

LANIVET PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

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

ON THURSDAY, 19TH JULY 2018 AT 7.15PM

Present: Cllr. S. Walker (Chairman) Mrs. J. Burdon (Parish Clerk) Cllr. Mrs. J. Stickland
 Cllr. D. Carter Cllr. A.J. Barnaby Cllr. C. Vercoe
 Cllr. T. Hancock Cllr. A. Harris Cllr. Mrs. J. Dent
 Cllr. Mrs. C. Eddy Cwll. Cllr. C. Batters 1 Member of Public

Minute	AGENDA ITEMS	Action
166/18	Public Forum:- Mrs. Best attended in respect of Planning Application PA18/04801 advising they purchased this place in March. This is an application to build an agricultural storage building in one corner and only one neighbour can see from their two top windows. If this was approved they would like a separate access to the building, the only access at current is through their own driveway which was not the best access for this development due to drainage etc. They will use part of their own garden for this access and good visibility will be ensured and they have spoken to local neighbours and they have not said there have been any problems. Mrs. Best left the meeting at 7.20pm.	
167/18	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. Councillor S. Walker declared a non-registerable interest under Paragraph 3.5A in the Village Newsletter. Councillor S. Walker declared a non-registerable interest in respect of planning application number PA18/05338 for Mr. & Mrs. Wilton. Councillor A.J. Barnaby declared a pecuniary interest in the planning result PA18/01522/PREAPP for Mr. A.J. & Mrs. E.L. Barnaby.	
168/18	Apologies:- Councillors D. Batten, Miss P. Bolton, O. Sleeman	
169/18	Minutes of the Monthly Meeting held on Thursday 21st June 2018:- The Minutes of the Monthly Parish Meeting held on Thursday the 21 st June 2018 were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor A.J. Barnaby; Seconded: Councillor T. Hancock)	
170/18	Matters Arising from the Monthly Meeting held on Thursday 21st June 2018:- Page 2 Min.113/18 School Parking at Lanivet:- Response from Cormac Solutions – With regards to parking enforcement, you are probably best to contact Cornwall Council's Civil Parking Enforcement team at parking.east@cornwall.gov.uk and the relevant person will contact you direct. I am awaiting the new designs for enhancing the 30mph speed limit gateway at Rectory Road. Once known, I will provide the Parish Council with associated costs Action: Clerk to email to query if the Parish Council can determine when they visit the area.	Clerk

Page 2 Min.114/18 30mph Speed Signs at Rectory Road and Page 3

Min.140/18 Speed Monitor at Rose Hill:- Response from Cormac Solutions – The speed monitoring at Rose Hill was carried out at the request of concerns raised by the Parish Council as discussed in our correspondence 16th-17th May 2018. The results of the speed monitoring are attached, which I have already shared with the Police and our Highway Safety Team. The Highway Safety Team has suggested that considering the carriageway is so straight and wide with little frontage development, it is not surprising there are some higher speeds shown in the report. The Police have advised there are limited opportunities to enforce within the 40mph speed limit and as there is little frontage development there is a suggestion that there is little need to enforce here. They do regularly enforce the 30mph speed limit and also there is a site further along the A389 within the national speed limit which they use, so this area is well serviced by the Police Enforcement Team.

Page 2 Min.123/18 Registration with Information Commissioners Office:-

Clerk reported she had completed the on-line application and was waiting for direct debit forms to arrive as there was a reduction of £5.00 to pay this way
Action: Keep Pending.

Clerk

Page 2 Min.123/18 Email Addresses for Parish Councillors:-

Clerk reported she had heard from the Company we use for the Parish Council email and they confirm there is no limit to the number of mailboxes the Parish Council can have. The Clerk can set them up by using a unique access code that is email to her. It gives access to creating mailboxes. There is not charge for mailboxes but there is a charge for the disk space used for email storage on an HCI Data ltd server.

<http://www.hcidata.com/clients.hcidata.com/email.htm> may give some hints on how to minimise charges.

