

MENHENIOT PARISH COUNCIL

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At a Meeting of the Menheniot Parish Council held in Menheniot Old School on Thursday 19 April 2018 at 7.30pm there were present: Mrs Eve Easterbrook (Vice Chair); Mrs Lilian Hooper; Mrs Pat Cade; Mrs Demelza Medlen; Mr Tony Ball; Mrs Sally Kendall;. Mrs Janice Turner.

Clerk to the Council: John Hesketh

There were 4 members of the public in attendance

| Minute | Agenda Items |
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| 41/2018 | Chairman's Welcome |
| 42/2018 | Apologies for Absence Cllrs Demelza Medlen; Will Sneyd; Peter Sobey; Tony Clarke. |
| 43/2018 | Members' Declarations Cllr Hooper declared her membership of the Parochial Church Council, and Cllr Kendall her acquaintance with planning applicant Mr Mark Allsop. No dispensations requested |
| 44/2018 | Public Participation Members of the public are invited to address the Council. (15 minutes) Mr John Kitson is vice chair of Morval parish Council and introduced himself as a visiting observer. The chair welcomed him. Mr Mark Allsop introduced his planning application (PA18/02323) and explained that his proposal represented a variety of small building works designed to enhance the interior use of the property. It was noted that building work had already started in error because he had been misinformed about the extent of permitted development. Cornwall Councillor Phil Seeva presented his report. Financial support of £3m for the Stadium for Cornwall has been agreed by full council with the understanding that match funding from central government will be provided. Cllr Seeva has spoken with the portfolio holder for Housing to follow up concerns about the use of the new temporary Gypsy & Travellers transit site. It had been opened up over the Easter holiday period apparently without supervision, and left in a poor state. The Chair had concerns about management and access control of the site. Both councillors agreed that during the holiday period, there had been no reports of illegal sites being used, and to that extent, opening the new site had been beneficial to local farms and residents. The flooding at Fourgates has been followed up by CC Highways after a meeting with Paul Allan, Highways Manager. The councillor welcomed applications to his Community Chest Fund from both the Parochial Church Council and the Royal British Legion. |
| 45/2018 | Minutes of Meeting Councillors RESOLVED to accept the minutes of the 15 March 2018 meeting as a true and accurate record. Proposed Cllr Kendall. Seconded Cllr Hooper. All agreed. |
| 46/2018 | Matters Arising from the Minutes Will be covered by separate agenda items |
| 47/2018 | Community Grants Mr Nick Scantlebury spoke to introduce the grant applications. Menheniot Parochial Church Council Automatic Clock Winding Mechanism |

