

**Minutes of a meeting of Landulph Parish Council Meeting held on
Monday 17th October 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

108-22 TO RECEIVE APOLOGIES FOR ABSENCE – none.

109-22 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.”

None received.

110-22 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.

111-22 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING (26.09.2022)

It was RESOLVED that in minute no. 81-22 it should state King Charles III (rather than King Charles II). Cllr Gawith proposed, Cllr Pugh seconded, and it was RESOLVED to agree the minutes of 26th September 2022.

112-22 MATTERS ARISING

- a) With reference to minute no 83-22h) Cllr Gawith stated that she would liaise with Will Glassup/Cornwall Highways to ascertain who owns the land (grassy area near the noticeboards/Coombe Drive). **[ACTION: Cllr Gawith]**.
- b) With reference to minute no83-22i) Cllr Tagg stated that she would check whether the polite notice about trailing leads across footpaths had been placed **[ACTION: Cllr Tagg]**.
- c) With reference to minute no 84-22 Cllr Tagg stated both of these points would be raised at this meeting.
- d) With reference to minute no 89-22 the Clerk confirmed that the Penyoke Playing Field title had been amended in the Fixed Assets Register.

- e) With reference to minute no 91-22 the Clerk confirmed that the revised and approved version of the Climate Change Action Station of Intent had been updated on the website. Cllr Tagg stated that the purchase of a thermal camera would be raised at this meeting.
- f) With reference to minute no 92-22 Cllr Worth stated the two action points would be raised at this meeting.
- g) With reference to minute no 93-22 Cllr Worth advised that an Emergency Plan meeting is yet to be arranged. **[ACTION: Cllr Worth / Cllr Pugh]**.
- h) With reference to minute no 95-22 the Clerk stated this would be raised at this meeting.
- i) With reference to minute no 97-22 this would be raised at this meeting.
- j) With reference to minute no 98-22 Cllr Braund and the Clerk confirmed that the link to the funding digest, and the grant application process had been sent to Landulph Under Fives; and Cllr Worth stated the Hatt to Landulph walkway would be raised at this meeting.
- k) With reference to minute no 100-22 Cllr Tagg stated that noticeboards are on this meeting's agenda.
- l) With reference to minute no 102-22 the Clerk confirmed that a letter had been sent to King Charles III, and Duke and Duchess of Cornwall.
- m) With reference to minute no 103-22 Cllr Worth advised that he was going to visit the landowner to discuss the update **[ACTION: Cllr Worth]**.

113-22 LANDULPH UNDER FIVES WORKING GROUP DISCUSSION

Members of the Landulph Under Fives Committee (LU5s), and Clarissa Newell (Governor at Landulph School) were present for this agenda item.

Cllr Gawith and Cllr Braund advised they have recently met with the LU5s, and the LU5s were invited to attend this parish council meeting.

A lengthy discussion was held, including:

- The desirability of LU5s becoming part of Landulph school; the implications of this for the school; the length of time this would take to implement; would the school take on the preschool with its current low numbers, and at its current location;
- The issue of dwindling numbers of School Governors – stretched resources makes it difficult to priorities LU5s on the school agenda; need for more support from the parish.
- The issue with dwindling numbers of children in the parish – only 3 of the 8 children at the preschool are from the parish, the need to have at least 5 children at each session to make LU5s viable; the issue of LU5s opening hours in comparison to other local preschool providers.
- Discussion on the benefits that the LU5s bring to the parish, including bringing employment to the parish.
- LU5s looking at becoming a charitable incorporated organisation.
- Discussion on the Parish Council's financial support – significant funding has been provided to LU5s from the previous solar panel fund, and also from its annual grant fund (using the Section 137 power); an explanation was given on the legal limitations of the Parish Council to fund schools, and how the Section 137 power had been previously used to fund the LU5s; there is a limit to how much funding can be given each year using the grant fund/S137 power and this needs to be proportionate to the parishioners who benefit – if only a few parishioners benefit then the Parish council needs to look at the long term sustainability plans of the LU5s. The financial gap is probably more than the parish council is likely to be able to support.

