

## Meeting Notes | 16 April 2020

Date: Thursday 16 April 2020  
Time: 7.30pm  
Location: Online discussion meeting

Councillors of Menheniot took part in an online discussion on 16 April 2020 to agree a response to the agenda. These meeting notes reflect the discussions and decisions they support that will be implemented by the Parish Clerk under the council's system of delegation.

### Participating

Cllr Jerry Tucker, Chair. Cllr Eve Easterbrook, Vice Chair.  
Cllrs Nathan Pearce, Pete Mulford, Sean Smith, Tony Ball.

Minute	Agenda Items
44/2020	<b>Chairman's Welcome</b>
45/2020	<b>Apologies for Absence</b>
46/2020	<b>Members' Declarations</b> Cllr Easterbrook declared an interest in Item 51/2020 (Di) and did not participate in the discussion or voting on that item.
47/2020	<b>Public Participation</b> No responses received from residents. Report from Cornwall Councillor Phil Seeva, that: during the lockdown essential decisions are being made by council officers and cabinet after discussion with councillors; non-essential decisions deferred until the next public meeting; council working with police to enforce lockdown; planning services being maintained with decision making delegated to officers in consultation with divisional members and parish council; thanks to all parish councillors for your work in maintaining continuity in Menheniot. Any questions or requests for casework please direct through the Clerk's Office.
48/2020	<b>Minutes of Meeting</b> Councillors will be asked to AGREE to accept the following minutes as a true and accurate record. 19 March 2020. <i>Deferred to next public meeting.</i>
49/2020	<b>Matters Arising</b> 137/2019B Speed signs at Doddycross (Clerk) <i>On hold for time being</i>  25/2020C VE Day 75 <sup>th</sup> Anniversary (Clerk) <i>School reports that event has been cancelled</i>  29/2020 Appointment of new ground maintenance contractor (Clerk) <i>New contractor has furloughed all staff pending lifting of government restrictions. No work being carried out.</i>  24/2020 Finger post repairs for info Reply from Paul Allen (CC Highways): <i>We would have to add these locations to our list of requests for future work and would require instructions from Cornwall Council to erect any new direction signs here.</i>

	<p><i>If the parish wish to maintain the old style timber posts and signs then they would have to fund themselves or bid via the CNP highways scheme.</i></p>
<p><b>50/2020</b></p>	<p><b>Planning Matters</b></p> <p>A To agree the parish council's response to Cornwall Council consultations on new planning applications received before the agenda was finalised.  Ref PA20/02268  Location Tregondale Farm Menheniot Liskeard Cornwall PL14 3RG  Proposal Extension to the existing agricultural building.  <i>Councillors agreed to support this planning application.</i>  <i>ACTION Clerk to inform Planning Officer</i></p> <p>Ref PA20/01825  Location Trengrove House, Merrymeet  Proposal Retrospective consent to repair and maintain the roof and walls of barns and erection of close board wooden fence on top of existing retaining wall along the northern boundary of property.  <i>Councillors agreed to support this planning application.</i>  <i>ACTION Clerk to inform Planning Officer</i></p> <p>Ref: PA20/01890  Location: Redundant Buildings East Of North Treviddo Farm Horningtops Liskeard Cornwall PL14 3PS  Proposal: Conversion of existing barn to C3 dwellinghouse with erection of new structure to house swimming pool to rear of plot (Resubmission of application no. PA19/06161 dated 15.11.19)  <i>Councillors agreed to support this planning application.</i>  <i>ACTION Clerk to inform Planning Officer</i></p> <p>Ref: PA20/02575  Location: Crossways, Menheniot  Proposal: Construction of steel framed shed to provide storage/workshop for existing engineering business  <i>Councillors agreed to support this planning application.</i>  <i>ACTION Clerk to inform Planning Officer</i></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.  Ref PA20/00398 APPROVED  Location: East Down Cottage Menheniot Liskeard Cornwall PL14 3QU  Proposal: Two storey extension and alterations</p> <p>Ref 26.03.2020 PA20/01009 APPROVED  Location: Millers Cottage Doddycross Trerulefoot Liskeard Cornwall  Proposal: Single storey rear extension</p> <p>D Planning applications refused by Cornwall Council or withdrawn by the applicant. Information only. None refused.</p>
<p><b>51/2020</b></p>	<p><b>Financial Matters</b></p> <p>A Accounts for Payment – Schedule 2020/21 - Members are to consider the payment schedule and agree payment.  <i>Councillors agreed to approve the schedule.</i>  <i>ACTION Cllr Easterbrook to authorise online payments</i></p>

