

LANDRAKE with ST. ERNEY PARISH COUNCIL

Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) permits Parish Council meetings to be held by remotely.

Minutes of virtual Parish Council meeting Held on Monday 15th 2021.

COUNCILLORS VIRTUALLY PRESENT: Mr Mervyn Gingell (Chairman), Mr Graeme Francis (Vice Chairman), Cllr Hazel Cartledge-Claus, Cllr Penny Mathers, Cllr Nigel Owen, Cllr (Dr) Sara Walker,

IN ATTENDANCE: Mrs K Heald, CC Jesse Foot and 7 members of the public
Members of the public included candidates for County Councillor tSaltash, Trematon & Landrake as the new division for the area:
Sam Tamlin – County Councillor (Saltash west ward)
Martin Worth – Cllr & Chairman of Landulph Parish Council

OPEN FORUM

(i) Parking in the village

Martin Worth spoke about the recent posting on the Landrake with St Erney Community Facebook page and regarding parking in the square at Landrake. On behalf of Landulph Parish Council Mr Worth contacted Saltash Community Fire Station. A fire engine was bought to Landulph Parish on a training event. The drive around was unannounced. Its physical presence helped determine where improved access was required. An image from the fire brigade’s social media was screenshot and shown on the Landrake with St Erney Community facebook page. As a plan B a red pole, 2.6 meters long was made available, which would have been used to as a walkabout with school children, demonstrating this was the length needed for the fire brigade to gain access. The fire brigade also have stickers which can be put on windscreens. Mr Worth agreed to forward the information to the Clerk.

(ii) Mera Park

Lucy Harman, Architect and Director of LAH Design Ltd addressed the Council. An outline planning application (PA21/00108) has been submitted for 14 dwellings at Mera Park Farm. A summary of the application was provided by Lucy Harman:

- The proposal is for 14 dwellings to include 30% affordable housing (equating to four dwellings).
- The layout is illustrative but currently showing 10 parking spaces for additional village parking. This might be something people want more of and if the application moved forward this could be reviewed.
- The site is outside the neighbourhood plan boundary, but the applicants consider this both rounding off and previously developed land.
- As part of the application, the aim is to move all the housing down away from the top of site. Any views coming from the A38 or back up Tideford Road would not see any housing and would be more down the topography, keeping the views of the conservation area.
- LAH said she has noticed a number of comments on the website relating to the to the location of the entrance. The access is part of this application not reserved matters. This could be reviewed.
- The housing types are not designed at this stage but would be in keeping with the conservation area.

LANDRAKE with ST. ERNEY PARISH COUNCIL

- Please see questions (Q), responses / answers (A) and comments from Councillors (C):
- Q. Concern over parking in the village and that the houses on the application look fairly big in design. None of the housing estates in the village, built since the 80s, have provided adequate parking spaces.
- A. LAH said a design code could be provided as part of the application with the reserved matters conforming with it. The unit types are 3 or 4 bedroom houses. The code could include a clause stating if the houses are three bedroom or a minimum of three spaces are provided. Highways push for less spaces, because it is seen as more sustainable, but in Cornwall there is not the sustainable transport. Most couples have two cars and as children get older there is often an additional car or parking required for visitors.
- Q. Potential for additional public parking spaces could be lost by the use of residents of the development.
- A. A management plan could be incorporated.
- Q. Will there be a charge for the sewage pumping station? Will the houses be freehold or leasehold?
- A. The understanding is pumping station will be owned by South West Water and houses would be sold as freehold.
- Q. Some concern over the design of the site (a road to nowhere) and comments on phase two of the development. What certainty is there that there will be a maximum cap on the number of houses on the site?
- A. The 'road to nowhere' is a) access to the fields which still the ownership of the farmer and b) for pumping vehicle to get the hose to the pumping station.
Regarding phase 2, if ever that occurred it would be down to planning policy but the site is detached to the village. LAH sees it as a strong boundary and not a natural progression for more rounding off.
- C. Why are we having this discussion about more houses being built. The online surveys for the Neighbourhood Development plan, which took over four years to pull together, demonstrate that people do not want the houses. Over northern side of the parish is more acceptable.
- C. There are already issues with parking and more than ten spaces would be required.
- A. Landrake with St Erney is within an area of outstanding natural beauty. Many people spend time walking the lanes, which is an aspect of enjoyment which enhances people's mental health and wellbeing. There are very few footpaths. One of the key things about this area is the beauty and environment. From St Erney, particularly as the land rises, you will see the development. What are the plans to maintain the beauty of the environment? What about the quantity of planting and screening?
- A. It just an outline application but has been designed to bring the houses down in terms of topography. There are currently a number of big barns on the site, many which contain asbestos, which are not particularly attractive. A heritage report has been undertaken. It has got to be attractive, blending with local vernacular and look like Landrake. The hedgerows would be maintained and strengthened. There would need to be a full landscaping scheme which would need to be part of the reserved matters.
- Q. Are electric vehicle stations being considered?
- A. With the schemes LAH Design are currently working there has been at least one electric charging point per house.
- Q. There would be number of people who have children. The school is already over-subscribed.
- A. The school (and the doctors' surgery) have responded with a section 106 amount per dwelling.
- Q. A concern was raised over the feasibility of the affordable housing. Parishioners are interested to know if their grown up children can stay in the village, if they want to.

