

# Landrake with St Erney Parish Council

## Minutes for Full Parish Council meeting

Tuesday 8<sup>th</sup> February 2022 @ 7pm

Venue: The main hall at Sir Robert Geffery Memorial Hall

**Present:** Cllrs Mervyn Gingell, Graeme Francis, Kathy Smeardon, Dr Sara Walker, Penny Mathers, Rosemary Savery, Hazel Cartledge-Claus,  
In attendance: Mrs K J Heald, Parish Clerk, Cornwall Councillor Martin Worth and four members of the public.

The Chair opened the meeting at 19:00hrs

### Open forum and Cornwall Councillor report

Comments raised from members of the public:

#### Road Safety

- Thank you to the Council for the 20s plenty campaign
- Due to a member being unwell speedwatch has not been operated.
- One of the members has moved out of the village.
- Concern was raised over lack of police presence in the parish.

#### Landrake with St Erney Parochial Church Council

- Two representatives from the Parochial Church Council were present to explain their request regarding funding of the churchyards in Landrake and St Erney. Cllr Francis asked for confirmation that the grant application was for the total annual costs.
- Grant applications have been submitted and Councillors were asked if they had any questions. Cllr Francis asked the PCC to confirm that the amount requested on the grant application was costs for cutting the grass each year.
- The Council was asked why the procedures have changed and for years, in the past, a letter has been submitted, requesting a donation. The Clerk responded the Council changed its Financial Regulations. Town and Parish Council should follow this practice. The Council has to follow due diligence and be aware of what it is funding, be transparent and procedures should be followed when 'any' organisation applies for funding.
- The Council was advised the churchyard has to be managed. The church as a lot of kerbstones and if left uncut it could cause accidents.
- The PCC has a good relationship with the school. Children come out to the church to learn about conservation and wildlife.
- A document was presented to the Chairman showing the management process for the church use for cutting the grass in the churchyard.

#### Streetlight on school road

- The streetlight on school road, which was moved a few years ago (it used to be on the corner by the cottage), is now on a black spot and is a safety hazard.

#### Litter on Highertown Park

- A parishioner raised concern over the increase in litter the parish, particularly along Highertown.
- Ongoing communication has been made with Sir Robert Geffery Primary School.
- A request was made for a bin to be installed by the grit bin, halfway up Highertown Park.

#### Mass graves

- The Councillors were asked if they had any information relating to the mass grave from the second world war. There are nine graves, but the church does not have any historical records.

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## Cornwall Council Martin Worth

- CC Martin Worth attended a Vision Zero meeting on 7<sup>th</sup> February 2022. The focus is on reducing road deaths to zero by 2020
- There is a new police inspector in the area. More patrols will be coming through Landrake.
- Information was provided regarding Operation Snap.

### 126. Apologies of absence (A.I.1)

Cllr Price was absent from the meeting. She has emailed the Clerk to say due to moving out of the area she is no longer able to continue serving as a Councillor.

### 127. Declarations of interest on any agenda item (A.I.2)

None

### 128. Resignation of Parish Councillor (A.I.3)

The Chairman announced Cllr Rachel Price's resignation and gave thanks to her contribution.

### 129. Matters arising from the previous meeting (A.I.4)

Nothing raised. The notes from the Zoom meeting held on 11<sup>th</sup> January 2022 were circulated.

## Items for Council approval / Council decision

### 130. Approval of the minutes of the meeting held on Tuesday 9<sup>th</sup> November 2021 (A.I.5)

It was proposed by Cllr Francis, seconded by Cllr Mathers and agreed by all Councillors that the minutes of the Council meeting held on 9<sup>th</sup> November 2021 were approved as a true and accurate record of the meeting. Resolved.

### 131. Finance (A.I.6)

- a) **To note the Council's bank balance.** The Chairman advised the bank balance is currently £16,492.75.
- b) **To review the Clerk's finance report.** The Clerk went through the finance report on the overhead projector highlighting the budget today, expenditure to date and forecasted payments. The clerk said £1,155 has been allocated in the budget for grants / donations (from the precept) and £1,000 has been allocated in the reserves for grants / donations.
- c) **Approval of payments as detailed below** (where applicable amounts include reclaimable V.A.T.)

