

LANIVET PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

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

ON THURSDAY, 21ST JUNE 2018 AT 7.15PM

Present: Cllr. S. Walker (Chairman)
Cllr. D. Carter
Cllr. T. Hancock
Cllr. Mrs. J. Dent
Mr. Peter Whitehead

Mrs. J. Burdon (Parish Clerk)
Cllr. A.J. Barnaby
Cllr. A. Harris
Cllr. Miss P. Bolton

Cllr. D. Batten (Vice-Chairman)
Cllr. C. Vercoe
Cllr. O. Sleeman
Cllr. Mrs. C. Eddy

Minute	AGENDA ITEMS	Action
134/18	<p>Public Forum:- Chairman reported that ex Parish Councillor Ron Delves passed away at the weekend. He was a long-standing Member of the Parish Council and a very valued member.</p> <p>Mr. Peter Whitehead attended on behalf of Denis and Carol Watkins in respect of their planning application at Stoney Lane, Nanstallon. The site has planning permission for holiday cottages, a number have been built, some not. They have had issues along the way and the project has not born out and so they have the property on the market. With changes, i.e. Cornwall Development Plan he was brought in to look at this again and he approached Cornwall Council. A map was circulated, and areas of land were deemed to be "rounding up". Affordable housing would also need to be made available. They also liaised with Cornwall Council Highways and reservations and comments were looked into and he has met them about a month ago and they are happy with a footpath along the front of the site. They have not started to prepare a planning application, but they are carrying out an ecology survey, tree survey, to have discussion with neighbours to inform them of what is being proposed. He attended this evening to update the Parish Council on the progress of the project.</p> <p>Chairman thanked Mr. Peter Whitehead for attending the Parish Council meeting this evening and updating Members and look forward to receiving the planning application in due course.</p> <p>Mr. Peter Whitehead left the meeting at 7.25pm.</p>	
135/18	<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> <p>Councillor A.J. Barnaby declared a pecuniary interest in the Pre-application for Mr. A.J. & Mrs. E.L. Barnaby as per below under Planning.</p>	

136/18	Apologies:- Councillor Mrs. J. Stickland, Cornwall Councillor C. Batters.	
137/18	Minutes of the Monthly Meeting held on Thursday 17th May 2018:- The Minutes of the Monthly Parish Meeting held on Thursday the 17 th May 2018 were confirmed as a true and accurate record and duly signed by the Chairman (Proposed: Councillor C. Vercoe; Seconded: Councillor Mrs. J. Dent)	
138/18	<p>Matters Arising from the Monthly Meeting held on Thursday 17th May 2018:-</p> <p>Page 2 Min.54/18 Bank Signatories and Online Access:- Clerk reported she had now followed up on this and would inform of responses under the annual account and finance report paperwork later this evening.</p> <p>Page 2 Min.92/18 Bodmin Town Council – Local Devolution Fund Update:- Chairman reported that this is going back to the Network Committee.</p> <p>Page 2 Min.96/18 Safety Inspection at Cemetery:- Chairman reported this will be brought up under Cemetery matters on the minutes.</p> <p>Page 3 Min.113/18 School Parking at Lanivet:- Chairman and Clerk reported there had been no update Action: Clerk to follow up with Cornwall Councillor C. Batters.</p> <p>Page 3 Min.114/18 30mph Speed Signs at Rectory Road:- Chairman and Clerk reported there had been no update Action: Clerk to follow up with Cornwall Councillor C. Batters.</p> <p>Page 5 Min.123/18 Registration with Information Commissioners Office:- Clerk reported she now had information to hand and would now apply for this on behalf of the Parish Council Action: Clerk</p> <p>Page 5 Min.123/18 Email Addresses for Parish Councillors:- Clerk reported she had heard back from Dinah Crellin who would investigate using our own email provider as she advised there are many different routes to go down. Also, comments had been received back from CALC advising Parish Councillors should have their own bespoke Parish Council Email Address. The Council could organise off the back of its website and St. Stephen in Brannel Parish Council has set this up for their members. Clerk agreed to follow up both avenues to obtain details and quotation and include on next month's agenda. Councillor D. Batten reported Lanivet CP School have just carried out this process and would pass details to the Clerk Action: Clerk</p> <p>Page 5 Min.125/18 Weekly Play Inspections:- Clerk reported the weekly reports are being received from Councillor T. Hancock and are being filed accordingly on the email system.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
139/18	Monthly Report from Cornwall Councillor Chris Batters:- Apologies received from Cornwall Councillor C. Batters.	

