

NORTH HILL PARISH COUNCIL

Chairman: Mary Budge

MINUTES OF THE COUNCIL MEETING HELD ON THE 4th MARCH 2024

Present:

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

In attendance

Mrs Lena Batten (clerk)
Three members of the public were in attendance.

1. To receive apologies:

To receive apologies – None.

2. Code of Conduct:

- a) To receive declarations: Cllr A. Parsons item 6.1 and Cllr S. Sandercock item 7.3 and Cllr H. Budge item's 7.3, 7.7, 7.8.
- b) To grant dispensations: None.

3. Public comments on items on the agenda only:

Three members of the public were in attendance but did not wish to speak.

4. To receive and approve the minutes of the 5th February 2024 full Council Meeting:

It was proposed by Cllr H. Budge and seconded by Cllr J. Harcourt that the minutes of the meeting of North Hill Parish Council held on the 5th February 2024 be confirmed as an accurate record and signed by the Chairman. Cllr R. Randall abstained as he was not present at the February meeting.

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:

Noted that Cllr A. Parsons declared an interest in item 6.1 and left the room.
PA24/01333 – Illand Nursery, Newtown Road, Congdons Shop, Launceston, PL15 7LS -
Outline application for the construction of dwelling with access reserved –

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Resolved that North Hill Parish Council made the following recommendation:

A brief discussion was held and it was agreed that the application was in keeping with the surrounding character and the existing entrance was being used. Therefore North Hill Parish Council had no objection, proposed 1st Cllr R. Hudson and 2nd Cllr R. Randall with all Councillors in favour. Cllr B. Ruby abstained.
Cllr A. Parsons returned to the room.

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

7.1 To discuss / resolve the best way forward in relation to electric charging points being fitted:

The clerk shared information from the insurance company who confirmed that if North Hill Parish Council were to own or were contracted to replace in the event of damage, the charging points it would increase the cover. The insurance company also confirmed that if North Hill Parish Council were responsible for the management of the charging points this would also increase the cover. The Chairman reported that North Hill Village Hall was also interested in more information and one member of the public reported that Coads Green Village Hall was also interested in more information. She confirmed that Coads Green Village Hall would be happy to facilitate a Teams Meeting in the hall, free of charge.

Resolved that the clerk would seek to arrange a Teams Meeting with ruralEVcharging, the Council, and representation from both village halls to take place on preferably a Friday evening at Coads Green Village Hall. Councillors would compile a list of questions for the meeting.

7.2 To receive information regarding promoting your parish on Cornwall Link:

The Chairman gave an overview of Cornwall Link detailing that it was a free online directory connecting Cornwall to their community.

Resolved that the clerk would obtain further information as the detail given did not clarify what actions and responsibilities were required of individuals within the Council although the principle of being able to use it sounded positive.

7.3 To consider / resolve grant applications following further information being received:

Noted that Cllr H. Budge and Cllr S. Sandercock declared an interest in item 7.3 and left the room.

The clerk confirmed that she was now in receipt of accounts and bank statements for all three applications however in relation to Coads Green Village Hall, the latest accounts and bank statement were for September 2023. The application for St Torney’s Footpath Fund was discussed with an accompanying bank statement dated 8th February 2024. St Torney’s Footpath Fund also included two quotes which were read out. A discussion took place regarding the bank statement and accounts for Coads Green Village Hall being six months old. One member of the public reported that they were having difficulties with their bank and the accounts had been submitted to the accountant therefore this was the most up to date accounts they were able to provide. Coads Green Methodist Church application was discussed and the clerk gave details of amounts given in the past.

Resolved that £500 be awarded to St Torney’s Footpath Fund, Proposed by Cllr, D. Daniells, seconded Cllr C. Walters with all in favour. Coads Green Methodist Church application was agreed following a review of how much they had received in the past, at £250.00 with all Councillors in favour. £750.00 was awarded to Coads Green Village Hall for the car park maintenance required proposed by Cllr D. Daniells, 2nd Cllr C. Walters. One member of the public reported that this work was in progress. Cllr A. Parsons reported that potentially he

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would be able to access a small amount of funds out of the Community Grant Chest in April 2024 to replace the light in the car park.

Cllr H. Budge and Cllr S. Sandercock returned to the room.

7.4 To discuss / resolve the difficulties with parking at Uphill junction in Bathpool:

Concerns had been raised that there were several vehicles parking on the junction at uphill in Bathpool, this was causing visibility issues and made it impossible for larger vehicles to get around the corner. One Councillor reported that recently it had appeared to be slightly better but remained an ongoing issue. Consideration was given as to who’s responsibility it was to uphold the Highway Code which details under Highway Code Rule 250 that a car must not park within ten meters of a junction.

