**NORTH HILL PARISH COUNCIL**

**Chairman: Mary Budge**

**MINUTES OF THE COUNCIL MEETING HELD ON THE 2nd DECEMBER 2024**

**Present:**

Councillor Mary Budge – Chairman

Councillor Hayley Budge

Councillor Ralph Hudson

Councillor Adrian Parsons

Councillor Richard Randall

Councillor Brian Ruby

Councillor Steven Sandercock

Councillor Courtney Walters

**In attendance**

Mrs Lena Batten (clerk)

Four members of the public were in attendance.

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

To receive apologies: Cllr David Daniells, Cllr John Harcourt

**2. Code of Conduct:**

a) To receive declarations: Cllr H. Budge item 10.1 (vi), (vii).

b) To grant dispensations: The Chairman granted Cllr H. Budge dispensation to remain in the room but not contribute to the discussion.

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

None.

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

It was proposed by Cllr R. Randall and seconded by Cllr R. Hudson with all in favour that the minutes of the meeting of North Hill Parish Council held on the 4th November 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.

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

6.1 Noted for information only - PA24/07455 - East Lawn Cottage Newtown Road Congdons Shop Launceston Cornwall PL15 7LS - Proposal Two-storey extension on the site of an existing dwelling - approved.

6.2 Noted for information only - PA24/04200 - Lynhays Mill Lane Bathpool Launceston Cornwall PL15 7NW - Proposal Extension and re-modelling to include disabled adaptations and provision for roof mounted solar panels – approved.

6.3 Noted for information only - PA24/07802 - Location:- St Torneys Church Lynher Way North Hill Launceston Cornwall PL15 7PQ - Proposal Submission of details to Discharge Conditions 3 in respect of Decision Notice PA24/06142 dated 09/10/2024 - approved.

6.4 Noted for information only - PA24/07310 - The Bull Pen Tolcarne Road North Hill Launceston Cornwall PL15 7PE - Proposal Submission of details to discharge Condition 3 in respect of Decision Notice PA21/06576 dated 27.01.22 - withdrawn.

6.5 Noted for information only - PA24/05961 - Land At Coad's Green Coad's Green Launceston - Proposal New farm shop and car park - withdrawn.

Cllr A. Parsons entered the room and gave apologies for being late.

6.6 PA24/08416 – Trebartha Barton, North Hill – Construction of a new agricultural livestock building, creation of a new agricultural access and removal of an outdated livestock building – One member of the public, Mr Michael Greet gave an overview of the application which included the need for the existing development to be modernised with a new access. The Chairman reported that a site visit had been completed on the 29th November 2024 with three Councillors present, and gave a synopsis of their views. A brief discussion was held.

**Resolved that** North Hill Parish Council felt it would be a positive development overall. It was proposed by Cllr S. Sandercock, seconded by Cllr C. Walters with all in favour that there was no objection to the application. Cllr B. Ruby abstained.

6.7 PA24/08417 – Trebartha Barton, North Hill – Listed building consent for construction of a new agricultural livestock building, creation of a new agricultural access and removal of an outdated livestock building – Following confirmation that this application was in relation to the above PA24/08416 for listed building consent it was agreed that again there was no objection. Cllr B. Ruby abstained.

Mr Greet and one other member of the public left the room.

6.8 PA24/08792 – Potok House, North Hill, PL15 7PQ – Proposed roof alterations / extension, removal of existing chimney, replacement doors and windows, air source heat pump and UV solar panels – The Chairman confirmed that a site meeting had taken place on the 29th November 2024 by two Councillors. The Chairman confirmed that the contents of the application were for modernisation of the property and it was agreed that the property needed updating.

**Resolved that** it was proposed by Cllr H. Budge, seconded by Cllr C. Walters with all in favour that there was no objection to the application. Cllr B. Ruby abstained.

The Chairman agreed to bring forward item 10.4 To consider / resolve grant applications as two members of the public were present in relation to the second grant application item 10.4 (ii).

1. Coads Green Methodist Church application for £500.00:

A discussion took place and confirmation was sought regarding the amount awarded last year 2023 to Coads Green Methodist Church.

**Resolved that** it was proposed by Cllr H. Budge and seconded by Cllr R. Hudson that £250.00 be awarded with an accompanying letter to request that when they made the application next year, could they please include information to clarify any ear marked reserves that were included within their bank balance.

1. Coads Green Village Hall application for £1000.00:

The Chairman read out the detail of how Coads Green Village Hall intended to spend the grant funds if awarded. One representative of the Village Hall, Mrs Laura Fishleigh responded to several questions the Council asked.

**Resolved that** the application was considered to be reasonable and of benefit to the community. Proposed by Cllr H. Budge and seconded by Cllr R. Hudson with all in favour that the full award of £1000.00 be awarded.