140/18	<p>Highway Issues/Footpath Issues/Damaged Signs in the Parish:-</p> <p>Highway Issues:-</p> <p>Chairman reported on the road visibility splays and verges in the Parish which seems to be have lapsed this year somewhat. It was noted there was some new road signs up at the top of Old Coach Road.</p> <p>Councillors Mrs. J. Dent and Miss P. Bolton reported two new signs had gone up in Nanstallon.</p> <p>Councillor A. Harris reported nothing had been done about the sign between Tremore and Tremore Cross which has still not be resolved. Often large groups of people do this walk and often get lost. It is confusing, the sign either needs to be taken down or replaced as it is confusing the public Action: Clerk to report to Cornwall Councillor C. Batters to report.</p> <p>Councillor O. Sleeman queried the speed monitor at Rose Hill and asked whether there is any data available Action: Clerk to report to Cornwall Councillor C. Batters to report.</p> <p>Footpaths:- None.</p> <p>Damaged Signs in the Parish:- None.</p>	<p>Clerk</p> <p>Clerk</p>
141/18	<p>Planning Applications/Results/Correspondence received: -</p> <p>PA18/04423 – Mr. & Mrs. James Thomas – Regularisation of use of first floor of ancillary outbuilding to the hose dwelling known as Higher Boscarn Farm as ancillary accommodation for use by either family and guests of owner of that property or as a holiday unit of accommodation, The Cottage, Higher Boscarn Farm, Nanstallon – Support (Proposed: Councillor Miss P. Bolton; Seconded: Councillor D. Batten)</p> <p>PA18/04455 – Mr. John Capp – Notification of prior approval for a proposed larger home extension, Roman Meadow, Nanstallon – Support (Proposed: Councillor A.J. Barnaby; Seconded: Councillor Mrs. J. Dent)</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 – Next Agenda- Extension of Time Requested</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 – Next Agenda- Extension of Time Requested</p> <p>For Information Only:- PA18/01542/PREAPP – Pivot Power – Pre-application advice for installation of prefabricated timber log cabin for use by family members, Blossom Hill, Nanstallon</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>For Information Only:- PA18/01542/PREAPP – Tim & Sue Lucas – Pre-application advice for installation of prefabricated timber log cabin for use by family members, Blossom Hill, Nanstallon</p> <p>For Information Only:- 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 Elisnore, Old Coach Road, Lanivet</p> <p>Planning Results Received:- PA18/03052 – Mr. & Mrs. Chun – Erection of single-storey rear extension and raised terrace to the annexe at Newton, Newton, Lanivet – Approved</p> <p>PA18/03391 – Mr. & Mrs. R. Irwin – Variation of Condition 2 (approved plans) in respect of decision PA17/08590 dated 14.11.17 for construction of new dwelling, Raintree, Marshall Road, Nanstallon – Approved</p> <p>Planning Correspondence Received:- Cornwall Council – Alleged breaches of planning control at Land South of Lanivet Manor, Rectory Road, Lanivet</p>																																								
142/18	<p>Accounts & Any Applications for Grants & Donations (Including Booking of Training Courses as required):- The Council approved payment of the following accounts for June that have already been paid and to be paid this evening, as per Financial Regulations (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby): -</p> <table border="1"> <tr> <td>The Lawn Ranger</td> <td>£900.00</td> <td>Grasscutting</td> </tr> <tr> <td>British Gas</td> <td>£0.57</td> <td>Toilet Electric</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</td> </tr> <tr> <td>Jay Carthew</td> <td>£120.00</td> <td>Glass – Bus Shelter</td> </tr> <tr> <td>Complete Weed Control</td> <td>£264.00</td> <td>Weed Treatment</td> </tr> <tr> <td>The Lawn Ranger</td> <td>£900.00</td> <td>Grasscutting</td> </tr> <tr> <td>AJH Services</td> <td>£532.29</td> <td>Toilet Cleaning May</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>Paul Bazeley Window Cleaning</td> <td>£10.00</td> <td>Bus Shelter - June</td> </tr> <tr> <td>Receipt: Kerrow Memorials</td> <td>£250.00</td> <td>Tonkin</td> </tr> </table>	The Lawn Ranger	£900.00	Grasscutting	British Gas	£0.57	Toilet Electric	Lloyds Bank	£10.40	Bank Service Charge	DMC IT	£22.50	Website Updating	Jay Carthew	£120.00	Glass – Bus Shelter	Complete Weed Control	£264.00	Weed Treatment	The Lawn Ranger	£900.00	Grasscutting	AJH Services	£532.29	Toilet Cleaning May	Mrs. J. Burdon - Salary & Expenses	£394.10	Salary & Expenses	CC Pension Scheme	£118.75	Clerk's Pension	Inland Revenue	£79.80	Clerk's Tax	Paul Bazeley Window Cleaning	£10.00	Bus Shelter - June	Receipt: Kerrow Memorials	£250.00	Tonkin	Clerk
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143/18	<p>Report from the Finance Working Party:- Councillor D. Batten, Chairman of the Finance Working Party presented a report considered by the Finance Working Party at a meeting held on Wednesday the 18th June 2018 for confirmation of approval (Proposed: Councillor D. Batten; Seconded: Councillor Mrs. C. Eddy)</p>																																								
144/18	<p>Approval of Annual Accounts for the year ending 31st March 2018:- It was resolved to approve the Annual Accounts for the year ending 31st March 2018 as set out, which were duly signed by the Chairman and Clerk (Proposed: Councillor D. Batten; Seconded: Councillor Mrs. C. Eddy)</p>																																								
145/18	<p>Approval of Section 1 of Annual Return – Annual Governance Statement 2017/18:- It was resolved to approve Section 1 of the Annual Return as set out (Proposed: Councillor D. Batten; Seconded: Councillor Mrs. C. Eddy) Action: Clerk</p>	Clerk																																							

