

Landrake with St Erney Parish Council

Minutes of Full Parish Council meeting Held on Tuesday 11th October 2022 7pm at Sir Robert Geffery Memorial Hall, The Annex

Present: Cllrs Mervyn Gingell (Chairman), Graeme Francis (Vice Chairman), Penny Mathers, Rosemary Savery and Hazel Cartledge-Claus, Patricia Barton and Dr Sara Walker

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

The following was raised:

- (i) Due to lack of support the carnival committee has decided to disband. The Council was handed a cheque £978.17, this being the remaining funds in the Landrake Carnival Committee bank account. Once the cheque has cleared the process will start to close the bank account. The Council was asked to retain the funds earmarked specifically for as and when a new Carnival Committee is formed. The Council agreed to keep the funds until a survey is completed, and members of the community come forward willing to run a new committee. If a committee is not formed then in two / three years, the Council will consider allocating the funds towards other community activities. On behalf of the Council and the community the Chairman thanked the Carnival Committee for all their hard work.
- (ii) The Council was updated on the position of the Bullers Arms, in The Square, Landrake. The landlord has given in his notice. The Council was asked to consider whether they wanted to register the pub as an Asset of Community value adding if the pub were to close it would be a loss for the community. See appendix i

59. To receive apologies for absence (A.I.1)

Apologies received from Cllr H Cartledge-Claus and P Mathers

60. Declarations of interest on any agenda item and if relevant approval of dispensations (A.I.2)

None

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

None

62. Traffic & Transport in West Lane (A.I.4)

Cllr Gingell updated the Council on the recent issues published on the local community Facebook page regarding on anti-social behaviour / irresponsible driving on Congdon's Orchard. A post regarding the issue generated over 60 comments, which included comments 'what are the Council doing about it'.

In response to the social media posts regarding incidents on Congdon's Orchard Cllr Gingell contacted the police. The advice given was unless the police are contacted there are unable to take any action. The police have acknowledged there are issues with delays in reporting crimes by telephoning 101 and said members of public can report on line on the Devon and Cornwall Police website, using the online reporting form or by sending an email to 101@dc.police.uk.

Cllr Gingell had spoken to the instigator of the social media post and informed him of the police response. Unfortunately, the police have only received one official report regarding the incident.

The Councillors discussed the issues at length. Cllr Smeardon suggested that the Council purchases official "children playing in this area signage".

Actions: (i) Parish Clerk to research prices of signage and include on the agenda for the next Parish Council meeting. (ii) Cllr Gingell to speak to landowners in the area regarding positioning of the signage.

Landrake with St Erney Parish Council

Cllr Francis led the discussion regarding speeding in the area. It was agreed the Council should look to apply for 30mph speed limits in this area.

It was proposed by Cllr Francis, seconded by Cllr Gingell and unanimously agreed by all Councillors that the Council applies to the Cornwall Community Gateway Network Highway Improvement Scheme for funding. The costs of which would be between £9,000 and £10,000. It was agreed the Council would commit to funding a third of the cost (up to £3,400). Resolved.

Note: If the Council is successful in funding it could take 2/ 3 years before this is implemented.

Cornwall Council Martin Worth joined the meeting and reported:

- he had attended a Safer Saltash meeting, and the police are aware of the situation in Landrake and the issues reported on social media.
- he has spoken with the Police and Crime Commissioner, who emphasised if she wished could turn of social media. If anyone has information relating to a crime they should report it to the police. The Council discussed getting this message across to members of the public. Action: Clerk to work with Chairman to produce a statement and information relating to reporting of crimes on the Parish Council website and local community Facebook page.
- The challenges Cornwall Council faces regarding the budgets. Cornwall Council faces £62 million deficit after overspends. The focus will be looking at statutory obligations the Council has to fulfil, and all other functions will be under review. The budget process will be ready for the new year.
- The 20mph limit has been successfully rolled out.
- The Community Network is under review with a potential change in the numbers and size. The good news is Community Link Officer, Catherine Thomson will be retained. It is likely that Liskeard and Looe will be included within the Cornwall Gateway Community Network area.
- The Parish Council is encouraged to get involved in the shared prosperity fund - £132 million programme for the whole of Cornwall.

