

**Minutes of a meeting of Landulph Parish Council Meeting held on
Monday 15th April 2019 at 7.30pm in the
Landulph Memorial Hall Annexe, Landulph**

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

ALSO PRESENT: Councillor J. Foot.

Public Forum

230-18 APOLOGIES FOR ABSENCE: none.

231-18 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA - none.

232-18 MINUTES OF THE PREVIOUS MEETING (18th March 2019) – agreed.

233-18 FILMING AT PENYOKE RECREATION GROUND

Two representatives from the production company attended the meeting for this item.

It was reported that more detail would be provided when available, on the scene to be filmed at the Penyoke Recreation Ground, but the filming is likely to be during the school half term holidays – it was discussed that this is unfortunate, as it means that the play area will be closed off to local children during that time, and the Parish Council asked whether it would be possible to move the dates.

Mr Burton advised that his company will be liaising with all residents on Penyoke Lane.

Cllr P Braund requested that the company is careful on the grass bank at Penyoke, as this has been recently seeded. The Parish Council asked whether the film company would require the grass bank to be cut prior to filming; and asked if there is any likelihood of the filming to be delayed.

It was RESOLVED that Cllr Worth would negotiate final fees and requirements with the film company, and would also remind them to contact Landulph Hall with their booking requirements. [ACTION: Cllr Worth]. The Clerk would then finalise the contract to be sent to the film company [ACTION: Clerk].

234-18 MATTERS ARISING

It was RESOLVED to amend Appendix I attached to the 18th March 2019 minutes, to state as follows: “to note this is a list of suggestions, rather than an action list for the Parish Council”.

Cllr G Braund reported that she has met with the Headteacher of Landulph School. Cllr Butcher suggested that a Council representative visits the schools to provide a presentation on local government, which could generate links between the School Council and the Parish Council.

235-18 PLANNING – none.

- a) Update on a planning application discussed by the Parish Council at the March 2019 meeting, PA19/01366 – Proposed domestic motor garage at Penyoke Mill, Penyoke Lane PL12 6PA: the suggestion of the Parish Council of using stone facing to the front elevation of the garage has been agreed. It was RESOLVED to pass on the Parish Council’s thanks to the Planning Officer for listening and actioning on the Parish Council’s comments. [ACTION: Clerk].
- b) Update on a planning application discussed by the Parish Council at the January 2019 meeting, PA18/10936 | Construction of 40 dwellings (20 Affordable dwellings and 20 Open Market dwellings), Village Shop (A1), formation of new vehicular/pedestrian access and other associated works. | Rosehill Nurseries Landulph Saltash Cornwall PL12 6NF: the application has been refused by Cornwall Council.

236-18 PENYOKE RECREATION GROUND REFURBISHMENT, ANNUAL INSPECTION REPORT, ROLLING PROGRAMME

It was RESOLVED that the Parish Council would review the list of 'Moderate Risks' outlined in the recent playground inspection report. [ACTION: Cllr Dennis to liaise with a contractor for a quote for the outlined repair works required]. Cllr Dennis reported that the inspector has advised that a fence is not required at the playground – as it is the parents' responsibility to keep the children safe. It was RESOLVED that the playground repairs are undertaken as a priority over the fence replacement.

There was a discussion about possible strimmer damage to the fence posts, and that previously the Parish Council had requested a weed spraying treatment around the posts. Cllr Dennis advised that recently any posts that have been replaced have metal posts in the ground which the wood sits in, to protect the wood from strimmer damage.

There was a discussion about the Environment Agency works, and that the timing of the works would need to be after the filming at the site. [ACTION: Clerk to liaise with the Environment Agency regarding dates after the filming, once the filming dates have been confirmed; and also to speak with the film company to ascertain whether there's any likelihood that the filming dates would be delayed, and therefore delay the Environment Agency works].

237-18 DOG BIN

Cllr Worth has received a signed agreement from the Slipway Management company, agreeing to the location of the dog bin. Landulph Parish Council has already agreed to pay for the purchase of the dog bin, maintenance, and removal of waste. It was RESOLVED to contact Botus Fleming Parish Council to compare prices, before going ahead with Biffa [ACTION: Clerk].

Cllr Worth advised that a request has been received by the Parish Council, about the possibility of locating a dog bin near the church. It was discussed that the Parish Council does not own any land in the vicinity, and it would be Cornwall Council's responsibility, however, Cornwall Council are currently not buying dog bins. It was RESOLVED that the Parish Council would not purchase a bin in this location, however the church could arrange for the purchase and siting of a bin if they wished.

