

## Minutes | 19 September 2019

At a Meeting of the Menheniot Parish Council held in Menheniot Old School on Thursday 19 September 2019 at 7.30pm there were present: Cllrs Jerry Tucker (Chair); Eve Easterbrook (Vice Chair); Tony Ball; Nathan Pearce; Sally Kendall; Lilian Hooper; Tony Clarke; Peter Rowe.

Clerk to the Council: John Hesketh  
25 September 2019

There were six members of the public in attendance

Minute	Agenda Items
99/2019	<b>Chairman's Welcome</b>
100/2019	<b>Apologies for Absence</b> Apologies received from Cllr Pat Cade; no apologies from Cllrs Janice Turner or Will Sneyd
101/2019	<b>Members' Declarations</b> No interests declared or dispensations requested..
102/2019	<b>Public Participation</b> Members of the public are invited to address the Council. Mr Keith Goldsmith attended to ask if the council could consider making a contribution to the annual rental they pay to the Diocese of Truro, and if they might also consider locating a skatepark in the current willow garden that is showing signs of decay. ACTION Clerk to add to October agenda  Cornwall Councillor Phil Seeva presented his report: new waste contract being negotiated by Cornwall Council; a vote to permit remote voting was defeated; additional funding for the Cornwall Spaceport agreed; has visited the site at Merrymeet which is the subject of discussions to reduce the speed limit and will meet with residents on 12 October; noted the successful planning application made by Mr Simon Fitton.
103/2019	<b>Minutes of Meeting</b> Councillors RESOLVED to accept the minutes as a true and accurate record.10 July 2019; 15 July 2019; 18 July 2019; 22 August 2019. Proposed Cllr Pearce. Seconded Cllr Ball. All agreed.
104/2019	<b>Matters Arising</b> 88/2019C Portable speed indicators Clerk outlined the details of the requirements needed to purchase a portable speed indicator that the council might consider purchasing. ACTION Add to October agenda and prepare a briefing note.  88/2019D Meeting with parochial church council to progress grasscutting contract Clerk reported that he had attended a meeting with the PCC to explain the council's process for managing procurement, and the upcoming review of ground maintenance. ACTION To organise a further meeting with representatives from the PCC and add to October agenda.  89/2019C Public toilets – see Clerk's report below Item 110/2019
105/2019	<b>Correspondence received</b>

	<p>Letter from St John Ambulance requesting a donation. It was RESOLVED to make a donation of £75. Proposed Cllr Pearce. Seconded Cllr Kendall. All agreed.</p>
<p><b>106/2019</b></p>	<p><b>Planning Matters</b></p> <p><b>A</b>  Cllr Clarke declared an interest in this application and did not take part in the discussion or voting.  Ref: PA19/06585  Location: Land West Of North Treviddo Cottage Horningtops Cornwall PL14 3PS  Proposal: Sand school/stables/tack room/store and access yard area on the land.  It was RESOLVED to support this planning application. Proposed Cllr Kendall. Seconded Cllr Tucker. All agreed. In making their decision, councillors were mindful of Policy 3 of the Cornwall Local Plan in relation to the scale and use of the development where its facilities are provided for personal use. In examining the appropriate material considerations, councillors agreed that there was no impact for this amenity.</p> <p>Ref: PA19/04546  Location: Minefield Cottages Menheniot  Proposal: Alteration and extension to convert approved garage to living accommodation with first floor extension over and two storey extension to South elevation and provision of detached double garage (part retrospective)  It was RESOLVED not to support this planning application. Proposed Cllr Clarke. Seconded Cllr Rowe. All agreed. In making their decision, councillors were concerned that because this development has commenced without prior consent, no construction plan had been agreed. This has led to major issues with access of residents to their existing homes, noise and contamination to neighbouring residents who have made complaints but without remedial action being taken. Trees and hedges have been removed during the course of construction to date, and the assertion by the applicant in their application that there are none on the proposed site (S15) is untrue. Their removal has changed the local landscape character significantly. (S15)</p> <p><b>B</b> Any applications received by Cornwall Council by the time of the meeting. Information only.  Application PA19/06926  Proposal Additional hotel accommodation in the form of an annexe block with alterations to car park and associated works (including installation of air-conditioning plant compound) and small reconfiguration of main hotel.  Location Premier Inn Haviland Road Liskeard Cornwall  ACTION Add to October agenda</p> <p><b>C</b> Planning applications approved by Cornwall Council.  PA19/04756 APPROVED  Applicant: Mr P Dinnis  Location: Land South Of The Oaks Pengover Green Cornwall PL14 3NH  Proposal: Erection of agricultural barn with associated works.</p> <p>PA19/03480 APPROVED  Applicant: Mr Andrew Lord  Location: 1 Fourgates Menheniot Liskeard Cornwall PL14 3SR  Proposal: Side extension to provide a new shower room and utility/bike room.</p> <p>Ref PA19/04845 APPROVED  Location: 1-8 William Laundry Close Menheniot Liskeard Cornwall PL14 3XL  Proposal: Replacement of timber basements windows with PVCu units and timber door with PVCu unit.</p> <p>PA19/04163 APPROVED  Applicant: Mr Simon Fitton  Location: Crossways Menheniot Liskeard Cornwall PL14 3RF</p>