63 Mayor for Cornwall / Let Cornwall Decide campaign (A.I.5)

Cllr Gingell raised the question of over a potential mayor for Cornwall with CC Martin Worth. CC Martin Worth said an offer has been made by the government for the levelling up programme. There are a set of rules across the country and part of the criteria is to have a mayor. Potentially £100's of million pounds are on the table. No decision has been made but there is a need to have the door open for negotiation. CC Martin Worth added currently we do not know what the deal is. In response to the communication from the Let Cornwall Decide Campaign, it was proposed by Cllr Francis that a proposed mayor is not right for Cornwall and Landrake with St Erney Parish Council would like more official information about the benefits of the level three levelling up status. The motion was seconded by Cllr Gingell and was unanimously agreed by all Councillors. **Resolved.**

64. Planning updates (A.I.6)

There were no planning applications received for Parish Council consultation. Concern was raised over an unplanned development in St Erney in an AONB. The issue has been reported to Cornwall Council.

65. Minutes of previous meeting: Approval of the minutes of the meeting held on Tuesday 12th July 2022. (A.I.7)

Cllr Barton and Cllr Walker had been omitted as attendees of the meeting. It was proposed by Cllr Francis, seconded by Gingell and unanimously agreed by all Councillors that subject to this amendment the minutes are approved as a true and accurate record of the meeting. **Resolved.**

Landrake with St Erney Parish Council

66. Finance (A.I.8)

a) To note the Council's bank balance.

Cllr Gingell report the Unity Trust bank balance was £22,092.62

b) To review the Clerk's finance report.

The Clerk's finance report was reviewed. It was noted £200 received from a coffee morning from local handcraft community group with funds being raised towards play park

c) Council payments

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

Recipient	Details	Amount
K Heald	Mileage – October 2022	11.25
Tim Lamerton	September 2022	390.00

and to approve any payments received after circulation of the agenda and presented in the Parish Council meeting.

(ii) Approval of payments contractual payments and payments made under delegated authority due to the postponement of the Parish Council meeting, which was scheduled to take place on Tuesday 13th September 2022

Recipient	Details	Amount
Glasdon UK	Bin	163.26
HMRC	PAYE – July, August & September 2022	262.60
K Heald	Wages and home office allowance – July, August & Sept 2022	1,122.24
K Heald	Mileage – July 2022	11.25
E R Executive	Book of condolence for HM Queen Elizabeth II	42.94

It was proposed by Cllr Gingell, seconded by Cllr Owen and unanimously agreed by all Councillors that the payments listed above are approved. **Resolved.**

(iii) To note payments made since the last meeting under delegated authority

Financial Regulation - 6.2 "If a payment is necessary to be made to avoid a charge of interest under the Late Payment of Commercial Debts (Interest) Act 1998, or required under the Public Contracts Regulations 2015

Recipient	Details	Amount
Tim Lamerton	July village maintenance, defibrillator checks & materials	374.10
Tim Lamerton	August village maintenance	316.56
Sir Robert Geffery Hall	BT	141.42

The payments listed above were duly noted.

(iii) To approve the expenditure of a replacement bin

It was proposed by Cllr Francis, seconded by Cllr Walker and unanimously agreed by all Councillors that the Council budgets £200 for a new bin from Glasdon UK. **Resolved.**

67. To pass a resolution to sign up to the civility and respect (A.I.8)

Definition of Civility and Respect

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

The Parish Clerk read the communication received from Cornwall Association of Local Councils. Councils who register and agree to the following statements:

- Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations and volunteers, with civility and respect in their role.
- Our council has committed to training councillors and staff.
- Our council has signed up to Code of Conduct for councillors.