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| | <p>Councillors agreed that installing this mechanism would safeguard volunteers who currently maintain the clock, and benefit all residents in the parish by ensuring that this heritage asset continues in use. Councillors RESOLVED to award £1500 as a contribution to total cost of £4,500. Proposed Cllr Turner. Seconded Cllr Easterbrook. Cllr Hooper abstained. Remaining councillors agreed.</p> <p>Menheniot Parochial Church Council St Lalluwly Graveyard Whilst the cost of grasscutting has been fixed for two years, the PCC is constrained in the level of contribution it can make to the total cost. It relies on volunteer help and other financial support from parishioners and the parish council. Councillors RESOLVED to award £1900 as a contribution to total cost of £3,800. Proposed Cllr Tucker. Seconded Cllr Kendall. Cllr Hooper abstained. Remaining councillors agreed.</p> <p>Cllr Easterbrook welcomed a proposal from the PCC to meet soon in order to discuss what additional support might be available from the parish council in maintaining the graveyard. ACTION Clerk to liaise with PCC and parish council to set up a meeting.</p> |
| <p>48/2018</p> | <p>Planning Matters</p> <p>A To agree the parish council's response to Cornwall Council consultations on new planning applications received before the agenda was finalised:</p> <p>Application: PA18/02323 Applicant: Mr Mark Allsop Location: Scawns Lodge Menheniot Liskeard Cornwall PL14 3QP Proposal: Construction of boot room to rear. Construction of bathroom above lounge to rear. Construction of conservatory to front. Raise Floor above office to provide art studio. Councillors RESOLVED to support this application. Proposed Cllr Ball. Seconded Cllr Hooper. Cllr Kendall abstained. Remaining councillors agreed. In making their decision, councillors were aware that the property is located in an isolated part of the parish and there will be no residential impact on the surrounding area. Design and appearance of the additional items is appropriate to the existing building.</p> <p>Application: PA18/03238 16.04.18 Applicant: London Metric Property Location: Bubble Retail Park, Plymouth Road Proposal: Erection of new building measuring 167 sq.m for use as a coffee shop. Councillors RESOLVED to support this application. Proposed Cllr Tucker. Seconded Cllr Easterbrook. All agreed. In making their decision, councillors noted that the applicant had made an error in Item 7 of the application, and are assured that arrangements have been made to separate storage and collection of recyclable waste. On this basis, councillors were content that the applicant's national policy to recycle takeaway cups would be carried out in this unit. However, they raised concerns about the possibility of customer waste and debris littering the area surrounding the outlet, and ask that planners make a provision of waste bins (Minimum of 2) where takeaway customers can deposit waste cups and a minimum of twice daily litter picks as a condition of any approval given.</p> <p>Application: PA18/02304 FOR INFORMATION ONLY Applicant: Mr Chris Best Location: South Treviddo, PL14 3QB Proposal: Prior notification of permitted development of extension to existing building to allow for the storage of fodder and straw.</p> <p>Application: PA18/03189 FOR INFORMATION ONLY Applicant: Mr Ian Seager Location: Red Fox Grange, Merrymeet Proposal: Alteration of the northern elevation of the approved garage and workshop.</p> <p>B Any applications received by Cornwall Council by the time of the meeting. Information only. None received.</p> <p>C Planning applications approved by Cornwall Council – Information only.</p> |

PA17/09087 APPROVED

Applicant: Mr And Mrs N Pearce

Location: Trenodden Farm Road From Parsons Pool To Trerulefoot Trerulefoot
PL14 3RE

Proposal: Application for proposed local needs dwelling and garage, installation
of septic tank and formation of drive

03.04.2018 PA18/01557 APPROVED

Applicant: Mr And Mrs Gillbard

Location: Trethew Barn Horningtops Cornwall PL14 3PY

Proposal: Construction of new access and track

PA18/00977 APPROVED

Applicant: Mr & Mrs James

Location: 7 Vicarage Close Menheniot PL14 3QG

Proposal: Garage extension to front elevation, extension of rear dormer roof and provision of
infill porch to existing covered entrance area

D Planning applications refused by Cornwall Council or withdrawn by the applicant.
Information only. None.

E Planning Appeals: None

49/2018

Financial Matters

A Accounts for Payment – Schedule 2018/19. It was RESOLVED to accept the
payment schedule and agree payment. Proposed Cllr Tucker. Seconded Cllr Easterbrook. All
agreed.

| Payments Schedule | | Mar 2018 | Period | 12 |
|---------------------------|-----------------------|----------------------------|--------|------------|
| Date | Payee | Description | CQ | £ |
| 15/03/2018 | Cornwall Council | Skatepark Planning | 1769 | £ 47.00 |
| 27/03/2018 | Cornwall Council | Cancelled | 1769 | -£ 47.00 |
| 19/03/2018 | A Nicholas | Cancelled | 1770 | £ - |
| 19/03/2018 | A Nicholas | Allotment expenses | 1771 | £ 118.37 |
| 26/03/2018 | Webcube Media | Website hosting | 1772 | £ 120.00 |
| 19/04/2018 | WeldSpray Engineering | Trees guards | 1773 | £ 192.00 |
| 19/04/2018 | SLCC | Training fee | 1774 | £ 90.00 |
| 19/04/2018 | Rob Craig | Maintenance | 1775 | £ 290.00 |
| 19/04/2018 | Cornwall ALC | Annual subscription | 1776 | £ 520.17 |
| 19/04/2018 | Playsafety Limited | Play area inspection | 1777 | £ 172.20 |
| 30/03/2018 | John Hesketh | Salary | 1778 | £ 522.00 |
| 19/04/2018 | John Hesketh | Expenses | 1779 | £ 266.14 |
| 16/04/2018 | C M Gerry | Work to hedge at Menheniot | 1780 | £ 266.14 |
| All cheque payments today | | | | £ 2,557.02 |

