

LANDRAKE with ST. ERNEY PARISH COUNCIL

Landrake with St Erney Parish Council Minutes of Annual Parish Council meeting Tuesday 10th May 2022 @ 7pm Venue: Sir Robert Geffery Memorial Hall

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

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

OPEN FORUM

(i) Openreach – Gigabit Broadband Scheme

Mr Geraint James, Rural Engagement Manager for Openreach was welcomed to the meeting by Cllr Gingell. Mr James, who covers Wales, Midlands and the Southwest, explained about the government funded scheme.

Accompanied by Parish Councillors, Mr James had been knocking on resident's doors, for those eligible for the scheme. Positive responses had been received. Two members of the public had come to the meeting to meet with Mr James and find out more about the Gigabit Community Broadband Scheme. Mr James said the current position for Landrake is 75% of the target.

(ii) Cornwall Councillor Martin Worth

- **A38 accident:** Update on the accident which happened this evening on the A38.
- **The Queen's Speech / The Levelling up and Regeneration bill:** includes reference to 'second homes'. Billing authorities will have devolved powers (*powers back to the community*) giving them the ability to charge double council tax for dwellings which have been left empty.
- **Government assistance to help people with the rising costs of energy bills:** Households in Council Tax band A to D qualify for £150.00 rebate. Cornwall Council will be writing to those who have not claimed the rebate. There is also a discretionary scheme for those on Council Tax bands E to H.
- **Personal data security:** Cornwall Council will never ask for bank details on the telephone from individuals.
- **Buses:** There is a review going on regarding the use of buses "Use it or lose it". Cllr Cartledge-Claus noted that prices have gone down but wondered how many people are aware of this. CC Martin Worth responded there has been a media campaign. The reduced fares are only for journeys in Cornwall (not going across to Devon)
- **Dolbeare:** Cllr Francis thanked CC Martin Worth for taking forward the Council's concerns over the Dolbeare development. CC Martin Worth committed to taking this up with Cllr Ollly Monk, Cornwall Council's Portfolio holder for housing.

The Clerk asked if anyone would like to elect a Chairman for the Council.

1. Election of Chairman

It was proposed by Cllr Cartledge-Claus, seconded by Cllr Smeardon and unanimously agreed by all Councillors that Cllr Gingell is elected as Chairman of Landrake with St Erney Parish Council. Cllr Gingell accepted the position. **Resolved.**

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2. Election of Vice Chairman

It was proposed by Cllr Barton, seconded by Cllr Savery and unanimously agreed by all Councillors that Cllr Gingell is elected as Chairman of Landrake with St Erney Parish Council. Cllr Gingell accepted the position. **Resolved.**

3. Apologies for absence

Apologies received from Cllrs P Barton, R Savery and S Walker

4. Declarations of interest for any agenda item

None

5. To approve any requests for dispensation (if required)

Non applicable

6. To confirm the acceptance of the adopted Code of Conduct

All agreed and noted

7. To confirm acceptance of the Council's Standing Orders and to agree any modifications

Proposed by Cllr Francis, seconded by Cllr Owen and unanimously agreed by all Councillors to approve the Council's Standing Orders, as circulated by the Parish Clerk. **Resolved.**

8. To confirm acceptance of the Council's Finance Regulations and to agree any modifications

It was proposed by Cllr Francis, seconded by Cllr Smeardon and unanimously agreed by all Councillors to approve the Council's Standing Orders, as circulated by the Parish Clerk. **Resolved.**

9. To appoint and approve the members of committees and working groups.

It was confirmed Cllrs Gingell, Francis and Owen will remain on the Finance Working Group.

Cllr Mathers agreed to continue leading the Environment & Climate Change Working Group and Cllr Smeardon to work with the Environment Group and review the footpaths in the parish.

10. To appoint the Cornwall Gateway Community Network Panel representative

It was proposed by Cllr Gingell, seconded by Cllr Cartledge-Claus and unanimously agreed by all Councillors that Cllr Francis continues to represent Landrake with St Erney Parish Council on the Cornwall Gateway Community Network Panel. Cllr Francis agreed to continue with this role. **Resolved.**

11. To confirm the arrangements for the Councils insurance cover in respect of all insurance risk.

The Clerk provided information regarding the Council's insurance policy which was noted by the Council.

