



Present: Cllrs M Gingell (Chairman), G Francis (Vice Chairman), Dr S Walker, P Mathers, K Smeardon, R Savery, D Morris.

In attendance: Mrs K J Heald, Parish Clerk and two members of public.

A.I. = Agenda item number

**Minutes of Full Parish Council meeting
held on Tuesday 13th June 2023 at 7pm
Venue: Sir Robert Geffery Memorial Hall (annex)**

- 31. Welcome, introductions and Chairman's announcements (A.I.1)**
Cllr Gingell opened the meeting at 7:07pm
- 32. To receive declarations of interests on any agenda item and if relevant to approve any requests for dispensations. (A.I.2)**
None
- 33. Open forum and Cornwall Councillor report (15 – 30 minutes) (A.I.3)**
Member of public: The Council received an update that they have received a call from the police saying that the assault case and church break will be going to court.
Cornwall Councillor Martin Worth: Apologies received from CC Martin Worth
- 34. Apologies for absence (A.I.4)**
Apologies received from Cllrs P Barton, N Cartledge-Claus, N Owen.
- 35. Matters arising from the previous meeting (A.I.5)**
None
- 36. Minutes of last meeting:** Approval of the minutes from the meeting held on 9th May 2023. (A.I.6)
It was proposed by Cllr Francis, seconded by Cllr Mathers and unanimously agreed by all Councillors that the minutes of the meeting held on 9th May 2023 are approved as a true and accurate record of the meeting. **Resolved.**
- 37. Planning application consultee decisions and planning updates (A.I.7)**
- a. **Clarke Telecom on behalf of CK Hutchinson Networks (UK) Ltd**
Update: Including recent communication from Three UK, Sheryll MP and National Highways
- **National Highways:** On Wednesday 7th June 2023 a Zoom meeting took place with National Highways representatives, Cllr M Gingell, Cllr G Francis, Cornwall Councillor Martin Worth and the Parish Clerk. National Highways were asked if there is anything they can do to stop the mast from being installed in the proposed location (the entrance to Landrake, off the A38). Cllr G Francis reported because the bar is low and set through legislation there is not a lot National Highways can do to stop the process. Cllr Francis read an email which had been sent to National Highways (see appendix 1)
 - **Sheryll Murray MP:** A meeting had taken place with Sheryll Murray, MP for SE Cornwall and her Office Manager, Mr Robert Davidson. The site meeting was attended by CC Martin Worth, Cllr M Gingell, Cllr G Francis and the Parish Clerk. Sheryll agreed the proposed site for the radio mast was not a suitable location and agreed to write to Three and National Highways.
 - **Publicity:** Cllr M Gingell and Cllr G Francis were interviewed by Pirate Radio and Heart FM.
 - **Next steps:** It was agreed to send an additional letter in the post to the CEO of Three but to wait for a response from Sheryll Murray's communication.
- b. **Parish Council consultee response for application**
To consider any Parish Council consultee response on applications received since the distribution of the Council agenda, details of which will be publicised on the Council's website.- none were received
- c. **Cornwall Council:** Updates

38. Finance (A.I.8)

38.1 To note the Council's bank balance.

Cllr Gingell noted the bank balance on 13th June 2023 was £19,972.09

38.2 To review the Clerk's finance report.

38.3 End of year accounts 2022-23: Internal and External Audit

- a) **Internal Audit completion:** The Internal Audit report from Ian Biffen was noted.
- b) **External Audit submission:** It was proposed by Cllr Gingell, seconded by Cllr Savery and unanimously agreed by all Councillors to confirm that Landrake with St Erney Parish Council meets the qualifying criteria, as detailed on the Annual Governance and Accountability Return 2022/23 Form 2 and wishes to Certify as exempt from a limited assurance review. **Resolved.**
- c) **External Audit submission:** The Annual Internal Audit Report 2022/23 (page 4 of the Annual Governance and Accountability Return) was noted.
- d) **External Audit submission:** It was proposed by Cllr Gingell, seconded by Cllr Walker and unanimously agreed by all Councillors to approve the Annual Governance Statement 2022/23 (page 5 of the Annual Governance and Accountability Return). The form was signed by the Chair and Clerk / RFO. **Resolved.**
- e) **External Audit submission:** It was proposed by Cllr Francis, seconded by Cllr Mathers and unanimously agreed by all Councillors to approve the Accounting Statements 2022/23 (page 6 of the Annual Governance and Accountability Return). The form was signed by the Chair and Clerk / RFO. **Resolved.**
- f) **Explanation of Variances:** The Explanation of Variance report for the 2021/22 and 2022/23 accounts were noted.
- g) **Notice of Public Rights:** The Council noted the Clerk's recommended dates of Monday 19th June 2023 and ending on Friday 28th July 2023 for the Notice of Exercise of Public Rights. .