Landrake with St Erney Parish Council

- Our council has good governance arrangements in place including, staff contracts and a dignity at work policy (it was noted the Council needed to provide a dignity at work policy).
 - Our council will commit to seeking professional help in the early stages should civility and respect issues arise.
 - Our council will commit to calling out bullying and harassment when if and when it happens.
 - Our council will continue to learn from best practice in the sector and aspire to be a role model / champion, .e.g via Local Council Award Scheme.
 - Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.
- The Council agreed to adopt the Civility and Respect please. **Resolved.**

68. Cornwall Council consultations (A.I.10) to consider comments on the following consultations:

(i) Public consultation – Statement of Principles under Gambling Act 2005.

Noted. No comments.

(ii) Restriction of dogs on beaches

Noted. No comments

69. Policies and procedures (A.I.11)

(i) Equal Opportunities policy

It was proposed by Cllr Walker, seconded by Cllr Savery and unanimously agreed by all Councillors to adopt the Equal Opportunities policy. **Resolved.**

(ii) Safeguarding policy

The following amendment was agreed for the draft Safeguarding Policy “The scope of this safeguarding policy covers the activities of the Parish Council and the responsibility of the hall committee for any safeguarding issues reported back to them within remit of the hall committee’s responsibility.” It was agreed the Parish Clerk would include the amended policy for adoption at the next Council meeting.

20:24 Nigel Owen left the meeting

70. Poppy display (A.I.12): Request for poppies to be displayed at the entrance to Landrake village to commemorate Remembrance Day.

All Councillors were supportive of the proposed poppy display.

Action: The Clerk to forward Cllr Savery’s details to the organiser.

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.

71. Recreation Field (A.I.13)

Nothing to report.

Cllr Gingell reported fire-proof seating had been installed in Pillaton. Action: Clerk to contact Pillaton Parish Clerk to ask where the seating was purchased.

72. Village playground and village maintenance (A.I.14)

Cllr Gingell reported the village sign has been painted.

The Council’s contractor, Mr Tim Lamerton has been booked in for PA1 & PA6 course

Action: Clerk to include on the agenda for the next Council meeting formal approval for the PA1 & PA6 course and a budget for safety protection.

It was agreed the Council’s contractor, Reeford Manning, would cut the ground, opposite Sir Robert Geffery Memorial Hall, on the entrance to the village (east) – 5 cuts a year.

It was agreed Allin Bridgeman, would be appointed to trim the hedges in the football field at a cost of £200 – £250.00.

It was proposed by Cllr Francis, seconded by Cllr Gingell and unanimously agreed by all Councillors that the Council approves the above costs. **Resolved.**

It was noted that Mr Tim Lamerton needs to complete a RoSPA play inspection course.

Action: Clerk to investigate the available courses.

Landrake with St Erney Parish Council

73. **Environmental Sustainability Working Group (A.I.15)**
No current updates. The most recent meeting was postponed.
74. **Community Network Panel (A.I.16)**
Cllr Francis was unable to attend the last meeting. There was a presentation Devon and Cornwall police presentation from sector inspector Aaron Clarke.
75. **Saltash Area Road Safety (SARS): (A.I.17)**
Future dates Thursday 20th October, Thursday 19th January, Thursday 16th March
Cllr Savery attended the last meeting. There were no updates on reintroductions of PCSOs.
76. **A38 Trerulefoot to Carkeel Safety Project.(A.I.18)**
No current update
77. **Community Broadband (A.I.19)**
No current update.

Actions / Items to note.

78. **Correspondence (A.I.20)**
- **Local Government Bulletins**
 - **NALC briefing paper** : Short Term Holiday lets DCMS consultation
 - **NALC Chief Executives Bulletin**
 - **Saltash Red Bus** – August programme
 - **Cornwall Family History Society** – an open day and drop-in session at Saltash Wesley Church, Callington Road, Saltash on Saturday 24th September 2022.
 - **Cornwall Association of Local Councils (CALC):** Funding update TEAMS meeting on 23rd August 2022.
 - **Cornwall Association of Local Councils (CALC):** CALC Training Bulletin – September to December 2022.
 - **Cornwall Association of Local Councils (CALC):** South West Water - invitation to online consultation event in September
 - **Cornwall Association of Local Councils (CALC):** Planning training
 - **Great Western Railway / Network Rail:** ASLEF strike this Sat 13th - no service on majority of GWR network
 - **Tamara Landscape Partnership:** Art, craft and activity sessions. Tues 30th August. Landrake memorial hall
 - **Community Energy Trust:** Sustainable Warmth grant
 - **National Highways notification:** A38 Landrake full overnight closures for road renewals works, Monday 26 September to Saturday 8 October 2022
 - **Climate Emergency DPD Team, Cornwall Council:** Consultation on the Schedule of Modifications to the Climate Emergency Development Plan Document Submission Document
 - **Cornwall Council Community Link Officer:** PSPO – Restriction of dogs on beaches consultation.

