

NORTH HILL PARISH COUNCIL

Chairman: Mary Budge

MINUTES OF THE COUNCIL MEETING HELD ON THE 2nd APRIL 2024

Present:

Councillor Mary Budge – Chairman
Councillor Hayley Budge
Councillor David Daniells
Councillor John Harcourt
Councillor Ralph Hudson
Councillor Richard Randall
Councillor Brian Ruby
Councillor Steven Sandercock
Councillor Courtney Walters

In attendance

Mrs Lena Batten (clerk)
One member of the public was in attendance.

1. To receive apologies:

To receive apologies – Councillor Adrian Parsons.

2. Code of Conduct:

- a) To receive declarations: None.
- b) To grant dispensations: None.

3. Public comments on items on the agenda only:

One member of the public was in attendance but did not wish to speak.

4. To receive and approve the minutes of the 4th March 2024 full Council Meeting:

It was proposed by Cllr H. Budge and seconded by Cllr C. Walters with all in favour that the minutes of the meeting of North Hill Parish Council held on the 4th March 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:

Cllr R. Randall reported that he attended a Planning Committee Meeting at 10.00am on the 18th March 2024 in relation to application PA23/09194. He reported that the appeal had been successful with eight votes to two in favour. It was confirmed that the meeting had listened to local opinion which was positive.

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

- i) PA24/00804 – St Torney’s Church, Lyhner Way, North Hill, Launceston, Cornwall, PL15 7PQ – S52/S106 and discharge of condition apps Proposal Submission of details to discharge

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condition 3 in relation to Decision notice PA23/04512 dated 05/09/2023. Noted for information only.

ii) PA24/02009 – Land East of Moorview, Coads Green, Launceston, PL15 7LY – application for Non Material Amendment to PA21/10932 for proposed residential development of four dwelling houses with garage / car parking, namely 1) alteration to winder of Plot 1, 2) alteration to internal layout of Plot 1.

Resolved that North Hill Parish Council made the following recommendation: Following a brief discussion North Hill Parish Council stated that they were not in a position to comment as the original planning application PA21/10932, had not previously been brought to the Council for discussion.

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

7.1 To consider / resolve maintenance list for North Hill Play area in priority order including zip wire and maintenance / removal of tunnel:

A discussion took place regarding the maintenance required in North Hill Play area. A snagging list had been put together by Cllr R. Randall however the weather had severely impacted upon the ability of anyone to complete general maintenance over the past six months. Cllr B. Ruby reported that he had concerns about the chains which had come loose potentially leading to a trip hazard, due to the posts coming loose. He also commented that the bottom of the slide was a significant trip hazard and consideration should be given to closing the slide until the work could be completed. Kompan had not raised the slide as a concern during their last inspection and options to address any of the concerns had been limited due to the persistent poor weather at this time.

Resolved that i) the clerk would email the handyman with a copy of the snagging list, he would be asked to prioritise rectifying the loose chains as soon as weather permitted, then look at the slide and complete the list of tasks in order according to level of risk posed. ii) Cllr B. Ruby would order a new Zip wire seat and the handyman would be asked to fit it as soon as possible.

7.2 To discuss/ resolve the replacement shackles identified as a moderate risk on the most recent Kompan report:

Kompan had again raised the shackles as a moderate risk despite the general consensus that there was nothing wrong with the shackles.

Resolved that the clerk would contact Kompan to request confirmation of the date and time of their next inspection so that One Councillor could also attend to discuss the shackles.

7.3 To resolve whether to enrol in the Link following further information being obtained by the clerk:

The clerk updated the meeting that she had had a Teams Meeting with Cornwall Link. The Parish Council would be able to input the agendas and minutes onto the site for public information however there had only been four members of the public access Cornwall Link in the North Hill Parish last month. This was a fairly new online Community Directory which could become more popular.

Resolved that the clerk would list again in six months for further discussion.

7.4 To note if anyone had applied to be a representative for the Community Area Partnership:

It was confirmed that Cllr R. Hudson was already a representative and there was no need for further Councillors.

