

**Minutes of a meeting of Landulph Parish Council Annual Meeting held on
Monday 19 February 2018 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

161-17 APOLOGIES FOR ABSENCE – none.

162-17 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Cllr P Braund declared an interest in minute no. 166-17a; and minute no. 172-17.

163-17 MINUTES OF THE PREVIOUS MEETING (15.01.18 and 31.01.18) – agreed.

164-17 MATTERS ARISING FROM THE MINUTES

- a) With reference to minute no. 139-17a) Barclays internet banking yet to be resolved. **[ACTION: Cllr Mrs Braund]**.
- b) With reference to minute no. 139-17b) the Clerk confirmed that Ray Hall has cleared the footpath and stile at Grove Farm.
- c) With reference to minute no. 139-17c) regarding branding for the Parish Council, Cllr Worth advised this is yet to be done. **[ACTION: Cllr Worth]**.
- d) With reference to minute no. 139-17e) Cllr Worth reported there has been no update received regarding proposed yellow lines at Landulph School.
- e) With reference to minute no. 139-17f) the Clerk confirmed that Land Registry has sent the relevant documents, which shows Landulph Parish Council as the owner of the land and the Memorial Hall. **[ACTION: Address is yet to be changed with Land Register – Clerk]**.
- f) With reference to minute no. 139-17i) the Clerk confirmed that the Register of Interests forms for Cllr Cradick and Cllr Holmes had been completed, scanned and emailed, and posted to Cornwall Council.
- g) With reference to minute no. 149-17 Cllr Worth confirmed that Cllr Holmes and Cllr Worth have moved the large log on Penyoke beach.
- h) With reference to minute no. 150-17 Cllr Shirlaw advised that the Clerk has printed this history of letters/emails to and from Cornwall Council for him to read through regarding the incidents of near-misses and accidents on the A388 turning right to Landulph. **[ACTION: Cllr Shirlaw to draft a response to Paul Allen (via the Clerk)]**.

- i) With reference to minute no. 156-17 Cllr Shirlaw confirmed that the Under Fives' bank statements, accounts, and constitution had been received; which meet the requirements under the Parish Council Section 137 funding and the cheque could be released to the Under Fives. The cheque was provided to the Under Fives' Committee Member who was present.

165-17 AFFORDABLE HOUSING DELIVERY INITIATIVE BETWEEN CORNWALL COUNCIL AND LANDULPH PARISH COUNCIL (Sam Nicholson)

14 people registered (on the Home Choice Register for Landulph/Cargreen) that are in need of affordable housing; also 10 unregistered (who meet the criteria). There is an identified need of approx. 5 dwellings; the Map is available on Cornwall Council's website. [**ACTION: Link to uploaded to the Parish Council website**].

Community Land Trust could be created. Ring-fenced for 3 years in the parish; Cornwall Rural Housing Association – would be a good organisation to research. Currently there are 6 Cornwall Housing properties in the parish.

Discussions with land owners could take place - to develop 'exception sites' – only reason it gives planning permission is because it will deliver affordable housing.

Landulph Neighbourhood Plan is fairly well established in its journey, but this is the first time the Council has been informed of these requirements for affordable housing.

Sam Nicholson to provide any data to the Clerk, to circulate to Councillors / Neighbourhood Plan; Sam also to discuss with Zoe Johns.

There was a query on whether there is any funding available to help issues in the village with roads/transport, and the Community Infrastructure Levy was mentioned.

166-17 PLANNING (Cllr Braund left the meeting for this item)

Planning – to consider planning applications received:

- a. [PA18/00871](#) | Single storey rear extension to provide a sitting/family room and boot room. | The Oaks Coombe Drive Cargreen Saltash Cornwall PL12 6PD

It was RESOLVED to agree with this application.

167-17 NEIGHBOURHOOD PLANNING www.landulphplan.org

The Plan is currently with Zoe Johns at Cornwall Council to identify if it requires an SEA. Any data received from Sam Nicholson will be forwarded to the Landulph Neighbourhood Plan.

168-17 PENYOKE RECREATION GROUND REFURBISHMENT, ANNUAL INSPECTION REPORT, ROLLING PROGRAMME

Cllr Dennis advised that she has met with Ray Hall; identified issues that need repair, and Ray will provide a quote.