Proposal: Change of use of land for the stationing of a mobile home to be residentially occupied, resulting in the retention of the existing mobile home, justified by, and to be occupied in conjunction with the existing land rover engineering business

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

107/2019

**Financial Matters**

A It was RESOLVED to approved the schedule and agree payment. Proposed Cllr Pearce. Seconded Cllr Rowe. All agreed.

Date	Payee	Description	CQ	£
26/07/2019	Rob Craig	Ground maintenance	1901	430.00
05/08/2019	Mike Gill	Playground repairs	1902	94.00
22/08/2019	Menheniot Old School	Venue Hire	1903	156.00
22/08/2019	Richard Dawe	Gym Repair	1904	200.00
22/08/2019	PKF Littlejohn	Annual audit	1905	240.00
22/08/2019	John Hesketh	Salary	1906	811.80
22/08/2019	HMRC	PAYE	1907	141.00
02/09/2019	Rob Craig	Ground maintenance	1908	610.00
19/09/2019	Rob Craig	Ground maintenance	1909	590.00
27/09/2019	HMRC	PAYE	1910	66.40
27/09/2019	John Hesketh	Salary	1911	£ 512.35
All cheque payments today				£ 3,421.55

B Direct Bank Payment & Receipts. For information.

**Bank Payments Schedule including Debit Card**

Date	Payee	Description	Pay	£
01/08/2019	South West Water	Water allotments	DD	20.57
01/08/2019	South West Water	Water toilets	DD	240.15
				£ 260.72

**Bank Receipts Schedule**

Date	Payer	Description	£
09/08/2019	Lloyds Bank	Interest	1.12
31/08/2019	Cornwall Council	Interest	41.85
All bank receipts this period			£ 42.97

C Bank Reconciliation.

At the close of business on 31 August 2019, the parish council showed a balance of £87,107.42 in its accounts.

D Cllr Pearce reviewed a sample of bank payments from the previous month

E Request for donation of £100 from Menheniot Scouts as contribution to Christmas carol service. It was RESOLVED to make a donation of £100. Proposed Cllr Tucker. Seconded Cllr Easterbrook. All agreed.

108/2019

**Councillors' Reports**

A Cllr Tony Clarke

Reported on the recent training in Environmental Nuisance he attended. Trained councillors and staff may now make reports of littering, dog fouling and fly tipping direct to Cornwall Council using a system of report cards. The card notes essential details that will enable Cornwall Council officers to follow up incidents and decide on appropriate action. Councillors supported the scheme and agreed that reports should initially be passed through the Clerk so that they could be logged, scanned and passed onto Cornwall Council. The Chair thanked Cllr Clarke for attending and on behalf of all councillors, for all his work in maintaining the equipment in the playground.

