**NORTH HILL PARISH COUNCIL**

**Chairman: Mary Budge**

**MINUTES OF THE COUNCIL MEETING HELD ON THE 1st JULY 2024**

**Present:**

Councillor Mary Budge – Chairman

Councillor Hayley Budge

Councillor David Daniells

Councillor Adrian Parsons

Councillor Richard Randall

Councillor Brian Ruby

Councillor Steven Sandercock

**In attendance**

Mrs Lena Batten (clerk)

No members of the public were in attendance.

**1.** **To receive apologies:**

To receive apologies: Councillor John Harcourt, Councillor Ralph Hudson, Councillor Courtney Walters.

**2. Code of Conduct:**

a) To receive declarations: Cllr A. Parsons declared an interest planning application PA24/04724, not listed or discussed as received after the agenda was distributed.

b) To grant dispensations: None.

**3.** **Public comments on items on the agenda only:**

None.

**4. To receive and approve the minutes of the 3rd June 2024 full Council Meeting:**

It was proposed by Cllr R. Randall and seconded by Cllr D. Daniells Randall with all in favour that the minutes of the meeting of North Hill Parish Council held on the 3rd June 2024 be confirmed as an accurate record and signed by the Chairman.

**5. Any matters arising from the past minutes not on the current agenda:**

None.

Cllr H. Budge entered the room. Cllr A. Parsons left the room.

**6. To consider planning applications from Cornwall Council by the date of this meeting:**

6.1 To note for information – PA24/00660/Pre approved – Cornwall Highways – 2 Mill lane, Bathpool, Launceston, Cornwall, PL15 7NW – Proposal 5 day exception notice – evenly reduce height in upper crown of trees to below height of the overhead abc low voltage power lines. Noted for information.

**Resolved that** the clerk would write to Cornwall Highways to request further information and any detail within the application to confirm ownership of the tree as the Council were not aware that the tree was subject to a TPO.

6.2 To note for information – PA24/01921 – Tolcarne Barn, Tolcarne, Trebartha Estate, Lewannick, Launceston, PL15 7QX – Proposal formation of a swimming pond – approved. Noted for information.

6.3 The clerk shared two further planning applications received on the 27th June 2024 after the agenda had been distributed therefore no resolutions were made, arrangement was made to complete a site visit on the 9th July 2024.

PA24/04200 - Lynhays, Mill Lane, Bathpool, Launceston, PL15 7NW – Extension and re-modelling to include disabled adaptations and provision for roof mounted solar panels – it was agreed the clerk would arrange a site meeting for the 9th July 2024 to view – a brief discussion was held with regards to a flood risk assessment, the clerk was asked to request an extension for the submission of comments.

PA24/04724 – Meadowside, Illand Road, Congdon’s Shop, Launceston, PL15 7LS – Modification of occupancy condition of application number 2002/0063 (erection of bungalow) to include additional parishes beyond those adjoining North Hill to include Stoke Climsland and South Petherwin without compliance with condition 1 in respect of decision E1/2005/0007 dated 18.02.2005 – a brief discussion was held regarding the potential agricultural tie, the clerk was asked to request an extension for the submission of comments. It was agreed to discuss comments at site meeting due to be held on the 9th July 2024.

Cllr A. Parsons returned to the room.

**7. To review correspondence and to agree to responses required:**

7.1 To confirm for information the Lottery Community Fund application was submitted on the 7th June 2024 with a wait of up to 12 weeks for a response:

This was noted for information.

7.2 To consider / resolve next steps regarding tarmacking of North Hill Parish Council car park at North Hill Village Hall as the clerk cannot obtain quotes at this time due to being unable to clarify the exact boundary:

The clerk confirmed that copies of the Land registry Title Register and Title Plan had now been obtained alongside a visit to WBW Solicitors but it had not been possible to confirm the boundary within the carpark. Quotes for tarmacking had therefore not been obtained as the size of carpark to be tarmacked could not be confirmed.

**Resolved that** it was proposed that Cllr M. Budge would liaise with North Hill Village Hall to clarify any further paperwork they held to see if this could confirm the boundary and the matter would be listed on the next agenda.