38.4 Council payments

Approval of payments as detailed (where applicable amounts include reclaimable V.A.T.) and to agree payment of any invoices received after the distribution of the agenda, presented in the meeting.

Recipient	Details	Amount
Ian Biffen	Internal Audit	180.00
Karenza Heald	Mileage – June 2023	11.25
Karenza Heald	Wages and Home Office Allowance – April, May and June 2023.	1,205.60
Karenza Heald	Office costs – printing and Zoom (final payments)	16.72
HMRC	PAYE: April, May and June 2023	283.40
Tim Lamerton	Village maintenance to include defibrillator checks, play park inspection, strimming, grass cutting and bin emptying / litter clearance.	323.00

The Clerk said the agenda detailed the Internal Auditors costs were £150 but the cost was £150.00 + V.A.T. = £180.00.

It was proposed by Cllr Walker, seconded by Cllr Smeardon and unanimously agreed to approve the payments as presented. **Resolved.**

Cllr Gingell said there had been some misunderstanding regarding the ownership of the telephone kiosk. Instructions to refurbish the telephone kiosk had been instigated by a member of the hall committee. The Clerk stated that for transparency any expenditure should be detailed on the agenda. The Councillors asked that the Clerk contacts the contractor informing them that the Council agrees the costs in principle but a formal vote is required and the expenditure approval will be included on the agenda for the next meeting.

38.5 Play park inspection training course:

It was proposed by Cllr Gingell, seconded by Cllr Francis and unanimously agreed by all Councillors to approve a budget of £600 for the Council's contractor, Mr Tim Lamerton, to attend a RoSPA play park inspection course. The budget will cover the course fees and travel costs. Mr Lamerton will also be paid for his time attending the course. **Resolved.**

38.6 Newsletter

It was proposed by Cllr Francis, seconded by Cllr Gingell and unanimously agreed by all Councillors that the Council agrees a budget for the publication of a Council newsletter. **Resolved.**

Action: Clerk to contact St Germans Parish Council to see if Landrake could be included in 'The Nut tree' newsletter. Information on bus services to be included in the newsletter.

Standing items for update / reporting - except where noted on the agenda that a decision is required

39. Recreation Field (A.I.9)

Cllr Mathers waiting to receive feedback from the Ironmongers.

A discussion took place on options for the young people.

Action: Cllr Morris to obtain cots for a bespoke table made from scaffold poles

Cllr Gingell advised the school has not cut the grass in the recreation / playing field. A farmer has cut the recreation field grass and baled it. Tim Lamerton will be providing a quotation for future cuts.

Action: include consideration of future costs as an agenda item for the next Council meeting.

Cllr Francis reminded Councillors of a training course available to assist with grant funding

The Councillors discussed the options of facilities for young people. Cllr Gingell highlighted the need that any purchases would need to be vandal proof. Cllr Morris agreed to get some prices for a bespoke table made of scaffold poles.

Cllr Gingell said the grass has not been cut. Historically, an arrangement has been in place for the grass to be cut by Sir Robert Geffery Memorial School's contractors. A farmer has cut the field and baled the long grass but the field is still in need of a cut. Tim Lamerton has agreed to provide a quote to cut the grass but meanwhile, it was agreed under delegated authority for Tim Lamerton to cut the grass as part of his monthly schedule.

40. Village playground and village maintenance (A.I.10)

Tim Lamerton has been weed spraying around 5.00am. Safety procedures have been in place.

41. Environmental Sustainability Working Group (A.I.11)

The Councillors discussed a wilding area on North Road. Cllr Mathers agreed to contact the volunteers.