Date	Payee	Description	Pay	£
16/03/2020	Biffa	Waste disposal	DD	1310.40
24/03/2020	St Lalluwys Magazine	Donation	OLB	145.00
31/03/2020	A2Z Printing	Flyers COVID 19	OLB	255.00
31/03/2020	TSO Host	Web hosting	OLB	41.99
20/04/2020	Every Corner Distribution	Newsletter COVID 19	OLB	418.00
20/04/2020	CALC	Annual Membership	OLB	630.29
20/04/2020	SSE Enterprise	Lighting maintenance	OLB	48.60
20/04/2020	John Hesketh	Expenses	OLB	112.26
27/04/2020	HMRC	PAYE	OLB	244.00
27/04/2020	Keith Goldsmith	Trelawney Road gardens	OLB	200.00
27/04/2020	PlanSupport	NDP Project Management	OLB	929.18
27/04/2020	Salaries	March payment	OLB	1195.22
				£ 5,529.94

**B Direct Bank Payment & Receipts. For information.**

Date	Payer	Description	£
13/03/2020	Resident	Village Green licence	30.00
09/03/2020	Lloyds Bank	Interest	0.82
29/02/2020	Cornwall Council	Interest	45.78
31/03/2020	Cornwall Council	Interest	47.84
All bank receipts this period			£ 124.44

**C Bank Reconciliation.**

*At the close of business on 31 March 2020, the council held £85,381.69 in its bank accounts.*

**D Councillors will be asked to support applications to award grants to the following groups:**

i Menheniot Old School (roof renewal £6,000)

*Councillors agreed to award £2,000. (see Item 46/2020 above)*

*ACTION Clerk to inform applicant*

ii Menheniot Parochial Church Council (graveyard maintenance £1,920)

*Councillors agreed to award £1,000.*

*ACTION Clerk to inform applicant*

iii Safe A38 (publicity material £554.75)

*Councillors agreed to award £400 with the condition that Cllr Tucker is coopted onto the governing committee.*

*ACTION Clerk to inform applicant*

iv Menheniot Cricket Club (outside table tennis table £1,000)

*Councillors declined to make an award and advise the applicant to reapply in time for the November 2020 meeting.*

*ACTION Clerk to inform applicant*

v Menheniot Cricket Club (annual rental £200)

*Councillors agreed to award £200.*

*ACTION Clerk to inform applicant*

vi Request from Cornwall Air Ambulance for a donation

*Councillors agreed to donate £100.*

*ACTION Clerk to inform applicant*

vii Request for donation from Merlin MS Centre

*Councillors agreed to donate £50.*

*ACTION Clerk to inform applicant*

**E Information Commissioners Office**

	<p>Councillors will be asked to approve setting up a Direct Debit to pay the annual fee to the ICO.  <i>Councillors agreed to the direct debit.</i>  <b>ACTION</b> Clerk to inform ICO</p>
<b>52/2020</b>	<p><b>Chair's Agenda Items</b></p> <p>A Neighbourhood Development Plan. Progress report.  <i>Project Manager Steve Foster is following government advice and not holding public meetings, but he is carrying on with analyzing responses to the public consultation which closed on 31 March. Because of government restrictions on the holding of local elections (see Item 52 below – a referendum on the NDP is included here) we can proceed to the final stage of the Plan.</i></p> <p>B Community Governance Review  <i>Consultation on the Review closed on 24 March 2020. The council's agreed position was sent to the Review Panel on 20 March 2020. No responses received yet.</i></p> <p>C Antisocial behavior in the village centre  <i>Reports of some flytipping and gatherings of young people on playing fields. Relevant authorities have been informed.</i></p>
<b>53/2020</b>	<p><b>Clerk's Report</b></p> <p>A Resignation from the parish council  <i>As part of the regulations issued since the lockdown began, all local elections have been postponed until May 2021. Waiting for further instruction on co-option procedures from CALC.</i></p> <p>B Response to COVID-19 situation  <i>The business of the parish council will continue under powers delegated to the Clerk at the public meeting held on 19 March 2020.  The COVID-19 Working Group has been meeting online and has actioned:  Newsletter delivered to every household  Additional information posted on council website and social media accounts  Network of Community helpers established across the parish.  At the time of this meeting, Clerk's Office has received 23 calls from residents requiring help or assistance which have been successfully actioned or referred onto other agencies.</i></p>
<b>54/2020</b>	<p><b>Diary Dates</b></p> <p>A All public meetings of the parish council are suspended until further notice. The council will maintain business continuity in line with its published policies. The next online discussion meeting will be held on Thursday 21 May 2020, commencing at 7.30pm.</p> <p>Neighbourhood Plan meetings are suspended until further notice. All enquiries to <a href="mailto:sblfoster@gmail.com">sblfoster@gmail.com</a></p>
<b>55/2020</b>	<b>Meeting closed – 21.00</b>