Resolved that the clerk would contact Highways and report the concerns.

7.5 To consider a further location for the fitting of a defibrillator as grant funding had been awarded:

The clerk asked for clarification as Duchy Defibrillators had just fitted the defibrillator in Bathpool and was offering free training. They had also asked for confirmation of the name of the guardian. A further discussion was held regarding the option of fitting another defibrillator as the awarded funding could not be used for the Bathpool device.

Resolved that the clerk would seek further clarification regarding the costs involved if the Council were to progress with the identification of another location for the awarded funding.

The Clerk would speak with Duchy Defibrillators with a view to firstly confirming if the training was open to all parishioners or just Councillors and secondly, a date and venue for completing the training. The clerk would also confirm to Duchy Defibrillators that the Guardian was Councillor S. Sandercock who held the key. One Councillor raised a concern that the defibrillator’s location on a member of the public’s wall, was there at a cost of approximately £30.00 per annum for the electric and internet supply. It was agreed that at a later date, the Council would contribute to ensure the member of the public was reimbursed.

7.6 To confirm ROSPA annual inspection is booked for April at a cost of £156.00:

It was noted for information that the ROSPA inspection is booked.

7.7 To discuss / resolve the two identified moderate risks identified on the Kompan 15th February inspection:

Noted that Cllr H. Budge declared an interest in item’s 7.7 and 7.8 and left the room.

One Councillor detailed that Kompan had reported two moderate risks, one was the steps to the slide which was currently not in working order whilst the Council await improved weather conditions prior to being able to complete a work. These were fenced off. The second was the safety chains on the basket swing which are potentially fitted incorrectly.

Cllr B. Ruby also commented that some of the play equipment required low level maintenance, the swings needed to be painted and the fence also needed treatment. The Chairman reported that the fence was treated last year but it was felt that this needed doing again.

Resolved that two Councillors would meet on the field as soon as Cllr B. Ruby was in receipt of the fitting instructions and look to ascertain whether the recent alterations in the fittings as advised by Kompan, were correct. Whilst there, the Councillors would make a list of the maintenance requirements, forward this to the clerk who would place on the next agenda with a view to requesting the work be completed by the handyman. It was also concluded that the zip wire needed to be replaced, and this would be put on the next agenda.

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7.8 To consider / resolve the received tenders for the footpaths, play area and closed cemetery:

The clerk reported that three contractors had contacted her to request further information however only one contractor had responded. The tender received was discussed alongside the lack of interest despite considerable advertising.

Resolved that it was proposed Cllr R. Hudson, 2nd Cllr A. Parsons with all in favour to accept the tender.

Cllr H. Budge returned to the room.

7.9 To receive information from Cormac inviting Councillors to a workshop session:

Information was shared regarding Cormac Spring Workshops that were being held in four different locations over March and April 2024. The purpose being to look at what was working well and things that needed to improve. One Councillor who attended last year reported that the workshop was beneficial and reasonably helpful. Three Councillors expressed an interest in attending.

Resolved that the clerk would put the names down of Cllr S. Sandercock, Cllr B. Ruby and Cllr C. Walters. The clerk would forward information regarding the date and location to all three Councillors.

7.10 To discuss the grit bin at Newtown:

One Councillor reported that the grit bin at Newtown was sagging and taking in water and required a replacement. It was questioned if this bin was a Cornwall Council bin or North Hill Parish Council bin. A brief discussion took place as most felt this to be a Parish Council bin.

Resolved that the clerk would look to confirm how many grit bins North Hill Parish Council were responsible for and return this information to the next meeting.

7.11 To discuss / resolve the poor condition of the road at Coads Green:

One Councillor detailed that the road conditions at Coads Green continued to deteriorate. The wear on either side of the speed bumps was causing problems for vehicles and the pot holes within the 20mph zone were significant.

Resolved that the clerk would speak with Highways to update them.

7.12 To agree the date of the Annual Parish Meeting for the 2nd April 2024:

Resolved that the Annual Parish Meeting would take place on Tuesday 2nd April 2024. Clerk would invite representation from Highways to attend to speak.

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

8.1 list of payments –

- i) £18.00 (PAYE G. Pollard Feb)
- ii) £8.00 (bank charges)
- iii) £43.64 (room rent, phone, Lena Batten)
- iv) £713.96 (Salary, Lena Batten Feb inclusive of tax)
- v) £436.80 (advert for tender)
- vi) £57.60 (TEEC tracker)
- vii) £36.86 (ink, Lena Batten)
- viii) £267.27 (noticeboard)
- ix) £3,348.00 (Duchy Defibrillator, Bathpool) Paid in retrospect, not listed on agenda).