238-18 EMERGENCY PLAN

Cllr Worth reported that he attended the March Botus Fleming Parish Council meeting, to discuss the possibility of the two Councils working together, and Botus Fleming PC agreed that this would be worthwhile and two of their Councillors offered to attend the next joint EP meeting. Cllr Worth has also attended recent training. Roger Pugh has volunteered to action some of the items, and other volunteers (Richard Hoskins, and the Pentillie family) have also offered to be involved.

The date of the next Emergency Plan meeting will be Wednesday 24th April, 7pm, Landulph Memorial Hall Annexe. Information has previously been circulated via the newsletter, asking for volunteers, but currently lacking in medical, and farmers, volunteer support. [ACTION: Cllr Worth to publish in Landulph Innit].

There was a discussion that there will be a requirement for two teams – an initial reception / logging the details support; then a second more specialised support. Volunteers involved will need to sign up and provide their permission (GDPR). Safeguarding of children / DBS checks requirement to be investigated.

Cllr Worth advised that the team is hoping to have a more detailed plan to be presented to the May annual meeting.

239-18 HEDGE CUTTING

As discussed at the March Parish Council meeting, Cllr Worth reported that he is currently liaising with Paul Allen from Cornwall Council – so that the issue is urgently raised and formally documented with

Cornwall Council. He also advised that he would liaise with landowners and contractors; and that he is looking at getting a Traffic Regulation Order added into the Cornwall Gateway Highways work programme for a priority traffic system in the narrows area. [ACTION: Cllr Worth].

240-18 WEED SPRAYING CONTRACT

It was RESOLVED to sign the agreement with Cormac, and to include the additional cost for the war memorial spray.

241-18 TREES (standing agenda item) – no action.

242-18 RECORDING OF LANDULPH PARISH COUNCIL MEETINGS

No discussion.

243-18 VOLUNTEER WORKING

Following on from discussions at previous Landulph Parish Council meetings relating to volunteers, the Clerk circulated an information pack from Cornwall Council, which will apply if the volunteer is working on Cornwall Council-owned land.

The Clerk advised that, if the volunteer is working on Landulph Parish Council-owned land, then perhaps a similar pack needs to be created for Landulph Parish Council. Further information would be needed to ascertain whether the Parish Council's insurance policy would cover any volunteers on parish council-owned land, and whether there are any restrictions. If the insurance policy does cover voluntary workers, then a risk assessment of each piece of work will need to be undertaken by the Parish Council in advance, and each volunteer will need to complete a form, and advise the Parish Council on the date/time/location they are undertaking the work, advise what work they are undertaking, and sign to confirm that they are using the correct equipment / protective clothing / shoes etc as outlined within the risk assessment. [ACTION: Clerk to contact the insurance company].

The alternative is that the Parish Council resolves that any voluntary work on its land is undertaken at the individual's own risk (and therefore the individual can't claim from the Parish Council's insurance if they have an accident).

244-18 MAY ANNUAL MEETING AND PARISH MEETING – AGENDA ITEMS

It was RESOLVED that the May Parish meeting would start at 7pm, on Monday 20th May, and the May Annual Parish Council meeting would start straight afterwards.

Two agenda items:

- Community Review engagement process relating to St Barnabas Community Hospital [ACTION: Clerk to invite NHS Kernow to attend].
- Emergency Plan.

[ACTION: Clerk to circulate the draft agenda for both meetings asap, for Parish Councillors to offer any additional suggested items].

245-18 CORNWALL GATEWAY COMMUNITY NETWORK PANEL UPDATE:

Plastic Free Cornwall Gateway Network area: Cllr Worth reported that a fantastic video presentation was given by Torpoint children, and it was suggested that this could be shown at the May public parish meeting, and also shown at Landulph School. [ACTION: Clerk to contact for permission, and possible extension to the deadline of 29th April].

Cybercrime presentation – Cllr Worth to circulate. [ACTION: Clerk to seek permission for the presentation to be circulated to the public].

Cornwall Council Employee Voluntary Scheme and Cornwall Rural Community Charity: It was RESOLVED that the Parish Council would not take up this offer at this time.

