

LANDULPH PARISH COUNCIL

Minutes of the meeting of Landulph Parish Council held on Monday 17 July 2023 at 6.30pm at Landulph Memorial Main Hall

Public Forum.

38-23 To receive apologies for absence and approve the reasons given - none.

39-23 Declarations of interest relating to items on the agenda - none.

Cllr P Braund commented on item 9 that, should the land on Coombe Lane come up for discussion then he feels he would need to declare a prejudicial interest.

40-23 Members to consider any dispensations relating to items on the agenda – none.

41-23 Landulph Grid Stability Development Update - Kirsty McGuigan, Development Associate, Transmission Investment.

Planning consent was given in June, subsequently National Grid have asked the applicant to amend the site location and plan – so a revised or new application will need to be submitted. Further discussions with Transmission Investment and National Grid (the landowner) will take place. Assessments (noise etc) will be renewed.

- A question was asked on why there is a proposed access route to go around the site, and concerns were expressed on how this would impact the houses – construction traffic, noise, etc. The developer explained that the access route through the power station would be for abnormal loads, the other access would track around the site, near the footpath, vegetation would need to be removed. Discussions with the landowner, farmer, and Cornwall's Public Rights of Way Officer are ongoing.
- Assessments to be renewed (ie noise etc).
- There was a question on the possibility of community benefit funding – and the Council were advised this is on the developer's radar. There was a question on whether all five developers could be brought together to fund a project in the parish.
- A contact in National Grid is being sought to provide to the Council
- Cllr Worth thanked the organisation for attending to provide this update.

42-23 To confirm the [minutes of the meeting dated 19 June 2023](#).

It was proposed by Cllr Gawith, seconded by Cllr Tagg and RESOLVED to approve the minutes of 19 June 2023.

43-23 Matters Arising (to discuss any actions arising from the previous meeting - please see the table at the end of the minutes).

44-23 Planning – to consider planning applications (Ctrl and Click on link)

a) [PA23/02270](#) | **Conversion of an existing Barn to a Holiday Let use. | Telbrig 5 Barns Terrace Ellbridge Lane Hatt Saltash Cornwall PL12 6PU**

It was proposed by Cllr Tagg, seconded by Cllr Braund, and RESOLVED that Landulph Parish Council's response has not changed since its comment previously submitted in May (no objection).

b) [PA23/01323](#) | **Installation of a Battery Energy Storage Facility, substation, underground cabling, access, landscaping, biodiversity enhancements and ancillary infrastructure | Land Adjacent to Landulph Substation Ellbridge Lane Hatt Saltash Cornwall PL12 6PU**

It was proposed by Cllr Gawith, seconded by Cllr G Braund, and RESOLVED that Landulph Parish Council's response is no objection, with the following comment:

The Parish Council would ask the contractors to install a temporary 20mph speed limit to be put in place during the construction stage from the sub-station to A388 as part of the construction traffic management plan.

There was a discussion that the Parish Council would also request a temporary Cornwall Highways approved pedestrian white line/walking route to be put in place [**ACTION: September meeting agenda**].

45-23 [Planning Updates Report](#) for information only (Ctrl and Click on link) – noted.

46-23 **Letter received from Kivells Liskeard** in relation to land off Coombe Lane. “I am aware that following a recent parish survey there has been an identified need for affordable housing. The land off Coombe Lane would be an appropriate site for a housing development incorporating affordable housing provision. I note the land falls outside of the Cargreen Conservation Area. Please advise whether the Parish Council would engage in a formal ‘call for sites’ process, which can be considered in conjunction with the made Neighbourhood Development Plan”.

Cllr P Braund abstained from this vote.

It was proposed by Cllr Gawith, seconded by Cllr Tagg, and it was RESOLVED that Landulph Parish Council will respond to Kivells that Cornwall Council will be undertaking a ‘call to sites’ process in the next three months. [**ACTION: Clerk to respond**].

47-23 [Governance and Finance Working Group Report](#) – noted.

The Finance Report will be circulated in September.

48-23 **Landulph Energy Proposals Working Group update**
[**ACTION: Terms of Reference and first meeting to be held**].

