

LANIVET PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE ONE FOR ALL LANIVET PARISH COMMUNITY CENTRE, LANIVET

ON THURSDAY, 12TH JUNE 2025 AT 7.00PM

Present:	Cllr. D. Batten (Chairman)	Mrs. J. Burdon (Parish Clerk)	Cllr. A. Harris
	Cllr. Miss J. Stocks	Cllr. Ms. B. Winter-Baker	Cllr. D. Williams
	Cllr. D. Williams	Cllr. C. Vercoe	Cllr. Mrs. K. Masters
	Cwll. Cllr. C. Batters	1 Member of Public	Cllr. D. Austin

Minute	AGENDA ITEMS	Action
	Public Forum:- Jessica Finnemore presented a report on the Under 5's Nursery. She thanked the Parish Clerk for her assistance recently. She raised the Clup funding from Cornwall Council, she was told money would be available in April and she still not has an answer as yet and it will hold her project back. She was told in January it would be available in April and she worked towards that date. She expressed concerns that their promises are being broken and nothing is forthcoming Action: Cornwall Councillor C. Batters to follow up tomorrow morning. Jessica Finnemore left the meeting at 7.17pm.	Cwll. Cllr. C. Batters
103/25	Vacancies of Parish Councillors and signing of Paperwork:- Clerk reported all paperwork had been signed and sent back, relevant information would now be updated Action: Clerk.	Clerk
104/25	Election of Vice-Chairman:- Resolved to include on the next agenda due to absences this evening Action: Clerk.	Clerk
105/25	Apologies:- Councillors Miss P. Bolton, Mrs. H. Akehurst, S. Jennings, Mrs. J. Stickland.	
106/25	Members Declaration of Interest and Dispensation Requests:- Councillors D. Williams and A. Harris declared a non-registerable interest under Paragraph 3.5A in the Lanivet Charities. Councillors A. Harris & D. Batten declared a non-registerable interest under Paragraph 3.5A in the Lanivet Sport & Recreation Trust. Councillors D. Williams & A. Harris declared a non-registerable interest under Paragraph 3.5A in the Lanivet Church. Councillor D. Austin declared a non-registerable interest under Paragraph 3.5A in the Trustee of Lanivet Academy. Councillor Ms. B. Winter-Baker declared a non-registerable interest under Paragraph 3.5A in the PTA of Lanivet Academy. Chairman formally welcome Councillor Ms. B. Winter-Baker on the Parish Council.	
107/25	Minutes of the Monthly Meeting held on Thursday 15th May 2025:- Resolved the Minutes of the Monthly Meeting held on the 15 th May 2025 as circulated were confirmed as a true and accurate and duly signed by the Chairman (Proposed: Councillor Miss J. Stocks; Seconded: Councillor D. Williams) All in Favour	
108/25	Matters Arising from the Monthly Meeting held on Thursday 15th May 2025:- Page 1 Min.82/25 Working Parties:- Clerk reported these had now been updated with Councillor Miss B. Winter-Baker's interest but still waiting to hear from Councillor D. Austin.	

We do still require a nominated Councillor for monitoring equipment on a regular basis. Councillors within the Services Working Party (Footpaths/Village Green/Public Conveniences) to monitor equipment and report as necessary offered to be the nominated. Councillor C. Vercoe to be included on this Working Party **Action:** Keep Pending. Clerk to thank Mr. Trevor Hancock for his continued support and observations of the Village Green **Action:** Clerk.

**Clerk
Clerk**

Page 2 Public Forum – Flooding at Lamorrick:- Update received from Rachael Tatlow of Cormac noting as far as she was aware, the issues experienced at Old Coach Road Lamorrick are during significant rainfall events, which is not dissimilar to a lot of the highway network during these occasions. The highway drainage systems and watercourses become overwhelmed with surface water, and during these times, our highway drainage systems cannot be expected to accommodate all flood water experienced across the network. Water from adjacent and higher land has also been evidenced entering and flowing down the highway corridor at Old Coach Road so it is not solely highway surface water contributing to community concerns. Ultimately, the surface water from this catchment area will be flowing towards Lanivet stream at the bottom of the hill. She is aware that a couple of residents who live immediately adjacent to the stream have raised concerns about flooding, but it must be noted that the location near the bridge is in a flood zone, and area susceptible to surface water and ground water flooding. Information on property resilience to flood risk can be found on the Council's website here [Property flood resilience projects - Cornwall Council](#) In terms of highway drainage improvements, initial drainage design works for improvements in the vicinity of the bridge were completed a few years ago, but the scheme has not been progressed beyond design stages because the site is considered a lower priority compared to other sites requiring drainage improvement. They carried out significant jetting work and minor improvements to the drainage features at Old Coach Road a few years ago, and this has helped and the drainage system generally works well.