Mrs Fishleigh and one member of the public left the room.

**Any applications received before the date of this meeting:**

No applications were received before the date of the meeting however two pre applications were raised for consideration.

PA24/08898 -Land South East Of Drogeada Close, Coads Green, PL15 7LU - Prior notification of agricultural or forestry development for new fodder and machinery store – North Hill Parish Council agreed that there were concerns with regards to the engineering works already taking place and the potential environmental impact of any run off / drainage / flooding from the associated works at the bottom gateway of Lanoy junction.

**Resolved that** the clerk would submit the above comment to Cornwall Planning to ensure the concern was recorded.

PA24/08862 - Tregood Farm, Bodmin Road, Congdons Shop, PL15 7PN - Prior approval for change of use of two agricultural buildings to 2no. dwellinghouses – North Hill Parish Council held a discussion and agreed to support the application.

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

8.1 To accept and consider / resolve any response to investigation for alleged creation of walkway:

The Chairman read out the conclusion letter from the development officer at Cornwall Council planning department in relation to the alleged creation of walkway at Botternell Farm, North Hill. The letter concluded that the matter was a breach of planning control however detailed that despite the walkway being created good visibility remained and it was not considered expedient to take enforcement action as insufficient harm had been caused therefore the case was closed.

8.2 To consider / resolve purchase of a new noticeboard at Trebartha:

Consideration was given to the three quotes and discussion was held regarding the appropriate size of board required.

**Resolved that** one aluminium notice board would be purchased at a cost of £261.00 plus VAT.

8.3 To discuss salt bin at Chapel Hill, Bathpool as requested by one Councillor:

A discussion was held regarding the amount of salt bins in the parish and the cost implications that were involved given they were not used regularly and Bathpool already had two salt bins.

**Resolved that** no further salt bins would be purchased for Bathpool.

8.4 To consider next steps as trailer has not been removed as agreed by 20th November 2024:

**Resolved that** one Councillor and the clerk would complete a further visit to the owner of the trailer to advise that it needed to be moved.

8.5 To accept feedback from Cllr R. Hudson regarding Voice Over telecommunication resilience:

Cllr R. Hudson gave an overview of the discussions held regarding voice over telecommunication resilience to date. He detailed that the aim was currently to distribute information to support communities to make their own resilience plans. Cllr R. Hudson felt that potentially a committee would be needed to look at this in more detail, to assess the level of threat to the community an whether action was required. Cllr R. Hudson concluded that he would be attending a CAP meeting later this week and would seek the views of others.

**Resolved that** the clerk would re list the item in January when Cllr R. Hudson would have had an opportunity to discuss at the CAP meeting.

8.6 To accept / consider quotes obtained for the purchase of a new gate to the back car park:

Three quotes for the purchase of a new gate for the top car park behind the village hall were shared. A discussion was held and it was agreed that two new posts to fit the gate onto were also required.

**Resolved that** the gate at a cost of £125.94 plus VAT be purchased, the clerk contact the handyman to request that he fit this with two new posts.

8.7 To thank Cllr B. Ruby for the supply and fit of the zip wire:

The Chairman thanked Cllr B. Ruby for the supply and fit of the zip wire. Cllr B. Ruby stated that this was not completed solely by him.

8.8 To feedback “local council planning training” held on the 7th November. Please visit the website:

The clerk detailed that there was a wealth of information in relation to changes in planning on Cornwall Council website and she had been unable to condense this for the meeting.

**Resolved that** the clerk would forward the link for all to access the updated information from September 2024. The link was [positiveplanning@cornwall.gov.uk](mailto:positiveplanning@cornwall.gov.uk)

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

The clerk had been offered training at £155.00 plus VAT for the checking of memorial plaques. To consider if it would be appropriate to send the clerk on this training if the cost was halved by another Parish Council:

**Resolved that** as the cemetery was not open yet there was no need for this training at this time.

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

10.1 List of payments:

i) £18.00 (PAYE G. Pollard November, dd)

ii) £955.76 (Salary inclusive of tax, Lena Batten, November including NALC backpay)

iii) £43.64 (room rent)

iv) £45.00 x (four invoices from North Hill Village Hall)

v) £27.95 (Lena Batten, ink)

vi) £321.00 (Martin Budge, handyman, works to play area)

vii) £700.00 (Martin Budge, Handyman, maintenance of play field, churchyard)

**Resolved that** all payments were authorised proposed Cllr R. Randall, seconded Cllr C. Walters with all in favour.

10.2 Receipts:

None.

10.3 To receive 28th November 2024 bank statement:

Bank statement as of 28th November 2024 £19805.44.

**Resolved that** the bank statement be agreed proposed Cllr R. Randall, seconded Cllr C. Walters as correct and the Chairman signed the bank statement.

