

LANIVET PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE PARISH HALL, LANIVET

ON THURSDAY, 15TH JUNE 2017 AT 7.15PM

Present: Cllr. S. Walker (Chairman) Mrs. J. Burdon (Parish Clerk) Cllr. D. Batten (Vice-Chairman)
 Cllr. D. Carter Cllr. A. Harris Cllr. A. Barnaby
 Cllr. T. Hancock Cllr. Miss. P. Bolton Cllr. Mrs. J. Stickland
 Cllr. C. Vercoe 14 Members of the Public

Minute	AGENDA ITEMS	Action
122/17	<p>Parish Councillor Vacancies:- Chairman reported after discussion with the Clerk, it was felt better to include on the next agenda due to having a very busy meeting this month and arrangements were in hand for an informal chat with each candidate commencing at 6.30pm at the next meeting Action: Next Agenda.</p>	Clerk
123/17	<p>Public Forum (Including Monthly Report from Cornwall Councillor):- 14 Members of public in attendance.</p> <p>Mr. Bryant-Saville is the application for Planning Application No. PA17/03542 and explained briefly their application and answered questions from Councillor A. Harris.</p> <p>Mr. Lloyd is the applicant for Planning Application No. PA17/03935 and explained his application in some more detail and answered questions from the Chairman and Councillors A.J. Barnaby and A. Harris.</p> <p>Mr. Ford reported objections from approximately 8 local residents against Planning Application No. PA17/03935 – highways access, sewers system, 2017 guide handbook lists the site as being under the ownership of Mr. & Mrs. White and as it is still in their name, he went on-line to query all camp sites in a 10 mile radius of Bodmin and this site did not come up and he then would ask whether it still has its licence? Chairman reported the Parish Council can only look at the planning application and not a licence issue. He has concerns regarding the bridge the caravans and vehicles would have to go over and that there are also no pull-ins along the road leading to the site for any such vehicles to pull in to pass. There are several objections and he would like them taken into account when considering the planning application, he passed over details to the Chairman. Chairman briefed Mr. Ford on how the Parish Council can vote on applications. Councillor A. Harris suggested they speak to Cornwall Councillor C. Batters and Mr. Lloyd regarding this application. Another parishioner expressed her concerns on how this will affect the residents of Blowinghouse Lane.</p> <p>Mr. Lloyd confirmed he is licenced and regarding the moving of caravans he confirmed the highways need to be cleared.</p> <p>Agent for Planning Application No. PA17/04739 and explained some details of the new owner and their proposals.</p> <p>Apologies had been received from Cornwall Councillor C. Batters; therefore, there was no report for this month. Clerk reported she would explain the situation with moving the Cornwall Councillors report when we come to Item No. 11 on the agenda.</p> <p>Chairman closed Public Forum and thanked the members of the public and welcomed them to remain at the meeting. Twelve members of the public left the meeting at 7.44pm.</p>	

124/17	<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>	
125/17	<p>Apologies:- Councillor Mrs. J. Dent, Cornwall Councillor C. Batters.</p>	
126/17	<p>Minutes of the Monthly Meeting and AGM held on Thursday 11th May 2017:- The Minutes of the Monthly Parish Meeting and AGM held on Thursday the 11th May 2017 were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor A.J. Barnaby; Seconded: Councillor Miss P. Bolton)</p>	
127/17	<p>Matters Arising from the Monthly Meeting held on Thursday 11th May 2017:-</p> <p>Page 2 Min.216/16 Clerks Contingency Plan:- Clerk reported two more Clerks had now expressed an interest – St. Columb Major and Luxulyan Action: Clerk to action accordingly and put in place and send details of Clerks to Chairman and Vice-Chairman.</p> <p>Page 2 Min.96/17 Members on the Parish Council:- Chairman had received a letter from Mr. Tommy Roberts about the number of Councillors stating that during his 50 years as a Parish Councillor there were always 12 Councillors Action: Clerk to forward to Cornwall Council for their records.</p> <p>Page 5 Min.113/17 Order for Rocking Horse:- Clerk reported the rocking horse had been ordered for the Park as agreed last month and deposit paid, it would be available late June to early July Action: Clerk to let Chairman know when it is ready for collection.</p> <p>Page 5 Min.113/17 Lanivet Car Park – Drainage Issues:- No update Action: Keep Pending, if nothing heard pass details to the Chairman.</p> <p>April AGM Minutes Min.73/17 – Nanstallon Cemetery:- Response from Reg Sheppard – We have decided to change our insurance policy to Zurich who will provide the £10,000,000 public liability cover we were looking for. Work on the area for cremated remains is almost complete; we are just waiting for delivery of some more gravel to finish topping up. We are extremely grateful to Mark and Linda Lawlor of Laveddon Nursery for donating what seems to be a huge amount of gravel to enable us to enhance this area of the cemetery.</p> <p>Page 3 Min 104/17 Tree Inspector:- Chairman reported a quote has been received for works on the trees in the sum of £130.00.</p> <p>Page 3 Min.104/17 Speeding Traffic:- Councillor D. Batten to raise with Cornwall Councillor C. Batters at the next meeting.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
128/17	<p>Highway Issues/Footpath Issues/Damaged Signs in the Parish (Including Nanstallon School Parking): -</p> <p>Highway Issues:- Chairman reported that Chris had received a complaint in respect of Woodland View (outside property number 8) which has an overhanging hedge and weeds growing out of the footpath. We also had a response from Rachel Tatlow of Cormac advising they are no longer spraying weeds. It was resolved to arrange a meeting with Alan Jones of Complete Weed Control and the Chairman Action: Clerk to action.</p> <p>Councillor A. Barnaby queried whether Mine Line was on the agenda for works as he has not heard anything.</p>	<p>Clerk</p>