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7.5 To note for information both St Torney's footpath fund committee and Coads Green Chapel have said thank you for grants awarded:

This was noted for information. All Councillors were in favour that Coads Green Village Hall grant would be issued as soon as copies of the paid invoices relating to the work and evidence of payment for any left over funds used had been provided.

7.6 To agree next steps following the meeting of rural EV charging held on the 15th March 2024:

The Chairman and Councillors that attended gave a brief overview of the Teams Meeting held at Coads Green Village Hall with RuralEVcharging. Several Councillors raised concern about the potential of vehicles blocking access during busy periods in the hall. Locations were also discussed both at the front and the back of the hall in the car parks.

Resolved that the clerk would respond to confirm that North Hill Parish Council would want the chargers located either at the front car park on the far side or the back car park, again on the far side away from the hall. The clerk would request the next steps in relation to progressing this forward.

7.7 To note for information the ROSPA play inspection is now booked for April 2024:

Noted for information at a cost of £78.00 for the fenced area and £78.00 for the unfenced area.

7.8 To note the response from Highways that Coads Green is a nominated surfacing scheme for 2024-2025, potentially in summer or autumn and the feedback regarding parking at Uphill Junction:

It was noted that Highways had confirmed Coads Green was a nominated surfacing scheme, they did not have a confirmed start date however in the interim period the section was inspected on a monthly basis so any identified defects were repaired as necessary. In relation to the parking at Uphill junction Highways confirmed they would be unable to act unless there were parking restrictions already in place. Highways confirmed the police had the powers to address the concerns under The Highways Act 1980, The Town Police Clauses Act 1847 and The Road Vehicle Regulations. It was noted however that unless the road was impassable the police were unlikely to act without photographic evidence.

7.9 To discuss / resolve to adopt the new Standing Orders as recommended by NALC:

Resolved that the Standing Orders recommended and last updated by NALC in 2022 were adopted.

7.10 To note for information the expenditure of £750.00 towards a grant funded defibrillator at the Colin Park Club on the 20th March 2024:

It was noted that a part funded defibrillator was now on order to be fitted at the Colin Park Club at Congdon's Shop. The expected delivery date was the 26th April 2024. The Chairman gave an overview of a recent scenario where a defibrillator would have been used at the club and confirmed that the club would be responsible for the installation and maintenance, but that this did not preclude them from requesting a grant from the Parish Council in the future to contribute towards annual maintenance. The clerk confirmed once delivered, the defibrillator must be fitted within four weeks.

7.11 To accept information sourced by the clerk regarding parking at North Hill Village Hall:

The clerk fed back information received from the police and other sources which confirmed that SORN conditions require the owner of vehicles to have the land owner's permission to park on the land and confirmed that signage could be put up to request this. The police also confirmed DVLA would disclose the owner details given the situation. A discussion was held

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as North Hill Parish Council were not aware of the owners of all the vehicles in the car park and if EV chargers were to be fitted, would not be able to ensure an empty car park.

Resolved that the clerk would contact DVLA for the contact details of the registered owners of the vehicles and write to them to request the vehicles were removed due to the need for an empty car park for the potential fitting of an EV charger. The clerk would obtain a quote for signage to state “all vehicles in this car park must be taxed, insured and MOT’d. No trailers to be left overnight. No overnight camping”.

7.12 To receive response from Highways in relation to the hedge cutting in the parish:

The clerk shared information from Highways to confirm that they do not cut back hedges in Spring but in January and February.

Resolved that the clerk contact Highways to request if they could prioritise cutting back hedges in North Hill Parish as soon as they are able due to restricted vision at some junctions.

7.13 To resolve if there are any Councillors who would like to access CALC training on offer:

The general consensus was that much of the training was during working hours which was not helpful to those in employment.

Resolved that the clerk would book one Councillor on Chairing Meetings effectively.

7.14 To consider / resolve tarmacking Parish Council end of North Hill Village Hall car park:

A representative of North Hill Village Hall reported that the hall was considering tarmacking the car park to enable easier access and would North Hill Parish Council be interested in tarmacking their half. A discussion was held where it was agreed that the Council would be interested.

