## Minutes of the Lewannick Parish Council Meeting held at Lewannick Village Hall, Lewannick on Tuesday 18<sup>th</sup> February 2020, commencing at 7.30pm

Present: Cllr M White (Chairman), Cllr C Newbery (Vice Chair), Cllr S Jasper, Cllr R Finnimore Cllr C Tyler, Cllr D Parnell, Cllr J Newbery, Cllr P Atkinson and Cllr B Sleep.

In Attendance: Linda Coles, Locum Parish Clerk and Cllr A Parsons (Cornwall Councillor)

There were 8 members of the public present.

Item No		Action By	
1	Apologies.		
_	Apologies were received and accepted from Cllr B Newbery.		
2	Declarations of Interest		
_	a) Agenda Items. None declared.		
	b) Gifts. None declared.		
3	Consideration of written requests for dispensation. None received		
4	Unitary Councillor's Report.		
	Cllr Parsons said that Cornwall Council has released funding for a multipurpose hub at		
	Launceston, which location will be revealed once plans are in place.		
	Cllr Parsons has received several complaints about blocked drains and said that Cornwall		
	Council Highways is struggling to keep up with carrying out necessary works because of the		
	extreme weather conditions.		
	Trekelland Bridge has been hit and damaged by a 20 seater bus and will be closed for 3		
	weeks whilst repairs are carried out, again the adverse weather is affecting the repair.		
5			
	The Chairman read out a statement regarding the purpose of having public participation as		
	an agenda item.		
	There were no Parish issues brought forward by members of the public.		
6	Planning		
	a) Planning applications received before the agenda was finalised:		
	PA19/10911, Trecoombe, Polyphant, Launceston, Cornwall. Proposed rear bedroom		
	extension, side kitchen extension, new front porch and detached garage.		
	Following discussion, it was RESOLVED to support this application, proposed by Cllr J		
	Newbery, seconded by Cllr Jasper with all in favour.		
	b) Planning applications received after the agenda was published: None received		
	c) Planning decisions received from Cornwall Council:		
	PA19/09413, Ridgeview, Polyphant, Launceston Cornwall PL15 7PU. Construction of a		
	new purpose built dog kennels <b>Approved</b>	Clerk	
	PA19/10483 and 10484, Trenhorne Farm, Congdons Shop, Launceston Cornwall PL15		
	7PN. Listed building works to the shippon and alterations and refurbishment works to		
	accommodate change from redundant agricultural to domestic use. – Approved.		
	PA19/03296/PREAPP, Lewannick manor, Lewannick, Launceston PL15 7QD. Pre-		
	application advice for the renovation of Grade II Listed manor house, conversion of two		
	outbuildings, construction of new garage block, alterations to landscaping and		
	driveways. For advice only and not consultation.		
	d) Other Planning Matters. No other matters to discuss.		

-	Minutes of the mosting hold on Tuesday 21st Lauren 2020			
7	Minutes of the meeting held on Tuesday 21 <sup>st</sup> January 2020.			
	Subject to the change of date on Page 25, Item 18, from 04/02/20 to 18/02/20, it was			
	RESOLVED to sign the Minutes as a true record of the meeting, proposed by Clir C			
	Newbery, seconded by Cllr Finnimore, with all in favour who had attended that meeting.			
	Cllr Tyler wished it to be noted that she approved the general content of the Minutes but			
	had not been present for the Closed Session.			
8	Matters arising from the above Minutes. Cllr Tyler said that she would like it noted that			
	she had left the meeting before the Closed Session because it was agendered to discuss			
	staffing matters and was not happy to find that other matters had been discussed. <b>Noted</b>			
9	Policies and Procedures.			
	a) Grants Policy. Following discussion regarding the application procedure it was			
	RESOLVED to adopt this policy, proposed by Cllr Sleep, seconded by Cllr Finnimore			
	with all in favour.			
	b) Privacy Policy. It was RESOLVED to adopt this policy, proposed by Cllr J Newbery,	Clerk		
	seconded by Cllr Jasper with all in favour.			
	c) Code of Practice for Handling Complaints. There was discussion regarding complaints			
	against Councillors following which it was RESOLVED to adopt this policy, proposed by			
	Cllr J Newbery, seconded by Cllr Sleep, eight votes for with one abstention (Cllr Tyler).			
10	Footpaths.			
	Cllr J Newbery has taken a map of the Parish footpaths from the Cornwall Council website.			
	The Clerk will put this map on the PC website and a link to the footpaths in the County.	Clerk		
	It was agreed that the contract for the Local maintenance Partnership will be put out for			
	tender, as will the grass cutting.			
11	Highway Matters.			
	Cllr Jasper asked about litter picking in the Parish. One of the members of the public	SJ		
	present said that he does this in Lewannick. The Clerk said that if Cllr Jasper would like to			
	organise a litter pick in Polyphant and notifies her of the date, then she will contact Clean	Clerk		
	Cornwall and organise the equipment and collection of the rubbish.	G.G. K		
	The funding for the new bins was raised and the Clerk will look for the paperwork and liaise	Clerk		
	with Cllr Parsons regarding this.	Cicik		
12	Climate Change.			
12	Cllr J Newbery attended a climate change event at North Hill and read out a report. Cllr C			
	Newbery has registered with Terracycle for the recycling of crisp packets, toothpaste tubes			
	etc. and is trying to set up a system for the village. These items can be recycled at the local			
	Co-op and Tesco Stores. The Clerk gave Cllr C Newbery and Cllr Jasper a Climate Change			
	Working Groups proposal, with ideas for community groups to follow. There is also the			
	70 1			
	Community Network link through Chris Sims. Cllr C Newbery has spoken to the school and			
	they are happy to take part once it is known what is required. Cllr J Newbury said that the			
	Electoral Ward of Altarnun, which includes Lewannick is currently 14 <sup>th</sup> on the list for			
4.0	recycling performance.			
13	Play Areas and Open Spaces.			
	Cllr Tyler has inspected the play areas. The wooden play equipment is very slippery. It was	<u> </u>		
	reported that the Leylandi trees are overgrown and need cutting back. The Clerk will find	Clerk		
	out about metal caps for the tops of the wooden posts.	SJ		
	Cllr Jasper will email pictures of the benches so that a programme of refurbishment can be			
	put together.			
14	Meeting Dates for 2020/2021.			
	<b>Clir White proposed</b> that the Parish Council meets monthly with the exception of August			
	and December, this was <b>RESOLVED</b> , and <b>Clir C Newbery seconded with all in favour.</b>			