	<p>Chairman reported there is an overhanging hedge on Truro Road, as you come into the village, Cormac have been asked to look at this.</p> <p>Chairman reported another complaint received was behind Rectory Road and this is on-going.</p> <p>Chairman reported the other overgrowth is the triangular grass outside the Lanivet Parish Hall which needs cutting, it was agreed to ask Cormac to arrange cutting back Action: Clerk to action.</p> <p>Councillor A. Harris reported there is a lot of overgrowth on various junctions in the Parish, Fernside Crossroads and the central reservations going into Reperry are a couple that need to be tidied back, it was agreed to ask Cormac to arrange cutting back Action: Clerk to action.</p> <p>Footpaths:- None.</p> <p>Damaged Signs in the Parish:- None.</p> <p>Nanstallon School Parking:- Councillor Miss P. Bolton reported she has heard nothing back from Cormac and requested this be included on the next agenda Action: Next Agenda.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>129/17</p>	<p>Planning Applications/Results/Correspondence received: -</p> <p>PA17/03542 – Mrs. Rachel Bryant-Saville – Demolition of existing semi-detached cottage and stabilisation of gable end of adjoining property. Construction of new 2 storey detached dwelling and new driveway with associated landscaping. Rebuilding dilapidated Linhay for use as a car port-store, Wendon Cottage, Boscarne Farm, Nanstallon– Support (Proposed: Councillor Miss P. Bolton; Seconded: Councillor A. Barnaby)</p> <p>PA17/03752 – Mr. John Capp – Proposed read sun room extension of 5m x 6m, Roman Meadow, Nanstallon - Support (Proposed: Councillor D. Carter; Seconded: Councillor D. Batten)</p> <p>PA17/03915 – Mrs. Sarah Gill – Erection of a stable block on a field site, Winston’s Field, (Land East of Pendewey Farm), Stony Lane, Bodmin – Support (Proposed: Councillor Miss P. Bolton; Seconded: Councillor Mrs. J. Stickland)</p> <p>PA17/03935 – Mr. Lloyd – Proposed extension to campsite to provide for an additional 40 camping pitches and 5 static caravans, along with access track and toilet/shower block, Kymmland, Blowinghouse Lane, Bodmin - Object – (a) Sewerage as we are not convinced a septic tank would be suitable for the increase of pitches; (b) Vehicular access and movement – we are concerned whether the road can take the additional traffic with the addition of pitches (Proposed: Councillor D. Batten; Seconded: Councillor A. Barnaby)</p> <p>PA17/04026 – Bodmin Solar Limited – Variation of Condition 2 (plans approved) of Decision PA11/01747 to allow minor changes to site layout, transformer station layout, the inclusion of a small storage building and a 6m aerial adjacent to the Customer/DNO substation, Land at Lower Bodiniel Farm, Bodiniel Road, Bodmin – No Objection (Proposed: Councillor Miss P. Bolton; Seconded: Councillor C. Vercoe)</p> <p>PA17/04471 – Mrs. Sharon Shelley – Alterations to existing driveway incorporating relocation of 2.5m retaining wall, Badgers Holt, Nanstallon - Support (Proposed: Councillor Miss P. Bolton; Seconded: Councillor Mrs. J. Stickland)</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>PA17/04739 – Mr. & Mrs. A.J. Hambly – Demolition of existing bungalow and construction of two new dormer bungalows, provision of vehicular access and garden amenity spaces, Raintree, Marshall Road, Nanstallon - Support (Proposed: Councillor Miss P. Bolton; Seconded: Councillor A. Harris)</p> <p>Following application for information only:- PA17/01231/PREAPP – Mrs. S.P. Slater – Pre-application advice for erection of house and garage, Adjoining 2 Lamorrick Cottages, Old Coach Road, Lanivet</p> <p>Following application for information only:- PA17/01331/PREAPP – Miss Harriet Parkin – Pre-application advice for construction of new dwelling, Land North West of 3 Mill Row, Truro Road, Lanivet</p> <p>Clerk reported she had requested an extension of time for the following application and had received a response from the Planning Officer advising this is another application for a non-material amendment. We only have 28 days to respond on this and I need to make a decision by the 6th July 2017. I cannot agree to an extension of time for non-material amendment applications as previously explained. We simply need to know whether you have any concerns with the principle of minor changes being agreed without a formal planning application. It is not a formal consultation which requires any public discussion:- PA17/05403 – Mr. George Collinge – Non-material amendment to Application No. E1/2007/02335 