49-23 [Report from the Landulph Parish Climate Action Group](#)

Recommendations:

- 1) Adopt a more concise name (Landulph Climate Group – LCG) and a logo that reflects Landulph’s landscape and habitat.
 - 2) Arrange more visits to farms in the area.
 - 3) Promote public transport through the competition and arrange sponsorship for prizes.
 - 4) Information about nature recovery to be posted on the new noticeboard at Coombe Corner and where relevant photos of nature sightings to be posted to the group’s Instagram account.
- It was proposed by Cllr Worth, seconded by Cllr Gregory and RESOLVED to approve the recommendations.

50-23 **Report from the Community Orchard Working Group** (no report provided).

Cllr Worth provided an update on this.

51-23 [Report from the Playing Field Working Group](#) – noted.

Recommendations:

- PWG attended the Park whilst slat was replaced on Clatter Bridge. Concern re the design of the slats and recommend Clerk to write to the Company (Rhinoplay) strongly putting across the concerns of the Parish Council regarding this style of design.
- Traversing Trees now on order. Installation should be approximately 4-5 weeks.
- Liaising with Ray Hall to complete repairs to the tractor.

[**ACTION: Playing Field Working Group to provide the Clerk with the response letter wording to go to Rhinoplay**].

52-23 **Housing Needs Working Group update.**

There was a discussion, following an email from Sally Henthorn, on affordable housing, and the need in Landulph and Botus Fleming, with the suggestion that the two current Landulph development sites could be used to accommodate the affordable housing need. Cllr Tagg advised that the Parish Council is waiting for further information from Sally – who was due to ask supplementary questions of those who have responded to the survey. It was agreed that a Housing Needs Working Group meeting would be arranged. [**ACTION: Housing Needs Working Group meeting to be arranged**].

53-23 Bus Shelter decoration discussion.

Cllr P Braund advised that St Dominic Parish Council redecorate their bus shelter every 3-4 months, paint it white to give it a blank canvas, volunteers choose their own subject, and it is painted and organised by those volunteers, materials paid for by the Parish Council.

There was a discussion that Landulph Parish Council would want to see the design for their bus stop before the artist goes ahead. Cllr Tagg advised that a design is being organised, which will be circulated to Parish Councillors to decide. **[ACTION: Bus shelter decoration design to be circulated].**

54-23 Accounts for Payment:

PAYEE	Chq No	Payment Details	Net	VAT	Gross
Currys	101541	Reimburse to KJ Williams - laptop care (May)	6.28	1.37	7.65
Defib Store	101542	Reimburse to P Braund - Child's defib pads replacement	92.00	18.40	110.40
KJ Williams	101543	July salary + 6.5 extra hours for audit	370.69		370.69
HMRC	101544	July Tax + 6.5 extra hours for audit	92.60		92.60
Cornwall Pension Fund	101545	July employer contribution (inc 6.5 extra hours for audit)	96.09		96.09
KJ Williams	101546	August salary	300.80		300.80
HMRC	101547	August Tax	75.20		75.20
Cornwall Pension Fund	101548	August employer contribution	77.99		77.99
KJ Williams	101549	Print, post, expenses July	38.69		38.69
BT	101550	Reimburse to Memorial Hall for broadband 1.4.22-31.3.23	150.22	75.21	225.43
I Dunn	101551	Reimburse for materials for noticeboard refurbishment	50.87		50.87
Tamar Accounting	101552	Internal Audit 2023	75.00	20.00	95.00
Currys	101553	Reimburse to KJ Williams - laptop care (June)	6.28	1.37	7.65

55-23 Chairman's Urgent Business / Any Other Business (note: any items are for information only).

- a) Community Infrastructure Levy (CIL) fund – Cllr Worth wrote to the Headteacher today, awaiting a response about forming a Working Group to include school representatives. An application for £100k to extend a classroom has been submitted to Cornwall Council and gone through the first stage.

The second stage of the proposal needs to be submitted by 20th October 2023. Landulph Parish Council gets 25% of new build CIL funds in our parish. This £100k application is to the 75% goes into Cornwall Council's central fund.

- b) Request from the newsletter for Parish Councillors profiles, 75 words plus head/shoulders photo.

[ACTION: ALL to do].

56-23 Date of Next Meeting – Monday 18 September 2023, 6.30pm (Landulph Memorial Hall Main Hall)

Dates for 2023: 16 October, 20 November, 18 December.

