

Minutes of the Lewannick Parish Council Meeting held in Lewannick Village Hall, Lewannick, on Tuesday 20th October 2020 at 7.30pm

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

In Attendance: Linda Coles, Locum Parish Clerk, Cllr Adrian Parsons, Cornwall Councillor

There were five members of the public present.

Item No		Action By
1	Apologies. Apologies were received and accepted from Councillor P Atkinson, and Cllr A Parsons who was late to the meeting.	
2	Declarations of Interest a) Agenda Items. None declared b) Gifts. None declared	
3	Consideration of written applications for dispensation. None received.	
5	Public Participation A member of the public asked for a comment on why the Parish Council is insisting on holding a physical meeting. Cllr White, Chairman, replied that the majority of the Councillors wanted a physical meeting and it was safe to do so if following COVID 19 Regulations. The member of the public referred to the ICO letter, item 14 a) of the agenda and said that they will be submitting a Freedom of Information request for a copy. Another member of the public spoke about the recent campaign by some to change the status of Polyphant Green from Common Land to a Village Green. It was said that some residents are unaware of this move to have the status changed and he would like to see it remain as it is, as Common Land. Another member of the public backed the argument to keep the status as Common Land.	
4	Unitary Councillor's Report Cllr Parsons spoke about the CORMAC Feasibility Study for the proposed virtual footway, which the Clerk had circulated to all, and he asked that this is considered by the Parish Council and a response is sent to Oliver Jones, Highways CORMAC. Funding has allowed the Leisure Centres in Cornwall to open on the 14 th October but there is a need to ensure that the GLO use the funding for Cornwall only. The latest Government White Paper on planning will change the Cornwall housing target to deliver £81,000 properties. The consultation on the White Paper is open to all.	Clerk
6	Planning a) Planning applications received before the agenda was finalised: PA20/07560 , Methodist Church, Polyphant, Launceston, Cornwall. Application for works to trees subject to TPO: Pruning trees: two pine and an oak tree. Following discussion, it was RESOLVED to support this application, proposed by Cllr Sleep, seconded by Cllr J Newbery with all in favour. PA20/08574 , Bowden Derra Park, Access to Bowden Derra Park, Polyphant, Launceston. Proposed temporary permission for three static caravans to provide emergency staff accommodation. Following discussion it was RESOLVED to support this application, proposed by Cllr Sleep seconded by Cllr Finnimore, seven votes for and two against.	

	<p>b) Planning applications received after the agenda was published: PA20/09051 it was agreed that the Clerk will ask for an extension to the Consultee deadline so that this can be discussed at the next meeting.</p> <p>c) Planning decisions received from Cornwall Council: PA20/04027, Trelaske Cottage, Trelaske Lane, Lewannick PL15 7QQ. Proposal for two storey extension and single storey extensions and construction of detached domestic garage. APPROVED.</p> <p>d) Other Planning Matters</p> <p>i. Report from recent Area Planning Committee. Cllr J Newbery reported on the East Area Sub Committee Planning Meeting at which the plans for Lewannick Manor were refused. The Heritage Officer had objected to the application. Cllr Parsons said that he was disappointed and felt that the application was refused for the wrong reasons.</p> <p>ii. Planning White Paper. Comments are invited from the Members for the Clerk to collate a submission on behalf of Council.</p>	<p>Clerk</p> <p>Clerk</p>
7	<p>Minutes of the Virtual Meeting held on August 18th 2020. It was RESOLVED to sign the Minutes of the above meeting as a true record, proposed by Cllr C Newbery, seconded by Cllr Jasper with all in favour.</p>	
8	<p>Matters arising from the above Meeting. No matters arising that are not on the agenda.</p>	
9	<p>Lewannick Surgery The survey on the Lewannick Surgery is closing on the 31st October. The Clerk has written to the surgery but has received no reply to either letter. Cllr Sleep will send some detail to the Clerk for inclusion in the next Newsletter. There was a discussion about the reduction in services in Lewannick and it was agreed that the Clerk will write and ask why Pen-Inney House has been removed from the surgery's list.</p>	<p>BS Clerk</p>
10	<p>Polyphant Green Following receipt of a request for the Parish Council to consider asking for a change to the status of Polyphant Green from Common Land to a Village Green, the Clerk has received 30 (thirty) requests from residents for the status to remain as Common Land with 8 (eight) asking for it to change to Village Green. It was RESOLVED that the Parish Council will not request a change but the Green will remain as Common Land, proposed by Cllr J Newbery, seconded by Cllr Sleep seven votes for with two abstentions. The Clerk will inform Martin Wright at Cornwall Council.</p>	<p>Clerk</p>
11	<p>Remembrance Day Service The Chairman outlined the arrangements for the Remembrance Service which will be held at the War Memorial this year. The Clerk has purchased a wreath for the Chairman to lay.</p>	
12	<p>Highway and Footpath Matters It was RESOLVED that the Clerk will purchase a new Grit Bin from CORMAC for Lewannick, proposed by Cllr White, seconded by Cllr Tyler with all in favour. The bin at Hicks Mill requires salt and the Chairman will attend to this. It was reported that the bin at the Chapel in Polyphant is full of water and the lid keeps blowing open, there is a dumpy bag of salt beside this bin. The footpath beside the school in Lewannick is the responsibility of Cornwall Council and Cllr Parsons will ask for the path to be put right and the overgrowing brambles to be dealt with. He will also ask about the future maintenance of this path.</p>	<p>Clerk</p> <p>MW</p> <p>AP</p>

