

# Landrake with St Erney Parish Council

## Minutes of Full Parish Council meeting

Tuesday 12<sup>th</sup> April 2022 @ 7pm

Venue: The main hall at Sir Robert Geffery Memorial Hall

**Present:** Cllrs Mervyn Gingell (Chairman), Graeme Francis (Vice Chairman), Dr Sara Walker, Penny Mathers and Kathy Smeardon

**In attendance:** Mrs K J Heald, Parish Clerk, Cornwall Councillor Martin Worth and three members of the public.

The Chair opened the meeting at 19:03hrs. He raised concern over the number of cases of Covid in the community, including the number of staff off with the virus at Sir Robert Geffery Primary School.

### Open forum and Cornwall Councillor report

Two residents from Church Street were in attendance.

A query was raised regarding the yellow dots on highway in the village. Cllr Gingell responded he believes there have been some tests carried out by utility contractors to detect if there are any issues with the pipes.

Update from Cornwall Councillor Martin Worth:

- CC Martin Worth attended the Cornwall Council Full Council meeting today.
- The Council agreed The Prosperous Cornwall 2050 plan – policies include Housing Strategy and Transport Plan
- The live debate is available on Cornwall Council's website.
- During the CC Full Council meeting there was a debate on whether to give a vote to 16/17 year olds. It was a lively debate with different views put forward. The motion was not carried.
- CC updated the Council on the new bus plan for Cornwall. Funding has been secured for Cornwall. Buses will be between 20 and 40% cheaper. Currently this plan does not include travel across the Tamar, but CC Martin Worth is communicating with Plymouth City Council.

Cllr Dr Sara Walker asked CC Martin Worth whether the Housing Strategy would supersede the local plan. CC Martin Worth said it would formulate the local plan and the Parish Council should be looking to complete a Neighbourhood Development Plan review.

Cllr Gingell opened the Council meeting.

### 169. Apologies for absence (A.I.1)

Cllr Gingell announced apologies had been received from Cllr Hazel Cartledge-Claus, Cllr Patricia Barton and Cllr Nigel Owen.

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

None.

### 171. Matters arising from the previous meeting (A.I.3)

None

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## 172. Planning (A.I.4)

Update on Cornwall Council planning applications.

### (i) Menhinnick Close

Cllr Gingell updated the Council that communication had been received from Cornwall Council regarding the planning application at Menhinnick Close.

*“The Parish object to the proposed application on the grounds of loss of light effected by the neighbouring property. The Council would encourage a proposal which does affect the over development of the site.’(i.e., does not expand on the curtilage of the site and any development goes upwards).”*

*It is acknowledged that the dwelling in question is within relatively close proximity to the nearest neighbouring property. However, the proposed extension to the east is only to increase the footprint by approximately 3m<sup>2</sup> with the extension measuring approx. 0.5m wide. Further, due to the orientation of the dwelling in relation to the neighbour, the impact of the extension is minimised.*

*A plan to better illustrate this relationship has been submitted (attached for your reference) which allows the 45 degree rule to be implemented with regard to light. As can be seen by the plan, the proposed extension achieves the 45 degree rule and therefore it is unlikely that the extension would result in a significant loss of light to the nearest habitable windows of the neighbouring property.*

*In terms of the overdevelopment of the site, as above the footprint is to be increased only slightly (approx. 12m<sup>2</sup> including both extensions) with the majority of development being to the first floor. Furthermore, upon visiting the site it was apparent that larger two storey side extensions have been built within the residential area and given the built up nature of the setting, the proposed small scale extension is not considered to represent the overdevelopment of the site.*

*I appreciate your comments which will be included in my report. However, following careful consideration of all the material planning considerations, in this instance I feel that it is appropriate to recommend approval of the application. Under these circumstances, please can you confirm that on this occasion we may agree to disagree? “*

The Parish Council noted that Cornwall Council had taken their concerns on board. It was proposed by Cllr Francis, seconded by Cllr Savery and agreed by all Councillors that the Council supports Cornwall Council’s agreeing to disagree with the comments from Cornwall Council’s Planning Officer. **Resolved.**

### (ii) A planning application was received today for refurbishment and renovation of an existing abandoned dwelling house at Higher Cuttivet Road.

Cllr Gingell said the building has been derelict for 25 years.

The Clerk has emailed Cornwall Council and has obtained an extension for the Parish Council to submit its consultee response by 15<sup>th</sup> May 2022.

Cllr Gingell urged all Councillors to review the application document.

## Items for decision

### 173. Approval of the minutes of the meeting held on Tuesday 8<sup>th</sup> March 2022. (A.I.5)

It was proposed by Cllr S Walker, seconded by Cllr Mathers and agreed by all Councillors that the minutes of the Full Council meeting held on 8<sup>th</sup> March 2022 are approved as a true and accurate record of the meeting. **Resolved.**

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

### a) Parish Council bank balance

Cllr Gingell noted the Parish Council's main account bank balance is £20,842.05. £25,000 is the Nationwide savings account.

