

LANREATH PARISH COUNCIL

Minutes of online Parish Council Meeting held on 19th May 2020

Present: Mr P Seaman – Chair, Mr R Pugh (County Councillor), Mrs E Lee, Miss J Tamblyn. Miss S Cave, Mr P Bartram, Mr D Pugh, Mr Steve Bird, Mr John Williams.

The Chair welcomed everyone to the Parish Council Meeting. There were no declarations of interest.

Mr R Pugh advised the Chair that the Parish Council needs to agree to hold an online meeting. This was proposed by Mr D Pugh and seconded by Mr John Williams. The chair also stated he would record the meeting. There no objections raised to this.

Apologies

PCSO Cocks

Public Participation

4 Members of the public were welcomed to the online meeting.

Minutes of meeting held on 17th March 2020

Mrs E Lee proposed that the minutes be accepted, seconded by Mr P Bartram. The minutes were signed by the Chair.

Matters Arising

Drains below Bury Down – The Chair advised that PA 20/02371, re: additional antenna and communications equipment on Bury Down could not have conditions attached, in respect of lane maintenance, as it was confirmed by Planning to be a permitted development.

Community garden- the sketch plan for improvements to the Community Garden, received by the Chair, was explained and shared with the Council. The Gardening Club had stressed that all the additions proposed (except the apple trees) were reversible. It was agreed that the Gardening Club's plans should be shared with the owner Mr Andrew at the same time as the annual rent is forwarded to him. Chair stated that he would purchase a log edging roll, to contain the gravel surrounding the tyre flower beds, and prevent flying gravel. After sharing on screen the planned layout design, some concerns raised regarding the granite chippings, and bamboo. Following discussion it was agreed by all that the chippings could be prevented from migrating by enclosure, possibly log roll edging, and that the bamboo should be excavated each year, and mowed each time the grass is mowed. Chairman will send design plan to Mr Andrew with his annual fee and seek his consent, and will look for suitable log roll edging.

Punch Bowl – The Planning Application for the refurbishment of the Inn has yet to be validated and entered on the planning portal. It is understood that required surveys had been completed. Ms S Cave suggested that the owner has a number of other establishments, and the current Covid 19 crisis would be causing a lot of pressure in other parts of his business.

Village Toilet – The Chair reported that he had been informed that the supplies from the Village Hall were a higher price than could be obtained elsewhere. After Some discussion, it was agreed to continue with the current arrangement, of obtaining supplies through the Village Hall.

Millennium building weathervane – fund raising continues. Mr P Meatyard not present so no update available.

Horse chestnut tree – Millennium Green – The Chair reported that as the tree is in a Conservation area, a tree work form would need to be submitted to Cornwall Council 6 weeks prior to any work being undertaken. It was agreed to wait until Autumn. Mr S Bird suggested that photos be taken whilst the tree is in full leaf, as this would be helpful for the tree surgeons when they undertake the work. Chair agreed to take some photos.

Football pitch – the Chair reported that he had received a phone call from the Housing Development Team. They were looking at options in consultation with the Affordable Housing team to determine the appropriate housing mix. They would definitely consult with the community prior to submitting any planning application. Mr R Pugh reported that he had received a phone call from the owner of the land, who stated that he was putting the land back onto the open market. It was felt that this could pose a significant risk to the future of football pitch, and a covenant protecting it was unlikely. The Neighbourhood Plan may add some protection.

Parish Clerk vacancy – Following shortlisting and interviews Mrs R Warren has been appointed as Parish Clerk. She will take up her post on 1st June 2020.

Dog waste bin – Village Hall car park. Chair reported that the bin was not included in the Biffa Contract. Cornwall Council are unable to add any further bins to the contract. There would be a charge to Lanreath Parish council of £5.50/week to empty this bin, a cost of £286 p.a. There was discussion about this, but decided to defer any decision to the next meeting whilst other options were explored.

Lanreath bus - This service had been temporarily suspended, but Mr R Pugh assured the Council that it will return once shops are open again. Mr R Pugh expressed concern that the Community Bus was underused. There was some discussion about how to promote greater use of the Community Bus. Mrs E Lee pointed out that many of the regular users were currently self-shielding.

Correspondence

All correspondence was noted.

Cornwall Council:

Weekly Planning updates received. The Chair stated that he would be happy to forward these any other email correspondence on to councillors if they wished.

Following email correspondence with CORMAC the additional road signs on the Bodinnick road, and on the B3359 are now in place.