	The venues for the meetings was discussed as follows:		
	<b>Motion 1</b> - A motion was put forward that meeting venues will be on a 2 to 1 basis, i.e. two		
	consecutive months at Lewannick and the third month at Polyphant, Cllr White proposed		
	and Cllr J Newbery seconded.		
	<b>Motion 2</b> - A second motion was put forward that the venue is alternated month on month,		
	Cllr Tyler proposed and Cllr Jasper seconded.		
	Motion 1 was carried by a vote of five for, two against and one abstention. It was		
	therefore <b>RESOLVED</b> that the venue for Parish Council meetings will be on a 2 to 1 basis.		
	The Clerk will produce a Calendar.	Clerk	
15	Annual Parish Meeting		
	It was <b>RESOLVED</b> that the Annual Parish meeting will be held on Wednesday 29 <sup>th</sup> of April		
	2020 at Lewannick Village Hall at 7.30pm, proposed by Cllr Tyler, seconded by Cllr White		
	with all in favour. Invitations will be sent out to groups in the Parish and it was suggested		
	that the Clerk invites Julian Morris, Inspector of Police.		
16	Correspondence		
	a) Email from resident re Littlejohn's invoice and precept increase. The Chairman has		
	replied to the correspondent, as has the Clerk, and it is noted that nothing more can be		
	said.		
	b) Email from resident re the planting of a memorial tree at Polyphant Green. It was		
	RESOLVED to agree to this request, proposed by Cllr Finnimore, seconded by Cllr J		
	<b>Newbery, with all in favour.</b> The Clerk will ask Bees Trees to advise on the type of tree.		
	c) The Clerk gave details of three dates for Code of Conduct training. It was agreed that		
	further training will be taken once the legislation has been updated towards the end of		
	the year.		
	d) A letter from R Hancock & Son Solicitors has been received in relation to the access		
	track that leads to common land at Polyphant. The Clerk has tried to contact the		
	solicitor for more information about the alleged obstruction. It was agreed that the	Clerk	
	Clerk will contact Martin Wright, Cornwall Council and send a holding letter to	Cicik	
	Hancocks.		
17	Finance		
17	a) Payments. It was <b>RESOLVED</b> to make the following payments as per the circulated		
	schedule, proposed by Cllr Finnimore, seconded by Cllr J Newbery with all in favour:		
	Chg 300001 – L Coles, locum clerk, salary office and expenses for January		
	Chq 300002 – E coles, locally clerk, salary office and expenses for failury  Chq 300002 – HMRC, PAYE for L Coles, January		
	Chq 300002 – Tivinc, PATE for E coles, January  Chq 300003 – Cornwall Council, 3 x delegates for Planning Conference - £45.00		
	Chq 522040 – Final balance from Santander bank to Unity Trust bank for Lewannick		
	Parish Council new account - £0.83p		
	b) Receipts. Refund of E Cook Standing Order for January - £240.00		
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	correct, proposed by Cllr J Newbery, seconded by Cllr Finnimore with all in favour.		
	Balance of funds held as at 31 <sup>st</sup> January 2020 is £8,050.83.		
	d) Trees at Polyphant. Following the recent high winds it has been necessary to call out		
	Bees Trees to attend the Green at Polyphant. In line with the Tree Report held by the		
	Parish Council it is now time to carry out the next phase of the maintenance plan. A		
	quote of £980 has been received for attending to fourteen trees including two with Ash		
	die-back. The Clerk pointed out the prudence of following the maintenance plan as		
	proof of due diligence. It was <b>RESOLVED</b> that Bees Trees can proceed with this work at a		
	cost of £980, proposed by Cllr Finnimore, seconded by Cllr Atkinson with all in favour.		

	e) The Clerk reported that the Asset Register is now on the website and a copy has been sent to the Parish Council's insurers.	
18	Any Other Business  Cllr White will look at the seats in Lewannick and then a plan can be put together for the whole of the Parish.	
	Cllr J Newbery asked whether it is necessary to put paper copies of Minutes and Agendas on the Notice Boards if they are already published on the website. The answer is yes they have to be put up for those Parishioners that do not have the Internet.	
	The Clerk will chase the invoice for meetings at Polyphant Chapel.	Clerk
19	Items for the next agenda.	
	Grass Cutting and Footpath Maintenance Tenders.	Clerk
20	Date and time of next meeting.	
	The next meeting of Lewannick Parish Council will be held on Tuesday the 17 <sup>th</sup> March at	
	7.30pm in Lewannick Village Hall, Lewannick.	

There being no further business to transact the Chairman closed the meeting at 9.10pm

Signed	Chairman
Dated	

A copy of these Minutes can be found on the Parish Council website: <a href="www.lewannickpc.org.uk">www.lewannickpc.org.uk</a>