### b) The Clerk's finance report.

The Clerk presented a Finance Report and informed the Council the 2021-22 accounts records are with the Council's appointed auditor, Mr Ian Biffen for review.

### c) Parish Council Asset Register

The Parish Council was presented with the Asset Register for review.

Cllr Francis noted the following amendments:

(i) The items listed as noticeboards are benches

(ii) There are two benches in Poldrissick

The Council discussed the wells in the parish. Cllr Gingell said there were wells located in Pencover, Tideford Road and Coombe Barrow. Previously the Parish council had paid for works to be completed on one of the wells. The Clerk said the Parish Council should check the ownership of the wells covering any further expenditure.

Action: Clerk to check the ownership of the wells.

It was proposed by Cllr Gingell, seconded by Cllr Mathers that, subject to the above amendments, the Council approves the asset register, as presented by the Clerk.

**Resolved.**

### d) To approve the increase in the Clerk's hourly pay rate, as per the National Salary Awards for employees on the NALC model employment contract.

It was proposed by Cllr Francis, seconded by Cllr Walker and agreed by all Councillors that the Council approves the Clerk's pay scale and back dated pay adjustment from April 2021. **Resolved.**

### e) CALC subscription fee.

It was proposed by Cllr Gingell, seconded by Cllr Mathers and agreed by all Councillors to continue with the Cornwall Association of Local Councils. **Resolved.**

### f) Approval of payments as detailed below (where applicable amounts include reclaimable V.A.T.)

Recipient	Details	Amount
WesternWeb	Website update (reports)	54.00
Paul Lamerton	Maintenance	279.44
Duchy Defibrillator	Replacement defibrillator	480.00
Karenza Heald	Mileage – three journeys	33.75
Karenza Heald	2021-22 backpay	60.64
HMRC	PAYE	16.00
Reeford Manning	Seats	120.00
Cornwall Association of Local Councils	Subscription	468.88

It was proposed by Cllr Francis, seconded by Cllr Mathers and agreed by all Councillors, to approve the payments as presented by the Clerk. **Resolved.**

The Clerk advised an additional invoice has been received from Western Web for the email subscription of £72.00, including V.A.T. It was proposed by Cllr Gingell, seconded by Cllr Savery and agreed by all Councillors to approve the payment of Western Web of £72.00. **Resolved.**

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Cllr Mathers thanked Mr Reeford Manning for the way he has strimmed around the daffodils in the parish.

## 175. Queens Platinum Jubilee (A.I.7)

The Clerk had circulated a document listing idea in which the Council may wish to commemorate the Queens Platinum Jubilee.

It was proposed by Cllr Smeardon and seconded by Cllr Francis that the Council purchases the Queen's Canopy Green Canopy plaque from the Royal British Legion Institute. 100% of the proceeds fund RBLI's work to support veterans and those with disabilities. The motion was supported by all other Councillors, with the exception of Cllr Savery, who abstained from voting due to being a member of the RBLI. **Resolved.**

## 176. Website improvements / inclusion of a Climate Change page. (A.I.8)

The Council was asked to consider the quotation from the Council's website provider, Western We , to provide a Climate Change page as an editable page which the Council can update via the content management system, add a Climate Change tab to the side menu bar, change the colour of the side menu bar tabs to a range of brighter colours and remove the business section from the website would be £52.50 + VAT.

During the discussion Cllr Walker highlighted there were some areas which were out of date on the website, including the former Cornwall Councillor Ward member listed, instead of CC Martin Worth. The Clerk agreed to update an out of date entries and asked Councillors to let her know if they spot anything else out of date. The Clerk advised gov.uk websites should not include business entries.

Cllr Gingell asked Cllr Mathers, if the Council was to approve the expenditure, whether she would assist Clerk with the input of the content.

CC Martin Worth joined the meeting and suggested Cllr Mathers contacts Cllr Libby Gawith, Landulph Parish Council, who inputs the environmental information of Landulph Parish Council's website.

It was proposed by Cllr Walker, seconded by Cllr Francis and agreed by all Councillors that the Council approves the quotation from Western Web. **Resolved.**

**Action:** Clerk to make adjustments to the Council website, contact Western Web and liaise with Cllr Mathers regarding access to the Council website.

## 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.**

## 177. Recreation Field (A.I.9)

The Council discussed the communication received regarding the Council's container. Photographs showing vandalism which recently occurred in the recreation field were showed on the overhead projector.

Cllr Gingell said currently the Council is focusing on the village hall but suggested the new committee is up and running a working party is set up to review the use of the recreation field. Cllr Gingell suggested the working group may wish to pursue the option of splitting the field with a five a side football field and an area fenced off for dog walking.

It was proposed by Cllr Gingell, seconded by Cllr Mathers and agreed by all Councillors that the Council retains the container in the recreation field. **Resolved.**

Cllr Smeardon had recommended the Council install boulders in a circle as a seating area. The Clerk had obtained a quotation. It was agreed this would be looked by the working group was formed.

