

Altarnun Parish Council - "RO AN HAL"

Minutes of the meeting of **Altarnun Parish Council (APC)** held at Altarnun Village Hall on Wednesday 6th November 2019 which opened at 7:30 pm with Cllr Dowler welcoming all in attendance. **APC Councillors present:** Cllr Dowler (Chair), Cllr Branch, Cllr McCallum, Cllr Jasper, Cllr Bloomfield, Cllr W Smith, Cllr P Smith, Cllr Kendall & Cllr Richards. **Also present:** Cornwall Cllr Adrian Parsons, parish clerk, and six members of the public.

1/11/19 Apologies for absence. Cllr Hoskin.

2/11/19 Members Declaration of Interest and any requests for dispensations. There were no declarations of interest made.

3/11/19 Invitation to address the meeting, members of the public and the ward County Councillor: A member of the public raised the issue of blocked highway drains which has been recurring. Five in total have been reported, to the unitary authority, to date and effective repairs had still not been completed. Cornwall Councillor Parsons advised that there has been a £10m investment made by Cornwall Council in drain clearance and therefore is seen as a priority. During discussion, it was agreed that within the parish there was an urgent need to identify and obtain remedies for drains that are either blocked or ineffective and reported to Cornwall Council as soon as possible ahead of low winter temperatures and mitigate the potential for ice forming on the highways as a result.

4/11/19 To approve the minutes of the council meeting held on 2nd October 2019

Cllr Bloomfield proposed to approve the minutes of the council meeting held 2nd October 2019, seconded by Cllr Jasper. It was resolved to approve the minutes of the council meeting of 2nd October 2019. Cllr Dowler signed the minutes as being a correct record.

5/11/19 Any matters arising from council meeting minutes of 2nd October 2019 which are not agenda items below.

Cllr Dowler advised that Mr Robin Turner had been appointed the permanent clerk with effect from 1st November 2019. Cllr Richards proposed that an introduction to the clerk including a photo be inserted in the next edition of the News & Views. Cllr Branch seconded this proposal and it was resolved that an introduction to the clerk including a photo be inserted in the next edition of the News & Views.

School & college buses not using designated stops had been referred to CityBus by the clerk following the October council meeting.

6/11/19 Finance matters.

Responsible Finance Officers report

The clerk reported that the agreed and necessary bank account mandate changes were in course of being made and that he was now in receipt of monthly statements from Nat West

Bank plc. He reported the balance as at 1.11.19 being £29733.45 and that the following credits had been received: 9.9.19 £7135.26 H2 Precept (£7k) & Council Tax Support Grant (£135.26), £250 public donation towards the cost of a defibrillator, 14.10.19 £175 burial fee, 17.10.19 1795.70 Local Maintenance Partnership grant re footpath cutting & 1.11.19 £2420 High Street Heroes Grant for general parish improvements per minute nos.16 &18/9/19.

Following the employment of a clerk, the RFO advised that a workplace pension scheme must be offered by APC in accordance with the Pensions Act 2008. Cllr Jasper proposed that National Employment Savings Trust Corporation, set up by HMG as a nil cost provider, be appointed. Cllr Branch seconded and it was resolved to register APC with National Employment Savings Trust Corporation for the purpose of offering workplace pensions.

Accounts payable (Schedule was advised at the meeting)

1-Locum clerks salary 12.8.19 – 31.10.19 £499.98 Chq no 001268

2- HMRC -PAYE £106 re locum clerk 12.8.19 – 31.10.19 Chq no. 001269

3-AAV Services £35 -maintenance Chq no. 001270

4-Smart Brothers £255 - maintenance Chq no.001271

5-Postages & stationery £16.87 Chq no.001271

Cllr McCallum proposed that these accounts were paid, and Cllr Bloomfield seconded their payment. It was resolved to issue the cheques for these accounts payable.

7/11/19 Planning: To consider and approve a consultee comment for the following planning applications:

Application PA19/08898. Proposal Proposed two new dwellings **Location** Penpont Brewery Altarnun Launceston Cornwall **Applicant** Mr S Medicott

After discussion and reference to the accompanying plans & design and access statement Cllr Dowler proposed the following consultee comment:

Altarnun Parish Council does not support the application because the scale and design of the two proposed units are not in keeping with the dwellings in the hamlet or wider parish area. It would be preferable to see up to three smaller units being developed with a design policy that reflects local aspirations and the areas defining characteristics.

Cllr Bloomfield seconded the comment and it was resolved to submit it to the Planning and Sustainable Development Service, Cornwall Council.

Application PA19/09009. Proposal Convert detached garage to create a residential annexe; includes to extend ex.garage and widen site entrance gateway **Location** Tygwyn Trewint Altarnun Launceston **Applicant** Mr & Mrs I Cockburn.

After discussion and reference to the accompanying plans Cllr Jasper proposed the following consultee comment;

Altarnun Parish Council supports this application as the proposed development is in keeping with the existing dwelling and is of good quality design.

Cllr Kendall seconded the comment and it was resolved to submit it to the Planning and Sustainable Development Service, Cornwall Council.