<https://secure.hcidata.com/clients.hcidata.com/du-display.htm> will show how we charge for disk space. Dinah Crellin has confirmed that with all the correspondence and administration within HCI Data, I estimate 2 hours work. 2 * £45.00 labour = £90.00. Would you also require me to visit the Council Members to run through how to use the new email system? That will be more time, but an instruction email to each might suffice. It was resolved the Clerk continues with Dinah, asking her to follow up the costs for storage with HCI Data and ask for a step by step guide on how to log on
Action: Clerk to speak to Dinah and follow up with HCI links on costs by using links sent.

Clerk

Page 3 Min.140/18 Sign between Tremore and Tremore Cross:-

Response from Debbie Ebsuary from Cormac – Your enquiry from Councillor A. Harris relating to the Saints Way signage at Tremore has been forward to me by Rachael Tatlow. I will attach a temporary sign on the Tremore sign post this week; it will direct Saints Way users along the road to Tremore Cross. It was noted this has been actioned today
Action: Clerk to respond querying when there will be a permanent solution, copying in Cornwall Councillor C. Batters who would also follow up.

Clerk

Page 5 Min.54/18 Appointment of Internal Auditor:-

Clerk reported this was being held in abeyance pending a response from the Internal Auditor under the circumstances
Action: Keep Pending.