Recipient	Details	Amount
Cornwall Council	Election fees	255.00
Paul Lamerton	Village maintenance	247.86
Allin E Bridgman	Cutting the recreation field and road hedges	100.00
Print Options	Survey (advised during the meeting)	140.00

The Clerk said £277.00 for the payment to HMRC for PAYE was included on the November minutes but the payment has not been processed.

It was proposed by Cllr Cartledge-Clause, seconded by Cllr Barton and agreed by all Councillors that the payments are approved. **Resolved.**

Cllr Francis advised an online payment to Sir Robert Geffery School has been made in error. The payment, for the defibrillator / broadband costs, should have been made to Sir Robert Geffery Memorial Hall. The school has been contacted.

- d) **To approve the Parish Council acting as trustee for funds up to £25,000 of monies held by Sir Robert Geffery Memorial Hall committee.**

It was proposed by Cllr Gingell, seconded by Cllr Barton and agreed by all Councillors that £25,000 is held in reserve for Sir Robert Geffery hall. **Resolved.**

The Council discussed the issues over the governance and trustee status for the Sir Robert Geffery Hall. Advice is being sought from Cornwall Association of Local Councils and Cornwall

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Rural Community Council. Action: The Council agreed to hold a Zoom session to discuss next steps regarding the Charitable trustees position of Sir Robert Geffery Memorial Hall.

e) **To note donations received for Landrake play park.**

Opening balance in the Council's play park account = £2,922.

Funds received:

Friends of Menhennick Close	April 2021	£ 50
Landrake Carnival Committee	September 2021	£1,750
Friends of Menhennick Close	February 2022	£ 300
Knit and natter	February 2022	£ 50

Expenditure during 2021-23: £3,259

Closing balance £1,813

**132. Planning (A.I.7)**

An extension has been granted for a consultee response received today for planning application PA22/00878, 1 Menhinnick Close. Councillors were asked to look at the application, which will be included on the agenda for the next Council meeting.

**133. Traffic & Transport (A.I.8)**

a) **Update on meeting with Cormac Highways**

- A meeting took place on 27<sup>th</sup> January 2022 with Mr Will Glassup, Cormac Highways Manager, CC Martin Worth, Cllr M Gingell, Cllr G Francis and Cllr P Mathers
- The main concern was relating to parking around The Square and access for emergency vehicles.
- A possible way forward was the suggestion of double yellow lines in selected places, along Church Street. The installation of bollards was considered but this option would like to be more expensive.
- During the meeting discussions took place regarding the road signage at St Erney.
- The Councillors discussed the recent issues regarding the Langdons Transport lorry in Polldrissick. Mr Glassup advised it would not be feasible for the farmers to have a one way traffic system implemented.

b) **To agree to submit an expression of interest to Cornwall Community Network Panel for highway improvements.**

Cllr Francis led the discussion regarding the Parish Council's opportunity to submit a bid to the Cornwall Community Network Panel (CGNP) Highway Improvement Scheme.

- £57,000 funding is available for each each of the next three years for town & parish Council's in the Cornwall Gateway area through Cornwall Community Network's Highway Improvement Scheme.
- The deadline for expressions of interest to the scheme is 27<sup>th</sup> February 2022.
- The results from the Council's survey showed parking issues as being one of the main issues of concern amongst parishioners.
- Mr Will Glassup has provided a ballpark figure, to install yellow lines, in selected places, along Church Street. This amount of between £8,000 - £12,000 will include the statutory consultation required for a traffic regulation order.
- Cllr Francis asked the Councillors (a) Does the Council wish to submit an expression of interest to Cornwall Community Gateway Network Panel to address the funding issues regarding parking issues, along Church Street? (b) If yes, does the Council wish to commit a third of the funding towards the project, up to £4,000.

(a) It was proposed by Cllr Gingell, seconded by Cllr Mathers and unanimously agreed by all Councillors that the Council submits an expression of interest to the CGNP Highway Improvement Scheme to address the parking along issues along Church Street. **Resolved.**

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(b) It was proposed by Cllr Walker, seconded by Cllr Cartledge-Claus and unanimously agreed by all Councillors that the Council commits to co funding a third of the total cost, or up to £4,000.  
**Resolved.**

**c) Update on Home Park safety product and to agree a budget for signage.**

It was proposed by Cllr Francis, seconded by Cllr Walker and unanimously agreed by all Councillors that the Council allocates a budget of £300 for 'no parking signage' for Home Park.