12. To review and adopt the Cornwall Association of Local Council's complaints Handling Procedure.

It was proposed by Cllr Francis, seconded by Cllr Smeardon and unanimously agreed by all Councillors to approve the Council's Standing Orders, as circulated by the Parish Clerk. **Resolved.**

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13. **To review the Council's policies, procedures and practices in respect of its obligations under the freedom of information and data protection legislation.**
- (i) **To approve the draft Model Publication Scheme**
The Freedom of Information Act requires every public authority to have a publication scheme, approved by the Information Commissioner's Office (ICO), and to publish information covered by the scheme. See Information Commission's Office (ICO) website:
<https://ico.org.uk/for-organisations/guide-to-freedom-of-information/publication-scheme/>
It was proposed by Cllr Gingell, seconded by Cllr Owen and unanimously agreed by all Councillors to approve the draft Model Publication Scheme, as circulated by the Clerk.
Resolved.
- (ii) **To approve the adoption of the CALC Freedom of Information Act Policy for handling requests for Information**
Deferred until the next meeting.
14. **To note of the Council's expenditure incurred under s.137 of the Local Government Act 1972 in the year 2021-22 and having met the conditions of the [Prescribed Conditions of the order 2012](#), to approve the adoption of General Power of Competence.**
It was proposed by Cllr Gingell, seconded by Cllr Mathers and unanimously agreed by all Councillors that having met the conditions of the prescribed conditions (at least two thirds of the Councillors having been elected and the Clerk holds a required qualification) that the Council adopts The General Power Competence. Agreed unanimously. **Resolved.**
15. **Approval of the minutes of the previous Full Council meeting held on Tuesday 12th April 2022.**
It was proposed by Cllr Francis, seconded by Cllr Mathers and unanimously agreed by all Councillors that the minutes of the meeting held on 12th April 2022 are approved as a true and accurate record of the meeting. **Resolved**
16. **Finance**
- a) **To note the Council's bank balance.**
£20,084.12 in the Council's Unity Trust current account.
- b) **To note the report / feedback from the Internal Auditor**
The Clerk read the report from the Council's appointed internal auditor, Mr Ian Biffin. It was noted the Council the Council had omitted to publish the Notice for Public Rights..
- c) **To approve the Landrake with St Erney Parish Councils Annual Governance Statement for 2021/22**
It was proposed by Cllr Francis, seconded by Cllr Mathers and unanimously agreed by all Councillors to approve the Annual Governance Statement for the year 2021-22.
Resolved.
- d) **To approve the Landrake with St Erney Parish Councils Annual Accounting Statements for 2021/22**
It was proposed by Cllr Francis, seconded by Cllr Owen and unanimously agreed by all Councillors to approve the Annual Accounting Statements for the year 2021-22.
Resolved.
- e) **Notice of Public Rights**
It was noted the announcement of date of 12th June 2022 for the Notice of Public Rights and Publication of Annual Governance and Accountability Return and that the period for inspection will commence on 13th June 2022 until 22nd July 2022.
- f) **To review the explanation of variance report for 2020-21 and 2021-22**
Circulated the Clerk and noted.

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g Zoom subscription

It was proposed by Cllr Gingell, seconded by Cllr Mathers and unanimously agreed that the Council continues reimbursing the Clerk the monthly Zoom subscription payments.

Resolved.

h) Approval of payments as detailed below

Recipient	Details	Amount
Biffa	Bin collection	873.60
Landrake Home & Garden (Paul Lamerton)	Village maintenance	315.00
Karenza Heald – Admin cost	Printing & Zoom	15.89
Karenza Heald - Mileage	1 journey	11.25
Tartendown Nurseries	Christmas tree	90.00
Play Safety	Annual Inspection	88.20
BHIB Insurance	Council's insurance	529.78
Mervyn Gingell	Reimbursement of payment for padlock / keys for the playing fields	12.00
Ian Biffen	Internal audit	180.00

It was proposed by Cllr Francis, seconded by Cllr Cartledge-Claus and unanimously agreed by all Councillors that the Council approves the payments as detailed above.

Resolved.