A Purchase Order has been received from Cornwall Council in respect of the Local Maintenance Partnership for footpaths in the Parish. The costs of clearing paths and stiles can be reclaimed from Cornwall Council under this P.O.

An information notice received that Recycling centres are no open. Mr R Pugh confirmed this. Covid 19 updates are available on Cornwall Council website.

Other Correspondence:

The chair noted that there had been an email invitation to join CALC (Cornwall Association of Local Councils) He had found it a very useful resource. Cost for 20/21 would be £270.84. No decision was made.

Email from external auditor. Chair explained that Statutory Instrument 2020/404 removed the requirement for a common period for the exercise of public rights and extending the deadline by which the Annual Governance and Accountability Return (AGAR) needed to be published to between 30th September 2020 and 30th November

2020. The Chair stated that the public can ask to look at the Parish Council accounts during this period.

Suez Planning meeting for Connon Bridge site. There will be an online meeting regarding this on 4th June. Mr R Pugh stated that the new contract starts next year, and there will a new building needed for waste food storage. In answer to a question Mr R Pugh stated food waste would be stored for a maximum of 24 hours.

A contact had been received via the website. Following a cat being run over in the village would the Parish Council consider reducing the speed limit through the village to 20mph. In discussion it was mentioned that the Parish Council had looked at this about 5 years ago. The cost then, for changing the signs, was £5000 and would likely be more now and, at the time, PCSO Cocks had advised it would not be possible to enforce a 20mph limit. The Chair reported that recent Government research indicated that the average speed was reduced by about 1 mph in areas where a 20mph limit was imposed. The responses to the community questionnaire during development of the Lanreath Neighbourhood Plan indicated a small bias among respondents against additional traffic calming measures. In response to a question the Chair reported that speed bumps were very expensive, costing £10,000 per pair. It was noted that they could also be uncomfortable for some drivers. Mr R Pugh confirmed that the £50,000 made available annually to Community Network Areas by Cornwall Council for additional traffic safety items was already fully allocated. It was felt that any measures would have little impact on the problem. To be added as an agenda item for the next meeting.

6. Planning

Update on PA 20/03019 – Certificate of lawfulness for the retention of mobile caravan for residential use. Following email correspondence among Councillors, the consultee comments submitted were as follows: ‘Lanreath PC has no knowledge of any matters of fact related to this application and the documents that are available on the Planning Portal

7. Climate Change

Miss S Cave reported that due to a heavy work load she had no update for the Parish Council.

8. Risk Assessment

The Chair reported that the risk assessment had been emailed out to Parish Councillors for review.

The two highest risks identified were

- Insurance could be invalidated by failing to adhere to policy conditions
- Data protection breaches.

Mr D Pugh commented that further clarity was required on the risks associated with using the Village Hall for face-to-face Parish Council meetings open to the public. Chair to contact Village Hall Committee to identify existing safety regimes for the Hall.

9. Air Ambulance Request for Contribution

A letter was received in March from the Cornwall Air Ambulance requesting a donation from the Parish Council. The Council was informed by Mr. S Bird that, due to COVID 19, the air ambulance is likely to lose a very large amount from the normal fundraising donations. Ms J Tamblyn stated she was agreeable to the Parish Council forwarding a donation. Chair reported that the Council had saved on the Clerk’s salary for 2 months, which gave some budget flexibility. A donation of £250 proposed by Mr P Bartram, seconded by Mr S Bird and carried by majority vote.

10. Insurance Policy Renewal

Specific concerns highlighted in policy.

Under special activities guidelines any playground equipment must be inspected weekly and any defective equipment must be taken out of use until it is repaired. There should be appropriate signage. At present equipment is inspected annually by an external safety contractor. Mr J Williams stated that until he was self-isolating he did inspect it weekly. Children are still using the play equipment, and it would be difficult to prevent this as play equipment is not fully fenced. Mr. D Pugh agreed to undertake weekly inspections of the equipment until current restrictions ease, after which a rota will be established for these inspections. Mr S Bird undertook to draft a check list to be used for the inspection. Chair to send copy of the last annual inspection report to Mr S Bird.

Concerns expressed about Data protection and compliance with GDPR (which may change shortly due to UK leaving the EU). Lengthy discussion about maintenance of data security. Mr S Bird advised that passwords should be changed every 60 days. Any information that comes under Data protection regulations via email should be read and deleted. It was suggested councillors use only their Parish councillor gmail accounts for council business.

