

# MINUTES LEWANNICK PARISH COUNCIL TUESDAY SEPTEMBER 19 2017

## MINUTES OF AN ORDINARY MEETING OF LEWANNICK PARISH COUNCIL.

The meeting was held at Lewannick village hall on Tuesday September 19 2017. The meeting was open to the public and the press and commenced at 19.00 hours.

### ATTENDANCE

<b>Chairperson</b>	Barbara Sleep
<b>Vice Chairperson</b>	Paul Atkinson
<b>Clerk</b>	Elaine Cook
<b>Councillors</b>	Susan Curley, Carole Newbery, Paul Atkinson, David Parnell, Michael White And Roger Finnimore.
<b>County Councillor</b>	Adrian Parsons

There were members of the public present (5).

1. **Safety Information** announced by Chair.
2. **Public Forum** (time limited) on items within this agenda.  
A member of the public thanked the Council for organising the signs for The Triangle, Lewannick. It was agreed this is a noticeable improvement.  
There were no other matters raised by the public.
3. **Apologies** were received from Claire Tyler, Bethany Newbery and Jenny Potter.
4. **Declaration of interests** Cllr R Finnimore ref 7b and 7c. Register of Interest Book – signed by RF.

### AGENDA ITEMS

5. **Minutes of our ordinary meeting dated Tuesday July 25 2017.** A draft copy had been circulated. Proposed MW 2<sup>nd</sup> CN and all were in agreement the minutes confirmed a true and accurate account of the meeting.
  - a. **Set-up of staffing committee.** BS proposed PA forms part of the committee. This was 2<sup>nd</sup> by RF.  
RF proposed MW 2<sup>nd</sup> CN.  
MW proposed CN 2<sup>nd</sup> RF. All in agreement the staffing committee will comprise of:-  
Councillor Paul Atkinson  
Councillor Michael White  
Councillor Carole Newbery.
  - b. **Standing Orders and Financial Regulations** a copy of which had been circulated. Proposed PA 2<sup>nd</sup> MW and all in agreement to adopt the Standing Orders and Financial Regulations.
  - c. **Website** It was agreed we would check with CALC to ensure we were in compliance before we re-launch of our website.
  - d. **The Hub – Polyphant House** – Prop BS 2<sup>nd</sup> PA and all in agreement we would chase this up.

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- e. **Lewannick Parish Posts and Stiles** – Countryside Cormac have confirmed the issues we have raised relating to stiles on Public Footpaths 11, 12 and 14 have been recorded and passed to the Countryside Officer for inspection when in our area. They confirm under The Highways Act 1980, any stile or gate across a footpath or bridleway must be maintained by the landowner in a safe condition and to the standard of repair required to prevent unreasonable interference with the rights of users.
- f. **Street Furniture and War Memorial** – It was agreed the War Memorial will be cleaned. The wooden seat in memory of the late Ken White will also be treated with wood preservative.
- g. **Hicks Mill Bridge** – The restoration of the bridge is being done. An e-mail of thanks received by resident.
- h. **Boundary Review** – The boundary review was debated. It is understood nothing has yet been confirmed but it is likely parishes could be split.
- i. **Funding Cycle Path** – Lewannick – AP confirmed CC have £1million of new money to divide between the net-work. He is hopeful he can try and put in for a footpath for Trelaske. The cycle path is on hold. The vegetation around the path leading to the school has not been cut back and it was agreed AP would speak to Cormac.
- j. **The Triangle** – Lewannick. A new 'School' sign and a 'pedestrians walking' sign together with the word S L O W has been written in the road on the approach to the Triangle by Cornwall Council. The signage conforms to the Traffic Signs Manual which is intended to give advice to traffic authorities and their agents on the correct use of signs and road markings, and this is mandatory. AP produced a statement from Cormac to confirm this. It was agreed there was nothing wrong with the current layout.
- k. **Cllr query on property** – use of for business. Chair read out an e-mail from one of our Cllrs. Chair confirmed she had spoken to the residents and it was concurred the matter was not our business. It is noted the location has been tidied up. It is understood it has been reported to The Enforcement Team by another party. If a property is untidy and it can be seen from the Highway it is understood CC can investigate.

