

**Minutes of a meeting of Landulph Parish Council Meeting held on  
Monday 26<sup>th</sup> September 2022 at 6.30pm**

**PRESENT:** Councillors M. Worth (Chairman), G. Braund, P. Braund, L. Gawith, D. Gregory, R. Pugh

Also present: Cllr Martin Worth – Cornwall Councillor, and Clerk to the Council.

**Public Forum**

**78-22 TO RECEIVE APOLOGIES FOR ABSENCE** – none.

**79-22 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

“To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter.”

Cllr Worth declared an interest in agenda item 8d, planning application PA22/07501.

**80-22 DISPENSATIONS RELATING TO ITEMS ON THE AGENDA**

In certain circumstances Councillors may be granted a dispensation which enables them to take part in Council business where this would otherwise be prohibited because they have a Disclosable or Non Registerable Pecuniary Interest. Provided Councillors act within the terms of their dispensation there is deemed to be no breach of the Code of Conduct of the law.

Section 31(4) of the Localism Act 2011 states that dispensations may allow the Councillor:

- a. to participate, or participate further, in any discussion of the matter at the meeting(s); and/or
- b. to participate in any vote, or further vote, taken on the matter at the meeting(s).

If a dispensation is granted, the Councillor may remain in the room where the meeting considering the business is being held and if the dispensation allows may also vote.

None received.

**81-22 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING (18.07.2022)**

Cllr Worth commented that since the last meeting we have lost Her Majesty Queen Elizabeth II, and stated that the Parish Council welcomes King Charles II, and the new Duke and Duchess of Cornwall.

Cllr Worth welcomed the new Parish Councillors, Cllrs Gregory and Pugh.

Cllr Gawith proposed, Cllr Pugh seconded, and it was RESOLVED to agree the minutes of 18<sup>th</sup> July 2022.

**82-22 RATIFICATION OF DECISIONS MADE AT 18.07.2022 MEETING**

Cllr Gawith proposed, Cllr Pugh seconded, and it was RESOLVED to ratify the decisions made at the 18.07.22 meeting.

## 83-22 MATTERS ARISING

- a) With reference to minute no 54-22d), it was noted this is on the agenda.
- b) With reference to minute no 55-22, the Clerk confirmed and it was noted that Cllr Gregory had signed the Acceptance of Office. The Clerk confirmed and it was noted that both Cllr Gregory and Cllr Pugh had completed their Register of Interests, and returned them to Cornwall Council.
- c) With reference to minute no 59-22 it was noted this is on the agenda.
- d) With reference to minute no 61-22 it was noted this is on the agenda.
- e) With reference to minute no 64-22 it was noted this is on the agenda.
- f) With reference to minute no 68-22 Cllr P Braund confirmed that he had sent the link to Cllr Tagg, and it was noted this is on the agenda.
- g) With reference to minute no 69-22 Cllr Tagg confirmed that the Google service couldn't be reduced as much as the parish council wanted, however the Zoom subscription is now cancelled, and Google Meet is now used instead of Zoom.
- h) With reference to minute no 71-22 Cllr Worth advised that he is still het to action asking Will Glassup and Cornwall Highways, to ascertain who owns the land (the grassy area near the noticeboards/Coombe Drive). **[ACTION: Cllr Worth to ask Will Glassup/Cornwall Highways]**.
- i) With reference to minute no 73-22 relating to a polite notice about trailing leads across footpaths **[ACTION: CT/MW to draft a comment to advise parishioners not to park, reference to the Highway Code, Parish Newsletter, Landulph Innit, Parish Council Newsletter and website]**.
- j) With reference to minute no 75-22a) it was noted this is on the agenda.
- k) With reference to minute no 75-22b) Cllr P Braund confirmed that a code is not required for the defibrillator at the Hall, however the box that it's housed has a lock – a code is required to unlock the box.
- l) With reference to minute no 77-22 the Clerk confirmed that the relevant documents are ready for the Chairman to sign at tonight's meeting.

## 84-22 LANDULPH AND BOTUS FLEMING PARISH HOUSING NEEDS SURVEY

Cllrs Worth and Tagg have sent the documents to both Botus Fleming and Cornwall Councils – amendments/clarification on the way the survey is displayed is required. Other requirements include questions about protected characteristics. Cllrs Worth and Tagg will report back to the Parish Council once further clarification has been received, but this will delay the date when the survey is started. Cornwall Council confirmed the parish council will receive the data, but is yet to confirm whether the two parish councils' data can be separated.