13	<p>Play Areas and Open Spaces</p> <p>Cllr Tyler has carried out the weekly inspections of the play equipment. The Clerk will attend to the required new signs and will organise the purchase. (No Dogs signs and a sign for the Pond).</p> <p>It was agreed that the upright posts in the play area will be okay for a little longer and these will be reviewed again in the Spring 2021. Two new bins are being purchased for the play areas and a dual purpose bin to replace the dog bin at Beacon View, Lewannick, as part of the funding received from CRCC. Clerk to arrange.</p> <p>It was reported that the dog bin at the top of Medrow, Polyphant was removed and not replaced. The Clerk will ask BIFFA about this and look at making a provision in the budget for it.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
14	<p>Correspondence</p> <p>a) Email from the ICO re complaint from Resident. Noted</p> <p>b) CORMAC Feasibility Report for Virtual footway from Cottage Gardens, Lewannick. It is felt that something is needed for pedestrians but neighbours are opposed to it. A discussion followed. The scheme will be funded from the Community Network Highways Scheme. Cllr Parsons will ask Oliver Jones, Highways, and the surveyor to meet with the Parish Council on site to discuss the proposal. Agenda item for the next PC meeting.</p> <p>c) Local Government Association Model Member Code of Conduct Consultation. Noted</p> <p>d) Copy of letter sent from Scott Mann MP to South West Water regarding Polyphant pumping sub-station. It was agreed that the Clerk will write to SWW reiterating the points made by Scott Mann.</p>	<p>AP Clerk</p> <p>Clerk</p>
15	<p>Finance</p> <p>a) Payments. It was RESOLVED to ratify the payments made for August, proposed by Cllr Sleep, seconded by Cllr White with all in favour:</p> <ul style="list-style-type: none"> • Chq 300034 – L Coles, Clerk’s August salary, office and expenses • Chq 300035 – HMRC, Clerk’s August PAYE • Chq 300036 – D Humber, Inv. 192769 £200; Inv.192770 £480.00 - £680.00 • Chq 300037 – J Newbery, Purchase of slip-frames for Parish Notices - £27.80 <p>It was RESOLVED to sign the cheques and make the payments for September, proposed by Cllr Finnimore, seconded by Cllr C Newbery with all in favour to pay:</p> <ul style="list-style-type: none"> • Chq 300038 – L Coles, Clerk’s September salary, office and expenses • Chq 300039 – HMRC, Clerk’s September PAYE • Chq 300040 – R Morley, Parish Cleaning - £96.00 • Chq 300041 – Launceston Print Ltd, printing of newsletter - £50.50 • Chq 300042 – D Humber, Inv. 0013203 £200, Inv. 0013204 £480.00 - £680.00 <p>b) Receipts Cornwall Council Precept: 11250.00 Cornwall Council CTS Grant: £261.55</p> <p>c) Bank Reconciliations. It was RESOLVED to approve the bank reconciliations for August and September as correct. Proposed by Cllr Sleep, seconded by Cllr J Newbery with all in favour.</p> <p>d) Grant for Trevadlock Chapel. It was RESOLVED to pay a grant to Trevadlock Chapel, proposed by Cllr Finnimore seconded by Cllr Jasper with all in favour to pay £500.00, Cheque 300043 was issued in respect of this.</p> <p>e) To Minute the cheques highlighted by the Members of the Public as not having been minuted in 2018/19 year. (List circulated by Clerk) It was RESOLVED to Minute</p>	