**134. To discuss communication regarding bin provision and to agree measures to tackle litter issues. (A.I.9)**

A discussion took place regarding the addition and possible relocation of the bins and litter in the parish. It was proposed by Cllr Francis and seconded by Cllr Owen that the Council purchases a new bin, to be installed by the grit bin, on Highertown Park. The motion was carried with one councillor abstaining from voting. **Resolved**

20:41hrs: Cllr Walker & Cllr Cartledge-Claus vacated the meeting.

**Standing items for update / reporting.**

**To minimise the timing of the meeting Councillors are asked to read submitted reports and submit comments / queries prior to the meeting.**

**135. Recreation Field (A.I.10).**

The hedge has been trimmed by the contractor.

**136 Sir Robert Geffery Memorial Hall (A.I.11).**

The Sir Robert Geffery Hall Committee will be asked to make a cheque payable to Landrake with St Erney Parish Council, which will be banked in the Council's Nationwide savings account.

**137. Village playground and village maintenance (A.I.12).**

Cllr Francis said the Clerk has highlighted there should be procedures in place highlighting who the Council's approved contractors are and what their terms are (i.e., pay rates, budgeted hours and responsibilities). A document is being produced, which will include procedures for emergency expenditure, which will be put to full council during a closed session at the next Council meeting.

**138. Environmental Sustainability Working Group (A.I.13)**

Cllr Mathers advised a letter has been prepared and will be sent to all landowners. An extract of the letter is shown below:

*The Parish Council owns very little land of its own and has only a small fund to carry out improvements. So, it is necessary to look to landowners to help us achieve improvements. We would be very grateful for any ideas you may have.*

*Questions we would like to ask you are:*

*Could you give an amazing opportunity to Landrake perhaps by donating some land?*

*Would you be willing to rent out land to the Parish?*

*Would you be willing to sell land to the Parish?*

**139. Community Network Panel (A.I.14)**

Previously discussed during the meeting

**140. Saltash Area Road Safety (SARS) (A.I.15)**

Cllr Savery attend a recent meeting.

- The group are pleased the parish is progressing with the 20s plenty campaign.
- They are looking into funding low cost monitoring equipment.
- Concern has been raised that the Road Safety Initiatives are getting smaller.
- Could the New Highway Code information be shared on the Council's website and community Facebook page.
- A chap from Saltash led a campaign, over the last two / three years, about juggernauts / HGVs using the slip road coming onto the tunnel in Saltash onto the A38. He has surveyed the

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number of articulated vehicles and has reported back to their Companies. Since starting this project the number of vehicles has gone down from over 200 to 80.

**141. A38 Trerulefoot to Carkeel Safety Project (A.I.16)**

There will be an A38 public presentation. No further updates.

**142. Safe 38 (A.I.17)**

No update

**143. Community Broadband (A.I.18)**

No updates. Before sending out a flier to the parish, we are waiting for Openreach to confirm whether Landrake will be included in the next wave of postcodes to receive superfast broadband. If Landrake is not included the flier (which is ready to go) would be printed and sent to all relevant households. Action: Clerk to chase the contact from Openreach.

**144. Usage of designated Council email addresses (A.I.19)**

Noted

**Actions / Items to note.**

**145. Correspondence (A.I.20)**

Local Government Bulletins

- Citizens Advice, Cornwall: Autumn 2021 Newsletter and redundancy factsheet.
- Great Western Railway – update on timetable
- Static caravan at Penquite stables: Cllr Smearden agreed to investigate.
- Parking issues

**146. To go through the actions from the previous meeting.**

Due to time constraints Councillors were asked to review the outstanding actions.

**147. Date of next meeting, future items to be included on the next agenda and discuss outstanding actions.**

A request was made for more publicity where the defibrillators are located.

The next meeting will take place on 8<sup>th</sup> March 2022

The meeting closed at 21:0hrs