Clerk

172/18	<p>Highway Issues/Footpath Issues/Damaged Signs in the Parish:-</p> <p>Highway Issues:-</p> <p>Chairman reported there is now a fund with the Network to get highway works carried out which means Parishes will have to put in an expression of interest. At the meeting they agreed they need forms from Parishes to come back at the middle of September, so the Network Committee can look at these schemes forward. There is £50,000 per year and funds can be carried over, especially if there is a large project to be prioritised. Lanivet Parish needs to look at the main issues we want to put forward. This can then be included on a spreadsheet to be looked at by a Working Group who would in turn report back at each Network Panel Meeting. Suggestions made this evening to include – speeding issues at Rose Hill and Lamorick Corner; Yellow lines around Lanivet School and around the triangle (Proposed Councillor Mrs. C. Eddy; Seconded: Councillor D. Carter) Action: Councillor Mrs. J. Dent to complete forms in liaison with the Chairman.</p> <p>Chairman reported he had heard from Cormac today advising the new drainage scheme at Lamorick Bridge is not going to happen as they do not have the funding. She did say it would be carried out to the next financial year. He would forward details to Cornwall Councillor C. Batters to follow up Action: Chairman</p> <p>Chairman reported on speed figures from Rose Hill. During the monitoring phase 64.5% of cars were doing between 49-51 mph and 23.7% were doing over 50mph. She spoke to police and camera safety department did not believe this was an issue. Chairman was not happy with this response.</p> <p>Footpaths:- None.</p> <p>Damaged Signs in the Parish:- None.</p>	<p>Cllr. Mrs. J. Dent</p> <p>Chairman</p>
173/18	<p>Planning Applications/Results/Correspondence received: -</p> <p>PA18/04801 – Mr. & Mrs. Best – Reinstate entrance at bottom of garden to provide access into field and erection of agricultural store, Wheelcross Cottage, Road from St. Ingunger Land to Bridge Hill, Lanivet – Support (Proposed: Councillor A. Harris; Seconded: Councillor A.J. Barnaby)</p> <p>PA18/05338 – Mr. & Mrs. Wilton – Variation of Condition 2 (approved plans) in respect of Decision No. PA16/04775 dated 22.07.16 for proposed new two storey 4-bedroom dwelling, Land at Old Coach Road, Lamorick, Lanivet – Parish Council to support Planning Officer’s decision but are concerned about over-development of the site (Proposed: Councillor D. Carter; Seconded: Councillor A.J. Barnaby)</p> <p>PA18/06145– Mr. & Mrs. Messenger – Construction of a side extension to west of property with two storeys to rear and single storey to front, Foxhole Farmhouse, Tremore Valley, Bodmin – Parish Council to support Planning Officer’s decision (Proposed: Councillor C. Vercoe; Seconded: Councillor A.J. Barnaby)</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Planning Results Received:- PA18/01522/PREAPP – Mr. A.J. & Mrs. E.L. Barnaby – Pre-application advice for construction of 2-bedroom bungalow with use of existing entrance and form garden, Land South West of Elsinore, Old Coach Road, Lanivet – Closed – Advice Given</p> <p>PA18/04423 – Mr. & Mrs. James Thomas – Regularisation of use of first floor of ancillary outbuilding to the host dwelling known as Higher Boscarne Farm as ancillary accommodation for use by either family and guests of the owner of that property or as a holiday unit of accommodation, The Cottage, Higher Boscarne Farm, Nanstallon– Approved</p> <p>PA18/04455 – Mr. John Capp – Notification of prior approval for a proposed larger home extension – Proposed larger home extension, Roman Meadow, Nanstallon – Prior approval not required (AF/TEL/DEM)</p> <p>Planning Correspondence Received:- Gaia Trust – Bodwannick Manor Farm – Invitation to Councillors to a site meeting. It was resolved to request some dates and times and report back to Councillors are several are interested in attending, preferably a weekend or early evening Action: Clerk</p>	Clerk																								
174/18	<p>Accounts & Any Applications for Grants & Donations (Including Booking of Training Courses as required):- The Council approved payment of the following accounts for July that have already been paid, as per Financial Regulations (Proposed: Councillor Mrs. J. Dent; Seconded: Councillor A.J. Barnaby): -</p> <table border="1" data-bbox="225 1106 1321 1413"> <tr> <td>British Gas</td> <td>£17.93</td> <td>Toilet Electric Jun/Jul</td> </tr> <tr> <td>Lloyds Bank</td> <td>£10.40</td> <td>Bank Service Charge</td> </tr> <tr> <td>DMC IT</td> <td>£22.50</td> <td>Website Updating June</td> </tr> <tr> <td>AJH Services</td> <td>£532.29</td> <td>Toilet Cleaning July</td> </tr> <tr> <td>Mrs. J. Burdon - Salary & Expenses</td> <td>£394.10</td> <td>Salary & Expenses</td> </tr> <tr> <td>CC Pension Scheme</td> <td>£118.75</td> <td>Clerk's Pension</td> </tr> <tr> <td>Inland Revenue</td> <td>£79.80</td> <td>Clerk's Tax</td> </tr> <tr> <td>Mr. Mike Yelland</td> <td>£70.00</td> <td>Toilet Door Repairs</td> </tr> </table>	British Gas	£17.93	Toilet Electric Jun/Jul	Lloyds Bank	£10.40	Bank Service Charge	DMC IT	£22.50	Website Updating June	AJH Services	£532.29	Toilet Cleaning July	Mrs. J. Burdon - Salary & Expenses	£394.10	Salary & Expenses	CC Pension Scheme	£118.75	Clerk's Pension	Inland Revenue	£79.80	Clerk's Tax	Mr. Mike Yelland	£70.00	Toilet Door Repairs	Clerk
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175/18	<p>GDPR Update Including Emails for Parish Councillors:- Clerk reported the emails had been discussed earlier. With regards to GDPR paperwork would be received in due course and circulated. Councillor Mrs. C. Eddy left the meeting at 8.27pm.</p>																									
176/18	<p>Lanivet Community Primary School – Agreement of the Village Green:- Clerk reported a response had been received from CALC which had been circulated explaining the terms of a licence and a lease. They also said that the best course of action, if the Council is concerned about the terms of the proposed lease with the Truro and Penwith Academy Trust, was for you to engage a local firm of solicitors to negotiate on the Parish Council's behalf and endeavour to achieve mutually acceptable terms. I asked Ms. Moore to confirm this advice in writing and she has responded today as follows: Further to our earlier conversation I confirm my view that the Parish Council should instruct solicitors to act for them in any contract negotiations for the agreement of a new license. I use the term "license" because it is a legal term that describes an agreement for use of land where the occupier does not enjoy exclusive possession and the other components necessary for a lease.</p>																									