Page 2 Min.43/25 Solar Light:- Chairman reported we are still waiting for the engineer to visit **Action:** Keep Pending.

Clerk

Page 3 Min.92/25 Cotton Hill Lane, Nanstallon:- Cornwall Councillor C. Batters advised he had received a response advising this road has been nominated for resurfacing but not as a priority for the 2025/26 financial year. Highways will continue to make safe any hazardous defects via the routine inspection regime or on receiving any reports from the public on 'Report a problem with road or pavement- Cornwall Council'. A visit to the site has recently been made and defects have been raised for repair. They would appreciate a local contact keeping them informed on developments at the location.

Page 3 Min.92/25 Rectory Road:- Cornwall Councillor C. Batters reported to Cornwall Council Highways and they have added it to the list of repairs and will carry out an inspection to determine what is required.

Page 3 Min.92/25 Bins on highway at Rectory Road:- Councillors confirmed the bins have been removed and fencing moved out.

Page 4 Min.96/25 Community Chest Funding:- Cornwall Councillor C. Batters confirmed no money will be available until July and the maximum amount is £200.00 for Parish Councils in his area **Action:** Cornwall Councillor C. Batters.

**Cwll. Cllr.
C. Batters**

	Councillor D. Austin arrived at 7.24pm.	
109/25	<p>Monthly Cornwall Councillor Report:- Cornwall Councillor Chris Batters reported as follows:-</p> <ul style="list-style-type: none"> • All matters followed up from the last meeting noted in matters arising above. • He recently sorted a residents wall out which should have been done months ago and they are delighted. • Lamorrick Hill – he advised that Rachael Tatlow informed him if the drains need cleaning to follow up with him and she will make arrangements. Chairman expressed concerns over the whole issue with flooding at Lamorrick and was not pleased with the response from Rachael Tatlow, as she knows the whole situation. Chairman advised the whole of the road from the Recycling Centre down through Lamorrick needs the drains clearing and the pipe at the bottom needs a bigger pipework. Cornwall Councillor C. Batters to ask Rachael Tatlow come up with a scheme to divert the water into the stream at the bottom Action: Cornwall Councillor C. Batters to follow up. <p>Chairman thanked Cornwall Councillor Chris Batters for his report and for attending the meeting this evening.</p>	Cwll. Cllr. C. Batters
110/25	<p>Highway Issues/Footpath Issues/Damaged Signs in the Parish:-</p> <p>Highway Issues:- Cormac – Direction signing – Old Coach Road, Lamorrick, Lanivet. Resolved that Cornwall Councillor C. Batters to arrange a site meeting with Rachael Tatlow and available Councillors (Proposed: Councillor A. Harris; Seconded: Councillor Mrs. K. Masters) All in Favour Action: Clerk and Cornwall Councillor C. Batters.</p> <p>Chairman noted verges had been cut in the village and surrounding areas. The verge at the Fernside Crossroads on the old Coach Road from Lamorrick also needs cutting. Concerns were expressed on the policy of verge and hedge cutting Action: Clerk to log using the online system and send reference to Cornwall Councillor C. Batters to follow up.</p> <p>Chairman reported the electronic flashing speed sign at Lamorrick no longer works Action: Cornwall Councillor C. Batters to follow up.</p> <p>Footpath Issues:- None.</p> <p>Damaged Signs in the Parish:- None.</p> <p>Cornwall Councillor C. Batters left the meeting at 7.55pm.</p>	<p>Clerk/Cwll. Cllr. C. Batters</p> <p>Clerk/ Cwll. Cllr. C. Batters</p> <p>Cwll. Cllr. C. Batters</p>
111/25	<p>To RECEIVE consultation response requests and to RESOLVE a response. Formal requests from the planning authority received before the start of the meeting will be considered, including Results/Correspondence/Any Letters received for or against any Planning Applications:-</p> <p>Planning Applications Received:-</p> <p>PA25/03455 – Mr. David Thomas – Application for a Lawful Development Certificate for Existing Use for the mixed use of land as part of the domestic curtilage to Fenwick House and for the stationing of two caravans for independent human habitation, Land South West of Fenwick House, Dunmere, Bodmin – Parish Council to go with Cornwall Councils Planning Officers recommendations on this application (Proposed: Councillor D. Austin; Seconded: Councillor C. Vercoe) All in Favour</p>	Clerk