17. Sir Robert Geffery Hall – Chairman's proposal for retiring trustees

It was proposed by Cllr Gingell, seconded by Cllr Owen and unanimously agreed by all Councillors that the Council allocates a budget of £120 for a meal at Notter Bridge for the retiring Sir Robert Geffery Hall committee members and the Council's appointed contractor (see minute 19). The Council expressed thanks and appreciation to Daphne Savery (resigning Chairperson of Sir Robert Geffery Hall Committee), Graham Knowles (resigning treasurer of Sir Robert Geffery Hall Committee) and Paul Lamerton (retiring grounds maintenance operative / handyman).

18. Planning updates and decisions

It was proposed by Cllr Francis, seconded by Cllr Gingell and unanimously agreed by all Councillors to agree to delegate decisions to the Clerk in consultation with the Councillors by Zoom. The outcome will be reported at the next Council meeting, for any applications submitted before the June meeting. **Resolved.**

19. Village maintenance

(i) **To note the retirement of Mr Lamerton, Landrake Home & Gardens**

(ii) **To note the emergency delegated procedures implemented to recruit a replacement contractor.**

(iii) **To appoint a committee to recruit a replacement contractor and subject to Zoom or email consultation with the remaining Parish Councillors to agree terms and appoint a replacement contractor.**

Cllr Gingell announced the retirement of Mr Paul Lamerton (full details had been circulated by email). It was agreed, subject to the approval of the Council, Cllrs Owen, Gingell & Francis would appoint a replacement contractor. It was noted the vacancy has been advertised and one applicant has shown an interested in the vacancy. **Resolved.**

20. Reports / updates on standing items (subject to timescales of the meeting)

(i) **Recreation field – No update**

(ii) **Sir Robert Geffery Memorial Hall – It was noted a Zoom meeting will take place at 5pm next Thursday**

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- (iii) **Environmental Sustainability Working group:** A walk has been arranged. Those interested in joining to meet at 5pm at the Bullers Arms. They will be walking up Pound Hill and turning off taking a footpath across wonderful countryside to Frenchman's Lane and back via the playing field.
Cllr Smeardon requested the entrance to Notter Bridge is included on the agenda for the next meeting.
- (iv) **Community Network Panel** – it was agreed Cllr Mathers would be a substitute representative.
- (v) **Saltash Area Road Safety (SARS).** It was noted Cllr Savery was unable to attend the recent meeting. Followign email consultation with the other Councillors, Cllr Francis sent the following email to Mr Holley, Chairman of the Group
“Landrake with St Erney PC ("LPC") has had meetings with Highways England on the A38 Safety Package proposals and has made the following requests - speed cameras (average speed and in specific locations) , a traffic light crossing in Landrake, consider lower speed limit (40MPH / 30MPH Landrake / Tideford), and resurfacing at Hay Lake.

LPC has joined the 20splenty campaign and purchased 50 x 20MPH posters which are now spread around the village.

LPC has put Landrake village forward as a candidate for the pilot scheme for a 20MPH limit in the village - awaiting to hear if we have made the Cornwall council shortlist.

There has been a longstanding problem with parking in the centre of Landrake, and with gridlock at the beginning and end of the school day.

LPC's project under the Gateway scheme for double yellow lines in the centre of the village / Church Road was approved and will hopefully mitigate access issues for emergency vehicles.

LPC continues to believe that the national speed limit should not apply to rural lanes in Cornwall and would like Cornwall Council to lobby to have responsibility for these lanes devolved, so that a lower speed limit can apply.”

(vi) **A38 Trerulefoot to Carkeel project** – No update

(vii) **Actions and updates** – circulated

21. To determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

It was agreed the Parish Council meetings for 2021-22 would take place on:

14th June 2022, 12th July 2022, 13th September 2022, 11th October 2022

8th November 2022, 10th January 2023, 14th February 2022 and 14th March 2022

22. Correspondence

- Invitation to attend ‘Homes for Cornwall’ event from 12:45pm to 4:30pm on 16th May at the Hall for Cornwall in Truro.
- CALC News roundup
- CALC Training schedule
- St Austell China Clay Restoration & Tipping Strategy
- Openreach Broadband – communication with Rural Engagement Manager and parishioners

The meeting closed at 20:46hrs