

LANDRAKE with ST ERNEY PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Geffery Memorial Hall, Landrake on Tuesday 17th November 2015 at 7.00 pm.

Present – Mr G Knowles, Chairman

Miss P Barton, Mrs H Cartledge-Claus, Mrs M Cornfield,
Messrs M Gingell, N Owen, Mrs R Savery, Mr M J Tamblyn,
Dr S Walker and Mr M Webster.

OPEN FORUM

There were no matters raised for discussion under this heading.

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

The Minutes of the Parish Council Meeting held on the 13th October 2015 having been circulated were taken as read, approved as a correct record and authorised to be signed by the Chairman.

3. MATTERS ARISING

3.1 Recreation Field

The Clerk reported that the hedges to the perimeter of the field had recently been trimmed, and the car parking and other areas had been weed killed as necessary.

It was noted that there was a small hole in the roof of the storage building and a new net was required behind the goal post to prevent balls being kicked out into the Blunts Road.

3.2 Sir Robert Geffery Memorial Hall

The Chairman reported that the Hall Committee are still waiting on the Charity Commissioners approval of the Hall's accounts in order to obtain the grant funding from the Howton Solar Farm Community Fund

The toilets to the Solomon Browne Room have recently been painted by Paul Lamerton and the room is now in a generally good and tidy condition.

Bookings for the Hall continue to be satisfactory.

3.3 Village Playground

The Clerk reported that he had been in contact with three firms regarding the repairs and improvements to the playground and to date two of those firms had expressed an interest and would be willing to visit and look at the work needed when they next had a representative in this area.

Discussion took place on the need to replace the fence alongside the driveway to the Vicarage and it was suggested that this could be constructed using metal railings. Consideration was also given to the possibility of obtaining grant funding for this work.

3.4 Village Street cleaning

It was noted that all street cleaning is up to date. It was reported that the two hand posts on the footpath from School Road to Highertown had been removed despite the fact that they had been concreted in the ground. The Clerk agreed to deal with this matter as necessary.

3.5 Home Park, Landrake

The Clerk reported that there had still been no progress on this matter and discussion took place. It was noted that problems arise when larger vehicles and lorries try to gain access to Home Park due to the number and location of vehicles parked in the road.

The Chairman stated that the residents of the bungalows in Home Park should have the right to park nearby, and the creation of three parking spaces on the green area would be sufficient.

Mr M Webster stated that it should not be forgotten that children who live in Home Park do use this as a play area. It was considered that this matter should continue to be pursued with Cornwall Council.

3.6 White Lines and Virtual Walkway, School Road, Landrake

It was noted that there had been no progress with these matters and it was agreed that it should continue to be pursued with Cornwall Council. It was noted that Councillor Pugh had agreed to assist where possible.

3.7 Bus Shelter, North side of A38

It was noted that there had been no progress in achieving any improvement to this shelter and again Councillor D Pugh was pursuing this matter with Cornwall Council.

3.8 Village Christmas Tree

Following discussion it was agreed that the Christmas Tree would be erected on the 5th December 2015 with the switching on of the lights on the 12th December in conjunction with the event in the Hall.

3.9 Clerk to the Parish Council

Discussion took place on the need to advertise the vacancy for a Clerk to the Council and it was agreed that advertisements should be placed in the Cornish Times and the Western Morning News, as well as the Parish Council website and on the village notice boards.

It was agreed that the advertisements should give as much information as possible along the suggested format put forward by the Clerk.

Interviews with prospective candidates would be carried out in early January 2016 with an interview panel consisting of the Chairman, Mr M Gingell and Dr S Walker. It was agreed that the present Clerk should sit in on the interviews to offer assistance and advice as required.

3.10 Rules for Ordering Work

Consideration was given to the rules for ordering work as established in 2009 and following discussion it was agreed that the following changes be made in order to bring this up to date –

- Category 1 Work costing up to £500.00 can be ordered on a jobbing contractor, verbally, following an estimate of cost from the contractor, via a member of the Parish Council or the Clerk in conjunction with the Chairman
- Category 2 Work costing between £500.00 and £2,500.00 can be ordered following written quotations of cost from, if possible, three contractors.
- Category 3 Work costing £2,500.00 and above can be ordered following written quotations from at least three contractors based on a written Statement of Requirements and subject to approval from the Parish Council. All work in this range shall be advised to the Parish Council prior to obtaining quotations.