Cllr Gregory queried whether the question about the parish (no 16) – could this be reworded so that it clarifies which parish **[ACTION: Cllr Tagg to amend]**.

Cllr Gawith queried whether the question about mortgage affordability is only asked if a parishioner has ticked an interest for affordable housing. Cllr Tagg advised this is yet to be clarified.

Cllr Gregory asked whether the survey would be anonymous, Cllr Tagg advised there is an option for a parishioner to include their name if they would like to.

It was RESOLVED that Cllrs Worth and Tagg would progress with this once further details are clarified, working with Botus Fleming Chair and Clerk **[ACTION: Cllrs Worth and Tagg]**.

## 85-22 PLANNING – to consider planning applications:

- a) PA22/07984 | Woks to trees in a conservation area: T1 - Laurus Nobilis (Bay) tree - 50% crown reduction; T2 - Eucalyptus Rubida (Candlebark) - 30% height reduction. | Kilna Fore Street Cargreen

Cornwall PL12 6PA. Please note that Cornwall Council advised: As this application is for works to trees in a Conservation Area, it will be decided under delegated authority. There is no need for Landulph Parish Council to submit any comments to the local planning authority as this communication is merely to notify you that an application has been received.

Landulph Parish Council noted this application, no consultee comments required.

- b) PA22/07173 | Erection of new dwelling, demolition of existing buildings and associated works with variation of condition 2 of decision PA21/08912 dated 30.11.2021. | Land North East Of Newlyn Church Lane Cargreen Cornwall PL12 6NS.

Cllr P Braund proposed, Cllr Tagg seconded, and it was RESOLVED that Landulph Parish Council would respond to Cornwall Council that it has no objection to this application.

- c) PA22/07017 | Proposed front porch extension, rear extension and alterations to roofline of two storey dormer detached dwelling. | 13 Coombe Drive Cargreen Cornwall PL12 6PD.

Cllr Gawith proposed, Cllr G Braund seconded and it was RESOLVED that Landulph Parish Council would respond to Cornwall Council with the following comment:

Landulph Parish Council has concerns that these proposed changes will overlook nearby property, particularly from first floor window 2 west elevation (this overlooked building hasn't been built yet but planning approval has been given). Landulph Parish Council would request that Planning Officers investigate this.

- d) PA22/07501 | Works to trees subject to a Tree Preservation Order and in a Conservation Area for: T1 (Sycamore), reduction in height by 2m (pruning cuts to be made at the same points as the previous reduction); T2 (Sessile Oak), reduction in radial spread upon the west quarter of no more than 1m; and T3 (Holly), reduction in radial spread upon the north quarter of no more than 0.5m. | 17 Hodders Way Cargreen Cornwall PL12 6NY.

Cllr Pugh proposed, Cllr Tagg seconded, and it was RESOLVED that Landulph Parish Council would respond to Cornwall Council with the comments that it would agree with the decision of Cornwall Council's Tree Officer.

## 86-22 PLANNING UPDATES FOR INFORMATION:

- a) [PA22/03775](#) | Proposed 1.6 MW solar PV development with variation of condition 17 of decision PA11/01235 dated 18.04.2011 | West Kingsmill Road From Leigh Lane To Kingsmill Lake And Farm Landulph Saltash Cornwall PL12 6NB. At the 16.05.22 Parish Council meeting Cllr Worth proposed, Cllr Dennis seconded and it was RESOLVED to respond to Cornwall Council that Landulph Parish Council supports this application. **Cornwall Council has approved this application.**
- b) [PA22/05973](#) | Construction of a dormer window to enable a new en-suite bathroom and installation of a roof light. | 7 Coombe Drive Cargreen Cornwall PL12 6PD. At the 18.07.22 Parish Council meeting Cllr Pugh proposed, Cllr Gawith seconded, it was unanimously agreed and RESOLVED to respond to Cornwall Council that Landulph Parish Council has no objection. **Cornwall Council has approved this application.**

- c) [PA22/07339](#) | Prior notification of agricultural development for Steel portal framed agricultural building for the purposes of storing agricultural machinery, implements and associated tools required to manage the holding, which extends to approximately 3500 acres of both pasture and arable land. | Haye Farm Landulph Saltash Cornwall PL12 6QQ. **Cornwall Council decided no prior notification is required.**
- d) [PA22/07839](#) | Prior approval for proposed steel portal framed agricultural building for the purposes of livestock housing on a holding which supports a beef enterprise comprising 180 cattle and sheep flock comprising 1200 ewes. | Haye Farm Landulph Saltash Cornwall PL12 6QQ. **Cornwall Council decided no prior notification is required.**
- e) PA22/07612 | Landulph Cross Landulph Cornwall PL12 6NE | Proposal Electricity Act 1989: Overhead Lines (exemption) (England And Wales) Regulations 2009. **Cornwall Council: Closed - advice given.**
- f) [PA22/05769](#) | Replace window on Rear Elevation, PV panels to Roof and extension to detached annexe | Church Cottage Road From Junction North Of Stockadon Farm To Landulph Cornwall PL12 6NG. At the 18.07.22 Parish Council meeting Cllr Gawith proposed, Cllr Pugh seconded, it was unanimously agreed and RESOLVED to respond to Cornwall Council that Landulph Parish Council has no objection. **Cornwall Council has approved this application.**

