: Buses, EV's and Footpaths.
- Information about special species to be extended to include avocets, curlews and bats and entered on Parish Online interactive map.
- Thermal Imaging Camera, available for Parish use, promoted during January and February.
- A Public transport survey to be considered, based on the success of one produced by the Rame User Group.

It was proposed by Cllr Worth, seconded by Cllr Gregory, and it was RESOLVED to agree the recommendations.

124-23 Report from the [Landulph Orchard Green Working Group](#).

- Quote for ecology and landscape study for Duchess Green from YGS be accepted (as agreed by delegated authority)
- LOG area of website includes details of Peter Booth's cycle ride and sponsorship and pictures/videos of developments on water system and fields.

It was proposed by Cllr G Braund, seconded by Cllr P Braund, and it was RESOLVED to agree the recommendations.

125-23 Discussion on insurance for the Orchard.

The Clerk advised Councillors that there is currently no public liability insurance cover in place for members of the public visiting the two fields. Zurich (Landulph Parish Council's insurance company) has stated that the insurance will only cover the Clerk (as an employee), and Parish Councillors on the two fields if attending for Parish Council business. In addition, it will also cover:

- **Volunteers.** Any volunteers undertaking work to install the orchard and facilities in the name of the council, subject to the usual risk assessment conditions and training required for the safe use of equipment. Proper records must be kept and the council should not permit any lone working arrangements.
- **Assets.** Insurance of assets (any assets installed and owned by the Council will remain the property of the council). The assets should be included on the council's asset register and insured as council property on the insurance policy.
- **Events.** Any events that the Parish Council hold at the two fields (as long as there are under 2000 attendees at any given time, overall event exposure is no more than 49% of the Council's overall activities and purpose, and providing the Council adheres to the following):
 1. Carrying out a thorough risk assessment
 2. Complying with HSE guidance for bonfires, beacons, fireworks or inflatables
 3. Training event volunteers and staff
 4. Ensuring that third-party suppliers have their own Public Liability Insurance

Zurich stated that it will not be able to extend its cover to members of the public - as the Parish Council does not own the land, or rent it, and there is no formal agreement in place for the two fields to be used by the community. The Clerk is currently in discussion with Zurich's underwriters and also their legal department - to ascertain the liability risks to the Council. The question has been asked that, if the tenants give the Parish Council a formal agreement to use the land as a community orchard and green space and give their permission for the community to access the land, whether the Zurich will consider extending the Council's liability insurance cover. The initial response was that the formal agreement should be between the landowner (Duchy), tenants, and Parish Council, but the Clerk is waiting to hear back from them with a detailed response.

The Clerk has also contacted SLCC's legal team, who have advised the following: "Most insurance companies will not extend general public liability insurance to members of the public unless the Council has an insurable interest in the land. In the event of a claim in respect of the state of the land it would be against the landowner not the Council. (There would normally be a formal agreement between the landowner and the Council setting out responsibilities and liabilities with an indemnity from the Council). As any agreement would involve the Duchy it is likely to be a far from straightforward or inexpensive document. Whether the farmers can issue a simple document authorising the use of the land by members of the public will largely depend upon the terms of their agreement with the Duchy. Until the matter is clarified members of the public should not have access".

This advice was discussed by Councillors, and it was agreed that, until this matter is resolved, the fields (the orchard and the green) are not open to the public. There was a question on whether a sign could be placed on the gates. Cllr Tagg advised that volunteers need to be registered. Details are on the Parish Council's website on the LOG page.

126-23 Accounts for Payment: Approved

PAYEE	Chq No	Payment Details	Net	VAT	Gross
Smith of Derby Ltd	101582	Repair of clock	147.00	29.40	176.40
Google	DD	Nov-23	110.40		110.40
HMRC	101583	December Tax	80.40		80.40
KJ Williams	101584	December salary	322.06		322.06
Cornwall Pension Fund	101585	December pension	106.90		106.90
SLCC	101586	Annual renewal	112.00		112.00
KJ Williams	101587	Post, print, expenses December 2023	40.34		40.34
Currys	101588	Reimburse to KJ Williams - laptop care (November)	6.28	1.37	7.65
WesternWeb Ltd	101589	Additional webpage for the Orchard	75.00	15.00	90.00
Microsoft	101590	Reimburse to KJ Williams – yearly subscription	59.99	0.00	59.99
Tamar View Nurseries	101591	Reimburse to D Gregory for Parish Christmas Tree	29.99	0.00	29.99
Hydrosure Global Ltd	101592	Reimburse to A Butcher for orchard items *	100.43	20.10	120.53
Hydrosure Limited	101593	Reimburse to A Butcher for orchard items *	194.46	37.70	232.16
Wolseley	101594	Reimburse to A Butcher for orchard items *	21.86	4.37	26.23
B&Q / Trewarthas / Voxtrade	101595	Reimburse to A Butcher for orchard items *	163.65	0.00	163.65

*Orchard AONB grant receipts now received – to be submitted to receive grant monies.

127-23 Chairman's Urgent Business / Any Other Business (note: any items are for information only).
None.

128-23 Date of Next Meeting: Monday 15 January 2024, 6.30pm (Landulph Memorial Hall Main Hall)
Dates for 2024: 15 January, 19 February, 18 March, 15 April, 20 May, 17 June, 15 July, 16 September, 21 October, 18 November, 16 December.

