

NORTH HILL PARISH COUNCIL

Chairman: Mary Budge

MINUTES OF THE COUNCIL MEETING HELD ON THE 9th MAY 2024

Present:

- Councillor Mary Budge – Chairman
- Councillor Hayley Budge
- Councillor John Harcourt
- Councillor Adrian Parsons
- Councillor Richard Randall
- Councillor Brian Ruby
- Councillor Steven Sandercock

In attendance

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

1. To receive apologies:

To receive apologies – Councillor David Daniells, Councillor Ralph Hudson, Councillor Courtney Walters.

2. Code of Conduct:

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

- a) To receive declarations: Cllr A. Parsons declared an interest in Item 6.5.
- b) To grant dispensations: None.

3. Public comments on items on the agenda only:

One member of the public was in attendance in relation to planning application PA24/02533.

4. To receive and approve the minutes of the 2nd April 2024 full Council Meeting:

It was proposed by Cllr J. Harcourt and seconded by Cllr R. Randall with all in favour that the minutes of the meeting of North Hill Parish Council held on the 2nd April 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 PA24/00117 – To note for information only - 2 Mill Lane Bathpool Launceston Cornwall PL15 7NW - Request for new Tree Preservation Order(s) (TPO) namely for a cherry and a copper beach located on bank at the front of the property - Closed - advice given – A brief discussion was held regarding the difficulties of placing Tree Protection Order’s on trees that do not belong to private land owners as the responsibility for maintaining them was then left open. However, on this occasion it was noted that Cornwall Council had determined not to

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serve a TPO, as it was not felt that it was essential to do so, there was no clear evidence of likely harm to the visual amenity of the locality.

6.2 PA24/01921 – Tolcarne Barn, Tolcarne, Trebartha Estate, PL15 7QX - formation of a swimming pond – A site visit took place on the 29th April 2024, it was agreed that there had been no objection to the application and comments had already been submitted.

6.3 PA24/02009 – To note for information only – Land East of Moorview, Coads Green, Launceston, PL15 7LY - proposal Application for Non-Material Amendment to PA21/10932 for Proposed residential development of four dwellinghouses with garages/car parking, namely 1) Alteration to window of Plot 1. 2) Alteration of internal layout of Plot 1. Application approved. This was noted for information.

6.4 PA24/02533 – Land south of Blacksmiths Meadow, Penhole Road, Coads Green, PL15 7NQ – Proposed erection of a detached dwelling house and garage – one member of the public detailed that the amendment was from two semi detached properties to one larger house. There was no additional material difference.

Resolved that North Hill Parish Council made the following recommendation:

The principle for the development had already been set in the location therefore North Hill Parish Council continued to have no objection. It was proposed Cllr S. Sandercock and seconded Cllr J. Harcourt with all in favour, Cllr B. Ruby abstained.

Cllr A. Parsons was given dispensation to remain in the room but did not participate in the discussion with regards to 6.5.

6.5 PA24/01333 – To note for information only - Land adjacent to Illand Nursery, Newtown Road, Congdon’s Shop, PL15 7LS – Outline application for construction of dwelling – Planning Committee Meeting to take place on the 13th May 2024 – North Hill Parish Council concluded they had previously completed a site visit and had no objection, their view remained the same.

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

7.1 To receive information from Highways in relation to the potential opening on the Bathpool junction of the B3254:

The clerk confirmed the response received from Highways on the 15th April 2024 which stated that it was inspected on the 14th April 2024 and it did look like a new pedestrian access from the garden of Penny Barn, Botternell Farm. It was reported that it was currently not causing any issues to the highway and it had been wire fenced off on the garden side. Highways would continue to monitor and a report had been sent to Planning Enforcement.

7.2 To confirm both vehicles in North Hill Village Car Park had been reported to DVLA:

It was confirmed that both vehicles had been reported to DVLA and were currently removed from the car park. The trailer remains in the car park, it was not possible to track the owner as the trailer had no Registration number.