LANDRAKE with ST. ERNEY PARISH COUNCIL

- A. On the site plan units 1 – 4 are affordable housing in the social rent scenario with the housing association. The affordable housing would state what would be the right mix. The affordable housing team would dictate what is required in the village. The rest of the housing are a mixture of 3 or 4 bedroom houses.
- Q. What could be done to improve the entrance to the village?.
- A. Waiting for a response from Highways.
- C. Concern over the volume of construction traffic.
- C. How will the children get to school? There is no pavement, and the older children would still need to get to the bus stops safely.

Cllr Sam Tamlin queried whether the land was defined as previously developed land instead of agricultural land. LAH said she is currently waiting for a response on this, but agricultural land is technically defined as previously developed land.

- Q. A member of public questioned how the number of 14 dwellings was decided, as the neighbourhood plan states 10.
- A. Under the rounding off policy it meant it was separate to the settlement boundary. It seemed right for the site of the size and would mean affordable housing could be incorporated.
- Q. What could be done to improve entrances and exits to the village.
- A. Waiting for a response from Highways but feedback could be obtained from the Highways consultant.

Comments were also raised about the definition of rounding off, consideration of the open countryside and settlement boundaries.

A member of public raised concern how much weight the Neighbourhood Development Plan, which was voted by residents of Landrake, carries. If children get into the village school how do they get there safely, as there is no pavement. Older children will still need to get the buses.

(iii) Dolbeare

The Chairman asked Cornwall Cllr Jesse Foot for the latest information on Dolbeare and the allocation of housing developments. Cllr Foot responded he has received contradictory answers from two different officers. He is currently waiting for an official response. The targets of 30 houses by 2020 in the NDP are a minimum number.

Number of houses in the neighbourhood development plan is an absolute minimum.

Cllr Walker queried the targets for new housing development. The Neighbourhood Plan stated between 2018 – 2030 would have up to 24 new dwellings (approximately two per year). Cllr Jesse Foot confirmed the numbers are minimum targets.

Cllr Sam Tamlin who is on the CC planning committee, confirmed the targets are set for Cornwall by central government, not per parish, but the targets would need to be evened out across the parishes.

Cllr Jesse Foot advised if Cornwall Council does not deliver the minimum targets it would be penalised in that the planning decisions would be taken out of its hands by central government.

CC Jesse Foot and Martin Worth left the meeting.

LANDRAKE with ST. ERNEY PARISH COUNCIL

1. Apologies for Absence

Apologies received from Cllr Knowles due to health issues, Cllr Barton relating to technical issues and Cllr Owen was unable to attend the meeting due to work commitments.

2. Declarations of interest on any agenda items

None

The order of the agenda was amended, and agenda item 6 was moved forward.

3. Planning – statutory consultee comment on the following applications

(i) [Reference PA21/00108](#) (agenda item 6)

Alternative reference PP—00390514

Location: Mera Park Farm, Tideford Road, Landrake, PL12 5DP

Proposal: Outline application for up to 14 dwellings with all matters reserved except access.

The Council discussed the application. The Chairman suggested the Council considers whether the outline application fills the need for housing in the village. Is there a need for this particular development? Cllr Cartledge-Claus suggested rather than the proposed development the community is more in need of bungalows or affordable housing. Cllr Mathers highlighted issues such as the capacity of school, parking in the village, access to the A38 and added as that the Council has recently set up an Environmental & Sustainability working group and has identified how people want to see the environment improved, she could not see what the proposal is adding to those intentions. Cllr Francis highlighted the practicality issues with access and the construction traffic coming in and out of the village.