10 Minute Public Forum

MATTERS ARISING		
Key to actions:		
Yet to be actioned	Action pending	Action completed
		Ongoing Action
Minute no.	Action	Update on Action Taken
225-22	Footpaths. Cllr Tagg to draft a question to be raised – Clerk to raise under Casework Assist. Done – Casework Assist submitted 20.3.23. 23.3.23 Response from Cornwall Council – to be investigated. 17.4.23 Clerk to chase a response. July 2023 meeting: Clerk to contact Cornwall Council again, particularly to raise again about the dangerous steps. Cllr Tagg to email Cornwall Council in relation to the volunteer scheme.	20.11.23. Cormac will accept liability for volunteers. Cllr Tagg to set up volunteer scheme. Action pending
Matters Arising - April 2023 meeting:		
259-22	Clerk to note the hire of the hall for the Community Orchard public meeting in the accounts.	Done 1.4.23. Awaiting costs. Action pending.
260-22	Cllr Worth to liaise with Cornwall Highways on the possibility of 'horse riding' street signs being installed. Update October 2023 (90-23): budget has been spent, will need to apply next year. [Cllr Worth].	Apply 2024. Yet to be actioned.
Matters Arising - June 2023 meeting:		
28-23 and 48-23	Landulph Energy Proposals Working Group TOR to be drawn up. July 2023 meeting: First meeting to be arranged.	Yet to be actioned. Agenda – January 2024
258-22 / 33-23 / 52-23	Housing Needs Working Group - Cllr Tagg to draw up draft TOR; July 2023 meeting: [ACTION: Housing Needs Working Group meeting to be arranged].	Yet to be actioned.
Matters Arising - September 2023 meeting:		
64-23	Cllr Worth to speak to Catherine Thompson regarding the timing of the next highway allocation and also speak to Will Glassop to obtain an approximate budget. [ACTION: Cllr Worth]	Waiting for a date from the portfolio holder. Action pending.
Matters Arising - October 2023 meeting:		
82-23	Zero Hours request for Landulph Parish Council's support for the Climate and Ecology Bill <ul style="list-style-type: none"> Support the Climate and Ecology Bill Inform local residents and inform local press/media of this decision Write to our local MP to inform them that this motion has been passed, and urge them to sign up to support the CE Bill – or thank them for already doing so: Write to Zero Hour, the organisers of the cross-part campaign for the CE Bill, expressing Landulph Parish Council's support (councils@zerohour.uk) [ACTION: Clerk and Cllr Tagg].	Yet to be actioned.
83-23	Barclays Bank mandate to be updated by Councillors, then Clerk to return forms to the bank.	Forms returned to Barclays. Action pending - awaiting update from them.
83-23	Precept discussion meeting to be held in November – Cllr Tagg	Scheduled for Dec 11 th . Action completed.
84-23	The National Grid Energy Systems Operator (NGESO) plans to join the PC meeting in November (via MS teams) to explain the purpose and benefits of the Grid Stability and Battery Storage developments at Landulph. [ACTION: Clerk for agenda and MS Teams/Zoom invite].	Pending Clerk receiving relevant contacts from Cllr Ansell. 20 Nov. NGESO did not attend. Action completed.
88-23	Feedback on an AF housing presentation hosted by Cornwall Land Community Trust – to November meeting (Cllrs Worth, Gawith, Tagg).	Action completed.
90-23 a)	30mph gateway sign; we are waiting for feedback on the timing, but the signs have been ordered.	Sign arrived, action completed.

90-23 b)	Horse signs – to apply to the highways budget next year [Cllr Worth].	In progress – action pending.
90-23 c)	Speed activated speed signs – Cllr Worth to investigate how much it would cost to have our own speed activated signs (the basic model).	Ongoing, though plans may be delayed until after the scheduled rota has occurred and feedback on impact obtained.
Matters Arising - November 2023 meeting:		
96-23	Cllr Tagg to set up a footpaths volunteer group.	Ongoing.
106-23 a)	Cllr Worth has now had a site meeting with the Head and Will Glassup at the school and it has been agreed to have the double yellow lines repainted, and this action has been added to the Highways schedule.	Pending Highways undertaking this action (timing unknown). Meeting held – action completed.
Matters Arising - December 2023 meeting:		
114-23	Future of Local Healthcare/St Barnabas, comments on Patients First Vision & Plan of Action . [ACTION: Letter of support to be sent – Clerk].	Yet to be actioned.
116-23	Henry Searle field – proposal to install a fence to protect the trees from deer. Pentillie Estate has donated materials and resources and this is now complete. Thanks to Steve Pearson. [ACTION: Letter of thanks to be sent to Steve Pearson / Pentillie Estate – Clerk].	Yet to be actioned.
117-23	Review of the Reserves Policy (no change from last year). [ACTION: Clerk to update and upload to the website].	Yet to be actioned.
119-23	Precept request of £30,970.07. [ACTION: Clerk to respond to Cornwall Council].	Yet to be actioned.
120-23	Discussion on creating a Landulph Parish Council YouTube channel. [ACTION: Cllr Tagg to investigate options and cost implications and report back].	Yet to be actioned.
123-23	25 th February and 4 th March Climate Matters Talks. Check on Hall bookings and costs. [Cllr Tagg / Clerk].	Yet to be actioned.
123-23	Information about special species to be extended to include avocets, curlews and bats and entered on Parish Online interactive map. Cllr Tagg.	Yet to be actioned.
123-23	A Public transport survey to be considered.	Yet to be actioned.
125-23	Orchard insurance to be investigated.	Action pending.
126-23	Orchard AONB grant receipts to be submitted.	Yet to be actioned.
Actions outside of Parish Council meetings		
Parish Council meetings are held on the 3 rd Tuesday of each month (except August) Parish Council Agendas are published on the 2 nd Wednesday of each month ACTION for All Councillors to note: Working Group reports and any agenda items to be submitted to the Clerk by the 2nd Tuesday of each month. To be published on the website in advance of a meeting.		Parish Councillors to note. Ongoing. 20.11.23. Current system isn't working. Need to move Working Group meetings back to allow more time.

Signed: Chairman