

LEWANNICK PARISH COUNCIL

Minutes of the Parish Council Annual Parish Meeting

Held at Lewannick Village Hall,

Tuesday 21 May 2019

The meeting commenced at 19.30 hours and was open to the public and the press.

Present

Cllr Paul Atkinson (Chairman)
Cllr Michael White (Vice Chairman)
Cllr Barbara Sleep
Cllr Roger Finnimore
Cllr Shirley Jasper
Cllr David Parnell
Cllr Carole Newbery
Cllr John Newbery
Cllr Beth Newbery

Clerk

Elaine Cook

- (1) **Safety information** – announced by Chair.
- (2) **Election of Chairperson** – Cllr BS proposed 2nd JN and voted unanimously the Chairman elect is Michael White. There were no other nominations. Councillor Michael White signed the declaration of acceptance of office form.
- (3) **Election of Vice Chairperson** – Chair MW proposed 2nd PA, the Vice Chairman elected is Carole Newbery, voted unanimously There were no other nominations. Cllr Carole Newbery signed the declaration of acceptance of office form.
- (4) **Apologies** – none.
- (5) **Chairman's Report**

The 1st World War Centenary weekend was a resounding success with all of the parish working together. The interest and support for this weekend was excellent.

The common land throughout the parish has been reviewed through Cornwall Council legal at our request.

We are pleased to note we have been successful in our bid for a virtual pathway from Beacon View following our grant application.

The parish clock has had to have additional repairs carried out during the year.

Likewise additional work has had to be carried out to Polyphant Green. The bounders have also been placed in situ to assist in the preservation of the location.

Lewannick Play Park continues to be immensely popular and, of course, there are repairs and renewals which are ongoing.

A number of planning applications have gone through the PC.

Naturally potholes, speeding of traffic and dog fouling have been a common factor throughout the period.

It has been a difficult year and I am grateful for the strength and support of the councillors and clerk.

(6) Financial Report

LEWANNICK PARISH COUNCIL

Bank reconciliation as at

31 March 2019

Balance B/fwd	3,352.00
Precept	23,000.00
Other receipts	1,900.00
Staff costs	(2,880.00)
	<hr/>
	25,372.00
LESS	
All other payments	18,963.00
	<hr/>
	6,409.00
Balance at bank	6,409.14

LEWANNICK PARISH COUNCIL

EXPENSES FOR THE YEAR TO 31 MARCH 2019

Election Expenses	2,801.90
Grass and tree maintenance	4,237.00
Legal fees	1,280.16
Polyphant Play Area – maintenance	65.00
CALC – subscriptions	346.77
Website	522.00
Rent – Polyphant	150.00
Rent – Lewannick	91.00
Insurance	387.35
Councillor Gifts	100.00
Grants	1,500.00
Newsletter	428.00
Lewannick Play Park	1,428.58
Repairs and maintenance	1,614.00
Telephone	919.06
Clerk's Expenses	742.58
TOTAL	16,613.40
TOTAL	£16,613.40

LEWANNICK PARISH COUNCIL

EXPENSES TO BUDGET FORECAST

TO 31 MARCH 2019

ITEM	TOTAL EXPENDITURE FOR THE YEAR TO 31 MARCH 2019	PROJECTED EXPENDITURE FOR THE YEAR TO 31 MARCH 2019	PERCENTAGE EXPENDITURE OF £23,000 PRECEPT 2018/19
Election expenses	£2,801.90	3,500.00	12.18%
Grass and tree maintenance	£4,237.00	4,500.00	18.42%
Legal Fees	£1,280.16	0	5.56%
Polyphant Play Area	£65.00	0	0.28%
CALC – subscriptions	£346.77	360.00	1.5%
Website	£522.00	600.00	2.27%
Rent	£241.00	£250.00	1.05%
Insurance	£387.35	£450.00	1.68%
Councillor Gifts	£100.00	0	0.43%
Grants	£1,500.00	£1,500.00	6.52%
Newsletter	£428.00	£360.00	1.86%
Lewannick Play Park Inc Rospa inspection £180.60	£1,428.58	£2,000.00	6.21%
Repairs and maintenance Parish Clock £888.00 Repairs to seats £90.00 General cleaning £636.00 of bus shelter, play equipment and kiosks	£1,614.00	0	7.01%
Telephone	£919.06	£750.00	4%
Clerk's expenses	£742.58	0	3.22%
Clerk's Salary	0	£4,000.00	0%
Contingency for Cormac/Dog Bins/audit/sundries	0	£4,000	0%
TOTAL	£16,613.40	£23,000 precept	72.23%

LEWANNICK PARISH COUNCIL

Asset Register

17 May 2019

Parish War Memorial	Nil
Notice boards, around the parish	900
Bus Shelters (2) in Lewannick	2,600
Parish Clock	Nil
10 public seats, around the parish	3,000
2 K6 telephone boxes	£2
Polyphant Play Area	5,859
8 dog bins, around the parish	1,776
Lewannick Play Park	62,230
Grit bins, around the parish	900
Clerk – shredder	35
Clerk – filing cabinet	50
Chairman's Chain of Office	Nil
	77,352

(7) Election of Officers

Lewannick Play Park and Polyphant Play Area - Councillor BS proposed, 2nd RF and voted unanimously for Cllr Claire Tyler to continue in this office.