146/18	Approval of Section 2 of Annual Return – Accounting Statements 2017/18:- It was resolved to approve Section 2 of the Annual Return as set out (Proposed: Councillor D. Batten; Seconded: Councillor Mrs. C. Eddy) Action: Clerk	Clerk
147/18	Internal Auditors Report to be actioned for the year ending 31st March 2018:- It was resolved to approve the Internal Auditors Report and action as per sheet circulated by Chairman of Finance (Proposed: Councillor D. Batten; Seconded: Councillor Mrs. C. Eddy) Action: Clerk/Councillor D. Batten/Finance Working Party	Clerk/Cllr. D. Batten/ Finance WP
148/18	Appointment of Internal Auditor for a three-year period:- It was resolved to appoint the Internal Auditor for a three-year period as time permits, as he recently had a bereavement (Proposed: Councillor D. Batten; Seconded: Councillor) Action: Clerk	Clerk
149/18	GDPR and Registering with ICO:- It was resolved to set aside to appoint for this year with Microshade and review before we agree with them next year, and in the interim to discuss with CALC to see what they propose as a plan of action for GDPR. It was resolved to register with ICO as discussed earlier Action: Clerk (Proposed: Councillor D. Batten; Seconded: Councillor O. Sleeman)	Clerk
150/18	Ethical Standards Complaints – Paperwork from Cornwall Council:- Details received had been circulated and were duly noted.	
151/18	The Local Government Boundary Commission for England – Have your say on draft recommendation Council division boundaries for Cornwall:- It was noted we had previously sent our comments in regard to this and these comments still stand.	
152/18	Tree Wardens – Email from Forestry Team Leader, Cornwall Council:- Chairman reported that Ashley Dowden had asked to carry out some work in the Cemetery, details of which had been circulated to Members. It was resolved to ask him whether he would like to invite him to become the Tree Warden for Lanivet Parish (Proposed: Councillor Harris; Seconded: Councillor Miss P. Bolton) Action: Clerk	Clerk
153/18	Community Emergency Plan/Neighbourhood Plan:- Councillor D. Batten suggested this is possibly taken up with the Network Panel via Councillor Mrs. J. Dent, so there is one for the whole network and not just individual parishes Action: Clerk to forward a blank template of a Community Emergency Plan and Councillors to ask around if there is anyone that would be willing to take this on as a Co-ordinator. Councillor D. Batten declared a non-registerable interest in respect of the following item as he is now a School Governor: on Lanivet CP School-	Clerk
154/18	Lanivet Community Primary School – Licence of the Village- It was resolved to forward the proposed licence to CALC with a copy of the existing lease agreement to ensure we do not lose out and become worse off. There appears to be nothing noted for maintenance of the area. We would like CALC to look at both documents and inform us of the outcome. We would require it to be worded similar to the old version and be called an agreement and not a licence. Clerk to inform the Academy we understand Lanivet Community Primary School is now part of the Academy Trust and whilst we understand this agreement has not been settled we would to allow them temporary permission to use the Village Green in line with the original agreement, with them maintaining as they have been, until legal advice has been sought.	