- LU5s asking parishioners to help with fundraising / business and HR side – to shout for urgent help otherwise it will close!
- Important for LU5s to hold discussions with the school – a Business Case is needed on why the school should take on LU5s.
- Cllr Worth (as Chair of Landulph Parish Council) commented that the Parish Council understands the position of LU5s. Councillors are committed to working every avenue to achieve a successful resolution. The Parish Council represents all parishioners, who contribute to the precept (the Parish Council's budget), and the Parish Council has, at a local level, a responsibility to ensure that every parishioner's interests are taken into account in its decision-making, and it has to respect the concerns of all parishioners. The Parish Council takes this very seriously, and needs to ensure the money that it spends is responsible to all electors. LU5s can't assume that the Parish Council can always pay out to the U5s.

Actions:

- Cllr Worth (as a Cornwall Councillor) advised of a recent confidential meeting with the Head of Landulph School, and volunteered to be part of a working group to continue these discussions.
- LU5s to send out an urgent message to the parish to seek help – this is a critical issue, separate flyer in the newsletter to be arranged by LU5s.
- Could the Parish Council link with other Councils with a similar issue, skills-sharing, find out what other parishes are doing. **[ACTION: Cllr Worth to liaise with Catherine Thompson].**
- Landulph school is talking to the academy on the next steps. The school could add to their next survey to ask parents whether they would send their children to LU5s if it was located at the school. Cllr Tagg offered her assistance (in a personal capacity) with the survey.

114-22 TREES UPDATE (agenda item moved forward)

a) Landmark Tree

Delivery of the Landmark Tree to Amanda early November, to plant during National Tree planting 26th November to 4th December (Amanda will nurture it until it is planted). Tree protection against deer/wildlife also to be delivered with the tree.

Cllr Worth met with the Head of Landulph School – the school is happy to be involved, and has also contacted Christine Butler at Radio Cornwall, and the Parish Newsletter to also be involved. There was a comment that the wider parish needs to be involved, not just the school, and it was agreed that an article would be placed in the Newsletter **[ACTION: Cllr G Braund to contact the school; Cllr Worth to contact Radio Cornwall / Parish Newsletter to confirm their involvement].**

Agreement with the landowner to ensure access will be granted to be able to look after the tree, and for the publicity launch **[ACTION: Cllr Worth].**

Plaque will state that its part of the Queen's Green Canopy. This tree will be in close proximity to the Jubilee Tree. Estimate on the budget for a tree plaque to be sought – Amanda advised that she would check on costs and report to the November meeting. **[ACTION: November agenda; Cllr Worth/Amanda Pugh to identify what is on the existing Jubilee Tree plaque].**

Amanda confirmed that the tree would be registered once planted (guidance on the plaque specifications and on the registering of the tree is available on the Queens Green Canopy website).

b) Trees at the Cricket Field

Amanda reported that the trees at the cricket field were really flourishing until very recently – they have been pruned to the top of the plastic guard, possibly by Muntjac deer. Amanda will set up a camera to watch and confirm whether it is deer that is causing this. Amanda has since sprayed the trees with wildlife/nature friendly deer repellent.

Amanda reported that she has taken expert advice, and has purchased (under delegated authority with the Clerk and receipt provided) to purchase 6 bags of tree mulch, as 25cm per tree makes a difference to their productivity, as it provides protection from upcoming droughts and keeps the moisture in. The mulch will be laid down tomorrow, with helpers.

115-22 CLIMATE CHANGE ACTION GROUP UPDATE (agenda item moved forward)

Cllr Tagg and Amanda Pugh are now registered Cormac volunteers. Cormac may be able to lend tools and jackets.

Cllr Tagg reported on a recent meeting at Deer Park farm, which provided information about different considerations from a farmer's perspective on what can/can't be done. Discussion with a farmer who's farm had been vandalised by climate action activists, which gives an idea why some farmers may be reluctant to meet with individuals involved in climate action.

Cllr Tagg reported that the group has requested the purchase of a thermal camera, there is an opportunity to purchase a second-hand camera for a maximum of £250, which could be used by parishioners to determine where heat is escaping from their homes, and would also be useful in an emergency situation in the parish. Cllr Tagg had contacted the Community Energy Plus who advised this is a sensible camera to purchase.

Cllr Worth commented that with GDPR in mind, any home-owner's consent would be sought before use. Cllr Tagg proposed, Cllr Worth seconded and it was RESOLVED to purchase the second-hand thermal camera.

116-22 PLANNING – TO CONSIDER PLANNING APPLICATIONS:

- a) [PA22/08375](#) | Replacement gable end joinery (glass doors + external glass balustrade). Previous application reference PA21/10552 | Southbound Slip Cargreen Saltash Cornwall PL12 6PA
Cllr G Braund proposed, Cllr Gawith seconded, and it was RESOLVED to respond that Landulph Parish Council has no objection.