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## **178. Sir Robert Geffrey Memorial Hall (A.I.10)**

Cllr Francis advised a meeting took in Sir Robert Geffrey Memorial Hall. The meeting was attended by Nikki George from Cornwall Rural Community Council, Cllr Gingell, Cllr Francis, Cllr Walker, Mr Graham Knowles (Treasurer of the Sir Robert Geffrey Memorial Hall), Daphne Savery (Chair of Sir Robert Geffrey Memorial Hall) and the Parish Clerk. Nikki George has advised the group on the recommended process for the formation of the new committee.

Graham Knowles and Daphne Savery have given intention to resign but have kindly agreed to remain on the committee during the period of transition.

The Council, as sole trustees of the Sir Robert Geffrey Memorial Hall, will form a subcommittee. Cllr Gingell, Cllr Francis and Cllr Savery have agreed to be members of the sub-committee for Sir Robert Geffrey Memorial Hall.

## **179. Village playground and village maintenance (A.I.11)**

The updates.

## **180. Environmental Sustainability Working Group (A.I.12)**

Update received from Cllr Mathers:

The head of Sir Robert Geffrey School has been invited to attend the next meeting.

An Environmental & Sustainability evening will take place in September.

The Council discussed the provision for electric charging points in the parish. CC Martin Worth joined the meeting and recommended the Council contacts Mr Jamie Clarke, planner of Western Distribution.

## **181. Community Network Panel (A.1.13)**

Update from Cllr Francis:

The notes from the meeting held on 15<sup>th</sup> June 2022 has been circulated.

A document has been distributed detailing expressions of interest, for transport projects, put forward under the Cornwall Community Gateway Network Panel Scheme and the deliverability of the schemes. Landrake with St Erney Parish Council's proposal for yellow lining in selected areas along Church Street and Tideford Road has been approved as deliverable within one year. The proposal has been put forward for safety reasons and was voted as the main issue within the recent survey.

Cllr Francis said Tamar Crossings were discussed and the tolls are going up. A request has been made to central government for National Highways to fund the Tamar Crossings Air monitoring has been completed in Tideford.

The mobile speed camera is scheduled to come to Landrake in October.

## **182. Saltash Area Road Safety (SARS) (A.I.14)**

No update.

## **183. A38 Trerulefoot to Carkeel Safety Project (A.I.15)**

Update from Cllr Francis.

An email has been received from Mr Jeff Grubert, National Highways.

Cllr Francis has reiterated the questions asked by Landrake with St Erney Parish Council. It is likely a presentation will take place in June, in Landrake or St Germans.

## **184. Community Broadband (A.I.16)**

A new Community Engagement Manager, Mr Geriant James, has made contact with the Council. Cllr Gingell attended a TEAMS meeting with Mr James.

Currently the scheme has received 49% of the pledge target achieved.

It was proposed by Cllr Gingell, seconded by Cllr Walker and agreed by all Councillors that the Council budgets £150.00 for distribution of the leaflet.

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## **185. Usage of designated Council email addresses (A.I.17)**

Cllr Gingell proposed this no longer remains a standing item on the agenda. The motion was seconded by Cllr Francis and agreed by all Councillors. **Resolved.**

### **Actions / Items to note.**

## **186. Correspondence (A.I.18)**

- Local Government Bulletins
- CALC: Let's Talk Cornwall Community Governance Review page. Deadline 29<sup>th</sup> April 2022.
- Safe A38 Zoom meeting: 7<sup>th</sup> April 2022
- Openreach: update on broadband scheme
- Full Fibre broadband enquiry from someone moving to Landrake
- Sir Robert Geffery Hall booking enquiry – Drawn to the valley
- Cornwall Hospice Care – request for funding.
- Cornwall Citizens Advice – Spring 2022 newsletter.
- The container at Landrake Recreation ground.

## **187. To go through the actions from the previous meeting. (A.I.19)**

Due to time constraints the Chairman suggested all Councillors review the actions outstanding.

## **188. Date of next meeting, future items to be included on the next agenda and to raise any matter related to Council business not included on the agenda. (A.I.20)**

**The next meeting is scheduled to take place on Tuesday 10<sup>th</sup> May 2022.**

## **189. The Council resolved that pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 S100 (2) the public and press leave the meeting because of the confidential nature of the business to be transacted. (A.I.21)**

## **190. Closed session: (A.I.22)**

To review and approve the Council's appointed contractor's terms and agree budgets. The Council was presented with a document detailing the budget, payments and terms of contract for Councillors appointed contractors:

- Landrake Home and Gardens
- Mr Reeford Manning
- Mr Alan Bridgeman

It was proposed by Cllr Gingell, seconded by Cllr Mathers and agreed by all Councillors to accept the document as presented by Cllr Francis. **Resolved.**

The meeting closed at 21:15