It was noted that estimates or quotations and final costs are to be recorded in the Minutes of Parish Council meetings.

Mr M Webster raised the point that it should be noted that Minute 3.8 of the October meeting should make it clear that it had not been possible to form three contractors but that one written and one verbal quotation had been received with the written quotation being the lowest.

3.11 Community Defibrillator

Further discussion took place on this matter with particular consideration being given to the location of a defibrillator to enable access to it for as many hours in a day as possible.

The Clerk reported that he had obtained information from the British Heart Foundation on the availability of funding and it was agreed that an application should be made and the matter to be considered further at the next meeting in January 2016.

4. FINANCE

4.1 Income

Cornwall Council – Paperless Planning Grant	£700.00
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4.2 Expenditure

P Lamerton – Village Maintenance	£191.25
R Udy – Playground Grass Cutting 2015	£300.00
WesternWeb Ltd – Annual Maintenance of Council Web Site	£72.00
Mrs S Walton – Wildlife Map for Neighbourhood Plan	£96.00
Mrs S Walton – Aerial Photograph for Neighbourhood Plan	£90.00
Royal British Legion – Poppy Appeal	£25.00
Cornwall Rural Community Council – Re Neighbourhood Development Plan	£5,160.00

The above accounts were approved for payment.

4.3. Other Financial Business

4.3.1 Financial Review and Precept 2016/17

The Clerk presented details of the Income and Expenditure for the six months to September 2015. Consideration was given to this and to the report given by Mr M Gingell on behalf of the Finance Sub Committee in which it was noted that there was a proposal to increase the Clerk's salary, and the rate paid to Mr P Lamerton by 2% with effect from 1st April 2016. It was also noted that a figure of £1,500.00 had been suggested to cover the cost of advertising for, and the training of a new Clerk in 2016/17.

Following consideration of this and other matters relating to the budget it was proposed by Mr N Owen, seconded by Miss P Barton, carried by the meeting and –

RESOLVED – That the recommendations of the Finance Sub Committee be accepted and a precept of £14,750.00 for 2016-17 be submitted to Cornwall Council.

Details were noted of a transparency fund being established by Cornwall Council to assist Councils in the move to work towards compliance with the Transparency Code for

Smaller Authorities, and it was agreed that an application should be prepared and submitted in January 2016.

5. PLANNING

5.1 Planning Applications

PA15/10795 – Mr D Harte – Non material amendment following grant of planning application PA15/02348 dated 13th May 2015 for proposed garage and workshop, namely wall facing the side of the cottage to be rendered to match dwelling at the Cottage, School Road, Landrake.

Observations – No Observations

5.2 Planning Decisions

PA15/08740 – Mr & Mrs P Walshe – Certificate of Lawfulness for confirmation of material commencement to development approved under application E3/06/00394/FUL dated 7th July 2006. (Re-siting of three bedroom bungalow)

Approved

5.3 Planning Correspondence and Reports

5.3.1 Update on Enforcement Cases

The Clerk reported on the decision regarding the unauthorised dwelling at Meldon Park, Landrake following the recent Crown Court case which required the demolition of the property by the 30th April 2016.

5.3.2 Mera Park, Landrake

It was noted that there is nothing to report on this matter at the present time.

5.3.3 Neighbourhood Development Plan

Dr S Walker reported Cornwall Rural Community Council was working on the completion of the Plan with a final consultation having to be carried out before the referendum can take place. A further social evening might be arranged to give people the opportunity to see the final plan before the referendum and to encourage them to use their vote as there is the need to get at least 50% of those voting to be in favour in order to achieve the adoption of the Neighbourhood Development Plan.

6. ANY OTHER BUSINESS

6.1 Landrake War Memorial

The appreciation of the Council was expressed to Mrs R Savery for the work carried out to the War Memorial and to the display of poppies on the pedestrian bridge over the A38 during the Remembrance Day period.