117-22 PLANNING UPDATES FOR INFORMATION ONLY:

- a) [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. **Cornwall Council has approved this application.**
- b) [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. **Cornwall Council has approved this application.**

- c) [PA22/07984](#) | Works 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. **Cornwall Council advised: Decided not to make a TPO (TCA apps).**

There was a question from Landulph Parish Council on why the decision on trees in a Conservation Area is treated differently to other trees. **[ACTION: Clerk to contact planning].**

- d) [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. **Cornwall Council has approved this application.**

118-22 PENYOKE PLAYING FIELD REFURBISHMENT, ANNUAL INSPECTION REPORT, ROLLING PROGRAMME/GRASS BANK UPDATE (STANDING ITEM). DISCUSSION ON THE PLAYGROUND WORKING GROUP TERMS OF REFERENCE

Cllr P Braund reported that six young members of the Landulph Gardening Club helped to plant wildflower plants on the wildflower bank, and he requested a budget of £30 to cover the cost of peat and seeds. Cllr Tagg proposed, Cllr Pugh seconded and it was RESOLVED that £30 would be allocated for this. **[ACTION: Clerk].**

Cllr Gawith discussed the Playground Working Group, and advised that she has documents in relation to the recent repairs. **[ACTION: Cllr Gawith to draft TOR for the Penyoke Recreation Ground Working Group, for approval at the November meeting].**

Cllr Worth reported that the water leak in the mains pipe in the road near Penyoke is being investigated.

[ACTION: Clerk to check list of playground repairs agreed to be undertaken; Clerk to request date of next playground equipment inspection (last completed 15 October 2021); Clerk to ask for a position statement from Ray Hall on the repair work he is contracted to undertake].

119-22 FOOTPATHS UPDATE (STANDING ITEM)

Cllr Tagg has written to Cormac's Senior Countryside Officer about the signposting of footpaths through Haye Farm and is waiting a response. He has the signs for Sammy Sands slipway, but not sure when they will be installed. Cllr Tagg will email him regularly for an update.

120-22 EMERGENCY PLAN UPDATE (STANDING ITEM)

Cllrs Pugh and Gawith will meet to discuss the GDPR issue. **[ACTION: Meeting to be arranged].**

I21-22 GOVERNANCE AND FINANCE WORKING GROUP UPDATE (STANDING ITEM), FINANCE UPDATE, RESERVES POLICY TO BE AGREED

Cllr Gawith reported on a recent Working Group meeting to go through the Reserves Policy, and also the precept, earmarked reserves, general funds, etc, which will form the basis of the Full Council's precept discussion. Cllr Gawith has amended the reserves policy and circulated the draft version to all Councillors. The Working Group will continue to work on this, and then discuss at a meeting with all Councillors on Monday 7th November at 5pm. For Full Council discussion and approval at the November Parish Council meeting.

Cllr Tagg stated that the Playing Field Working Group ideally needs to meet before the November Parish Council meeting – so that any proposed costs can be included in the precept **[ACTION: Playground Working Group]**.

[ACTION: Clerk to add Finance Update 31.09.22 to the minutes and website].

[ACTION: Clerk CILCA training for Clerk – Clerk to check costs].

I22-22 HATT TO LANDULPH WALKWAY UPDATE (Cornwall Cllr Worth)

Is this a safe walking route? An awareness raising event was held a few years ago, and it was thought that it had been approved as a 'not safe' route. Last day of last term an email from Cornwall Council went to parents stating that their children had lost their places on the free school bus. Neither the Head of Landulph School or the Cornwall Councillor were informed. Cornwall Council has a 'No Surprises' policy – this issue has now been raised under that. CC transport department agreed to reassess the route, needs to be done in term time, totally independent. An Officer walked the Hatt to Landulph primary school routes, both go through Ziggerson Hill, and a report prepared – Cornwall Cllr Worth has permission to share – will be circulated to parish councillors. A protest group has started – likely to raise with the press. Cllr Worth will keep the parish council updated.

I23-22 LANDULPH AND BOTUS FLEMING PARISH HOUSING NEEDS SURVEY

Cllr Tagg has updated the questionnaire, taking on board recent comments, and has written a specification on what we're trying to achieve – to identify both affordable housing and housing need. Cornwall Council is still only focussing on affordable housing. Discussion on the question of what mortgage/deposit can you afford – people are not likely to want to include this detail in a survey. Cllr Worth sent an email asking what is absolutely essential – waiting to hear back.