7.3 To confirm for information the Neighbourhood Sgt is 14142 STUTLEY for North Hill is contactable on Jon.STUTLEY@devonandcornwall.pnn.police.uk:

This was noted for information.

7.4 To confirm the defibrillator at Bathpool does not have child pads, these are not needed as the adult pads can be used on a child with different placement (front & back):

The clerk had been asked to confirm if the defibrillator at Bathpool had child pads included during the last meeting held on the 3rd June 2024. Duchy Defibrillators had stated that child pads were not needed as the adult pads could be used on children with different placement. Cllr S. Sandercock commented that the wifi was still not reconnected. The clerk confirmed that Duchy Defibrillators now had details of the new wifi connection including password and were aware that the details were also stored for them. They had confirmed that even without the current wifi connection the defibrillator was fully functioning.

7.5 To note for information registration with The Information Commissioners Office. Under the Data Protection Act 1998:

The certificate for registration with the Information Commissioners Office was shared.

**Resolved that** the clerk send a copy to Councillor R. Randall who would place this on the website.

7.6 To receive response from Planning Enforcement regarding alleged creation of walkway:

The clerk shared information received from Planning Enforcement following contact to state that the matter had been formally registered and allocated to a Development Officer for investigation. A brief discussion was held.

**Resolved that** North Hill Parish Council take no further action and await the outcome of the investigation.

7.7 To consider / resolve next steps regarding potholes at Lawnslane and Glubhole’s lane:

It was confirmed that Lawnslane potholes had now been repaired. Cllr H. Budge also confirmed that tarmacking had taken place outside Coads Green primary school which had significantly improved conditions there. It was agreed that members of the public needed to persist in reporting pot holes as they found them.

**Resolved that** the clerk would report Glubhole’s lane again.

7.8 To consider quotes for the purchase and emptying of one further dog poo bin at Bathpool:

The costs quoted by Cornwall Council for the purchase, sitting and emptying of an additional bin were shared at £658.51 to purchase and install with an annual emptying cost of £208.51. A conversation was held regarding the significant cost of the purchase of the bin initially.

**Resolved that** the clerk would obtain quotes for the purchase of a bin from alternative sources and return to the next meeting. Cllr S. Sandercock volunteered to fit the bin and North Hill Parish Council would then agree to the annual emptying cost.

7.9 To consider / resolve next steps regarding complaints about parking on the junction of North Hill Village Hall:

It was raised that there is a safety issue in relation to the junction immediately outside the village hall. Parked vehicles were causing visibility issues getting in and out of the hall carpark.

**Resolved that** the clerk would report persistent inconsiderate parking to the police.

**8. To review details for North Hill Parish Cemetery:**

The clerk had distributed the minutes from the last Cemetery Committee Meeting held on the 17th June 2024 to all with the Summons for information. The general layout of the cemetery was considered and suggestion was made to remove the 12 foot pathway from the middle and place it at the top. The clerk stated that ICCM had been contacted for advice and confirmed that there was no legislation specifying the size of a cremation plot however guidance suggested half the size of a burial plot. The clerk also shared that the insurance company had been contacted and confirmed that all land owned by North Hill Parish Council was automatically covered under Public Liability however the current insurance would not cover the gravestones or anything else situated on the land and additional insurance would be required for this. Further discussion was needed regarding the layout measurements and the Cemetery Committee needed to hold a separate meeting in relation to this.

**Resolved that** the Cemetery Committee would meet again with a potential date of the 9th July 2024 at 7.30 / 7.45pm following the site visit. Location and date would be confirmed by the clerk as soon as possible.

**9. To review / update Health and Safety Policy for North Hill Parish Council:**

Several Councillors had not read the document in detail.

**Resolved that** the Health and Safety Policy was accepted in the interim and listed on the next agenda to give everyone time to read the document and suggest alterations. Cllr S. Sandercock abstained. The Chairman signed the document.

