

LANIVET PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

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

ON THURSDAY, 15TH MARCH 2018 AT 7.15PM

Present: Cllr. S. Walker (Chairman) Cllr. D. Carter Cllr. T. Hancock Cllr. Mrs. J. Dent
1 Members of Public

Mrs. J. Burdon (Parish Clerk) Cllr. A.J. Barnaby Cllr. Mrs. J. Stickland Cllr. C. Vercoe

Cllr. D. Batten (Vice-Chairman) Cllr. A. Harris Cllr. Mrs. C. Eddy Cwll. Cllr. C. Batters

Minute	AGENDA ITEMS	Action
45/18	<p>Public Forum:- Mr. Terence Hancock reported on flooding at Nanstallon. He has reported it to Cornwall Council on several occasions. The concrete drains have collapsed at the top of the road. He has cleared the roads himself three times this year, the problem is the drains are not coping or working as they are damaged and need looking at. Cornwall Councillor C. Batters advised he had not received a report of this problem in this specific area and he would be happy to follow up as long as he has full details. Cornwall Councillor C. Batters to liaise with the Chairman for the exact information Action: Cornwall Councillor C. Batters and Chairman to arrange a site visit with Rachael Tatlow of Cormac Solutions.</p> <p>Mr. Terence Hancock left the meeting at 7.20pm.</p>	Cwll. Cllr. C. Batters/ Chairman
46/18	<p>Members Declaration of Interest and Dispensation Requests: - Councillors D. Carter, A. Harris and S. Walker declared a non-registerable interest under Paragraph 3.5A in the Lanivet Sport & Recreation Trust.</p> <p>Councillor S. Walker declared a non-registerable interest under Paragraph 3.5A in the Village Newsletter.</p>	
47/18	Apologies:- Councillors Miss P. Bolton, O. Sleeman	
48/18	Minutes of the Monthly Meeting held on Thursday 15th February 2018:- The Minutes of the Monthly Parish Meeting held on Thursday the 15 th February 2018 were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor Mrs. J. Dent; Seconded: Councillor A.J. Barnaby)	
49/18	<p>Matters Arising from the Monthly Meeting held on Thursday 15th February 2018:-</p> <p>Page 1 Min.23/18 Roads around Treliggan – St. Ingunger:- A response had been received from Rachael Tatlow in response to concerns - I am sorry to hear of the continued concerns in this area. I have forwarded your email to the Planning Department to respond to the 3 questions posed. As Highway Authority, we would not be involved in a development matter such as this, so I hope that the Planning team can advise accordingly. It is important that any highway safety concerns are reported through to us as an emergency using the 0300 1234 222 telephone number.</p>	

	<p>We can then ensure that the site is visited as soon as possible, and confirmation sought of the fields from which the mud is being brought. As you may recall from our meeting back in 2016, we need to evidence where the mud is actually being brought out onto the highway. Photographs alone of mud on the road network are difficult to use as any evidence. In addition, I fear there may be a much wider issue here that the highway authority cannot address. Whilst we can try and deal with mud deposits that are causing a highway safety hazard, in some cases I think the mud is not necessarily considered a danger to highway users, but more of an ongoing nuisance to the local community. If this is not the case and I have misunderstood then please do correct me, but I will liaise with Cornwall Council's Community and Environmental Protection team to see if there is anything they can do to assist with the continued concerns raised in this area.</p> <p>Page 2 Min.244/17 Zipwire Order:- Chairman reported this had now been put in place.</p> <p>Page 4 Min.31/18 Accounts:- Councillor D. Batten requested whether details could be included of a description of what the invoice was for. It was agreed to remove the transfer number information and put a description in place Action: Clerk</p>	Clerk
50/18	<p>Monthly Report from Cornwall Councillor Chris Batters: - Cornwall Councillor C. Batters reported as follows: -</p> <ul style="list-style-type: none"> • Caravan at Lamorick – he spoke with the Development Officer about this. There was no permission given for a caravan. It appears due to the size of the caravan they could not develop the site, and this is under investigation under an Enforcement Order and Cornwall Council will report back in due course. • Drain at the rear of 40 Rectory Road, Lanivet – He has finally got Cornwall Housing to action and sort the problem out. • Stoney Lane has been cleared; Councillors Mrs. J. Dent reported it is now getting bad again. Cornwall Councillor C. Batters suggested an email to him from her and he would follow up again. • Slurry Pit is being followed up with Environmental Health and Planning. • Pot Holes on the road to Washaway have been forwarded to Cormac Solutions. • Culvert at Woodland Glade – Cormac Solutions have cleared, and it appears the problem has been caused by branches behind and he is not sure who the land belongs to these branches are coming from. Cormac Solutions will be putting a camera down through to make sure the area is now completely clear. • Email from parishioner in respect of traffic in Lanivet Sports Hall area. Copy of email from Cornwall Councillor C. Batters responding offering to speak to him regarding this. <p>Chairman thanked Cornwall Councillor C. Batters for his report this evening and for attending the meeting.</p>	
51/18	<p>Highway Issues/Footpath Issues/Damaged Signs in the Parish (Including (a) Local Maintenance Partnership 2018/2019; (b) Cormac's responses/emails from Meeting held):-</p> <p>Local Maintenance Partnership 2018/2019:- It was resolved to accept as set out (Proposed: Councillor A.J. Barnaby; Seconded: Councillor Mrs. C. Eddy) Action: Clerk</p>	Clerk