	<p><b>B Cllr Tony Ball</b> Report on the latest meeting of the Pengover Green &amp; Merrymeet Residents Association meeting held 5 September 2019. They had discussed the issue of speeding vehicles by the Merrymeet/Pengover Green junction; illegal parking in the layby adjacent to the junction; location of the new defibrillator; new posts that have been replaced in the playpark.</p>
<b>109/2019</b>	<p><b>Chair's Agenda Items</b></p> <p><b>A Neighbourhood Development Plan. Progress report.</b> Steve Foster, project manager for the NDP attended to report directly on progress towards publishing the draft plan. The consultation on the draft will begin in October and last for six weeks; a leaflet would be distributed to every household; three drop-in sessions where residents can comment and ask questions are planned; volunteers are needed to staff these sessions. The plan may be viewed on the council's website. It was RESOLVED to approve the draft plan for consultation. Proposed Cllr Clarke. Seconded Cllr Easterbrook. All agreed.</p> <p><b>B Community Governance Review</b> The Electoral Review Panel will be meeting at the public hall in Liskeard on 23 September 2019. The Chair, Vice Chair and Clerk will attend to present a summary of this council's submission and deliver a commentary on Liskeard Town Council's submission. The meeting is open to everyone, and has been promoted via the parish council's Newsletter.</p> <p><b>C BT Telephone Kiosk</b> Councillors discussed emails they had received and discussed the options offered by BT. It was RESOLVED to object to BT's proposal to disconnect the telephone and remove the kiosk. If this is not acceptable, councillors agreed to adopt the kiosk. Proposed Cllr Kendall. Seconded Cllr Hooper. All agreed.</p> <p><b>D Refurbishment of public toilets East Road</b> Councillors examined the quotation from Pride Building &amp; Property Services and RESOLVED to accept it. Proposed Cllr Kendall. Seconded Cllr Pearce. All agreed. They then went on to agree a job description and rate of pay for the new toilet cleaner. It was RESOLVED TO accept the description and agree that the Living Wage of £9.00 per hour be paid. Proposed Cllr Tucker. Seconded Cllr Ball. All agreed. ACTION Clerk to inform contractor and advertise for a new cleaner.</p> <p><b>E Refunds from Parish Plan Group</b> The council has received a cheque for £171.45 as funds remaining from work carried on the village green. Cllr Easterbrook proposed that the funding be used as a contribution towards replanting and maintenance of the raised beds on the green. Proposed Cllr Hooper. Seconded Cllr Easterbrook. All agreed. ACTION Clerk to advertise for volunteers to take this proposal forward and add to October agenda.</p>
<b>110/2019</b>	<p><b>Clerk's Report</b></p> <p><b>A Engagement &amp; Media Policy</b> Clerk has examined feedback from the recent We are Menheniot survey and has drafted a policy and action plan to improve this council's engagement. It was RESOLVED to accept both documents. Proposed Cllr Tucker. Seconded Cllr Easterbrook. All agreed. ACTION Clerk to agree priorities in the action plan and bring costings to the October meeting.</p> <p><b>B Standing Orders</b> The Cornwall Association of Local Councils has circulated a new model set of Standing Orders that reflect changes in legislation and current best practice. It was RESOLVED to accept the new orders. Proposed Cllr Easterbrook. Seconded Cllr Tucker. All agreed.</p>
<b>111/2019</b>	<p><b>Closed Session</b> PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, the Press and Public be excluded from the meeting for the following item of Business.</p>

	<p>The Chair led a discussion on councillors' attendance at public meetings. When councillors were unable to attend meetings on a regular basis, the burden of work and responsibility for decision making fell on a smaller number of councillors which he felt was unfair. He reminded those present that apologies for absence must be received to the Clerk or himself before the start of the meeting; that failure to attend for six consecutive meetings would result in a councillor potentially losing their seat unless a dispensation had been previously agreed and that he would be having discussions with councillors whose attendance had fallen below the council average.</p>
<b>112/2019</b>	<p><b>Diary Dates</b></p> <p>A The next Council Meeting is to be held at The Old School, Menheniot on Thursday 17 October 2019, commencing at 7.30pm.</p> <p>The next Neighbourhood Plan meeting will be held at 7pm on 10 October 2019 at The Old School.</p> <p>The annual Planning Conference will be held in Callington Town Hall on Thursday 5 December 2019.</p> <p>Cornwall's Localism Summit will take place at Wadebridge Showground on Tuesday 6 November 2019.</p>
<b>113/2019</b>	<b>Meeting closed – 2155</b>