169-17 PENYOKE DRAINAGE ISSUES

Cllr Braund advised that a hole has been dug close to the broken pipe/bank, water is now pouring down the hole, and out of the sluice gate. He advised that the Environment Agency owns the embankment – who stated that they built the embankment on behalf of Landulph Parish Council, so they don't own it. A site visit at the location is being held tomorrow. The pipe needs to be fixed – if the Environment Agency owns the embankment, there is a feeling that they should be responsible to fix the pipe, as it's their land.

170-17 STANDING ORDERS / FINANCIAL REGULATIONS / FIXED ASSET REGISTER

It was RESOLVED that the draft Fixed Asset Register would be circulated to Councillors for comments, and discussion / approval at the March meeting. **[ACTION: Clerk]**.

171-17 HEDGES

Letters have been sent out to hedgeowners – some of the hedges have been trimmed back.

172-17 SOLAR FUND APPLICATIONS (Cat Packer attended to provide information)

4 x sleepers and 2 x planters to be replaced (H&S issue); request for £523.36.

It was RESOLVED that the quote is reviewed – to ask Ray Hall if he would like to provide a quote; and to ask Steve Holman to revise his quote. To be discussed in March. **[ACTION: March agenda]**.

173-17 SAMMY SANDS SLIPWAY

Cllr Shirlaw advised that he has decided not to pursue the matter.

174-17 GRASS CUTTING SCHEDULE FOR 2018

It was RESOLVED that the grass cutting schedule for 2018 would be set as: 18 cuts at Penyoke, including field, between hedge/fence, embankment, and one weed spray around the play equipment; 18 cuts at Ellbridge Bus Shelter.

175-17 CORRESPONDENCE: Cornwall Gate Community Network Panel – next meeting 22.02.2018, 18.30, St Germans (Eliot Hall) Community Centre.

176-17 ACCOUNTS FOR PAYMENT:

PAYEE	CHEQUE	REASON	NET	VAT	GROSS
K J Williams	101106	Land Registry Enquiry application re LM Hall	6.00	0.00	6.00
Landulph Under Fives *	101107	Section 137 funding	1500.00	0.00	1500.00
K J Williams	101108	Postage, print etc – Jan 2018	36.56	0.00	36.56
K J Williams	101109	February Salary	263.12	0.00	263.12
HMRC	101110	February Tax	65.60	0.00	65.60
Ray Hall	101111	Grass Cutting Maintenance 2017	1367.00	0.00	1367.00
Ray Hall	101112	Footpaths Maintenance 2017	495.00	0.00	495.00

* As discussed at the 31.01.18 meeting – please note the cheque number was incorrectly reported

177-17 CHAIRMAN'S URGENT BUSINESS

a) Cllr Worth advised that Cornwall Council has provided some guidance on event planning.

178-17 ANY OTHER BUSINESS

- a) Cllr Shirlaw provided the first report from the footpaths group; and queried whether any advice or guidance on GDPR had been received from Cornwall Council; whether there was a Cornwall Council Footpaths Officer; and any information on land ownership. Often are tenanted/rents – tenant farmer.
- b) Cllr Worth reported on a Cornwall Full Council agenda item – to discuss the ideas of renaming divisions within Cornwall. There was an idea of Saltash West, however Landulph Parish Council put forward the suggestion of Cornwall Gateway. The Full Council webinar is available for anyone to view on Cornwall’s website. Cllr Foot advised this matter has now been delegated to Officers for a decision.

179-17 DATE OF NEXT MEETING: MONDAY 19TH MARCH 2018, 7.30pm

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.

180-17 MILEAGE EXPENSES FOR CLERK

It was RESOLVED to back pay to April 2017, for any travel to/from Landulph Parish Council meetings at a rate of 0.45 a mile.

181-17 CONTRACTOR FOR GRASS CUTTING SCHEDULE 2018

The Clerk advised that there was only contractor who submitted a quote for the 2017 Grass Cutting Schedule (Ray Hall). Ray submitted a quote for the 2018 Grass Cutting Schedule, and it was RESOLVED to award the 2018 contract to Ray.

182-17 LANDULPH SCHOOL PTA PAYMENT

The Clerk advised that an error had been made in the payment to Landulph School PTA, and would investigate the matter further. **[ACTION: Clerk]**.

183-17 WEED SPRAYING CONTRACT 2018

It was RESOLVED to appoint Cormac to undertake the Weed Spraying Contract 2018.

Meeting closed at 9.20pm.....Chairman