South East Cornwall Regional Development funding: Cllr Worth reported that the region is set to benefit of an investment programme of up to £4 million – to invest in a series of inter-linked community focussed projects to benefit residents, businesses and encourage more visitors to the area. Further details are available on the [Cornwall Council website](#)

246-18 CORRESPONDENCE:

- a) Cornwall Council: Invitation to Road Safety and Community Speed engagement event – 14th May 2019, 9.30am-1.30pm. County Hall, Truro TR1 3AY, RSVP by 7.5.19
- b) Letter regarding road safety issues at Salter Mill Causeway. Councillors discussed that there is no fence to stop vehicles ending up in the river. It was RESOLVED that Cllr Worth would contact Paul Allen at Cornwall Council, providing photos of the site. [ACTION: Cllr Worth].
- c) Cornwall Council's invitation to Highways Engagement Sessions 9.5.19 – Cllr Worth attending.
- d) Cornwall Council's consultation is open until 6.5.19 on the Housing Supplementary Planning document – links are available on Landulph Parish Council's website.
- e) Cornwall Association of Local Councils – invitation to join membership: it was RESOLVED not to take this up. Discussion on reduction of Cornwall Councillors – review impact on parish councillors.

247-18 ACCOUNTS UPDATE

The cost of broadband provision at the hall is to be reviewed. There was a discussion on possibly investigating other funding sources including asking for donations from other organisations in the parish. There was a request from Councillors to be provided with details on the costs for the website provision, and also for dates to be added to the accounts. [ACTION: Clerk].

There was also a discussion on the £714 youth club funding that was passed to the Parish Council when the youth club wound up, and it was RESOLVED that further discussion is required on how this funding could be used.

248-18 SOLAR PARK FUNDING

There is a balance of £1,282.93 left in the Solar Park fund and it was RESOLVED that a notice would be added to the Parish Council website, and raised at the May Parish Assembly – asking parishioners to put forward any suggestions, for agreement at the July Parish Council meeting. [ACTION: Clerk].

249-18 ACCOUNTS FOR PAYMENT

PAYEE	CHEQUE	REASON	NET	VAT	GROSS
Peake (GB) Ltd	101196	3 confidential shredding bags (reimbursed to K.Williams)	28.14	5.63	33.77
The Play Inspection Company Ltd	101197	Playground inspection accompanied - March 2019	100.00	20.00	120.00
K J Williams	101198	Postage, printing and expenses – April 2019	32.08	0.00	32.08
HMRC	101199	Income Tax – April 2019	69.20	0.00	69.20
K J Williams	101200	Salary – April 2019	277.72	0.00	277.72

It was noted that an automatic Direct Debit payment has been set up to pay Google, for the provision of Parish Council's Google Cloud / G-Suite. Payment date 02.04.2019 of £52.80.

Accounts agreed.

250-18 NEIGHBOURHOOD PLANNING

It was agreed to add this earlier to the Parish Council agenda in future. The Parish Council responded to the examiner's recent queries. It was RESOLVED that the Appendix would be reviewed at the next parish Council meeting. [ACTION: ALL Councillors to review], and a discussion is needed on what is feasible, what is the Parish Council's responsibility, and that the Parish Council requests the LNDP to provide information on 'clusters' on each point.

It was discussed that the Parish Council is now waiting for a date for the Referendum, and it was queried whether this may be held at the same time as the European Parliamentary Election on 23rd May. It was agreed that the Parish Council needs to have a plan to be ready for this, to work in conjunction with the LNDP. There was a discussion on how to involve youths from the parish in the process. [ACTION: Cllr Worth].

251-18 CHAIRMAN'S URGENT BUSINESS

- a) Cornwall Countryside Access Forum is seeking new members, applications by 7.6.19, details available on the Parish Council website. [ACTION: Clerk].
- b) CALOR Gas rural community fund – applications by 29th April.
- c) Notice of election for the South West electoral region for the European parliamentary election – 23rd May, details to be available on the Parish Council website [ACTION: Clerk].
- d) NHS Kernow is undertaking a review of community services in the Saltash area, including St Barnabas hospital, and are offering to engage with local people. It was agreed to invite them, and add this to the May meeting agenda. [ACTION: Clerk].

252-18 ANY OTHER BUSINESS

- a) Cllr Butcher reported that there are no current issues with the parish footpaths. Cllr Worth advised that Cornwall Council has asked for the location of the monolith, as discussed at a previous meeting. [ACTION: Clerk].
- b) Cllr Butcher raised the point about GDPR – and whether the identity of someone who writes to the Parish Council (and the letter is on the Parish Council agenda) should be available publically, or at least to the Parish Councillors. If someone writes in, should their name and address be included. It was RESOLVED that further advice is sought on this matter. [ACTION: Clerk to seek advice].

253-18 DATE OF NEXT MEETING – Monday 20th May, at 7.00pm for the Annual Parish Assembly, followed by Landulph Parish Council's Annual meeting.

DATES FOR 2019:

17th June, 15th July, 16th September, 21st October, 18th November, 16th December.

10 minute Public Forum to follow the meeting.

(To note: item 25 on the agenda has been deferred).

Meeting closed at 21.45Chairman