I24-22 MEMORIAL BENCH – DONATION

Location: Penyoke Playing Field. The family have responded with some words for the plaque. The Clerk circulated a quote for a resin bench, and plaque, that would be within the £350 donation (although installation costs may take the cost over) – the Playing Field Working Group to review. Cllr P Braund to visit and identify whether any of the existing benches needs to be replaced, or a site for a new bench to be placed. **[ACTION: Playground Working Group; Cllr P Braund; November agenda].**

I25-22 VILLAGE PUMP UPDATE (Cllr Gawith)

Village pump permanent installation, Landulph Parish Council needs to confirm that it will be responsible for its ongoing maintenance. Cllr Gawith advised that she needs to provide a copy of the minute resolution and a copy of the insurance to Cornwall Council in order for the pump to be allowed to be placed on Cornwall Council land, and permission to mow the piece of grass (to be added to the Parish Council grass cutting contract).

Cllr Worth proposed, Cllr G Braund seconded, and it was unanimously agreed and RESOLVED that Landulph Parish Council would add the Village Pump to its Asset Register, add it to its insurance schedule, add the patch of grass to its grass maintenance contract to be regularly mowed, and it would be responsible for any maintenance in relation to the pump, trough and related assets.

[ACTION: Clerk to add to assets register, insurance schedule, next year’s grass maintenance schedule].

Cllr Gawith advised that a parishioner has kindly offered a trough – it may be too for the village pump, but could it be used elsewhere? **[ACTION: Cllr Gawith to visit and check the size of the trough].**

126-22 SUGGESTION OF A MEMORIAL IN THE VILLAGE TO THE LATE QUEEN ELIZABETH II (CLLR P BRAUND)

All to consider and raise at a future meeting.

127-22 NOTICEBOARDS (CLLR TAGG)

Noticeboards at Coombe Drive/Fore Street are in good condition, but the supporting woods needs to be replaced with treated wood, and the locks no longer work, the noticeboard at The Cross is yet to be reviewed. The Memorial Hall noticeboard does need either refurbishment/replacement (back of the noticeboard is falling apart), the estimated cost for a refurb is c£400, replacement is c£1200-1500. The bus shelter that is due to be dismantled/replaced has two noticeboards – could either of these be used elsewhere? **[ACTION: Cllr Tagg to review the noticeboard at The Cross, and obtain quotes for the Memorial Hall noticeboard].**

128-22 COMMUNITY NETWORK HIGHWAYS SCHEME EXPRESSION OF INTEREST – BY 31 OCTOBER (CLLR WORTH)

Highdown Layby is approved year 2 and 3. **[ACTION: Cllr Gawith / Worth to liaise with Will Glassup to ask whether signs could be put in].**

129-22 WEEDSPRAYING – CURBS

No longer being done by Cormac, there was a discussion on whether this is required in the parish.

130-22 ACCOUNTS FOR PAYMENT: noted.

PAYMENTS	CHQ NO	REASON	NET	VAT	GROSS
Google	DD	Google Cloud and G Suite 1.9.22-30.9.22	76.60	0.00	76.60
P Plume	101457	Reimbursement for expenses for village pump repair	127.71	14.70	142.41
Tamar View Garden Centre	101458	Reimbursement to A Pugh for mulch around trees (yet to receive receipt)	30.00	0.00	30.00
HMRC	101459	Oct Tax	73.80	0.00	73.80
KJ Williams	101460	Oct Salary	296.08	0.00	296.08
KJ Williams	101461	Post, print, expenses Aug, Sept, Oct 2022	88.63	0.00	88.63
RECEIPTS	05.09.22	Bank Interest			15.10
	08.09.22	Precept 50% - 2nd payment			13,614.65
	08.09.22	Council Tax Support Grant 50% - 2 nd payment			57.27

131-22 CHAIRMAN'S URGENT BUSINESS / ANY OTHER BUSINESS (note: any items are for information only).

- a) Cllr Tagg will be attending a talk on electric charging points.
- b) Cllr Worth suggested the Parish Council could arrange a public, live-streamed viewing of the King's coronation – Cllr G Braund advised that the Memorial Hall is currently available on 6th May 2023
[ACTION: Cllr G Braund to book the hall].

132-22 DATE OF NEXT MEETING – Monday 21st November 2022, 6.30pm (Landulph Memorial Hall Main Hall)

Dates for 2022: 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 21:55..... Chairman