It was proposed by Cllr Mathers and seconded by Cllr Savery that the Council does not support the outline planning application. Due to comments made on the community facebook page and advise that the comments could be perceived as pre-determined Cllr Walker abstained from voting. All other Councillors in the meeting agreed with Cllr Mathers proposal. **Resolved.**

(ii) Update from Cornwall Council

No updates

4. Approval of minutes from the Parish Council meeting held on 9th February 2021 (Agenda item 3 – referred to as 12th January 2021 on the agenda)

Cllr Walker proposed, subject to the amendment of Cllr Knowles name, which had been referred to as Cllr Barton, the minutes are recorded as a true and accurate record of the meeting. The motion was seconded by Cllr Mathers and agreed by all Councillors.

Resolved.

5. Any matters arising from the minutes which are not agenda items (agenda item 4)

Nothing reported.

6. Co-option of Parish Councillor (agenda item 5)

It was proposed by Cllr Walker, seconded by Cllr Francis that Kathy Smeardon, who had submitted an application is co-opted as a Parish Councillor. The Clerk advised the Councillors that she had informed Mrs Smeardon, she would still need to complete an application for the elections.

LANDRAKE with ST. ERNEY PARISH COUNCIL

7. Recreation Field

The safety netting on the road to Blunts became detached. Paul Lamerton has reconnected it and strimmed underneath it.

8. Sir Robert Geoffrey Memorial Hall

The hall will be opened up for the elections.

An additional grant of £4,000 has been received.

Social distancing will need to be complied with. Instructions will be supplied by Cornwall Council.

9. Village playground and village maintenance

Due to health reasons, the contractor, Paul Lamerton is off work.

The defibrillator is being checked.

An inspection of the playground equipment is being arranged by the Clerk.

10. Environmental Sustainability Working Group

Cllr Mathers updated the Council. The group met on 25th February 2021.

A statement of intent has been produced and ideas are being added. Posters and invites to attend the next meeting have been produced. The next meeting will take place on 15th March 2021.

a. [Cornwall Council consultation on the Climate Emergency Development Plan](#) (deadline 16th April 2021)

It was agreed the working group would meet to review the consultation and consider a response.

b. Update from meeting and to approve the Terms of Reference

It was proposed by Cllr Francis, seconded by Cllr Cartledge-Claus and agreed by all Councillors that the Council approves the Environmental Sustainability working group's Terms of Reference. **Resolved.**

11. Community Network Panel

Cllr Francis update. A meeting was held on 10th February 2021.

- The police statistics were provided. 312 Covid prosecutions in Cornwall, 203 related to travel to second homes.
- Devon & Cornwall have counted 65% of all Covid breaches in the country.
- There will be 13 new community police officer.
- There was a census presentation. If anyone wants to identify as Cornish you need to write this on the census.
- In June this year, there will be a Tamar Crossing summit to discuss long term solutions, including Gunnislake and all crossing points in between. There will be a consultation
- There will be further funding available for the next tranche from the highway scheme.
- Once data is available from speedwatch team the Parish Council could apply for the 20mph speed limit. The more data the better. Cllr Gingell said the school reported wing mirrors have clipped children.

12. Saltash Area Road Safety (SARS)

Cllr Mathers attended a meeting on 17th February 2021.

- Geoff Grewbert, the Highways England Project Manager, will be starting an engagement process for the Trerule to Carkeel development options.
- The Parish Council needs to email Mr Grewbert to ensure we are part of the engagement process.

LANDRAKE with ST. ERNEY PARISH COUNCIL

- At the top of Landrake there is an air quality monitoring box. Cllr Francis responded this been pursued for some time, but Central Government had never provided funding for air monitoring equipment, and had not accepted the monitoring data that had been provided in the past.
- The Air Quality Monitoring Officer left Cornwall Council some time ago and was not replaced. The group was asked to write to Cornwall Council to put pressure on them to monitor air pollution in Landrake. Cllr Mathers recorded the Environmental Sustainability Group takes this up.

13. Usage of designated Council email addresses (update)

Cllr Mervyn Gingell, Cllr Graeme Francis and Cllr Sara Walker are all set up with designated Councillor email addresses.

The Clerk reiterated the reasons for using the designed email addresses.