#### **87-22 PARISH COUNCILLOR ACTING AS A MEMBER OF THE ELECTED MEMORIAL HALL COMMITTEE - CLLR P BRAUND**

Cllr P Braund asked whether he was allowed to be a member of the Memorial Hall Committee. The Clerk sought advice: as custodian trustee the parish council has nothing to do with the management and running of the village hall; therefore, this is a matter for the hall committee to decide whether there is a conflict of interest. Cllr Braund to declare on the parish register of interest, and to declare an interest for any parish council agenda item relating to grants or funding to be allocated to the hall. It was RESOLVED to note this.

#### **88-22 APPOINTMENT OF REPRESENTATIVES TO WORKING PARTIES / OUTSIDE BODIES FOR THE CIVIC YEAR 2022-23 (LIST TO BE REVIEWED FROM THE MAY AND JULY 2022 MEETING):**

- Landulph Memorial Hall Committee – Cllr P Braund
- Saltash Area Road Safety Committee – Cllr L Gawith
- Landulph School Liaison Committee - Cllr G Braund
- Local Footpaths Group – Cllr C Tagg
- Landulph Emergency Planning Group – Cllr R Pugh, Cllr L Gawith, Cllr M Worth
- Landulph Parish Climate Action Group – Cllr M Worth, Cllr D Gregory, Cllr C Tagg (this group also includes parishioners)
- Cornwall Gateway Community Network Panel – Cllr L Gawith
- Cornwall Gateway Environmental Action Group – Cllr D Gregory, Cllr C Tagg
- Landulph Under Fives Committee – Cllr G Braund
- Finance and Governance Working Group – Cllr L Gawith, Cllr C Tagg
- Playground Working Group - Cllr D Gregory, Cllr P Braund, Cllr Tagg, Cllr Gawith.

#### **89-22 PENYOKE RECREATION GROUND REFURBISHMENT, ANNUAL INSPECTION REPORT, ROLLING PROGRAMME/GRASS BANK UPDATE (STANDING ITEM). DISCUSSION ON THE PLAYGROUND WORKING GROUP TERMS OF REFERENCE**

Cllr Gawith to draft TOR for the Penyoke Recreation Ground Working Group

Cllr G Braund proposed, Cllr P Braund and it was RESOLVED that it would be called from now on the Penyoke Playing Field, as opposed to Penyoke Recreation Ground. **[ACTION: Clerk to amend in the Fixed Assets Register].**

#### **90-22 FOOTPATHS UPDATE (STANDING ITEM)**

Cllr Tagg advised that she has emailed Cornwall Council to chase, still ongoing. Cllr Tagg confirmed that the parish council has now received the invoice for the handrail installation.

#### **91-22 CLIMATE CHANGE ACTION GROUP UPDATE (STANDING ITEM), INCLUDING REVISED CLIMATE ACTION STATEMENT OF INTENT TO BE AGREED; REQUEST TO PURCHASE A THERMAL CAMERA, AND REQUEST TO PURCHASE A NOTICEBOARD FOR LPCAG ITEMS ONLY (CLLR TAGG)**

Climate Change Action Statement of Intent update (revised version was circulated to parish councillors), now includes ecological input. Cllr Worth proposed, Cllr Tagg seconded, and it was RESOLVED that the parish council would adopt this revised statement. **[ACTION: Clerk to add to website].**

Cllr Tagg advised that the Climate Action Group would like to consider purchasing a thermal camera to be used by parishioners to decide where houses need insulating, can be used internally and externally. Budget of approx. £700 – is the parish council happy to purchase. The Clerk advised there may no power to purchase this. There was a discussion that the community energy company in Cornwall may provide this service **[ACTION: Cllr Tagg to investigate further].**

#### **92-22 TREES UPDATE (STANDING ITEM)**

The Clerk read out an update from Amanda Pugh, Parish Tree Warden.