B Direct Bank Payment & Receipts. For information.

| Bank Payments Schedule including Debit Card | | | | |
|--|---------------------|--------------------|------------|----------|
| Date | Payee | Description | Pay | £ |
| 05/03/2018 | TSO Host | Web hosting | DC | 34.80 |
| 06/03/2018 | Liskeard Stationery | PPSA | DC | 16.77 |
| 27/03/2018 | Cornwall Council | Skatepark Planning | DC | 47.00 |
| All bank payments this period | | | | £ 98.57 |

| Bank Receipts Schedule | | | | |
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| Date | Payer | Description | | £ |
| 08/03/2018 | Flags & Flagpoles | Credit Note | DC | £ 351.00 |
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| All bank receipts this period | | | | £ 351.00 |

C Bank Reconciliation. At the close of business on 29 March 2018, the council held £98,838.74 in its bank accounts.

D Due to accounts records being with the internal auditor, this item is held over until May 2018.

E Internet Banking
Councillors RESOLVED to support a proposal to allow online payments to be authorised by the existing bank signatories. Proposed Cllr Turner. Seconded Cllr Ball. All agreed.

50/2018

Councillors' Reports

A Cllr Demelza Medlen

Clerk gave a verbal update: the recent planning application concluded that a full planning application would need to be submitted at the appropriate time. Recent excavations by WPD on the football field had revealed a mains cable buried adjacent to the site of the proposed skate park. The organising group will feed this back to their architect and take account of the cabling.

B Cllr Janice Turner

Community Emergency Plan: the second meeting of the CEP group took place on 18 April, and had attracted a wide range of residents from the parish who volunteered to support writing the plan. Cllr Turner, Mr Keith Goldsmith and the Clerk will populate the template that Cornwall Council have provided and circulate for comment by the end of May.

C Cllr Tony Ball

Cllr Ball has visited Merrymeet playground and noted that repair work is underway, led by local residents. The local residents association thanked the Parish Council for its contribution to the cost of purchasing a new noticeboard.

D Cllr Tony Clarke

In Cllr Clarke's absence, this report is held over to May 2018.

51/2018

Chair's Agenda Items

A Neighbourhood Development Plan. Progress report.

Steve Besford-Foster will resume his project work by 30 April, and will leads the next Steering Group meeting on 10 May at 7pm in Menheniot Old School.

B Update on progress to the Menheniot Traffic Plan

Alterations to the hedge adjacent to Menheniot Primary School have enabled drivers coming out of the sports field to have a clear view into the school grounds. Cllrs Tucker and Clarke have erected a temporary fence alongside the French drain. Menheniot School will now promote use of the new parking facilities to parents, the scheme will be for a six month trail after which it will be evaluated. The parish council has received a quotation from Cornwall Council of £1,500 to remove the speed bumps from the Hartmeade car park and trim back

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| | <p>the trees. Awaiting confirmation that Cornwall Highways will fund the works. Long standing trailers from the car park have now been removed.</p> <p>C War memorial and WW1 events The Chair presented a proposal to establish project fund for village green improvements. It was resolved to set aside a budget of up to £2,500 for works associated with refurbishment of the village green and war memorial. Proposed Cllr Ball. Seconded Cllr Kendall. All agreed.</p> |
| 52/2018 | <p>Clerk's Administration</p> <p>A The General Data Protection Regulation Clerk presented a verbal update and explained that the original deadline of 25 May 2018 for full implementation had been relaxed. However, an action plan was being created that would ensure compliance with the new regulation. This will include new privacy notices and consent forms for people using parish council websites and email, and increased security measures to safeguard personal data. ACTION Clerk to finalise the action plan and commence implementation.</p> <p>B Annual Audit Documents and files for the last financial year have been passed over to the internal auditor, Linda Coles. There are no changes to her regime, but councillors noted a change of external auditor for the next four years. Signing off of the annual accounts and statements will be included on the agenda for the 17 May 2018 public meeting.</p> |
| 53/2018 | <p>Diary Dates</p> <p>A The next Full Council Meeting is to be held at The Old School, Menheniot on Thursday 17 May 2018, commencing at 7.30pm.</p> |
| 54/2018 | Meeting closed – 21.30 |