14. Local elections & remote meetings – update and response from letters sent to Sheryll Murray MP, Julian German MP, Robert Jenrick MP, NALC and LGA.

Cllr Francis advised a brief response has been received from Sheryll Murray MP.

A copy of a letter sent from Cllr Julian German MP, Leader of Cornwall Council has been sent to the Council. (see appendix 1).

Cllr Francis read out a draft letter, which would also be sent to Luke Hall MP, Minister for Regional Growth and Local Government.

The Clerk said as the Council's employee, she would not be comfortable with a physical meeting in the village hall.

Cllr Francis recommended all Councillors write to MPs with their own individual concerns.

On 6th May 2021 the following elections will take place in Cornwall:

- Parish & Town Council elections
- Cornwall Council elections
- Police and Crime Commission elections

Details of where and when to deliver your papers will be shown in the Notice of Election that will be published on Cornwall Council's website.

<https://www.cornwall.gov.uk/media/45726143/timetable-statutory-dates-parish.pdf>

<https://www.cornwall.gov.uk/council-and-democracy/councillors-and-democracy/be-a-councillor/>

Residents who wish to vote by post must apply by 20 April.

The Clerk advised information relating to the candidate packs is available on Cornwall Council website.

15. Finance

a) Update regarding the bank application to Unity Trust

The Clerk advised she had received a phone call from Unity Trust. Funds are expected to be switched from Nat West bank on 29th March 2021.

It was agreed to write some cheques from Nat West to Unity Trust to start transferring the funds.

b) Review of the Council's financial regulations / donations and /or grants

The Clerk had forwarded a report with recommended amendments to the Financial Regulations (see appendix 2)

It was proposed by Cllr Francis and seconded by Cllr Mathers that the proposed recommendations are accepted. **Resolved.**

The Clerk requested clarification on the terms of the grants for Parochial Church Council. It was confirmed the cheque recently issued covers the year 2020/21. An

LANDRAKE with ST. ERNEY PARISH COUNCIL

application for funding can be submitted by the parochial church council but it would not be considered by the Council until February 2022.

It was agreed if the Parochial Church Council have any further queries they attend a Council meeting. **Resolved.**

c) Review of the Clerks finance report and to consider donations

The Clerk's financial report was noted.

Cllr Francis asked if anyone had been paid for spraying the weeds. £455 has been allocated in the budget.

Action: The Clerk to contact Cormac to see if the work has been completed.

It was proposed by Cllr Walker, seconded by Cllr Cartledge-Claus and agreed by all Councillors, that the Council donates £50.00 to The Women's Centre, Cornwall.

Resolved. Cllr Mathers suggested the Council requests posters / publicity which the Council could display on the village noticeboards.

It was proposed by Cllr Walker, seconded by Cllr Savery that the Council donates £50.00 to the Citizen's Advice Bureau. **Resolved.**

It was proposed by Cllr Francis, seconded by Cllr Cartledge-Claus that the Council donates £50.00 to Cornwall Air Ambulance. **Resolved.**

d) Approval of payments as detailed below

Recipient	Details	Amount payable
Duchy Defibrillators	Annual monitoring fee	192.00
K Heald, Parish Clerk	Wages & home office allowance January, February & March 2021	1031.49
HMRC	PAYE	239.80
K Heald	Office costs – printing, stationary & Zoom	52.00
Paul Lamerton	Village maintenance, defibrillator & bins – Feb 2021	347.86
Glasdon UK	Bin	278.08
Sir Robert Geffery Memorial Hall	Contribution for meeting for room hire bookings Cleaning allowance	100.00 250.00

It was proposed by Cllr Cartledge-Claus, seconded by Cllr Francis the Council approves the payments as listed above. **Resolved.**

16. Biffa delivery vehicles

The Council discussed recent correspondence regarding the size of the refuse vehicles coming through Poldrissick. An individual has sent emails to the Council suggesting smaller vehicles suggesting smaller refuse vehicles should be used. It was proposed by Cllr Gingell, seconded by Cllr Francis and agreed all by all Councillors that the Council refers the individual to Cornwall Council.