Part One: The Landmark Tree will be delivered in early November, to plant during the National Tree Planning Week 24 November to 4 December. The tree will be supplied with tree protection, which will consist of three stakes and hessian tree ties and instructions of how to assemble the protection, a metal cage will also be supplied to protect from deer. It would be great for the school and parish community to be involved in the planting of the Landmark Tree, as the tree is dedicated to the late Queen Elizabeth II and is going to be part of the Queen's Green Canopy.

This was noted by the Parish Council, and it was discussed that as the tree will be planted on Duchy land, there needs to be an agreement to access to be able to look after the tree. **[ACTION: Cllr Worth / Amanda Pugh to make contact with the Duchy].**

**[ACTION: Cllr G Braund to contact the school to invite them to be involved; Cllr Worth to contact Radio Cornwall / parish newsletter].**

Part Two: The trees planted as part of The Forest for Cornwall at the cricket field are flourishing. During National Tree Week Amanda will organise a small working party to replace some of the lost saplings with native saplings gleaned from parish gardens.

#### **93-22 EMERGENCY PLAN UPDATE (STANDING ITEM)**

Cllr Tagg asked whether the What's App group could it be included in the plan. Cllr Gawith stated the What's App group is for those willing to volunteer to help. To be reviewed.

**[ACTION: Meeting to be arranged].**

## **94-22 GOVERNANCE AND FINANCE WORKING GROUP UPDATE (STANDING ITEM)**

To be raised under item 99-22.

## **95-22 MEMORIAL BENCH – DONATION**

Location: Penyoke Playing Field. Quotes required for purchase of bench, memorial plaque, and installation costs; contact again with family about the memorial. **[ACTION: Clerk]**

## **96-22 EMAIL SUGGESTION FROM A PARISHIONER FOR AN ADDITIONAL DEFIBRILLATOR TO BE SITUATED CLOSER TO STOCKADON**

The parish council has received a request from a parishioner requesting that the parish council funds or part funds the purchase and maintenance, or rental, of a defibrillator to be located near Stockadon. This was discussed, and clarified that the council only purchased the defibrillator located at the hall - the yacht club purchased their own. It was previously discussed that the school would be getting its own funded defibrillator. The parish council chose the location of the hall, as it has power, is a central location sited where lots of houses are situated together, and is a building which holds events with large amounts of people.

## **97-22 SUGGESTION OF A MEMORIAL IN THE VILLAGE TO THE LATE QUEEN ELIZABETH II (CLLR P BRAUND)**

Cllr P Braund suggested that Penyoke Playing Field is renamed as Elizabeth or Queen Elizabeth II Park. Costs to rename it would include new signage, and changes with Land Registry. **[ACTION: To be investigated and raised at a future meeting].**

Cllr Tagg stated that at The Cross there is a broken bus shelter, shabby noticeboard and shabby bench, and suggested these could be replaced with a memorial bus shelter/noticeboard/bench in one.

Cllr Worth advised it would be useful to keep a bus shelter at the location.

## **98-22 LANDULPH UNDER FIVES WORKING GROUP TO BE SET UP (CLLR G BRAUND)**

Representatives of the Landulph Under Fives attended for this agenda item, and there was a request to set up a working group to assist with fundraising for the group.

Cllr P Braund advised that he sent a link to relevant funding – may need to be sent to another contact.

**[ACTION: Cllr P Braund].**

**[ACTION: Clerk to send funding digest link and link to the Parish Council grant application to Cat Packer].**

**[ACTION: October agenda re Hatt to Landulph walkway update – Cllr Worth].**

## **99-22 FINANCE UPDATE (CLLRS GAWITH AND TAGG). RESERVES POLICY TO BE AGREED**

Cllr Gawith advised that a Reserves Policy is in progress, needs to be in place before the precept setting process, to review General Reserves and Earmarked Reserves.

It was RESOLVED that a Council pre-meeting would be held to discuss the budget, and decision and approval at a full council meeting.

## **100-22 NOTICEBOARDS (CLLR TAGG)**

Cllr Tagg advised there are £3k earmarked reserves to replace the noticeboards. There was a discussion about the current state of the noticeboards, some are repairable, others may need to be replaced,

The Parish Council's Climate Action Group has asked for a separate noticeboard, so that more information can be provided. It was RESOLVED that Cllrs Tagg and P Braund would review the noticeboards, and a position report with proposals would be presented to full council for discussion / agreement. **[ACTION: Cllr Tagg / Cllr P Braund]**.