Resolved that the clerk would seek to clarify how much the village hall at Upton Cross cost to tarmac as this was done recently. Two other Councillors would seek to obtain rough costs and return to the next meeting. The clerk would inquire whether a grant could be obtained towards this.

8. Approval of the list of payments / receipts for March 2024 and to receive March 2024 bank statement:

8.1 List of payments –

- i) £18.00 (PAYE G. Pollard, March)
- ii) £8.00 (bank charges)
- iii) £43.64 (room rent, Lena Batten, March)
- iv) £713.96 (Salary, HMRC, Lena Batten, March)
- v) £24.00 (Code of Conduct training)
- vi) £3.10 (Postage, Lena Batten)
- vii) £750.00 (Defibrillator requested donation paid 20th March 2024 in advance to secure)

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

8.2 Receipts –

None.

8.3 To receive March 2024 bank statement:

Bank statement as of 28th March £12,640.00

9. To review monthly budget reconciliations:

The budget sheet was agreed to be an accurate record for March 2024 proposed Cllr R. Randall, seconded Cllr R. Hudson with all in favour.

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10. To review monthly RAG:

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

Community Speed Watch – Cllr H. Budge reported that Coads Green layby had now been approved, the group would not get the equipment until the face to face meeting had taken place. A discussion took place with regard to moving the speed sign, it was agreed that one Councillor would do this with the handyman who was health and safety trained on the Highways. The clerk would source a risk assessment for this as the sign was designed to be moved sporadically.

Bathpool defibrillator – Now fitted, the training session was due to take place on the 15th April 2024 at North Hill Village Hall, the session was open to anyone, children included. Adverts had been posted in the parish.

War Memorial Railings – Awaiting appropriate weather for completion of the work.

Tree at Bathpool – This had now been removed, overgrown hedges had been reported.

Footpath maintenance – The handyman was collating a list of signage which needed replacement, the clerk would then forward this to countryside services who had confirmed they would provide new signage.

Tunnel in play area – The handyman was unable to complete the work until there was an improvement in the weather conditions.

11. Report from Cornwall Council Ward Member Councillor Parsons:

Cllr A. Parsons had sent his apologies as he was unable to attend the meeting. He forwarded a report which was read to all. On the Council front following last months budget setting things have been quieter. Although locally there had been many issues regarding the state of the roads and drains, he had also reported another defect for the road going through Coads Green as some more deep pot holes had opened up, he had also asked again for the flashing speed indicator sign to be looked at which was not working. The last East Planning Committee Meeting went as hoped, where Cllr R. Randall had put the council views forward well with regards to the application at Lane End.

12. To review details for North Hill Parish Council Cemetery:

12.1 To receive update in relation to clerk completing Sexton Training on the 21st March 2024:

The clerk gave an update following the Sexton Training and advised on ICCM's recommended next steps.

Resolved that the clerk would contact ICCM to obtain advice in relation to planning the layout of the graves. The clerk would compile an overview of the training and forward to all.

12.2 To receive exemplar risk assessment as a starting point for the cemetery:

A discussion took place regarding the risk assessment required and several Councillors raised concerns that appropriate health and Safety qualifications were required to complete this.

The clerk advised that the exemplar risk assessments she had were from ICCM hence would include the priorities, the training had advised that the assessment was then updated according to the lay out and size of the individual cemetery.

Resolved that the clerk would update and forward the risk assessment to all Councillors for their perusal. Item would be listed on next months agenda.

13. Items for inclusion at the next meeting:

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One Councillor expressed concern regarding the persistent flooding on Lawns Lane and asked the clerk to report this to Highways. The clerk fed back information from Highways to confirm that Cornwall Council no longer supply salt bins, but the Parish Council can purchase them. Cornwall Council would refill the bin at the start of the season once at no cost, any further cost was down to the Parish Council. The bin which had collapsed was located at Newtown.

Resolved that the clerk would obtain a quote for the purchase of one salt bin.

14. Date and time of next meeting:

The next meeting was confirmed for the 9th May 2024 at 7.30pm.

15. Close of business:

The meeting closed at 21.36pm.

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