	<p>Cormac's responses/emails from Meeting held:- Chairman reported on emails from Rachael Tatlow of Cormac Solutions. It seems the traffic figures do not support a crossing put in the village of Lanivet. We should, however, pursue the signage at Rosehill. It was suggested to request some definite costs for the signage, to allow for a larger size.</p> <p>Highway Issues:- Councillor C. Vercoe expressed concern in respect of agricultural vehicles coming through the village at high speed, they have wheels that are not guarded, it is a Contractor from Nanstallon. He recently followed one doing 40 mph through the village. Councillor Mrs. J. Dent reported these vehicles are speeding through Nanstallon as well. It was resolved to write a letter to Messrs. Keat, Tremayle Farm, Nanstallon expressing our concerns that this has been reported to the Parish Council and we wanted to inform of the issues in case they were not aware (Proposed: Councillor D Carter; Seconded: Councillor Mrs. J. Dent) Action: Clerk.</p> <p>Chairman reported on signs in Rectory Road. Councillor D. Carter reported they proposed putting signs up and they have discussed with Rachael Tatlow of Cormac Solutions and she suggested it should be left to them to deal with. She had confirmed the Parish Council could contribute towards this. They are not sure of the price as yet and he believes that Cornwall Councillor C. Batters is happy with the contribution of £200.00 towards this Action: Cornwall Councillor C. Batters to follow up with Cormac and arrange a meeting with them to agree on the siting of the signs.</p> <p>Councillor Mrs. J. Dent reported on the lay-by by Treingle Hill is looking in a terrible state, there is a considerable amount of rubbish being dumped in the area. Cornwall Councillor C. Batters suggested informing him or Biffa, or to go on to Cornwall Council and report as fly tipping.</p> <p>Chairman reported there has been some quite serious flooding at Lamorick road again. The gullies need clearing to the bottom to help resolve these issues and this is not being done. Councillor A.J. Barnaby expressed his concerns regarding the water running down and he believes if a water test was carried out it would come back contaminated. Chairman reported his main issue is the drainage down the road and it is not being maintained by Cormac Solutions Action: Cornwall Councillor C. Batters to follow up with Cormac.</p> <p>Chairman had circulated a letter he wished to put in the Village Newsletter. It was resolved to include in the Village Newsletter (Proposed: Councillor A. Harris; Seconded: Councillor A.J. Barnaby) Action: Chairman.</p> <p>Footpaths:- None.</p> <p>Damaged Signs in the Parish:- None.</p>	<p>Clerk</p> <p>Cwll. Cllr. C. Batters</p> <p>Cwll. Cllr. C. Batters</p> <p>Chairman</p>
52/18	<p>Planning Applications/Results/Correspondence received: -</p> <p>PA18/00004/NDP – Lanlivery Parish Council – Plan proposal submitted for Lanlivery Neighbourhood Development Plan, Lanlivery - Support (Proposed: Councillor D. Batten; Seconded: Councillor Mrs. C. Eddy)</p>	<p>Clerk</p>

PA18/01748 – Mr. & Mrs. R. Irwin – Non-material amendment (No. 2) for the First-Floor level to be raised by 1.0M to 48.875 to (PA17/08590) Construction of new dwelling (as per revised design to Application No. PA17/04739), Plot 1 Raintree, Marshall Road, Nanstallon – **We cannot comment without further information, i.e. supporting plans** (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby)

Cornwall Councillor C. Batters left the meeting at 8.09pm.