dated 25th November 2007 for the conversion of redundant barn to dwelling and workshop/store to make alterations to the openings on the ground floor on the South elevation, Stephen Gelly, Bodmin – We have no objections to this application and to ask what the conditions are for non-material amendments (Proposed: Councillor D. Batten; Seconded: Councillor A. Harris)</p> <p>Planning Results Received:-</p> <p>PA17/03213 – Mr. P. Chun – Proposed continuation of use of existing detached building as residential annexe to the main house, Newton Road from Boskear Lane to Tremorebridge, Lanivet – Approved</p> <p>PA17/031231/PREAPP – Mr. S.P. Slater – Pre-application advice for erection of house and garage, adjoining 2 Lamorrick Cottages, Old Coach Road, Lanivet – Closed – Advice Given</p> <p>Two Members of the public left the meeting at 8.20pm.</p>	<p>Clerk</p> <p>Clerk</p>																																												
130/17	<p>Monthly Accounts & Any Applications for Grants & Donations (Including CALC Membership 2017-2018): - The Council approved payment of the following accounts for June (Proposed: Councillor D. Batten; Seconded: Councillor T. Hancock): -</p> <table border="1" data-bbox="225 1541 1361 2123"> <tr> <td>Lloyds Bank</td> <td>£7.15</td> <td>Bank Service Charge</td> </tr> <tr> <td>South West Water</td> <td>£128.97</td> <td>Bank Transfer 12</td> </tr> <tr> <td>The Lawn Ranger</td> <td>£144.00</td> <td>Bank Transfer 13</td> </tr> <tr> <td>The Lawn Ranger</td> <td>£672.00</td> <td>Bank Transfer 14</td> </tr> <tr> <td>Brewers Stationers</td> <td>£11.34</td> <td>Bank Transfer 15</td> </tr> <tr> <td>British Gas</td> <td>£16.59</td> <td>Bank Transfer 16</td> </tr> <tr> <td>Outdoor Play People</td> <td>£265.20</td> <td>Bank Transfer 17</td> </tr> <tr> <td>Brewers Stationers</td> <td>£21.60</td> <td>Bank Transfer 18</td> </tr> <tr> <td>Brewers Stationers</td> <td>£65.00</td> <td>Bank Transfer 19</td> </tr> <tr> <td>Mrs. J. Burdon Clerk's Salary Gross</td> <td>£404.38</td> <td rowspan="10">Bank Transfer 20</td> </tr> <tr> <td>Back-Pay</td> <td>£21.26</td> </tr> <tr> <td>Minus Income Tax</td> <td>£80.40</td> </tr> <tr> <td>Minus Employee Pension Contribution</td> <td>£23.41</td> </tr> <tr> <td>Nett Pay</td> <td>£321.83</td> </tr> <tr> <td>Office Contribution/Phone Expenses</td> <td>£35.00</td> </tr> <tr> <td>Expenses</td> <td>£46.88</td> </tr> <tr> <td>Total</td> <td>£403.71</td> </tr> </table>	Lloyds Bank	£7.15	Bank Service Charge	South West Water	£128.97	Bank Transfer 12	The Lawn Ranger	£144.00	Bank Transfer 13	The Lawn Ranger	£672.00	Bank Transfer 14	Brewers Stationers	£11.34	Bank Transfer 15	British Gas	£16.59	Bank Transfer 16	Outdoor Play People	£265.20	Bank Transfer 17	Brewers Stationers	£21.60	Bank Transfer 18	Brewers Stationers	£65.00	Bank Transfer 19	Mrs. J. Burdon Clerk's Salary Gross	£404.38	Bank Transfer 20	Back-Pay	£21.26	Minus Income Tax	£80.40	Minus Employee Pension Contribution	£23.41	Nett Pay	£321.83	Office Contribution/Phone Expenses	£35.00	Expenses	£46.88	Total	£403.71	<p>Clerk</p>
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131/17	To consider Parish Council Training Courses from CALC:- Councillor D. Batten to attend 19 th June at Truro – Internal Audit and 20 th June at Wadebridge – Council finance Action: Clerk to book this training tomorrow (Proposed: Councillor D. Carter; Seconded: Councillor A. Barnaby)						Clerk																		
132/17	Approval of Annual Accounts for the year ending 31st March 2017 (Including details of Internal Auditor's Annual Report):- Report received from the Internal Auditor as follows:- The scope of this audit covers the areas included on Part 4 of the Annual Return. Selective testing was carried out and relevant policies, procedures and controls were reviewed.																								
	<p>On the basis of an assessment of risk it is my view that the financial controls and procedures that you have in place are adequate and appropriate for your Council and your financial risk is low.</p> <p>Audit Recommendations:-</p> <p>1. Standing Orders (SO) – These should be reviewed and brought up to date with the latest edition of Model Standing Orders issued by NALC. In particular please note that a Model Standing Order that includes brackets '()' like this requires information to be inserted by the Council to fit its own requirements (any figures etc that are printed in the brackets are an example only). A Model Standing Order that includes the term 'OR' provides an alternative option for a Council to choose from.</p>																								