7.3 To note the cost of tarmacking of North Hill Parish Council’s care park as North Hill Village Hall were planning to tarmac their end:

A discussion was held regarding the tarmacking of the car park and quotes received to date. Ideally, both ends of the car park would benefit however the Parish Council could not fund their section. It had previously been agreed that the clerk would apply to the National Lottery Grant and this process was now ongoing.

Resolved that the clerk would also forward the details to Cllr H. Budge in relation to a further application on behalf of the Village Hall for their section of the car park.

7.4 To report current progress of National Lottery grant application:

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The clerk would continue the grant application process as although the Village Hall were looking to tarmac their end for ease of accessibility into the hall, accessibility was also required to the cemetery and play area given that some of the play area equipment was suitable for wheelchair use.

7.5 To consider / resolve the costs for signage in the car park:

The clerk shared three quotes obtained to date for the signage required. It was agreed that preferably local companies were used.

Resolved that the clerk would obtain a further quote from “More Creative” and place quotes on the next agenda.

7.6 to discuss / resolve questions received from EV rural charging:

The clerk shared the questions required from Rural EV charging which were completed.

Resolved that the clerk respond with the completed questions and list on the next agenda.

7.7 To note for information receipt of PO for the cutting of St Torney’s Churchyard at £335.35 for 2024:

Noted for information.

7.8 To note for information receipt of PO for cutting of the footpaths at £650.72 for 2024:

Noted for information.

7.9 to discuss ROSPA reports received in relation to annual checks for both play areas:

It was confirmed that there was nothing highlighted on the reports that was not already listed on the handyman’s list of jobs to be completed. Work has now commenced on the play area. Cllr B. Ruby confirmed the zip wire seat was now ordered and the handyman would fit this as soon as it arrived. The currently closed tunnel and slide were also discussed. Families were keen to ensure the slide remained however there had not been expressed interest in the tunnel remaining. The Council discussed various options for the replacement tunnel however concern remained regarding the material to be used for the tunnel and safety issues around this.

Resolved that the clerk would obtain three quotes for a replacement slide, primarily in plastic or metal if a metal that did not pose a risk of burning in hot weather could be identified. Clerk to list quotes on the next agenda. The handyman would remove the tunnel and mound. It was further resolved to allow the handyman to purchase one concrete post to replace the rotten one currently holding the chain.

7.10 To consider representation to attend the Biodiversity Net Gain online briefing taking place:

Resolved that Cllr A. Parsons and Lena Batten, clerk would register for the briefing.

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

8.1 List of payments –

- i) £90.00 (Annual internal audit)
- ii) £713.96 (Salary inclusive of tax, Lena Batten, April)
- iii) £43.64 (room rent, Lena Batten, March)
- iv) £8.00 (bank charges)
- v) £478.98 (CALC annual membership)
- vi) £128.47 (Kompan operational inspection, February 2024)
- vii) £34.20 (Amazon ink)
- viii) £100.00 (ICCM annual subscription)
- ix) £387.46 (Zurich annual insurance)

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x) £196.80 (ROSPA annual play areas inspections)

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

8.2 Receipts –

i) £1874.77 (CIL neighbourhood payment)

ii) £8,625.00 (Precept 1st payment 2024)

8.3 To receive April 2024 bank statement:

Bank statement as of 28th March £22,329.07

Resolved that the bank statement be agreed at £22,329.07 proposed Cllr A. Parsons, Seconded Cllr R. Randall.

8.4 To formally record no conflicts of interest for the purpose of the internal audit:

Resolved that there were no conflicts of interest declared.

8.5 To review / approve Asset register:

A brief discussion was held where it was agreed amendments were needed.

Resolved that clerk would remove i) printing paper, ii) filing cabinet, iii) ink and add i) two notice boards at Berrio Bridge and Coads Green, ii) two defibrillators at Bathpool and Congdon’s Shop, iii) Speed Camera, iv) Stocks at the Church.