**10. Approval of the list of payments / receipts for June 2024 and to receive June 2024 bank statement:**

10.1 List of payments:

i) £18.00 (PAYE G. Pollard June, dd)

ii) £713.96 (Salary inclusive of tax, Lena Batten, June)

iii) £43.64 (room rent, Lena Batten, June)

iv) £8.00 (bank charges, June)

v) £40.00 (Information Commissioners Office, annual payment)

vi) £58.56 (deposit for signage for carpark, paid by clerk)

vii) £3.00 (Land registry application, paid by clerk)

payment in retrospect:

i) £39.19 (deposit for additional sign requested for carpark)

**Resolved that** all expenses were authorised proposed Cllr S. Sandercock, seconded Cllr R. Randall with all in favour.

10.2 Receipts:

None.

10.3 To receive June 2024 bank statement:

Bank statement as of 28th June £19,125.90.

**Resolved that** the bank statement be agreed at £19,125.90 proposed Cllr R. Randall, seconded Cllr H. Budge. The Chairman signed the bank statement.

**11. To review monthly budget reconciliations:**

**Resolved that** the budget sheet was agreed to be an accurate record for June 2024 proposed Cllr A. Parsons seconded Cllr H. Budge with all in favour.

**12. To review monthly RAG:**

12.1 The Monthly RAG sheet was sent to Councillors for information:

Community Speed Watch – No updates were given, volunteers were required. Agree to remove from the RAG.

Electric vehicle charging points – The EV Rural Charging points were currently doing the required National Grid checks and the clerk did not expect to hear from them until the 16th August. Title Registration and Plan does not clarify the boundaries of the car park. Now awaiting confirmation of the boundary size to allow the clerk to obtain quotes for tarmacking however it is not believed that tarmacking is required in order to fit the EV charging points. Clerk will wait to hear from EV Rural Charging. This would remain on the RAG.

War Memorial Railings – Awaiting completion of the work. The clerk reported that she had tried to contact the company without success to request a rough date of when the work was to be completed. Cllr B. Ruby reported that he would contact the company and see if he could obtain a rough date.

Highways – The overgrowth had been reported to Highways with a request to prioritise Bathpool area in September.

Footpath maintenance – Clerk had requested two new posts with signs for 528/15/1 and 528/25/1 and two new styles at 528/18/1 and 528/9/2. Countryside services report they are low on stock. Clerk will report again.

Tunnel in play area – Cllr H. Budge will speak with the handyman to request this is prioritised.

Salt bin at Newtown – Response had been received from Cornwall Council. The clerk confirmed the prices of purchase of bin, both empty and filled. It was confirmed that North Hill Parish Council have salt therefore the Clerk was asked to obtain quotes from other sources for the purchase of a bin. It was agreed that a bin is not needed at Coads Green as the road is gritted.

The meeting asked when the noticeboard would be fitted at Coads Green Primary School. The clerk reported that the handyman was going to fit this as soon as possible and would contact the clerk as soon as it was fitted to allow her to obtain “North Hill Parish Council” lettering.

**13. Report from Cornwall Council Ward Member Councillor Parsons:**

Cornwall Council have announced their intention to enter the market to purchase fifty two and three-bedroom homes. This is to house homeless families and avoid paying for expensive emergency accommodation in B&Bs, hotels, and caravan parks. While this move should be welcomed, it highlights the failure of the administration to deliver an adequate number of new build council houses to meet local needs. For instance, the Treveth site near Pennygillam roundabout in Launceston, purchased over four years ago, remains undeveloped. Despite the initial hope that it would cater for the 140 people on the local housing register, the need since then has more than doubled, highlighting just how far behind we are falling.

With approximately eight hundred families currently living in emergency accommodation in Cornwall, the new homes will be strategically purchased in areas with high emergency accommodation demand. The plan is to deliver these homes by the end of 2025 at a cost of up to £17.2 million. Hopefully, this initiative will have a positive social impact for all those affected.

Earlier this year, it was highlighted that around thirty percent of Cornwall Council’s homes do not meet the Government’s decency standard, largely due to the age of the properties. Despite owning 10,300 homes across Cornwall, the administration’s lack of a coherent housing policy has necessitated this drastic action.

**14. Items for inclusion at the next meeting:**

None.

**15. Date and time of next meeting:**

The next meeting was confirmed for the Monday 5th August 2024 at 7.30pm.

**15. Close of business:**

The meeting closed at 21.29pm.