(8) Reports from organisations within the parish.

St Martin's Church

Carnewater Practice

BS read out report by Carnewater Practice ... As I am sure you are aware Dr David Farrar retired at the end of March 2019. We have had a vacancy open for a GP at Carnewater for the past 3 years and sadly have been unable to recruit. We have had to look at alternative options for provision of primary care services and now employ three nurse practitioners and a paramedic. They are all very experienced clinicians and we are grateful for all that they add to our service.

However, we feel that it would not be appropriate for them to come over unsupported and run surgeries in Lewannick.

From the start of April we, therefore, changed how we deliver our clinics at Lewannick (and in Bodmin to some extent). We now offer appointments at our Bodmin site for acutely arising medical issues that all patients can access through phoning our reception. Patients will be seen by a member of our duty clinical team and hopefully dealt with in a safe and effective manner appropriate to their clinical need.

In order to ensure safe provision we have had to reduce clinics at Lewannick. We now have GP surgeries operating on Monday, Wednesday and Friday mornings. These are mainly for follow up of complex and non-emergency problems with a GP. The GP will also do visits for housebound patients following surgery that morning. There is a nurse clinic on Tuesday and Thursday morning for nursing needs. All chronic disease management is now undertaken by our nursing team in Bodmin. Patients phoning with an acutely arising medical issue will be offered same day access to our duty clinical team in Bodmin.

We also have the support of a visiting service who are making visits to our housebound and residential patients across the moor on Tuesdays and Thursdays if they have an urgent acute medical problem. The visiting service is staffed by two well qualified and experienced paramedics, Kerry and Andy, who are supported by our duty team GP in Bodmin.

We are working hard to maintain a safe and effective service for all of our patients and hope that you will understand the change to services provided at Lewannick.

If you have any further questions about this matter please feel free to contact our new practice manager, Mrs Michelle Prately. We are always looking for suggestions regarding service improvement and value patient feedback.

I hope that this message helps explain our current practice position.

Kind regards

Dr Emma Langstaff (GP Partner, Carnewater Practice, Bodmin).

Community Heartbeat Trust

Report for Lewannick Defibrillator

This is community owned and NOT Parish Council responsibility!

The defibrillator is located in a telephone box next to Lewannick stores. It was placed there on 4th March 2015 after funds had been raised by the local community and grants received enabled its purchase.

To date, the defibrillator has been deployed on three occasions, the first occasion was for a patient in the doctors' surgery, unfortunately the patient passed away and the defibrillator was not used.

At the end of last year the defibrillator was deployed twice within a week, I am pleased to say that it wasn't needed as the patients did not need this intervention. On all these occasions the defib is taken out of service until essential checks are carried out to prove its readiness when deployed again. On one of the occasions it wasn't returned to its box and I had to go hunting for it. I have now placed signage in the telephone box and in the defib case asking for it to be returned after use and my contact details.

The defibrillator has been taken out of service (OOS) on many occasions since 2015, for deployment and when consumables are opened or become out of date. The ambulance service has always been informed of these periods and they will not send anyone to an OOS defib. They will send you to nearest working one with the appropriate code to open the box or they will recommend CPR until the ambulance arrives.

Prior to the May day bank holiday the battery came to the end of its life and a new one had to be ordered, this is a routine maintenance issue and Community Heartbeat Trust (CHBT) and the Ambulance service were informed. I asked CHBT for a balance on the defibrillator account but unfortunately this wasn't replied to very quickly so I decided to ask local groups and businesses if they were willing to contribute towards a new battery, I considered this action for a few reasons:

- 1) To ensure that I had sufficient funds
- 2) To engage with the community and keep the defib in their minds
- 3) To maintain and increase the bank balance as a reserve for when the defibrillator becomes obsolete and needs replacing.
- 4) Organise an awareness course in Lewannick.

As it happened, CHBT let me have a balance and a new battery was ordered straight away, they also informed me that the battery would have been sent out even without sufficient funds. This was welcome news to me and I have banked the information for the future.

I was disappointed that the Residents Who Care (RWC) and their publication of a newsletter which caused alarm to some residents. I did let me feelings be known to them and hopefully if any more concerns are raised with the defib, they will come to me first for some advice, it pays to have a dialogue.

To keep the defib in focus of the locals and to keep funds growing for the ultimate replacement, I have placed CHBT shake boxes in both the village shop and pub.