For information Only - PA18/00523/PREAPP – Dennis and Carol Hopkins – Pre-application advice for removal of holiday conditions to allow permanent residential use of 13 holiday cottages (in relation to highway matters), Tregarthen Cottages, Nanstallon

Planning Results Received:-

PA17/10377 – Mr. Daniel Austin – Demolition of existing side extension and lean-to porch, and addition of new rear and side extensions. Enlargement of front dormer and the addition of new rear dormer and creation of oversailing from roof plane, Tor View, Clann Lane, Lanivet – **Approved**

PA18/00796 – Mr. A. Cox – Alterations and additions to existing bungalow to form new dormer style bungalow and the erection of a detached garage, Windsmoor, Woodland Close, Lanivet – **Approved**

Planning Correspondence Received:-

1. Cornwall Council – EN18/00259 – Alleged breach of Condition 7 (retaining structures) of PA17/05732 – non-compliance with pre-commencement condition to ensure site stability adjacent to the public highway, Land NNW of Mill Row, Truro Road, Lanivet.
2. Cornwall Council – EN18/00323 – Alleged construction of slurry pit without planning permission, Land East of Tremeere Haven, Lanivet.
3. Cornwall Council – EN17/01557 – Alleged removal of hedge and construction of raised terrace at second storey height at rear of property, Land to the North East of The Old Coach House Cottage, Lamorrick, Lanivet – Compliance site visit carried out. Overall the decking structure has been removed and, therefore, the breach has been resolved.

Clerk

53/18

Accounts & Any Applications for Grants & Donations (Including Renewal of Annual Insurance Premium): - The Council approved payment of the following accounts for March (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby): -

Lloyds Bank	£8.45	Bank Service Charge
AJH Services	£532.29	Toilet Cleaning
Cornwall ALC Limited	£30.00	Councillor Training
South West Water	£347.32	Toilet Water & Sew.
British Gas	£12.84	Toilet Electric
DMC IT	£22.50	Website Updating
Mr M.J. Yelland	£145.00	Toilet Repairs
Mrs. J. Burdon - Salary & Expenses	£381.56	Salary & Expenses
CC Pension Scheme	£114.52	Clerk's Pension
Inland Revenue	£76.40	Clerk's Tax
Lanivet Newsletter	£50.00	Donation
Came & Company Insurance	£869.53	Insurance
Receipt: HMRC	£1,754.05	VAT Repayment

Clerk

	<p>Renewal of Annual Insurance Premium:- It was resolved to renew as per received documentation (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby) Action: Clerk.</p> <p>It was agreed the Clerk speaks to CALC in the next few months regarding insurance and who they use/recommend, noting this does not come into effect until 2019 so we have a comparison when it is due for renewal Action: Clerk.</p> <p>It was resolved to contribute £50.00 to the Lanivet Newsletter (Proposed: Councillor ; Seconded: Councillor) Action: Clerk.</p> <p>Cornwall Council – Correspondence received advising there would be business rate relief in the sum of 100% on the business rates for the public conveniences, therefore, no payment would be due.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
54/18	<p>Report from Finance Sub-Committee:- Councillor D. Batten, Chairman of the Finance Sub-Committee presented a report considered by the Finance Sub-Committee at a meeting held on the 28th February 2018 for confirmation of approval (Proposed: Councillor A.J. Barnaby; Seconded: Councillor A. Harris)</p> <p>Matters Arising from the Finance Sub-Committee Meeting held on the 28th February 2018:- Action: Clerk to arrange on-line bank access for Councillors D. Batten and Mrs. C. Eddy.</p> <p>Action: Clerk to establish signatories and include anyone that is not signatories.</p>	<p>Clerk</p> <p>Clerk</p>
55/18	<p>Appointment of an Internal Auditor:- Councillor D. Batten, Chairman of the Finance Sub-Committee reported as per circulated documentation. It was resolved to appoint Hudson Accounting for a three-year period (Proposed: Councillor A.J. Barnaby; Seconded: Councillor T. Hancock) Action: Councillor D. Batten to respond to both and copy the Clerk in.</p>	Cllr. D. Batten
56/18	<p>Lanivet Parish Great British Spring Clean – Email from Wendy Edmond:- It was resolved to respond advising we already have a regular weekly pick by Councillors and thank her for informing us of this project Action: Clerk</p>	Clerk
57/18	<p>Area Network and Rural Parishes Meeting Update:- Councillor Mrs. J. Dent reported the next meeting will be held on the 11th April 2018 in the One for Hall Community Village Hall, Lanivet. Chairman will request this is included in the Lanivet Newsletter Action: Councillor Mrs. J. Dent to send an email to Kay Walker requesting details are included in the Lanivet Newsletter.</p>	Cllr. Mrs. J. Dent
58/18	<p>Lanivet Village Green/Play Equipment/Car Park Updates (Including Bus Shelters Electronic Signage Offer):-</p> <p>Bus Shelters Electronic Signage Offer:- Chairman reported he had contacted Cormac for replacing broken glass in the Bus Shelter, they believe they could probably replace the glass cheaper than a Contractor. While taking with them they advised they are rolling out a project to put electronic signage in our bus shelters at no cost to the Parish Council. It was resolved the Chairman confirms we are happy for the electronic signs to be put in our Bus Shelters (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby) Action: Chairman.</p>	Chairman