### **I01-22 CIDERFEST PROPOSAL (CLLR WORTH)**

Cllr Worth reported that, last Thursday, approval was given for a cider orchard – which will be a Community Cider Orchard near Landulph Church, kindly supported by Mr & Mrs R Best from Marsh Farm, Landulph. Funded via the Tamar Valley AONB Farming In Protected Landscapes (FIPL) scheme. Volunteers for planting and maintaining will be coordinated via the Parish Council's Climate Action Group. It was proposed that a CiderFest is held, the Climate Action group, and Tamar Valley Apple Group could be involved, looking forward 5-6 years, apples/cider pressing, celebration. The planting time is November/December for the following spring.

### **I02-22 PARISH COUNCIL LETTER OF CONDOLENCE TO HIS MAJESTY CHARLES III, LETTER OF CONDOLENCE AND WELCOME TO THE NEW DUKE AND DUCHESS OF CORNWALL, AND RESOLUTION TO ACKNOWLEDGE THE NEW CONSTITUTIONAL ROLE OF THE DUKE AND DUCHESS OF CORNWALL (CLLR WORTH)**

**[ACTION: Clerk to send letters]**.

### **I03-22 COMMUNITY NETWORK HIGHWAYS SCHEME EXPRESSION OF INTEREST – BY 31 OCTOBER (CLLR WORTH)**

Cllr Worth reported that Landulph Parish Council's is already submitted, the 30mph zone is already approved, there is now a Year 2 and Year 3 re-expression process.

**[ACTION: To write a letter to the land-owner with an update - Cllr Worth]**.

### **I04-22 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 21/22**

The Clerk confirmed that the external auditor had written to confirm there were no issues with the AGAR 21/22, and the documents have been posted on the parish council website.

### **I05-22 ACCOUNTS FOR PAYMENT:**

PAYEE	CHQ	REASON	NET	VAT	GROSS
Google	DD	Google Cloud and G Suite 1.8.22-31.8.22	76.29	0.00	76.29
Geoxphere Ltd	101449	Parish Online subscription 27.7.22 - 27.7.23	60.00	12.00	72.00
Cornwall ALC Ltd	101450	Finance training for Libby Gawith	30.00	6.00	36.00
W Shaw Ltd	101451	Galvanised handrail	200.00	40.00	240.00
PKF Littlejohn LLP	101452	External audit ending 31.3.22	200.00	40.00	240.00
Zoom	101453	Reimburse to K Williams 13.8-12.9.22	11.99	2.40	14.39
Currys	101454	Reimburse to K Williams - laptop after care (12 July, 12 August, 12 Sept))	18.84	4.11	22.95
HMRC	101455	Sept Tax	73.80	0.00	73.80
KJ Williams	101456	Sept Salary	296.08	0.00	296.08
Information Commissioner's Office	DD	Data protection fee	35.00	0.00	35.00
RECEIPTS		Cornwall Council PROW 2021 reimbursement			566.48

For info: Direct Debit to Information Commissioner's Office has been set up – £40 each year for licence, but £5 discount with DD

**106-22 CHAIRMAN'S URGENT BUSINESS / ANY OTHER BUSINESS (note: any items are for information only).**

- a) Cllr Worth advised that within the last week, a plan has been approved for a new bus to the village – a daily bus running in the morning and afternoon, before and after school times, 3 buses, 3 different circuits – the exact route to be determined.
  
- b) Cllr Gawith provided an update on the village pump repairs. Peter Plume has undertaken a lot of work over the past two months, including rebuilding of the structure, refurbishing of the metalwork, painting, the cost so far is £142. It is not ready to be installed, the concrete is yet to be purchased, and additional budget will be required to purchase a stone trough. A newsletter article will be placed to ask whether any parishioners have one to donate. Cllr P Braund has offered to help with the installation. Cllr Tagg suggested an alteration to the handle so that it would actually pump water (not drinking water!). It was discussed that the parish council would need permission to put it in place.
  
- c) Cllr Tagg discussed the parish council newsletter, which started as a trial, and asked whether it should continue. Cllr Tagg advised that any parish councillor can send items for inclusion.
  
- d) Cllr P Braund advised that he has grown 300 wildflower pots for the wildflower bank and will ask the gardening club to assist.

**107-22 DATE OF NEXT MEETING** – Monday 17<sup>th</sup> October 2022, 6.30pm (Landulph Memorial Hall Main Hall)

Dates for 2022: 21 November, 19 December.

Dates for 2023: 16 January, 20 February, 20 March, 17 April, 15 May, 19 June, 17 July, 18 September, 16 October, 20 November, 18 December.

**10 Minute Public Forum.**

Meeting closed at 21:53..... Chairman