Planning Results Received:-

PA25/02114 – Ms. Caro Rainford – Alterations to Existing Bungalow. Partial removal of pitched roof to add additional floor space on a new first floor, incorporating a two-storey extension to the rear. Plus, a single storey extension to the rear of the existing pitched roof section, 3 Tower Park, Tremeere Lane, Lanivet – **Approved**

PA25/02472 – Mr. D. Lloyd – Reduction in camping pitches from 40 to 30 and provision of 5 no. additional static caravans, 2 no. shepherds huts and 1 no. additional toilet block without compliance with Condition 3 of Decision Notice PA20/10198 dated 11/11/2021, Kymmland, Blowinghouse Lane, Bodmin – **Approved**

PA25/02558 – Mr. Bill Appleton – A retrospective application for a new agricultural style shed in the property's garden to be used to store classic cars, Tremore Cottage, Lanivet – **Approved**

PA25/01358 – Mr. R. Hugo – Removal of 4.8m of hedgerow to provide field access for agricultural machinery, Land South West of Fenton Farm, Trebell Green, Lanivet – **Approved**

Planning Correspondence Received:- Paul Bateman, Influence Planning – PA24/03455 – Mr. David Thomas – Certificate application. Update.

112/25

Approval of Monthly Accounts for June 2025 & Any Applications for Grants & Donations:- The Parish Council approved payment of the following accounts for June 2025 as per Financial Regulations including confirmation that our Income & Expenditure Spreadsheets agrees with bank reconciliations/statements (Proposed: Councillor D. Austin; Seconded: Councillor Miss J. Stocks) All in Favour

Sharon Kinch Toilet Contractor	£115.50	12/5/25-18/5/25
Paul Bazeley Window Cleaning	£30.00	Bus Shelters – May 2025
Sharon Kinch Toilet Contractor	£115.50	19/5/25-25/5/25
Jack Kingdon Plant Hire	£3,292.80	Community Centre Car Park
Howdens Joinery Limited	£61.16	Under 5's Nursery
Howdens Joinery Limited	£163.82	Under 5's Nursery
T.P. Tree Services	£420.00	Grasscutting – May 2025
Sharon Kinch Toilet Contractor	£115.50	26/5/25-1/6/25
British Gas – Electricity for Toilets	£52.68	7/4/25-6/5/25
HBH Woollacott's Limited	£719.97	Under 5's Nursery
Sharon Kinch Toilet Contractor	£115.50	2/6/25-8/6/25
Lloyds Bank – Bank Charge	£8.50	June 2025
Rospa Play Safety	£115.20	Annual Play Inspection
DMC-IT – Website Updating	£25.00	May 2025
Cornwall Council – Legal Fees	£113.40	May 2025
Doors4Security Limited	£1,101.00	Under 5's Nursery
Mrs. J. Burdon Salary & Expenses	£633.66	June 2025
CC Pension Scheme	£196.06	June 2025
Inland Revenue – Income Tax	£290.30	June 2025
Receipt:- Holcim UK Limited	£140.40	Under 5's Nursery Refund
Receipt:- P. Harte	£160.00	Ashes Reservation
Receipt:- Lloyds Bank	£51.04	Interest – June 2025