	<p>Councillor D. Batten reported the bus shelter on the far side needs a coat of paint; it is looking fairly untidy and rusty in places. It was resolved to obtain a quotation for painting of both of the bus shelters (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby) Action: Chairman.</p> <p>Lanivet Village Green:- No Update.</p> <p>Play Equipment:- Clerk reported the Inspection of the Play Area is scheduled to take place in April/May.</p> <p>Lanivet Car Park:- No Update.</p>	Chairman
59/18	Camel Trail:- None.	
60/18	<p>Cemetery Matters (Including (a) Any applications for memorials, inscriptions; (b) Safety Inspection Report – Drew Memorials; (c) Update following meeting with John and Gerry Bundy):-</p> <p>Safety Inspection Report – Drew Memorials:- Chairman reported he had not heard anything from Cornwall Council and had left a message as the person dealing with it was on annual leave Action: Next Agenda.</p> <p>Chairman reported he had arranged a quotation for the Lawn Ranger to remove soil, but we do not have a dumper to remove, it was felt best to leave in abeyance at the present time.</p> <p>Update following meeting with John and Gerry Bundy:- Chairman reported a site meeting was held and they were quite happy with what was proposed to clear the wall and tidy up. Councillor D. Batten suggested we need to ensure we watch work that is carried out correctly. It was resolved to allow them to proceed as set out at the site meeting (Proposed: Councillor D. Batten; Seconded: Councillor D. Carter) Action: Clerk</p> <p>Councillor A.J. Barnaby asked about knotweed and the new bench in the Cemetery. It was agreed to wait with the knotweed and it was noted the new bench had been erected.</p>	Clerk Clerk
61/18	<p>Lanivet Parish Sport & Recreation Trust:- Councillors D. Carter, S. Walker and A. Harris declared a non-registerable interested and reported under Paragraph 3.5A:- Councillor D. Carter reported they are hoping to complete tomorrow. Fire Risk Assessment company are in tomorrow. Currently everything is in place, apart from a few small minor works to be carried out to finalise. It is hoped tarmac can be finalised at the end of the month or the beginning of April.</p> <p>Cornwall Council – Confirmation of funding from Community Chest for sign for new Community Hall</p>	
62/18	<p>2 x Representatives for the Lanivet United Charity from the Parish Council:- Letter received advising of the following Trustees nominated by the Parish Council last year - Mr. Andrew Harris, Mrs. Janet Stickland, Mr. Richard Gibbons for a period of four years, until 2020. They now require two more Trustees to be nominated to serve four years to 2022. The two names being put forward are Martin Collinge and Michael Arthur. It was resolved the Parish Council are in agreement with names as set out by the Lanivet United Charity in the letter received (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby) Action: Clerk</p>	Clerk/