19. **To go through outstanding actions from the previous meetings.**

Minute	Action	Status / Notes
6 13/04/21	Cllr Savery, Cllr Smeardon and Cllr Cartledge-Claus agreed to do some research regarding skatepark / youth facilities and report back to the Council.	Outstanding
13 04/05/21	Review the constitution for the Sir Robert Geffery Memorial Hall. Note: Parish Council are recorded as sole trustees on the charity commission website but currently act as custodian trustees.	Constitution agreed – needs submitting to charity

Landrake with St Erney Parish Council

		commission
125	Cllr Savery recommended relocation of the old, disused noticeboard to the war memorial and also agreed to collate historical information on local service personnel.	Outstanding
63 14/09/21	Report for next Council meeting on the footpaths	New 14/09/21
174d 12/04/22	Asset register: check ownership and responsibility of wells in the parish.	Outstanding – obtain address
40 (i) 14/06/22	Council previous agreed to approach the local primary school with view to running a competition for a new Council logo (minute 33, 8 th June 2021) Following discussion, it was agreed to approach a designer A budget of £200 agreed of £200 was agreed..	Approach local designers.
50 12/07/22	Council approved Mr Tim Lamerton’s attendance of a the PA1 and PA6 weed spraying course	Outstanding
51 12/07/22	Environment & Sustainability Working group: Open evening to be organised for September 2022	T.B.C.

The Council went through the above actions.

- **Login in details need to be obtained from Graham Knowles so that the updated constitution for Sir Robert Geffery Hall Trustees can be uploaded on to the Charity Commission website.**
- **Cllr Savery produced an image of a proposed Parish Council logo.**
- **Cllr Savery has been collating information for the war memorial.**

79. Date of next meeting and future items for consideration at the next meeting

- Cllr Savery has a rowing boat which she would like to donate to the village for planting.
Action: Parish Clerk to contact Cllr Mathers.

Meeting closed at 21:10

Appendix i - Information from Cornwall Council website

Once an asset is listed this places some restrictions on the owner should they decide to put it up for sale. Before the asset may be sold the owner must notify the council. From then there is an initial period of six weeks given. This is to allow groups the opportunity to register an interest in making a bid to purchase the asset. Where an interest is registered by a qualifying group, the asset cannot be sold for six months. This gives groups time to develop a proposal. They should also raise the required capital to bid for the asset when it comes onto the open market at the end of that period.

It’s important to note that the listing serves only to give a window of time to groups. This time is to prepare to bid alongside other potential buyers if the asset comes up for sale during the five year period. Any sale after the six month period takes place under normal market conditions. The owner is under no obligation to sell to a community group. Equally, community groups which have registered an interest are under no obligation to bid or purchase.

My community.org.uk: Nominating an asset of Community Value, CV and Community Right to Bid

Listed Assets of Community Value stay on your local authority’s list for up to five years. Pubs that are listed as ACVs require a planning application to change their use or demolish them (the same protection applies pending a decision from the point when the pub is nominated for ACV status). If the pub is listed as an ACV, these requirements will be effective for the duration of the listing.

Landrake with St Erney Parish Council

During this period, if the owner of the listed asset decides to sell they must inform the local authority of their intention to do so. The community then have up to six weeks to express an interest in becoming potential bidders to buy the asset.

Once an expression of interest has been received, a further four and a half month pause in the sale process is triggered. This gives potential bidders a total of six months to raise the funds required to purchase the asset. At the end of the period, the owner may sell it to whoever and at whatever price they choose.