Clerk

	Truro Nourish Hub CIC – Request for financial assistance. Barry Cornelius had followed up and responded advising - From their website he could not see what they we would add to what the Community Centre already does. The community centred hub and they are exploring the Community Centre in the Village Hall but there is no longer one in the village. It may be better for them in a bigger area as they have set up in Truro, St. Austell, Redruth and Camborne. He believes monies would be much better spent in the parish. Resolved to leave in abeyance (Proposed: Councillor D. Austin; Seconded: Councillor Mrs. K. Masters) All in Favour Action: Clerk.	Clerk
113/25	Approval of Annual Accounts and Bank Reconciliation for the year ending 31st March 2025:- It was resolved to approve the Annual Accounts and Bank Reconciliation for the year ending 31 st March 2025 as set out, which were duly signed by the Chairman and Clerk (Proposed: Councillor D. Williams; Seconded: Councillor D. Austin) All in Favour Action: Clerk to send to External Auditors and advertise relevant statement advising that the accounts are unaudited at this time, as per regulations.	Clerk
114/25	Approval of Section 1 of Annual Return – Annual Governance Statement 2024/2025:- It was resolved to approve Section 1 of the Annual Return as set out (Proposed: Councillor D. Williams; Seconded: Councillor D. Austin) All in Favour Action: Clerk to send to External Auditors and advertise relevant statement advising that the accounts are unaudited at this time, as per regulations.	Clerk
115/25	Approval of Section 2 of Annual Return – Accounting Statements 2024/2025:- It was resolved to approve Section 2 of the Annual Return as set out (Proposed: Councillor D. Williams; Seconded: Councillor D. Austin) All in Favour Action: Clerk to send to External Auditors and advertise relevant statement advising that the accounts are unaudited at this time, as per regulations.	Clerk
116/25	Internal Auditors Report for the year ending 31st March 2025:- It was resolved to approve the Internal Auditors Report for 2024/2025, noting there were no actions required and advertise on the website (Proposed: Councillor D. Williams; Seconded: Councillor D. Austin) All in Favour Action: Clerk	Clerk
117/25	Confirm the period for exercise of Public Rights as required by Accounts and Audit Regulations 2024/2025:- Resolved to confirm the period for the exercise of public rights as required by the Accounts and Audit Regulations and advertise accordingly (Proposed: Councillor D. Williams; Seconded: Councillor D. Austin) All in Favour Action: Clerk.	Clerk
118/25	Appointment of Internal Auditor for Accounts ending 31st March 2026:- Resolved to appoint our current contractor for our internal audit for year ending 31 st March 2025 (Proposed: Councillor D. Austin; Seconded: Councillor A. Harris) All in Favour Action: Clerk.	Clerk
119/25	Review and adopt the following Policies (a) Parish Risk Assessment; (b) Parish Risk Management Policy; (c) Statement of Internal Control; (d) Segregation of Duties Matrix; (e) List of Regular Payments for the year; (f) Model Standing Orders; (g) Code of Conduct; (h) Financial Regulations; (i) Asset Register:- Resolved to adopt policies as circulated and deal with Reserves Policy when reviewing the precept (Proposed: Councillor D. Austin; Seconded: Councillor Ms. B. Winter-Baker) All in Favour Action: Clerk. Councillor Ms. B. Winter-Baker declared a non-registerable interest under Paragraph 3.5A in the PTA of Lanivet Academy in respect of the following matter.	Clerk
120/25	Lanivet Village Green/Play Equipment/Car Park/Bus Shelters/Grasscutting:- Request received via Councillor D. Austin from Friends of Lanivet School for a “picnic on the Green” Event on Tuesday 22 nd July 2025 from 1.00pm to 4.00pm.	