(Mrs H Cartledge-Claus and Dr S Walker took their leave of the meeting following this item of business).

6.2 Remembrance Day Service

The Chairman expressed his thanks on behalf of the Council to Miss P Barton for representing the Parish Council at the village Remembrance Day service.

6.3 'Crosstalk' Magazine

Mr M Webster gave details of the proposed entry for the next edition of 'Crosstalk'.

6.4 Pedestrian Bridge over A38

Mrs R Savery expressed her concern at the present condition of the pedestrian bridge over the A38 and it was agreed to submit a request to the Highways Agency for the bridge be cleaned.

6.5 Village Church Clock

Miss P Barton reported that whilst the Church clock still needed further repair work, there had recently been a sum of money left to the Church by a benefactor to cover the cost of the repairs.

6.6 Frenchman's Lane, Landrake

Miss P Barton reported that there is once again flooding in Frenchman's Lane close to the junction with Wotton Cross and the Clerk was instructed to bring this to the attention of Cornwall Council.

6.7 Landrake 'Yellow Page'

The Chairman reported that he had been contacted by Mr R Kneebone to ascertain whether an updated copy of the Landrake 'Yellow Page' could be included with each copy of 'Crosstalk' at an annual cost of £50.00. Following consideration it was agreed that this should be done and the Chairman confirmed that he would advise Mr R Kneebone accordingly.

6.8 Police Station Closures and Contact details

Details were received and noted of the proposed Police station closures, amalgamations and in some instances the construction of new stations over the next few years.

The Clerk also reported that he had received details of the local contacts for the Police and it was agreed that this should be circulated to all Councillors.

7. **NEW CORRESPONDENCE AND BUSINESS**

7.1 Cornwall Council – Planning conferences for local Councils

Details were received and noted of future proposed planning conferences for Parish and Town Councils.

7.2 Cornwall Council – Criminal Record Checks

The Clerk reported on this matter and whether consideration should be given to the members of this Councils undergoing criminal record checks, but following consideration it was agreed to take no further action.

7.3 Cornwall Council – Devolution Update September 2015

Details were received and noted of this matter.

7.4 Cornwall Council – Waste Incentive Neighbourhood Scheme

Details were received and noted of the above scheme which is to be initially trialled with a small number of Councils.

7.5 Proposed Meeting Dates – 2016

The following are the proposed dates for the Parish Council meetings in 2016 to be held on a Tuesday commencing at 7.00 pm, except for the Annual Public Meeting in April which will commence at 7.30 pm. –

January 5th

February 16th

March 15th

April 26th (Annual Public Meeting)

May 10th (Annual Parish Council Meeting)

June 14th

July 19th

August – No meeting.

September 6th

October 11th

November 15th (Financial Review and Precept 2017/18)

December 13th – If required.

7.6 Village Car Parking Issues

The Chairman made mention of an incident in the village when a Camper Van caught the side of a car belonging to Mr D Pengelly. Following consideration it was agreed that this is a matter for the police rather than the Parish Council.

7.7 Cornwall Council – ‘Open Door’ Event 9th December 2015

The Clerk gave details of the above event which was received and noted.

7.8 Trago Mills – Pensioner’s Week 23rd – 27th November 2015

Details were received and noted of the above event.

8. NEWSLETTERS AND REPORTS

8.1 ‘Clerks and Councils Direct Magazine’ November 2015 Issue 102

8.2 ‘The Clerk’ Magazine – November 2015 Vol 46 No 6

8.3 Saltash Policing Team – Newsletter November 2015

8.4 Caradon Neighbourhood Watch Forum – Minutes of Meeting
5th October 2015

8.5 Peninsula Community Health – Annual Review 2014 – 15

8.6 Cornwall Gateway Community Network Panel – Notes of meeting
6th October 2015

9. DATES OF NEXT MEETING

Tuesday 15th December 2015 (If required)

Tuesday 5th January 2016

There being no further business, the Chairman thanked those present for their attendance and declared the meeting closed at 10.10 pm.

G L Knowles
Chairman, Landrake with St Erney Parish Council

5th January 2016