	<p>2. Earmarked Reserves – All the Earmarked Reserves should be listed in the accounts and minuted that they have been approved by the Council.</p> <p>It was resolved to approve the Annual Accounts for the year ending 31st March 2017 as set out and previously circulated, now approved by the Internal Auditor (Proposed: Councillor D. Batten; Seconded: Councillor A. Harris) Action: Clerk to action.</p> <p>Action: Clerk to send as much information as possible to Councillor D. Batten that that has been received from Mr. Roberts and discuss with him all the legal requirements.</p>	<p>Clerk</p> <p>Clerk</p>
133/17	<p>Approval of Section 1 of Annual Return to be submitted to Grant Thornton – Annual Governance Statement 2016/17:- It was resolved to approve Section 1 of the Annual Report as circulated (Proposed: Councillor D. Batten; Seconded: Councillor A. Harris) Action: Clerk to action.</p>	Clerk
134/17	<p>Approval of Section 2 of Annual Return to be submitted to Grant Thornton – Accounting Statements 2016/17:- It was resolved to approve Section 2 of the Annual Report as circulated (Proposed: Councillor D. Batten; Seconded: Councillor A. Harris) Action: Clerk to action.</p>	Clerk
135/17	<p>CLA Public Administration Licence – Copyright Compliance for Town & Parish Councils:- It was resolved to to leave in abeyance.</p>	
136/17	<p>Approval of (a) Review and Approve Risk Management Policy; (b) Review and Approve Standing Orders and Chairmanship; (c) Review and Approve the Model Code of Conduct for Parish and Town Councils; (d) Review and Approve Financial Regulations; (e) Review and Approve Statement of Internal Control; (f) Review of Investment Strategy; (g) Review of Segregation of Duties (All as per last year):- Councillor D. Batten reported the Finance Sub-Committee were due to meet to go through these documents Action: Next Agenda.</p> <p>Risk Management Policy – Clerk advised some further details to be added are the Cemetery, Churchyard and electrical testing for the Public Conveniences – details to be added to form and obtain new standing orders Action: Clerk to action and forward details to Councillor D. Batten.</p>	<p>Clerk</p> <p>Clerk</p>
136/17	<p>Area Network and Rural Parishes Meeting Update:- No update.</p>	
137/17	<p>Lanivet Village Green/Play Equipment/Car Park:-</p> <p>Lanivet Village Green:- Councillor D. Carter picked some branches up from the Village Green, he has picked up rubbish, along with Councillor T. Hancock.</p> <p>Play Equipment:- Chairman and Councillor A. Barnaby carried out work on play equipment.</p> <p>Lanivet Car Park:- No update.</p>	
138/17	<p>Camel Trail:- Meeting for Wednesday 21st June 2017 at 10.00am to be held at the Goods Shed in Wadebridge, details passed to Councillor Miss P. Bolton.</p>	
139/17	<p>Cemetery Matters (Including (a) any applications for memorials, inscriptions; (b) Email from Richard Davies of Bodmin Town Council – Contractor Details):-</p> <p>Application from Bodmin Funeral Services for a Memorial for the late Ernest William and Elaine Gillian Hughes Action: Resolved to accept the Memorial application (Proposed: Councillor A. Barnaby; Seconded: Councillor A. Harris)</p> <p>Application from Bodmin Funeral Services for a Memorial for the late Olive May Clarke Action: Resolved to accept the Memorial application (Proposed: Councillor A. Barnaby; Seconded: Councillor A. Harris)</p>	<p>Clerk</p> <p>Clerk</p>