	With regard to legal advice sought, any costs incurred will be forwarded to the Academy to pay Action: Clerk (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby)	Clerk
155/18	<p>Replacement Bus Shelter Glass and Signage for the Village:- Chairman reported payment has now been made for the glass and he was waiting to hear back from Jay Carthew when he may repair the Bus Shelter.</p> <p>Quotation from Linden Hawke for a sign on the Cemetery in the sum of £21.00 per sign. It was resolved to purchase three signs for each gate, one on the old cemetery and 2 on the new cemetery on each gate at £21.00 each Action: Clerk (Proposed: Councillor A.J. Barnaby; Seconded: Councillor Mrs. C. Eddy)</p>	Clerk
156/18	Lanivet Parish Sport & Recreation Trust Update:- Councillor D. Carter reported the Football Field is almost finished, it should be seeded next week. The final payment from the Big Lottery should be in the bank tomorrow. There is no official opening date as yet.	
157/18	Community Network Panel Meeting Update:- Councillor Mrs. J. Dent reported the next meeting is due to be held on the 11 th July 2018 and they will be discussing Highway issues and she suggested as many Parish Councillors attend as possible.	
158/18	<p>Lanivet Village Green/Play Equipment/Car Park Updates:-</p> <p>Lanivet Village Green:- Councillor D. Carter reported when we gave out the grasscutting contract, there was a footpath up behind the Church that does not appear to have been cut. Chairman reported he had followed this up with Briallen Garden Services and he would chase up again.</p> <p>Play Equipment:- Councillor T. Hancock reported one of the baby swings has broken, so tomorrow he will take down to make safe. One of the wooden gates has been damaged, along with the post. He has a list of work for when Mike Yelland returns to carry out necessary repairs. We are waiting for the Rospa Annual Report to see if they have anything to add to the list.</p> <p>Lanivet Car Park:- Chairman reported the van has been removed. He made enquiries with DVLA as the Parish Council can order forms from them to allow us to ask for keepers' details that are left in our car park. This would help; we could establish the keeper and send a letter requesting it be removed Action: Clerk to obtain forms from DVLA (Proposed: Councillor Mrs. J. Dent; Seconded: Councillor A.J. Barnaby)</p> <p>Councillor D. Carter reported a van had been broken into in the Car Park and all tools were taken from the vehicle. Apparently there has been a spate of thefts in the Bodmin area recently. This had been crimed by the Police and today a phone call had been received from the Leicestershire Police advising they had found all the equipment which would be sent down to Cornwall.</p>	Clerk
159/18	Camel Trail:- No Update.	
160/18	Cemetery Matters (Including (a) Any applications for memorials, inscriptions; (b) Safety Inspection Report – Drew Memorials; (c) Risks Assessed at Lanivet Churchyard; (d) Proposed Works by Ashley Dowden – Cornwall Tree Consultancy):- There were no applications for memorials received.	