### 6. REPORTS

- a. **Lewannick Play Park** – waiting for our contractor Schoolscape to repair equipment.
- b. **Polyphant Play Area** – waste bin has been repaired. All in good order.
- c. **Neighbourhood Development Plan** – Chair read out a report which had been prepared by their Chair.

The grant funding has now been received and is ring-fenced in our bank account. The grant funding is under our financial protocol regulations. Invoices for payment need to be placed on our agenda prior to payment.

The first residents' questionnaire has been analysed and the second, more detailed questionnaire has been prepared based on those findings. The final questionnaire has been approved by Cornwall Council and will be distributed in September. Results will be analysed during November. The business questionnaire will also be distributed during the same period.

**The cut-off date for the return of questionnaires was queried by the Chair.** Confirmed as 5 November 2017. The Chair confirmed the cut-off date for the return of questionnaires should not be altered.

The cost of the website £1,000 was also queried.

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### 7. PLANNING

- A. **PA17/06665 Construction of a roof over the existing silage pit. Mr Stephen Penhale.**  
Land South East of Charmwell, Lewannick. Prof by MW 2<sup>nd</sup> RF and all were in agreement to support the application.
- B. **PA17/07865 Proposed alterations and refurbishment works to accommodate change from redundant agricultural to domestic use. Mr Robert Anderson.**  
RF left the committee room while the application was being discussed.  
It was proposed by DP 2<sup>nd</sup> PA and all were in agreement to support the application.
- C. **PA17/06186 Listed building consent for proposed alterations and refurbishment works to accommodate change from redundant agricultural to domestic use. The Shippon, Trenhorne Farm, Congdons Shop. Mr and Mrs Robert Anderson.**  
RF remained out of the committee room while the application was being discussed.  
Pro M<sup>r</sup> 2<sup>nd</sup> CN and all were in agreement to support the application.

### 8. DOCUMENTS

- a. **Low Carbon Britain event November 2017** – circulated.
- b. **Citizenship and Civic Engagement** Following debate PA proposed we write back confirming Government, whilst exhorting volunteers to participate in their communities is actually eroding the spirit of volunteers towards civic engagement in the 21<sup>st</sup> Century.

There is now an expectation on volunteers to carry out tasks and duties previously carried out by paid staff.

The legal obligations placed on volunteers to undertake training etc., and even face possible prosecution for failing to comply with mounting legal requirements is counter-productive to the Government's supposed ethos on Civic Engagement.

### 9. FINANCE

- a. **The bank reconciliation as at 1 September 2017 was £3,949.77 excluded funding for the NPD received of £4,724.00.**
- b. **Aon Insurance** – circulated changes to the policy.
- c. **Invoices for payment:**  
**Nathan Pearson – Polyphant Green - £1,340.00 proposed SC 2<sup>nd</sup> RF all in agreement.**  
**Colin Moore – Polyphant Play Park - £25.00 – waste bin repairs. Pro PA 2n MW all in agreement.**  
**Colin Moore – Lewannick Play Park - £50.00 – guards to play equipment. Pro MW 2<sup>nd</sup> PA all in agreement.**  
**Colin Moore – Polyphant Play Park - £60.00 guards to play equipment. Prop MW 2<sup>nd</sup> PA all in agreement.**  
**R Morley – cleaning street furniture - £96.00. Pro CN 2<sup>nd</sup> PA all in agreement.**  
**Neighbourhood Development Plan Meetings - £90.00 – hire of hall Polyphant Hall.**
- d. **Remittance Advice – Neighbourhood Development Plan - £4,724.00 has been received which is ring-fenced.**
- e. **May Election Recharges** – it has been confirmed we will be receiving the invoice for the May elections.

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For information:

### 10. CORRESPONDENCE

- a. Waste Collection and Cleaning Contract – for information.
- b. Cyber Protect Office - we have confirmed an interest in holding a meeting with the Cyber Protection Officer.

### 11. AGENDA ITEMS for October 2017.

**Waste dog bins** – We have spoken to Biffa with reference to a bin which is not being serviced correctly at Trelaske.

**Footpath to Lewannick School.**

### 12. DATE OF NEXT MEETING

our next meeting is scheduled for Tuesday 17 October 2017 19.00 hours. Venue: Polyphant.

**There being no further business the Chair declared the meeting closed at 20.34 hours.**