**11. To confirm the agreed amendments on pages 1,2,4 and 8 of North Hill’s Risk Assessment and Management Financial Regulations and the Chairman to sign:**

The amendments were agreed and the Chairman signed the Financial Regulations.

**12. To confirm removal of two items on the asset register and inclusion of salt bins and dog bins and Chairman to sign:**

The amendments were agreed and the Chairman signed the Asset Register.

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

13.1 Budget Sheet attached:

**Resolved that** the budget sheet was agreed to be an accurate record for November 2024 proposed Cllr R. Randall, seconded Cllr H. Budge with all in favour. Cllr R. Randall reported that 62% of the budget had been spent.

**14. To review monthly RAG:**

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

North Hill Village Hall car park – It was updated that the solicitor now had all the requested information and the village hall had been informed. The Chairman thanked three Councillors and the clerk for forwarding their statements to the solicitor. The clerk confirmed that no further information had been received from the solicitor to date.

The dangerous parking at North Hill Village Hall junction – The clerk confirmed that Highways were going to send an officer to assess this but it is not known when this would take place.

Footpath maintenance – One sign and two stiles had now been received at the clerk’s property. The clerk would contact the handyman to arrange pick up of the stiles. The clerk would speak with the footpath volunteer to arrange a date to go and fit the new sign.

Copper Beech Tree at Bathpool – The clerk would contact Highways to obtain an update as the Copper beech tree was still clipping the cables, Birch had not yet revisited the tree to complete the works.

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

On Monday Cllr A. Parsons attended a meeting with Cornwall Councillors to receive an update from National Highways regarding the ongoing issues along the A30 from Kennards House to Plusha. They had reviewed much of the feed back received following their consultation on this stretch of road and it was looking increasingly likely they would leave the crossing at Two Bridges open, with most of the other measures being implemented as they had set out. It sounded like the current temporary measures would be in place for up to twelve months, whilst drawing up the proposed scheme and awaiting for funding to be delivered. Cllr A. Parsons felt this needs to be pushed on, as a matter of urgency. Regarding complaints that the 50mph speed limit is not being adhered to, the Police have said they will start patrolling the area to keep a check on things.

Launceston Refuse Transfer Station Update

The redevelopment works at the Launceston Refuse Transfer Station (RTS) had been completed and the site to full service from Friday 29th November. This means that from Friday they would be reintroducing DIY waste, paper, and cans and mixed plastics waste streams to the site. In addition, Launceston would be one of the 9 HWRC sites across Cornwall that would be able to accept upholstered furniture items, following a change to regulations set by the Environment Agency that come into force on 1st December.

To support the site in returning to full service, we have now been told they have moved to a booking system trial to include Launceston HWRC, which is being launched from 29th November. Residents will be asked to book a slot before attending. However, during this soft launch period they will not turn anyone away if they have not made a booking. From 2nd January 2025 they would be asking all visitors to make a booking before attending site.

Booking a 30-minute slot can be done on the Cornwall Council website. If residents have a question or can’t get online they can call 0300 1234 141. Bookings can be made for the same day, if there are spaces available, or up to a week in advance.

Possible closure of Launceston’s Adult Education Centre

A consultation was underway into the potential closure of seven adult education centres across Cornwall as the council seeks to ensure the service provided value for money for residents. Numbers in adult education have not recovered as quickly as hoped following COVID, putting pressure on a service which is delivered by Cornwall Council but funded by Department for Education in Westminster based on the number of learners.

This, coupled with inflationary pressures over the past two years, had made it difficult to justify the existing cost when a different way of working with partners and moving to online provision would allow most courses to continue in a different format. Seven adult education centres were running at a deficit and given the current financial pressures faced consultation on their closure. The centres are Camelford, Callington, Torpoint, Saltash, Launceston, Penzance and St Austell. Centres in Bude, Newquay, Liskeard, St Dennis, Bodmin, Helston, Truro, Camborne, Hayle and Falmouth will remain open. If the consultation results in closures, anyone enrolled at any affected centre will be supported to continue their course, possibly through the transfer to a nearby alterative centre, to an online alternative, or to another provider, such as a college, including Truro and Penwith College and Cornwall College.

The Link Road

Finally it’s looking like the council site under the control of Treveth (it’s arm’s length company) on the link road off Pennygillam roundabout, which had been bought to deliver much needed local housing, is looking like being put on hold for three years, until market conditions improve! This was always going to be a challenging site to build, and in it’s current state is an eye sore when entering our town, vast sums of money have been spent on getting it to where it is, without any chance of making a return on investment, any day soon.

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

None.

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

The next meeting was confirmed for the 6th January 2025.

**19. Close of business:** The meeting closed at 21.33pm.