17. Correspondence

Meldon Park

Pickles & Paws Newquay

Cormac – mobile activation sign

Julian German MP, Cornwall Council – elections & remote meetings

LANDRAKE with ST. ERNEY PARISH COUNCIL

Sheryll Murray MP, South East Cornwall
Biffa vehicles delivering in Polldrisick.
Local Maintenance Partnership
Great Western Railway
Work in the churchyard at St Michaels
The Church Warden St Michael's Church, Landrake

18. Items for discussion and requests for future agenda items

Cllr Savery said she had been asked to thank everyone in the village for what has been done for the British Legion support. It was an extremely good poppy appeal.

- 90,000 people received expert guide in 16 pop in centres all over Britain.
 - 4,600 supported to live individually at home.
 - The admiral nurses carried out 10,385 home visits.
 - 790 in residents in six legion care homes
 - The legion provided £8.7 million in direct support to the armed forces community.
 - 538 wounded and injured and six service personal received rehabilitation support.
- Heartfelt thanks were conveyed.

19. Date of next meeting – 13th April 2021

The meeting closed at 9.15pm

LANDRAKE with ST. ERNEY PARISH COUNCIL

1

Landrake with St Erney Parish Council (the "Council") continues to have significant concerns about the removal of the ability for Parish Councils to hold remote meetings from May 2021.

Just last week, England's chief medical officer indicated that modelling showed there could be another surge of Covid-19 in the UK. He repeated his warning to people not to think the pandemic was over and warned that unlocking restrictions too quickly could cost lives.

Today, we are urged to stay at home, protect the NHS and save lives. Two months from now, we are told that, as parish councillors (unpaid public servants) we must meet in a confined indoor space to hold meetings for up to 2 hours.

The announcement that remote meetings will no longer be legally valid from May 2021 could seriously threaten the safe operation of Parish Councils throughout the country. From 17th May 2021, the rule of 6 will apply so that people can socialise indoors. Our parish council meetings have been attended by up to 50 people, although commonly the number is between 10 and 20. Why should a different rule apply for parish councillors?

As the schools reopened on March 8th it is logical to assume that rates of transmission of Covid-19 in the community will rise as a result. New variants of Covid-19 continue to circulate, and restrictions on social interaction will be with us for many more months. We urge you not to put parish councillors' lives at risk by promoting indoor public meetings far in excess of 6 people. If this happened in a home, the occupants would be fined, but parish councillors and their employee, the Parish Clerk, are expected to take this unnecessary risk, both for themselves and their extended family. Some Parish Councillors and the Clerk will not have been vaccinated by 21st May.

The Government is also insisting that Parish Councils should have a full meeting within 14 days from when the new members take office (by 24th May 2021). The Council firmly believes this is unnecessary and that if such meetings are required within this timescale, Councils should have the choice to hold them virtually.

For the reasons above the Council asks again that Government does not prematurely remove the ability to hold meetings remotely, and requests that the Government allows Parish Councils the ability to carry on working remotely for another 6 months at least.

*In conclusion, the Council very much hopes that you will urge the Government to reconsider its stance on remote working. Please listen to the Government's own scientific advice. **May 2021 is far too early to deprive Parish Councils of the ability to work remotely and safely until every adult is vaccinated.***

2

Agenda item 14b – Suggested amendment to the Council's financial regulations

Grant funding, donations and allowances – Amendment to Financial Regulations

- 1. Requests for funding will be considered on their own merit but Council will not offer any funding if it does not have the legal power to do so.*
- 2. For funding requests under £500 a letter detailing what the request is for and how it will be used is sufficient.*
- 3. Organisations requiring funding of over £500 will be required to submit a grant funding application form.*
- 4. The Council cannot legally make donations to individuals. (unless it holds the criterial of General Power of Competence).*
- 5. All payments must be issued to the applicant's organisation. The bank account must be in the name of the organisation.*
- 6. Applicants will be invited to attend the public forum of the Parish Council meeting.*
- 7. Funding requests will be considered during the year but unless there are special circumstances payments will not be issued until February of that year.*
- 8. The Council will require information on costings and generally will not fund retrospectively.*

LANDRAKE with ST. ERNEY PARISH COUNCIL

9. *When offering grant funding the Council reserves the right to impose conditions but will work with the applicants to ensure these conditions are realistic and achievable.*
10. *Unless delegated to an Officer of the Council (the Parish Council) all donations and funding must be approved by the Full Council in a public meeting.*
11. *Councillors can signpost applicants on how to apply for funding but they cannot make individual decisions on approving payments.*
12. *All Councillors must abide by the Code of Conduct and if they have a conflict of interest regarding any funding request, they must declare this.*

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