42. Community Area Partnership (formerly Community Network Panel) to appoint a substitute representative. (A.I.12)

Cllr Gingell and Cllr Francis attended the first Community Area Partnership meeting. The group now covers a wider area than the Community Network Panel. Attendees were asked to list their priorities. Almost all town / parish council representatives stated improvements to the A38 were a priority. Others priorities put forward were Planning & Economics and Health. The group has yet agree a name but Cllr Francis proposed calling it 'South East Cornwall Community Area Partnership' – proposed Cllr Francis, Seconded Cllr Gingell, **Resolved**

Cllr Mathers and Cllr Walker agreed to substitute Cllr Francis, when required.

43. Saltash Area Road Safety (SARS) (A.I.13)

Next meeting in July.

44. A38 Trerulefoot to Carkeel Safety Project: Update Cllr Francis (A.I.14)

No update

45. Community Broadband (A.I.15)

Cllr Gingell reported the engineer had initially said the works would be 21 days but due to quite a few blockages there could be a long delay. Openreach may need to go through planning for digging up pavements

46. Correspondence (A.I.16)

- **Local Government Bulletins**
- **National Association of Local Councils:** Chief Executive Bulletin
- **Cornwall Association of Local Councils:** CALC Training Bulletin: June, July and August 2023.

47. To go through outstanding actions from the previous meetings. (A.I.17)

The Clerk still needs to check the ownership status of the wells in the parish. Grid references have been supplied by Cllr Gingell.

Cllr Gingell reported concerns over Ash Dieback and agreed to send the grid references to the Clerk.

48. Date of next meeting (A.I.18)

Tuesday 11th July 2023

The meeting closed at 20:42hrs

Appendix 1: Communication to National Highways, ref application for radio mast

Thank you for taking the time to discuss the Planning application PA23/02464 last week.

During the meeting we were asked to give three reasons why the mast causes a danger to motorists, and during the discussion you mentioned that none of them individually significant enough to result in a road safety audit being failed.

We have reflected on this and feel strongly that the A38 is a special case and the distraction imposed by the mast cannot be compared with, say, pylons alongside a motorway.

There are many factors, unique to the A38, which define this junction as a particularly dangerous one :

- Speed limit of 40 MPH is given as a possible reason to reduce the risk of the mast – however the limit is frequently ignored and there is no speed camera in situ to enforce this speed limit in the location of the mast
- There are bus stops on both sides of the road adjacent to the mast location
- There is a pedestrian crossing opposite the mast location
- Multiple signs are on the site and in the lead-up to it from both sides which are already enough distraction for drivers
- Vehicles are often in the middle of the road turning into or out of Landrake (we realise that this is not allowed, but often, residents have no choice
- The location is almost at the brow of a hill
- The existing footbridge is also a distraction
- On both sides of the site, there is a 2 lane - → single lane road configuration, often the consequence of this is that cars complete their overtaking “just in time” and enter the 40MPH at a much higher speed
- The A38 is the first A road with single lane traffic that many longer-range travellers will encounter , towards the end of their journey to Cornwall.

No individual factor may be sufficient to fail a road safety audit in isolation, but there are very many factors above which highlight the existing dangers of the A38 and the incremental effect of a mast and cabinets just adds to the danger.

Many people in Landrake remember a fatality on this site which led to the installation of the footbridge. Near misses are already a regular occurrence here, and the Parish Council urges National Highways to consider all of the above factors when conducting safety assessments and considering what measures may be needed to prevent an errant strike on the mast. Parishioners are concerned that any barrier erected to prevent an errant vehicle strike could create a new impairment to vision for motorists in this location.

These factors are in addition to the fact that the mast should not in our opinion be located where it can fall onto the road or neighbouring houses (although we appreciate these planning considerations are not within the control of National Highways).

Whilst we understand that it is for Clarke Telecom to update us on the progress of the road safety aspects (if they choose to do so), any information that you could give us would be much appreciated, as we need to keep our community as informed as possible.

Sir Robert Geffery Hall – Sole Trustees meeting

After the Council meeting members were asked to remain in the meeting for an update on the Sir Robert Geffery Hall.