10 Minute Public Forum

MATTERS ARISING		
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.	19.4.23 Clerk emailed Cornwall Council – awaiting response. 31.05.23 response from CC – not yet inspected. 24.07.23 Clerk emailed Cornwall Council – awaiting response.
Matters Arising - April 2023 meeting:		
250-22b)	ACTION: The Parish Council would like to investigate further the opportunity of securing funding for the local community (5% Community Support Funding) and would ask for further information on this.	Email sent to the Planning Officer 24.3.23 Pending response.
250-22b)	Landulph Parish Council to request a meeting with Western Power to discuss proposals being planned. Email sent to the Planning Officer 24.3.23. Pending response.	21.04.2023: Clerk emailed the Planning Officer to chase – pending response.
252-22c)	Cllr Tagg to arrange a working/training session on the Google drive after the new Councillor appointment in May. Cllr Tagg advised that, in line with the Parish Council's communications policy, every communication should be stored on the google drive, any questions to be raised with Cllr Tagg.	To note: ongoing
255-22	Clerk to record the hire of the hall for the Tamara Oral Histories Project proposal in the Finance spreadsheet. July 2023 meeting: Cllr Tagg advised that the Gary Lewis attended the May 2023 parish meeting, so no additional hire is required. Clerk to delete cost.	Done 1.4.23 Done 22.07.23
256-22	Projector installation to be arranged, costs to be accounted for once known. 17.4.23 Installation done, invoice received and paid by the Parish Council. At the June 2023 meeting Cllr Worth advised that further Hall Projector Cables are required at a cost of c£35.	17.4.23: Further cables to be arranged. 19.06.23: Cost of c£35 to be noted. Done – awaiting invoice.
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.
260-33	Cllr Worth to liaise with Cornwall Highways on the possibility of 'horse riding' street signs being installed. July 2023 meeting: Cllr Worth advised that a meeting at Highdown is scheduled in July, to discuss the Gateway and access, further details to be raised at a future Parish Council meeting.	Ongoing.
261-33	Locations of the footpath signs to be recorded – Cllr Tagg to action. July 2023 meeting: Cllr Tagg advised this has been actioned.	Done.
253-22 / 275-22 / 32-23 / 51-23	Playground Working Group to look at options and report back to the full Parish Council. July 2023 meeting: [ACTION: Playing Field Working Group to provide the Clerk with the response letter wording to go to Rhinoplay in relation to the broken equipment].	Discussed at the May 23 and June 23 meeting. Done – letter sent 24.07.23, awaiting response.
Matters Arising - May 2023 meeting:		
17-23	Clerk to write thank you note for flowers.	Done 17.7.23
Matters Arising - June 2023 meeting:		
25-23	Clerk to update the Parish Council website on appointments to committees	Done 24.07.23
25-23	Clerk to seek advice on planning working group	
28-23 and 48-23	Landulph Energy Proposals Working Group TOR to be drawn up. July 2023 meeting: First meeting to be arranged.	
29-23	Landulph Under Fives: Cllr G Braund to report back to the Under Fives; Cllr Worth to contact the head teacher and governors.	

30-23 / 53-23	Bus shelter repairs complete. Funds to decorate c£500 to be estimated and agreed at the July meeting – Clerk to note approximate costs. Cllr P Braund to make enquiries of St Dominick and report back. July 2023 meeting: [ACTION: Bus shelter decoration design to be circulated].	Decoration yet to be agreed
30-23	Print an A5 leaflet to publicise and be an entry form for public transport competition – estimated cost £50 + VAT. Clerk to note costs.	
31-23	Clerk to draft safeguarding and risk assessment policies.	
258-22 / 33-23 / 52-23	Housing Needs Working Group - Cllr Tagg to draw up draft TOR; agenda item for July parish council meeting. July 2023 meeting: [ACTION: Housing Needs Working Group meeting to be arranged].	
Matters Arising - July 2023 meeting:		
44-23	Landulph Parish Council to request a temporary Cornwall Highways approved pedestrian white line/walking route to be put in place. [ACTION: September meeting agenda].	
46-23	Clerk to respond to Kivells Liskeard	Done – letter sent 24.07.23
55-23	Request from the newsletter for Parish Councillors profiles, 75 words plus head/shoulders photo. [ACTION: ALL to do].	Noted.
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 Reports to be sent to the Clerk by the 2 nd Tuesday of each month ACTION to note: For all Councillors to submit reports to the Clerk to be published on the website in advance of a meeting.		Parish Councillors to note. Ongoing.

Signed: Chairman