As an aside I added, "CHBT informed me that even though the red battery light is illuminated there is still the ability to deliver 10 shocks so with that in mind the Ambulance service might have made the decision to deploy this Defib."

I confirmed when asked that monthly checks are carried out on the Lewannick Defib and also that I have no responsibility for any other Defib in the area (Trevadlock and Polyphant).

The Defib was out of service from 30/4/19 to 3/5/19

- (9) Grant funding for organisations within the parish

Three applications for grant funding have been received copies of which had been circulated.

St Martin's Church – Chair MW proposed lifting grant funding to £1,000 for the maintenance of the Churchyard 2nd JN and all in agreement.

Polyphant Chapel and Community Centre – Chair proposed lifting grant funding to £750 for the maintenance of the graveyard 2nd SJ and all in agreement.

Trevadlock Cemetery – It was proposed by BS 2nd CT and all in agreement to grant £500.

Noted - New cheque book issued for future payments.

The Ordinary meeting of LEWANNICK PARISH COUNCIL followed the Annual Parish meeting.

- (1) **Public forum** - parishioners raised concerns regarding dog fouling.
- (2) **Declaration of Interests** – none.
- (3) **Minutes of Ordinary meeting dated 19 March 2019** which had been previously circulated JN proposed, 2nd BS and voted unanimously the minutes represented a true and fair copy of the meeting. Extraordinary meeting proposed RF 2nd PA and all voted unanimously they represented a true and fair copy of the meeting.
 - (a) **Report following site meeting** – Highways – Chairman reported a site meeting had been held with Highways. It is noted the issues raised within Trevadlock have been actioned. Landers Lake – the gratings are being made larger in order to try to accommodate the heavy volume of water.
 - (b) **Lewannick Parish Clock** – the annual maintenance of the clock is scheduled.
 - (c) **Polyphant Green – tree report – update.** The surveyor has confirmed he hopes to forward a copy of the tree report to us shortly. This has been chased.
 - (d) **Dog Fouling** – Clerk confirmed the Warden has been informed and will be visiting specific locations throughout the parish. Some parishioners are also logging dates and times of incidents which are being reported back to the Dog Warden.
- (4) **PLANNING**
 - (a) **PA19/03640 Works to trees in a Conservation Area, namely various works, mainly felling,** to trees identified on tree plan. Woodland Cottage, Polyphant.

Motion: to support application.
Proposed: JN 2nd BN unanimously supported.
Action: Clerk to submit comments to planning department.
 - (b) **PA19/02840 Change of use from redundant farm barns to bedroom suite associated with Guesthouse and relocation of bat mitigation for Barn C (application PA18/07471 refers).** Coombeshead Farm, Lewannick.

Motion: It was proposed by CN 2nd BN, unanimously supported.
Action: Clerk to submit comments to planning department.
 - (c) **CC – Planning Applications Consultations – Guide – noted – had been circulated.**

(d) **Area Team 8** meeting Parish Councils – our comments regarding our flexibility for a meeting had been noted and we look forward to having a meeting.

(5) REPORTS

- (a) **Lewannick Play Report** – Rospa report has been completed and circulated. CT confirmed the grass has been cut. The build-up of twigs and debris on site has been collected. Incident of dog fouling on 10 April. The broken picnic bench has been removed. In general there is wear and tear of the equipment and a reserve fund to meet future needs to be considered.

CT kindly volunteered to re-stain the picnic bench.

CT queried our public liability. A copy of our insurance policy had been circulated to all members. Pro CT 2nd RF Clerk writes to our insurers to clarify our position if a child is injured whilst using the apparatus.

- (b) **Polyphant Play Area** – all in good order other than general wear and tear. The grass has been cut.

Action: The wooden slats require staining.

(6) FINANCE

Invoices for payment

- (a) Insurance Renewal BHIB 2019/20 £383.26 cheque number 001.
(b) Polyphant Methodist Church bookings invoice £80.00 cheque number 940.
(c) Cornwall Association of Local Councils – annual subscription £388.39 cheque number 002.
(d) Cancellation of standing order Clerk's salary – mandate signed and approved.
(e) R Morley – street maintenance £96.00 cheque number 939.
(f) Swing replacement Lewannick Play Park. Quotations received.
(g) Receipt of cheques:
£250.00 from Mr and Mrs J Newbery gift donation towards the purchase of a new baby swing, Lewannick Play Park.
(h) Clerk's Salary – Cheque received for £2,880. Following printed circulation regarding her salary from some parishioners, Clerk has returned her salary cheque.
(i) Direct Debit – form presented for signing to stop the payment of £240.00 per month to Clerk.

(7) CORRESPONDENCE

- (a) Community forums – Chair read out the document.
(b) Agenda items for July 2019
Climate change – SR – confirmed Altarnun have got a group of people together.

There being no further business the Chairman declared the meeting closed. The next ordinary meeting is scheduled for Tuesday 16 July 2019 at Polyphant Village Hall.