	<p>Richard Davies of Bodmin Town Council – Contractor Details:- My name is Richard Davies and I am the parks and open spaces manager for Bodmin Town Council, I am getting in contact with you to ask if you carry out burials and ashes interments within your Parish and if so how many a year, what costs you currently pay and who you use to undertake the work?. I am looking into what contractors are available and if my team could do the work and if we can work together to bring down the costs. We have managed all the burials and interments at BTC in house for years and I am wondering if as costs for training and machinery increase we can help with burials in your Parish? This is just an idea and I am not trying to undercut any of your current workers or contractors but feel that it may be a good idea to look into this subject for the future. It was resolved to respond advising if we need the services we would contact them (Proposed: Councillor Miss P. Bolton; Seconded: Councillor D. Batten) Action: Clerk to action.</p> <p>Chairman reported he was hoping to meet with The Lawn Ranger today to obtain a quote for removing the large mound of grass in the Cemetery but he will speak to him again.</p>	Clerk
140/17	<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:-</p> <p>Councillor D. Carter reported the concrete base was poured for the building today, which is a big step forward. There is a lot of things going on with the field, the Playing Field Legacy have granted another £5,000 for the pitch and Sport England have agreed £75,000 today. Fencing company were instructed today to put up 3 meter fence. Excavating commences on the big pitch very soon. With regards to complaints received they have ensured they have done everything they could to help with the concerns and called David Tapsell from Cornwall Council out.</p>	
141/17	<p>Public Conveniences Update:- Chairman reported a water leak had recently been actioned as it was urgent, invoice pending. It had also been noted that Electrical Testing is overdue. Chairman had a quote for £100.00 to carry out the testing. It was resolved to arrange the necessary Electrical Testing. A call had been received today regarding a blockage by our Cleaner, it was agreed this also needs to be actioned urgently (Proposed: Councillor A. Harris; Seconded: Councillor A. Barnaby) Action: Chairman to action and to ask Electrician to attend and carry out the electrical testing on an annual basis.</p>	Chairman
142/17	<p>Newsletter Reports/Parish Council Website:- No update.</p>	
143/17	<p>Correspondence (Including letter from Cornwall Council – St. Austell to A30 Link Road):-</p> <ol style="list-style-type: none"> 1. Cornwall Council – St. Austell to A30 Link Road (Councillor A. Barnaby) 2. Alan Percy, Chairman of North Coast Cluster Group - Business rates on toilets and libraries, lack of funding for footpaths and streets 3. Cornwall Council – Neighbourhood Planning Update – May 2017 4. Cornwall Council – Consultations for Planning Policy and Guidance Notes commencing on Monday 12th June 2017 5. Cornwall Council – Free Legal Event – 7th July 2017 6. Cornwall Council – Additional Code of Conduct Training - Penzance 7. Cornwall Council – Cornwall Pension Fund Employer Newsletter – June 2017 8. Cornwall Council - Consultations for Planning Policy and Guidance Documents 9. Lewis Koch – Radon Gas in Cornwall Article 10. Cruse Bereavement Care - AGM - Monday 17th July 2017 11. Cornwall Partnership NHS Foundation Trust – Members Newsletter 12. Cornwall CLT - Presentation of Cornwall CLT Annual Report – 21st June 2017 13. Cornwall Council - Communities and Devolution Newsletter - May 2017 14. Cornwall Community Flood Forum - Introducing Cornwall Community Flood Forum 15. CALC Training Opportunities 16. South West Water – Deregulation of the Water Industry (Chairman) 17. Local Government Boundary Commission for England – Electoral Review of Cornwall 	

144/17	<p>Urgent Parish Matters with prior liaison with Chairman (Items for Information Only and items for the next agenda):- Councillor D. Batten advised he would be attending the Code of Conduct Training in July, he noted there is a legal day on the same day and he would be attending that also.</p>	
145/17	<p>Date of Next Meeting:- Thursday the 20th July 2017 in the Parish Hall, Lanivet at 7.15pm.</p> <p>Clerk reminded Councillors she would be away on Annual Leave from the 24th June to the 2nd July and would be out of the country.</p> <p>There being no further business to discuss the meeting closed at 9.35pm.</p>	

Signature:

Chairman

Date: 20th July 2017