Resolved that all expenses were authorised proposed 1st Cllr A. Parsons, seconded Cllr H. Budge with all in favour.

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8.2 Receipts -

- i) £650.00 (Zurich insurance claim)
- ii) £626.08 (VAT claim, Oct-Dec 2023)

8.3 To receive February 2024 bank statement:

The bank statement as of the 28th February 2024 was confirmed as an accurate record at £19,070.13 and signed by the Chairman.

9. To review the monthly budget reconciliation:

The budget sheet was agreed to be an accurate record for February 2024, also the budget sheet for January 2024 as Cllr R. Randall was not present at the February meeting. Proposed Cllr A. Parsons, seconded Cllr H. Budge with all in favour.

10. To review monthly RAG:

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

Community Speed Watch update – Cllr H. Budge, the lead for Community Speed Watch confirmed that there was no update and they were still waiting for the two sites located and agreed to be approved on line.

Bathpool Defibrillator update – The cabinet was now completed and Duchy Defibrillators had fitted it on the 29th February 2024. It was agreed that it was inappropriate to expect them to wait a month for payment now that works had been completed hence the payment in retrospect detailed at item 8.1 (xi). The clerk reported that Duchy Defibrillators had asked for confirmation of the name of the Guardian, also an appropriate time / venue to complete the 90 minutes free training that was offered. Several Councillors were interested and it was agreed the clerk would contact Duchy Defibrillators with a view to organising a time, date and location. It was confirmed that the Guardian is Cllr S. Sandercock and this was fed back to the company.

War Memorial railings update – The insurance company had now paid the sum of £650.00 for the damaged railings. The contractor had confirmed work would commence at some point in March.

Tree at Uphill in Bathpool – A Section 154 notice had been served upon the owner of the tree, if they had not complied by 31st March 2024 Highways would advise of the next steps.

Footpath maintenance – Countryside services had confirmed that the green metal signs have been discontinued, they now use plastic green and white fingers which are put into the wooden posts. They are able to supply the posts if the parish are happy to install and they do provide training for working within a highway. It was agreed the clerk would confirm the amount of posts and signs required and request these be delivered. It was confirmed the handyman is highway works trained and therefore would be able to fit them. The Chairman would receive delivery of the new stile for one local resident as Countryside services had been unable to contact him.

Tunnel in play area – this would be listed for discussed when the weather improved and work could commence.

11. Report from Cornwall Council Ward Member Councillor Parsons:

Cllr A. Parsons gave a brief report which detailed that Cornwall Council had approved its budget for 2024/25 which would continue delivering vital services for residents despite the fiscal pressures that were faced. The details included a net increase of around £37m in spending on care for Adults and Children. In addition, he reported a near £9m net increase

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in respect of Home to School Transport and around £7m to support Temporary and Emergency Accommodation. The budget would mean a council tax increase of 4.99%, and a confirmed plan to bring in a 100% Council Tax premium on second homes from April 2025. At the Council meeting there was a long debate on the potential raising of tolls on the Tamar Bridge and Torpoint Ferry with a caveat that, if more funding was secured from Westminster, the toll rises could be cancelled.

Cornwall Council had welcomed the government's introduction of new rules which required planning permission for properties to be used as short term lets. In addition, a new mandatory national register would provide local authorities with information about where short-term lets were operating. The new changes were focused on short-term lets and would not affect hotels, hostels or B&Bs.

The state of the roads was causing some concern, with potholes and localised flooding due to blocked drains, being top of the list. It was reported to be not easy at the moment due to the reduction in the Highways budget but persistence was required locally to ensure a fair share of the budget.

The Council was launching a call for sites that could potentially be used to build houses, employment space, community facilities or for helping nature recover. The aim was to provide a valuable early opportunity for individuals, landowners, developers and other interested parties to submit sites that they think could potentially be used for a range of uses in the future, thus supporting Cornwall in formulating a future local plan beyond 2030. Anybody could nominate their own land or make a suggestion on any other land. To be considered, sites must: have an area of at least 0.25 hectares, the land must be located within or next to an existing settlement or in a sustainable location and the land must not be within a designated Special Areas of Conservation (SAC), Special Protected Areas (SPA), Sites of Special Scientific Interest (SSSI) or Flood Zone 3b. The land should not already have had planning permission for residential-led development.

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

There was no updates, the clerk was due to attend Sexton Training on the 21st March 2024 and would report back at the April 2024 meeting.

13. Items for inclusion at the next meeting:

To list the option of signage within North Hill village hall car park as there were vehicles parked there illegally on the next agenda. The clerk to research costs.

14. Date and time of next meeting:

Tuesday 2nd April 2024.

15. Close of business:

The meeting closed at 9.24pm.

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