8.6 To review internal controls and / or use of insurance cover, risk management arrangements:

Having reviewed the internal controls, use of insurance cover and risk management arrangements it was proposed by Cllr H. Budge, seconded by Cllr S. Sandercock and

Resolved that there were no concerns raised regarding internal controls, insurance and risk management.

8.7 To receive / approve the finding of the internal audit report and Annual Governance Statement:

Resolved that having reviewed the report of the internal auditor for 2023-2024 it was proposed by Cllr H. Budge, seconded by Cllr S. Sandercock with all in favour that the Council approve the findings of the internal audit report. North Hill Parish Council having considered whether any litigation, liabilities or commitments, events or transactions occurring either or after year end had a financial impact upon the Parish Council and where appropriate have indicated them in the accounting statement. It was proposed by Cllr H/ Budge, seconded by Cllr S. Sandercock to approve the adoption of ‘yes’ in sections 1-8 and n/a in section 9 of the Annual Governance Statement 2023-2024.

8.8 To receive / set the commencement date for the exercise of public rights:

Having reviewed the period for the public inspection of the financial statements it was proposed by Cllr H. Budge, seconded by Cllr S. Sandercock and agreed with all in favour.

Resolved that the period for the public inspection be advertised as between 28th June and 8th August 2024.

8.9 To receive / approve the accounting statements:

Having reviewed the accounting statements it was proposed by Cllr H. Budge, seconded by Cllr S. Sandercock and agreed with all in favour.

Resolved that the accounting statements were agreed as accurate and correct.

9. To review monthly budget reconciliations:

Resolved that with the amendment of one total for stationary where £3.10 deducted from the budget of £420.00 left a remainder of £416.90 the budget sheet was agreed to be an

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accurate record for April 2024 proposed Cllr R. Randall, seconded Cllr S. Sandercock with all in favour.

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 outside the school had now been approved, and the first session had been completed.

Bathpool defibrillator – Now fitted, the training session had taken place on the 15th April 2024 at North Hill Village Hall which was informative. This could now be removed from the RAG.

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 – A list of signage required had been sent to Countryside services by the clerk. The clerk would also chase up the gate which had still not arrived.

Tunnel in play area – Following discussion the consensus was to remove the tunnel and look to purchase a new slide.

11. Report from Cornwall Council Ward Member Councillor Parsons:

Councillor Parsons commented on a disappointing maximum allowed rate increase alongside further cuts to services with council tax increases of 4.99%. He proceeded to comment upon the impact the Highways budget cuts have had on our roads, with a noticeable deterioration over the winter, including pot holes, flooding and a general lack of maintenance. A number of serious incidents had taken place at Plusha, National Highways continued to look at this. Councillor Parsons also spoke of the positives, Cornwall Council having purchased the old Barclays bank in Launceston to be used as a Library, information centre and registrar. Other positive news included a local business man having stepped in to save Launceston Leisure centre from closure. A final positive was that common sense had prevailed to allow school transport in areas of South Petherwin and Tregadillett to continue. The cabinet were looking to sell off some stunning Cornish beaches, green spaces, carparks and many more of our most loved places across the Duchy to save and raise money. This was with a potential view to them being transferred to organisations such as the National trust and English Heritage. Increases in Tamar Bridge toll's, Torpoint ferry and car parking in the county are likely.

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

The clerk had contacted ICCM to obtain advice in relation to planning the layout of the graves who gave some recommended companies able to complete the planning. Following initial contact with these companies the costs were significant and this was shared.

Resolved that the clerk would distribute the risk assessment completed to date and list on the next agenda.

13. To review / adopt North Hill Parish Council reviewed Grant Policy:

The grant policy was not discussed and deferred to the next meeting.

14. Items for inclusion at the next meeting:

The Chairman gave a brief overview of the recent training attended. No other items were requested to be listed for inclusion at the next meeting.

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15. Date and time of next meeting:

The next meeting was confirmed for the 3rd June 2024 at 7.30pm.

15. Close of business:

The meeting closed at 21.43pm.

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