	<p>Councillor Miss Bolton had offered her support for the event as long as insurances and risk assessments can be provided. Resolved to support with insurances and risk assessments in place (Proposed: Councillor D. Williams; Seconded: Councillor Mrs. K. Masters) All in Favour Action: Clerk.</p> <p>Car Park:- Paperwork pending with Land Registry Action: Keep Pending. In the meantime the Clerk to liaise with Cornwall Councillor C. Batters to establish whether he following up on our behalf the length of time Action: Clerk/Cornwall Councillor C. Batters.</p> <p>Chairman reported there is a sign on the car park that says vehicles are to have MOT's and road taxed but there are two vehicles we are not sure whether they have this in place. Councillor D. Austin would follow up Action: Councillor D. Austin. Once the Clerk has heard from Councillor D. Austin regarding the vehicles status to follow up and ask Cornwall Council Legal Team how we standing on arranging removal of said vehicles Action: Clerk.</p> <p>Bus Shelters:- No update.</p> <p>Grasscutting:- Grasscutting and weed spraying has all been carried out recently.</p> <p>Rospa report received, noting nothing had been condemned. Councillor D. Williams advised he would be happy to remove the damaged equipment and arrange for Councillor Mrs. J. Stickland to supply the picnic bench that was offered last month (Proposed: Councillor Mrs. K. Masters; Seconded: C. Vercoe) All in Favour Action: Councillor D. Williams and Ms. B. Winter-Baker.</p> <p>Clerk to ask Outdoor Play People to quote for itemised repairs, sending a copy of the Rospa report (Proposed: Councillor D. Austin; Seconded: Councillor C. Vercoe) All in Favour Action: Clerk.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk/Cwll. Cllr. C. Batters</p> <p>Cllr. D. Austin</p> <p>Clerk</p> <p>Cllr. D. Williams/ Ms. B. Winter-Baker</p> <p>Clerk</p>
121/25	Cemetery Matters (Including any applications for Memorials, Inscriptions):- Councillor D. Williams reported the knotweed had been roped off and the area had been sprayed and would not be cut.	
122/25	Public Conveniences Update:- All appears to be working well.	
123/25	<p>Lanivet Parish Historic Buildings:-</p> <p>Lanivet Church Update:- Councillor D. Williams passed a letter to the Chairman and requested he now sends a letter to the Bishop of Truro supporting the future of the Church. Resolved the Chairman sends a letter (Proposed: Councillor Ms. B. Winter-Baker; Seconded: Councillor Mrs. K. Masters) All in Favour Action: Chairman.</p> <p>Nanstallon Chapel Update:- No update.</p>	Chair
124/25	Bench Request at the top of the hill at Brewers Close:- Resolved to purchase bench with relevant fixings and arrange fixing after, arranging with Barry Cornelius to be delivered to the community centre (Proposed: Councillor D. Williams; Seconded: Councillor Ms. B. Winter-Baker) All in Favour Action: Clerk.	Clerk
125/25	Councillor Paperwork for vacancies and appointments to be agreed:- Resolved to put updated paperwork as circulated by the Clerk in place and use for any future vacancies (Proposed: Councillor Miss J. Stocks; Seconded: Councillor D. Austin) All in Favour Action: Clerk.	Clerk

126/25	Newsletter Reports/Parish Council Website:- Clerk reported Facebook and the Website continue to be updated monthly with various information received.	
127/25	Correspondence:- <ol style="list-style-type: none"> 1. Cornwall Council - Affordable Housing Newsletter - May 2025 2. Office of the Police & Crime Commissioner - Commissioner's Business Champion Community Award finalists revealed 3. Rewind Radio - Cornwall Hero Awards – Nominations Now Open 4. Cornwall Rural Community Council - Clean Cornwall Newsletter, CRCC 5. Office of the Police & Crime Commissioner - Press release: The life-changing impact of recipients of the Commissioner's Community Grant Scheme 6. Office of the Police & Crime Commissioner - Police and Crime Commissioner funds innovative business crime reduction pilot in Torbay 7. Office of the Police & Crime Commissioner - Press release - I'm helping Torbay businesses to play their part in reducing crime 8. Prime plc – Grant Funding available for Cornwall Community Projects 9. CALC – Training Update 10. CALC – Co-option Guidance 11. Cornwall Council Pensions - May 2025 Employer Newsletter 12. NHS Cornwall and Isles of Scilly - Cornwall together: May 2025 13. Office of the Police & Crime Commissioner – The Commissioner's weekly column: Independent Custody Visitors to be celebrated during Volunteers' Week 14. Office of the Police & Crime Commissioner – Press release: Successful 'night bus' scheme funded by Commissioner to run again this year 15. Cornwall Council Pensions - May 2025 i-Connect Newsletter 16. Cornwall Council - Street Trading Policy Review 17. Office of the Police & Crime Commissioner – The united front that is transforming Torquay for the better 18. Office of the Police & Crime Commissioner – Draft agenda for the serious violence councillor advocate seminar - 23rd July 2025 19. Cornwall Council - Town Regeneration and Investment Programme (TRIP) 	
128/25	Urgent Parish Matters with prior liaison with Chairman (Items for Information Only and items for the next agenda):- Silhouette of Soldier – Resolved to include on the next agenda Action: Clerk/Councillor Ms. B. Winter-Baker to speak to a person she knows who makes items of this nature.	Clerk/Cllr. B. Winter-Baker
129/25	Date of Next Meeting:- Thursday 10 th July 2025 at the One for All Lanivet Parish Community Centre. There being no further business to discuss the meeting closed at 8.43pm.	

Signature:
Chairman

Date: 10th July 2025