	<p>The differences between leases and licenses are described in NALC's LTN 48. I note the Parish Council is the licensor and I would expect the person granting the rights to be the party to draw up any agreement. Clerk had confirmed with the Solicitor acting for the Academy we would expect them to pick up any reasonable costs incurred. A response had been received back asking for confirmation of the total legal costs that their client would be responsible for? They would then be able to confirm whether they are happy with this.</p> <p>It was resolved to obtain a cost from Cornwall Council's legal team to reproduce on behalf of the Parish Council for the Lanivet Academy based on exactly the same with just the basic name of change to Truro and Penwith Academy Trust with the addition to ensure grass cutting is carried out by an approved contract. To ensure the Contract is brought up to date (Proposed: Councillor D. Carter: Seconded: Councillor A.J. Barnaby) Action: Clerk and to send details to Academy once known.</p>	Clerk
177/18	<p>Neighbourhood Plans and Rural exception sites problem:- As Councillor D. Batten was absent this evening, it was resolved to include on the next agenda Action: Clerk</p>	Clerk
178/18	<p>Lanivet Parish Sport & Recreation Trust Update:- Councillor D. Carter reported the lighting application has been submitted. The final plans have been forwarded for the lighting. The Hall is very busy and being used well. Prices have been requested for bollards and solar lighting around the Car Park. He has also requested prices for coolers for the rooms.</p>	
179/18	<p>Community Network Panel Meeting Update:- Councillor Mrs. J. Dent reported there was a health update in respect of Surgeries for Bodmin. They are looking at collaborating but not merging, this will be ongoing. The Highways Scheme was the major project. The Local Devolution Fund was raised in respect of this Parish and she reported on this with a power point presentation. It was noted that the £500.00 is still available for Parishes and we could put forward the signage suggestion for the new hall Action: Clerk to forward a copy of the power point presentation to all Councillors. It was agreed a bid needs to be submitted from the Lanivet Parish Sport & Recreation Trust Action: Clerk to forward application form or information required to be sent and details to Councillor D. Carter for completion and return to submit. Action: Councillor Mrs. J. Dent to follow up whether there is a form available to be submitted and send on to the Clerk.</p>	Clerk Clerk Cllr. Mrs. J. Dent
180/18	<p>Lanivet Village Green/Play Equipment/Car Park Updates:-</p> <p>Lanivet Village Green:- No update.</p> <p>Play Equipment:- Chairman reported the Rospa report had been received and it had not thrown up anything other than we already knew about. We have placed orders for necessary items for repairs and replacements. He would like to be able to pay Mike Yelland when he finishes work and not wait for the next meeting. It was agreed payment could be made under Financial Regulations. Painting of equipment to also be carried out as well (Proposed: Councillor D. Carter; Seconded: Councillor T. Hancock)</p> <p>Issues with Matting have been raised again by Rospa and we need to obtain prices to get it replaced. It was resolved to obtain a quote from Henry Cooper, Danny Wilton and Outdoor Play People for the soft play tarmac</p>	