	<p>these cheques, proposed by Cllr Sleep seconded by Cllr C Newbery with all in favour. This document is Appendix 1 to these Minutes.</p> <p>f) To Minute the cheques highlighted by the Members of the Public as not having been minuted in 2019/20 year. (List circulated by Clerk) It was RESOLVED to Minute these cheques, proposed by Cllr C Newbery seconded by Cllr White with all in favour. This document is Appendix 2 to these Minutes.</p> <p>g) To appoint the Internal Auditor for 2020/2021. It was RESOLVED to appoint CL Finance Associates as the Internal Auditors for 2020/21, proposed by Cllr White seconded by Cllr Parnell with all in favour.</p> <p>h) Clerk’s Membership of the SLCC and the ALCC – It was RESOLVED to pay 1/3 share of the Clerk’s SLCC Membership Fee, £64, and the Clerk’s membership of the ALCC (Union of Clerks) £40. Proposed by Cllr Finnimore, seconded by Cllr Sleep with all in favour.</p>	
16	<p>Any Other Business</p> <p>Vandalism has been high at the school during the summer; razor blades were found in the children’s sandpit. A discussion followed about fencing and CCTV. Agenda item for the next meeting.</p>	Clerk
17	<p>Items for the next agenda</p> <ul style="list-style-type: none"> • Budget and Precept • Old Bus Shelter at Lewannick • Grant for Lewannick Church 	Clerk
18	<p>Date and time of the next meeting</p> <p>The next meeting of the Lewannick Parish Council will be held on Tuesday 17th November 2020 at 7.30pm.</p>	
19	<p>Closed Session. Pursuant to the Public Bodies (Admission to Meetings) Act 1960, members of the public and press were asked to leave the meeting and Council moved into Closed Session.</p> <p>It was RESOLVED to extend the appointment of L Coles as the Locum Clerk until May 31st 2021, proposed by Cllr White, seconded by Cllr C Newbery with all in favour.</p>	

There being no further business to transact the Chairman closed the meeting at 9.00pm.

SignedChairman

Dated.....

A copy of these Minutes can be found on the Parish Council website: www.lewannickpc.org.uk

APPENDIX 1 TO MINUTES OF MEETING 20TH OCTOBER 2020

Response to Objection 2. Information requested by PKF Littlejohn on behalf of Members of the Public who raised the issue of the following cheques not having been listed publicly, nor minuted, under the Notice of Public Rights 2018/19.

Cheque Number	Date	Invoice Number	Payee	Amount £	LPC Minute Reference
904	17/04/18	34179	ROSPA Play Safety	180.60	20/10/20 Item 15 e)
906	15/05/18	Grant for Trevadlock graveyard	Launceston Area Methodist Circuit	500.00	20/10/20 Item 15 e)
907	15/05/18	Grant	Polyphant Methodist Church	500.00	20/10/20 Item 15 e)
911	19/06/18	Repayment	Groundworks	2349.17	20/10/20 Item 15 e)
912	17/07/18	13379	Launceston Print	48.00	20/10/20 Item 15 e)
913	17/07/18	Cleaning	R Morley	96.00	20/10/20 Item 15 e)
914	17/07/18	98253564	Cornwall Council	738.24	20/10/20 Item 15 e)
915	17/07/18	11,12,13	Darren Humber	1628.00	20/10/20 Item 15 e)
923*	16/10/18	13041	Launceston Print	190.00	20/10/20 Item 15 e)
924	16/10/18	Grant	Lewannick Church	500.00	20/10/20 Item 15 e)
925	16/10/18	Retiring Gift	Councillor	50.00	20/10/20 Item 15 e)
926	16/10/18	Retiring gift	Councillor	50.00	20/10/20 Item 15 e)
932	04/12/18	Legal Advice	Stephens and Scown	300.00	20/10/20 Item 15 e)
937	19/03/19	Repairs	Colin Moore	45.00	20/10/20 Item 15 e)
			TOTAL	£7175.01	
**938	19/03/19	Payment	Parish Clerk		20/10/20 Item 15 e)

*718/923	16/10/18 Listed as Cheque No. 718 wrongly, this cheque number does not exist but should read as Cheque No. 923 16/10/18. Minuted 20/10/20 Item 15 e) refers.
**938	19/03/19 Payment to Clerk amount not public information according to GDPR

APPENDIX 2 TO MINUTES OF MEETING HELD ON 20TH OCTOBER 2020

2019/2020 Cheques not included in published Minutes for the first quarter.

Cheque Number	Date	Invoice Number	Payee	Amount £	LPC Minute Reference
22000	21/05/19	41065	ROSPA Play Safety	189.60	20/10/20 Item 15 f)
22003	21/05/19	Grant	Launceston Area Methodist Circuit	500.00	20/10/20 Item 15 f)
22004	21/05/19	Grant	St Martin's Church	1000.00	20/10/20 Item 15 f)
22005	21/05/19	Grant	Polyphant Methodist Church	750.00	20/10/20 Item 15 f)
			TOTAL	£2439.60	

Reported and Minuted at the meeting held on 20th October 2020, Minute Reference Item 15 f) refers.