	Action: Councillor D. Batten to liaise with Councillor A. Harris to read through constitutions to ensure we do not need to include anything in the Standing Orders, to ensure we know the relationship between the Lanivet United Charity and the Parish Clerk.	Cllr. D. Batten/ Cllr. A. Harris
63/18	Public Conveniences Update:- Chairman reported there was a slight freeze recently and a broken toilet which has been repaired. AJH Services had suggested leaving the disabled toilet open in the summer months or keep toilets open later. The Parish Council did not think it was a good idea as vandalism could occur.	
64/18	Newsletter Reports/Parish Council Website (Including Remembrance Day Link):- Clerk reported the website continues to be updated on a regular basis. Councillor D. Batten had queried the Remembrance Day link and whether we should be considering what is included on the Parish Council Website. It was resolved to not include on this occasion and to remove the Job Centre link Action: Clerk Action: Chairman to request a questionnaire be included in the newsletter on what people would like to see on the Parish Council Website. Action: Clerk to confirm with Kay Walker to send newsletter to her by email to forward to Councillors and if she has difficulty in sending the newsletter to DMC IT to forward on to the Clerk and she would format into a PDF document and forward on.	Clerk Chairman Clerk
65/18	Correspondence:- <ol style="list-style-type: none"> 1. Cornwall Area of Outstanding Natural Beauty – Saturday 5th April 2018- Cornwall AONB Annual Conference 2. Cornwall Council - Royal Wedding Local Celebrations 2018 3. Parking & Data Research International – Your Definitions Please 4. Energy Analysis – Community Energy Funding 5. Cornwall Council – Special Bulletin - Localism Bulletin - Consultation on Key Adult Social Care Charging Policies 6. CALC - Porthleven Town Council - Consultant Project Manager recruitment 7. Cornwall Council – Neighbourhood Planning E-Bulletin February 2018 8. CALC – Training Courses postponed 9. Francis Carne – Dog Fouling in Cornwall 10. Great Western Railway - Great Western Improvement Work - Changes to West of England Services 11. Cornwall Council - Cornwall Pension Fund Employer Newsletter (February 2018) 12. CALC – Invitation to attend South West Water Workshop – Cornwall and Devon with Lunch 13. Cornwall Council - Adverse weather contact details for Town & Parish Councils 14. Came & Company Insurance – Snow and Ice – Council Matters 15. Local Council Public Advisory Service - Parish and Town Council Specific Data Protection Officer Service 16. Local Council Public Advisory Service - New Review of Ethical Standards in Local Government 17. Cornwall Council – Changes to Cornwall Council’s Planning Newsletters 18. CALC – GDPR Toolkit 19. Luxulyan Parish Council - Being a Good Councillor training 5th April and 19th April 2018 	

	<p>20.CALC - GDPR Training - Rescheduled event</p> <p>21.CALC - Parish and Town Council Specific Data Protection Officer Service – NALC Toolkit on GPDR</p> <p>22.Pro Earth Developments (Europe) Limited – Wild Weather</p> <p>23.Cornwall Council - Cornwall Sports Partnership - Workforce Survey 2018</p> <p>24.Aquastorage System Cleansing Limited - Legionella Risk Assessments for Local Councils</p> <p>25.Local Council Public Advisory Service - LCPAS - GDPR Pack 2 Now Available Including Briefing and Checklists</p> <p>26.Cornwall Council - Surface Dressing Works 2018 - Road Closure and Speed Restrictions</p> <p>27.Cornwall Rural Housing Association Limited - Annual Report 2017 (Councillor D. Batten)</p> <p>28.Clerks & Councils Direct Magazine (Councillor A.J. Barnaby)</p> <p>29.HAGS – Inclusive Playground Solutions Leaflet (Councillor A.J. Barnaby)</p> <p>30.Elancity – Special Offer – The Evolis Radar Speed Signs (Chairman)</p>	
66/18	<p>Urgent Parish Matters with prior liaison with Chairman (Items for Information Only and items for the next agenda):- Clerk made a suggestion that at the next meeting we trial using the TV screen in the meeting room for planning as per this evening and possibly the agenda and any financial information. It was agreed this would be a good idea and we can see how it goes for a trial period to establish exactly what we want to project on the screen.</p>	
67/18	<p>Date of Next Meeting:- Thursday the 19th April 2018 in the One for All Lanivet Parish Community Centre, Lanivet at 7.00pm which will include the Annual Parish Meeting.</p> <p>There being no further business to discuss the meeting closed at 9.17pm.</p>	

Signature:

Chairman

Date: 19th April 2018