	<p>Action: Chairman to obtain details and report back.</p> <p>Lanivet Car Park:- Councillor D. Carter reported he had received complaints about lorries hitting a drain cover on the road, nearby the Lanivet Car Park</p> <p>Action: Clerk to report to Cormac Solutions, copying in Cornwall Councillor C. Batters.</p>	<p>Chairman</p> <p>Clerk</p>
181/18	Camel Trail:- No Update.	
182/18	<p>Cemetery Matters (Including (a) Any applications for memorials, inscriptions; (b) Safety Inspection Reports from Drew Memorials and Kerrow Memorials);- There were no applications received.</p> <p>Kerrow Memorials had responded in respect of the safety inspection advising they would carry out safety checks but at present with just two members of staff they are busy with other works to get done at the current time and apologised as they could not help on this occasion. Clerk advised she had queried whether they felt they would have time later in the year and had not heard back Action: Keep Pending</p> <p>Councillor A.J. Barnaby and Chairman reported on Japanese Knotweed advising best way to remove is to let it die back, cut it and burnt on site and any equipment, tools need to be thoroughly cleaned before removing. It is an offence to take to landfill and a prosecuting offence. Next year when it is about two-foot-high to spray it and then spray again in the summer and this will take a three-year period. Chairman reported he has asked the Lawn Ranger not to cut the area for now. It was resolved to obtain advice from Cornwall Council/Cormac to establish how they deal with Japanese Knotweed and the costs for carrying out any necessary works to clear and compare this with the Complete Weed Treatment specialist (Proposed: Councillor A.J. Barnaby; Seconded: Councillor C. Vercoe) Action: Clerk.</p>	<p>Clerk</p> <p>Clerk</p>
183/18	Public Conveniences Update:- No update.	
184/18	Newsletter Reports/Parish Council Website:- Clerk reported the website continues to be updated on a regular basis. Chairman reported the newsletter has just been circulated.	
185/18	<p>Correspondence:-</p> <ol style="list-style-type: none"> 1. Cornwall Council – Code of Conduct Training 2. Alan Percy – Neighbourhood Plans and Rural Exception Sites Problem 3. CALC – Training – Councillors Skills – 7th July 2018\ 4. Somerset Volunteer – Please help man’s best friend in Lanivet 5. Cornwall Council – Neighbourhood Plan E-Bulletin (June 2018) 6. CALC – News Round-Up – 29th June 2018 7. Cornwall Council - Proposed potential merger of Devon and Cornwall Police, and Dorset Police - information and consultation 8. Cornwall Council - Bodmin Community Network AGM and Panel Meeting - Wednesday 18th July 2018 9. NALC – Newsletter 10. CALC - Job Vacancy - St Clement Parish Council 11. CALC - Armistice and Armed Forces Communities Programme 12. Great Western Railway - Reminder Newbury Electrification line closures will run from this Monday 9th July to Sunday 5th August 2018 13. Cornwall Council - Town and Parish Council Bulletin 	

	<p>14. Great Western Railway - Next year's timetable changes</p> <p>15. CALC - Panel to look at Enforcement matters - request for volunteers</p> <p>16. CALC - Customer Services Training - Camelford Town Council - 20/07/2018 - places available</p> <p>17. Cornwall Council - Consultation - Draft Validation Guide including the Local List</p> <p>18. CALC – Member Survey 2018</p> <p>19. Great Western Railway - Significant disruption on Sunday</p> <p>20. Cornwall Council - July 2018 Cornwall Pension Fund Employer Newsletter</p> <p>21. Cornwall Council - Code of Conduct Training</p> <p>22. Cornwall Council - Code of Conduct Training - amendment to date (Liskeard only)</p> <p>23. Cornwall Council - Urgent - electoral review - proposals for Cornwall Council divisions in the Bodmin Community Network Area</p> <p>24. Clerks & Councils Direct Magazine (Councillor A.J. Barnaby)</p>	
186/18	<p>Urgent Parish Matters with prior liaison with Chairman (Items for Information Only and items for the next agenda):- Clerk reported on behalf of Councillor O. Sleeman – The Old Parish Hall. He did catch up with Councillor A. Harris who brought him up to speed with the plans the Charity has for it. However, he has been approached by a few people in the community wondering whether there could be an opportunity to have the building as a community asset (eg: a museum or hostel for walkers). The Charity are not averse to the idea if there was enough interest, but of course, we would need to find that out and also consider ways of funding such a thing. It was agreed to include on the next agenda for discussion with Councillor thinking of ideas, suggestions to bring forward Action: Clerk to circulate email and include on the next Agenda.</p>	Clerk
187/18	<p>Date of Next Meeting:- Thursday the 16th August 2018 in the One for All Lanivet Parish Community Centre, Lanivet at 7.15pm.</p> <p>Apologies from Councillor Mrs. J. Dent for the next meeting.</p> <p>There being no further business to discuss the meeting closed at 9.21pm.</p>	

Signature:

Chairman

Date: 16th August 2018