	<p>Chairman reported there had been a report of Japanese knotweed and he has spoken with Alun Jones and is recommending that we do not have the grass cut and leave to grow and it could take up to five years plus to eradicate it, which means we would not be able to have the grass cut for five years. It was noted the Japanese knotweed is coming out on the Village Green also. Councillor A.J. Barnaby suggested there is a spray that can be put down to kill this to clear it and he would find out this information and report back to the Parish Council Action: Councillor A.J. Barnaby.</p> <p>Chairman advised that Alun Jones of Complete Weed Control recommends not to cut until October and then he would go in and spray, but this would need to be carried out over five years. This is on about a third of the Cemetery. Chairman advised we either go along with his recommendations or find someone else that can clear it. One of our concerns is this could be encroaching on the neighbouring property. Another comment made is this should be taken to a specialist site to be destroyed and not put in with normal grass cutting waste or left behind. It was resolved to go along with what Alun Jones proposes and put signage up as to the reasons why the area is not being cut (Proposed: Councillor D. Batten; Seconded: Councillor A.J. Barnaby) Action: Clerk to confirm with Alun Jones to treat in October and Chairman to confirm with The Lawn Ranger what is to be left and not cut in the Cemetery. Councillor T. Hancock and Chairman to rope off and put signs up advising why the area is not being cut.</p> <p>Safety Inspection from Drew Memorials to be held in abeyance.</p> <p>Risks Assessed at Lanivet Churchyard - Chairman read email from Adrian Rogers of Cormac of risks he found.</p> <p>It was resolved to request a safety inspection quotation be obtained from Kerrow Memorials as they have new proprietors, in liaison with the Chairman (Proposed: Councillor T. Hancock; Seconded: Councillor A.J. Barnaby) Action: Clerk/Chairman.</p>	<p>Cllr. A.J. Barnaby</p> <p>Clerk/ Chairman/ Cllr. T. Hancock</p> <p>Clerk/ Chairman</p>
161/18	<p>Public Conveniences Update:- Chairman reported there was another broken lock in the Gents, he would repair tomorrow with Councillor T. Hancock.</p>	<p>Chairman/ Cllr. T. Hancock</p>
162/18	<p>Newsletter Reports/Parish Council Website:- Clerk reported the website continues to be updated on a regular basis. Chairman reported the newsletter will be out in due course and awaiting reports for the next issue.</p>	
163/18	<p>Correspondence:-</p> <ol style="list-style-type: none"> 1. Cornwall Community Land Trust - Spring Newsletter - Home for locals forever 2. Cornwall Council – Cornwall Pension Fund Employer Newsletter (May 2018) 3. CALC – News Round Up 24/5/18 4. CALC - Locum Clerk advertisement - Botus Fleming Parish Council 5. CALC - Recruitment of Members to the Cornwall Countryside Access Forum 6. CALC - CALC responses to consultations - NPPF and Ethical Standards 7. Red Telephone Kiosk 8. Scott Mann MP – Coastal Revival Fund – SM 	

	<p>9. Cornwall Fire Rescue & Community Safety Service Headquarters – Community Emergency Plan</p> <p>10. CALC - National Rural Crime Survey 2018</p> <p>11. Cornwall Community Land Trust - Annual Review - Truro 14th June 2018</p> <p>12. Cornwall Council – Building Control – Newsletter (May 2018)</p> <p>13. CALC - Chairmanship Training 4th June 2018 - Confirmation and Location Information</p> <p>14. Cornwall Council - Neighbourhood Planning E-Bulletin May 2018</p> <p>15. Great Western Railway - Temporary Timetables for London services for next two weeks</p> <p>16. Poltair Decorators Ltd – Introduction of family business</p> <p>17. The Local Government Boundary Commission for England - Have your say on draft recommendation Council division boundaries for Cornwall</p> <p>18. Mustard Seed Property – Please support us</p> <p>19. CALC – Member Survey 2018</p> <p>20. NALC – Newsletter</p> <p>21. Cornwall Partnership NHS FT – Newsletter</p> <p>22. Philippa Wellington - Cornish GB Skeleton Athlete</p> <p>23. Cornwall Council – Battles Over Celebrations 2018</p> <p>24. Cornwall Council – Scarletts Well Information Board</p> <p>25. Cruse Bereavement Care in Cornwall – AGM – 13th July 2018</p> <p>26. CALC – Stoke Climsland – Recruitment of Parish Clerk</p> <p>27. Local Council Public Advisory Service for Parish and Town Councils</p> <p>28. Message from Malcolm Brown, Chairman of the Electoral Review Panel</p> <p>29. CALC - Cornwall ALC Member Survey 2018 - Reported problems</p> <p>30. Cornwall Council - Weight Limits on highways - briefing note request</p> <p>31. CALC - Cornwall ALC Member Survey 2018</p> <p>32. CALC - General Data Protection Regulations</p> <p>33. Cornwall Council Pensions – Employer Training in July</p> <p>34. Cornwall Council - Integrated Risk Management Plan Engagement Online Survey</p> <p>35. Convenzis Group - Government Digital Technology</p>	
164/18	<p>Urgent Parish Matters with prior liaison with Chairman (Items for Information Only and items for the next agenda):- Councillor D. Carter reported the new hall is looking so neat and tidy due to work carried out by Chairman and Councillor A.J. Barnaby.</p>	
165/18	<p>Date of Next Meeting:- Thursday the 19th July 2018 in the One for All Lanivet Parish Community Centre, Lanivet at 7.15pm.</p> <p>Apologies received from Councillor D. Batten for the next meeting.</p> <p>There being no further business to discuss the meeting closed at 9.25pm.</p>	

Signature:

Chairman

Date: 19th July 2018