Ms S Cave proposed, that insurance renewal including data protection insurance at a cost of £820.94 be accepted, this was seconded Mr J William and carried by majority vote.

11. Clerk Training

Mrs. R Warren had requested that Parish Council consider sponsoring her for online training course 'Introduction to Local Council Administration'. Cost £99 plus VAT – total £118.80. VAT may be reclaimed. Council were asked by the Chair to also consider sponsoring the Clerk for membership of Society of Local Council Clerks (SLCC) at a cost of £92 p.a. plus joining fee of £8 (£100 total). Chairman reminded council that there had been no Clerk's fees the previous 2 months. Mr P Seaman proposed that council should cover clerk's training and society membership, this was seconded by Ms S Cave and carried unanimously.

12. COVID-19

Chair queried whether an updated strategy for managing Council business including any additional changes to obtaining council approval for expenditure was required. While council meetings were suspended the Chair has been requesting approval from councillors by email, but if online meetings continue on a regular basis it should be sufficient to manage expenditure decisions at council meetings. Thanks were expressed to Mr D Pugh for facilitating cheques being signed.

The Annual meeting normally held in May was postponed as provided for by recent changes to regulations. Mr P Seaman proposed, and R Pugh seconded that the Annual Meeting be held in June this was Agreed unanimously.

13. Finance

Payments approved by email since last meeting

Dunn & Dusted	£40.00
Lanreath Village Hall (Toilet Supplies)	£51.12
SWW	£107.40
D. Northcott	£100
D.Hilton	£10
D.Hilton (PAYE)	£63.60
Dunn & Dusted	£40

Outstanding payments requiring approval

Dunn & Dusted- grass cutting	£40
Dunn & Dusted – footpath clearance	£60
EDF Energy	£111.18
D.Northcott	£100
Mr C Andrew	£10
Insurance Premium	£820.94
Minibus	£300
Ladybirds	£300
Village Hall	£300
PCC	£400

Bank Balance as of 7th May

Deposit A/C 07083384	£6949.21
Current A/C 00105609	£1052.59
Millennium A/C 0605962	£2.24

Village Hall donation – Mr P Seaman proposed, Mr J Williams seconded donation of £300 to Village Hall, Carried.

Remaining donations and payments as detailed above to be paid: Mrs E Lee proposed, and Mr P Bartram seconded. Carried unanimously.

Mr P Seaman stated that as he is unable to request a transfer of funds between accounts a letter be drafted to Lloyds Bank requesting this be done. Mr D Pugh proposed, Mr J Williams seconded that £2500 be transferred to Parish Council current a/c. and for letter to be sent. Carried.

Mr P Seaman informed the Council that the Council's 2019/2020 accounts were with the internal auditor. They will be presented at the June meeting.

To facilitate prompt payment of bills and internal transfers, Mr P Seaman proposed that the Council change the bank accounts to online banking once the new Clerk is in post. Mr J Williams seconded this proposal. All present agreed.

14. County Councillor's Report

Mr R Pugh reported that there had been no meetings. Cornwall Council is moving to virtual meetings.

- 19/6/20 will be first Planning Meeting, followed by a full Council meeting in July.
- Mr R Pugh reported that it had been very busy, particularly with people reporting non-adherence to current rules.
- Pelynt has 130 affordable houses.
- Connonbridge recycling site is to be landscaped. Planning consent is being sought for a block to house workers, as there was no accommodation available due to businesses being closed.
- There was gradual easing of restrictions with plans for lifeguards to be back on beaches and recycling centres to open.

15. Parish Problems

None reported

13. Any Other Business

Thanks were given to Mr P Seaman for taking over the work of the Clerk for the last 2 months, in addition to his other work.

14. Public Participation

- Regarding the problem of drivers' excess speed through the village it was suggested a chicane would help – this would be kinder to tractors.

- It was asked if there would be food waste bins provided for residents. Mr R Pugh confirmed this would be the case.
- Minibus trips. Suggestions were put forward to increase use. It was noted that there had been several initiatives in the past which had not been well supported.
- A question was asked regarding the football field and some discussion followed. It was stated that there would be protests against any plans to develop the area, and that there was considerable backing for this stance within the community with financial support promised.
- It was suggested that as people in the village did not necessarily know Councillors by sight, photographs should be displayed in the Village Hall. Photos are available of all councillors on the website, but it was felt that not everyone would access this. **To be discussed at next meeting.**

15. Date and time of next meeting

16.6.20 at 19.30 online

The meeting closed at 22.18