8/11/19 Planning: The following planning decisions of the planning authority for Altarnun Parish were reported to the meeting.

PA19/07978 APPROVED Proposal: Listed Building Consent for amendments to internal layout of previously granted listed building consent. Erection of two no. ancillary outbuildings for heating and services. Location: Holy Trinity Church Bolventor Launceston Cornwall Applicant: Mr Matthew Seal Grid Ref 218021 / 76548

PA19/02007- APPROVED Residential extension to existing dwelling known as OakBarn, South Carne, Applicants: Mr & Mrs Gillbard

PA19/08440 - NOT ACCEPTABLE AS AMENDMENT Proposal: Non material amendment for change from stonework to white painted rendered blockwork on South West Elevation (ground floor to window head level), Location: Land At Todda Close Todda Close Bolventor. Applicant: Mr A Bettison

For further details about any planning decision, note the reference number and go to the Cornwall Council website <http://planning.cornwall.gov.uk/online-applications/>

9/11/19 Planning: To report, for information only, any pre application planning submissions to planning authority for Altarnun Parish advised prior to the evening of the meeting. No pre application planning submissions relating to Altarnun Parish to report.

10/11/19 Casual Vacancy for APC member.

Two prospective candidates for council membership, Leah Marsh & Trudy Rayment, introduced themselves to the sitting members and likewise the members introduced themselves. The clerk explained the co-option process and invited each candidate to speak at the end of the final item on the agenda.

11/11/19 Parish Council Web Site.

After lengthy discussion and the prior circulation to the members of the specifications and quotations from two suppliers for a new web site Cllr Richards proposed that TEEC Limited be instructed to build a site based on the www.myparishcouncil.co.uk template at a total cost of £770 (ex VAT) inclusive of training and 15 months hosting. Cllr Jasper seconded the proposal and it was resolved that TEEC Limited would be immediately instructed.

The clerk advised that a £120 deposit would be required, and Cllr Dowler proposed that a pre - payment of £120 be made to TEEC Limited by chq no 001275. Cllr Bloomfield seconded the payment and it was resolved to remit £120 to TEEC Limited.

12/11/19 Standing Orders. The meeting approved a revised document as previously circulated to members in draft. Cllr Dowler proposed the revision and Cllr Jasper seconded the revision be made and it was resolved to adopt the new set of Standing Orders and the clerk undertook to circulate the adopted policy to the members and publish it in due course

13/11/19 Financial Regulations. The meeting approved a revised document as previously circulated to members in draft. Cllr Dowler proposed the revision and Cllr Bloomfield seconded the revision be made and it was resolved to adopt the set of Financial Regulations and the clerk undertook to circulate the adopted policy to the members and publish it in due course.

14/11/19 Methodist Chapel

The clerk is to liaise with the owners regarding the maintenance of the graveyard to agree their plans to ensure that it is in good future order for visitors.

15/11/19 Current parish improvement schemes and parish maintenance, including: Toilet block & Defibrillator installation.

The meeting was advised water has been connected to the toilet block and that arrangements to complete the outstanding work, to allow its' opening, are being made. The clerk advised that costs for the defibrillator are still being collated and the council will be updated at the December meeting.

16/11/19 Prescription service withdrawal from local retail outlet.

Cllr Dowler invited a representative of the proprietor of the Village Stores to explain the situation regarding the medical prescription service. After a very detailed rationale the meeting was advised that the service IS NOT being withdrawn, but a £1 fee is being levied per customer per collection irrespective of the number of items.

17/11/19 Approve S137 donation for RBL wreaths at Altarnun & Bolventor.

The meeting was advised the cost of the wreaths was £37 (the clerk had been misinformed when producing the agenda, which read £30). Cllr Jasper proposed that S137 donation was made to the Royal British Legion to cover this cost. Cllr Kendall seconded, and it was resolved to make a S137 donation of £37 to the Royal British Legion by chq no.001274.

18/11/19 Correspondence (For information only)

- Clerks absence 17.11.2019 until 10.12.2019
- Community Road Safety Forum 3.12.19 Launceston Town Hall from 1.30pm.
- CALC AGM 26.11.19 New County Hall 7.15pm.
- A30 drainage works commenced and will continue until March 2020 involving lane closures and contraflows. Resident access maintained throughout.
- Road Closure Order Treswigg Road to Old Temple Road 11th -15th November 2019.
- Forest for Cornwall grant fund – up to £1k per eligible project via Cornwall Council.
- Reminder - Cornwall AONB conference 23.11.19 at Royal Cornwall Showground.

19/11/19 Advise dates and venues of next full council meetings as being 4th December 2019, Bolventor Reading Rooms, 8th January 2020 Altarnun Village Hall & 5th February, Altarnun Village Hall.

These dates were confirmed.

At this point in the meeting both prospective council members present, spoke in support of their credentials to be co-opted as an APC member. Cllr Dowler then invited them to, temporarily, leave the room while the members voted, which was, 6:3 in favour of Leah Marsh to be co-opted as a member of APC.

Cllr Dowler welcomed Leah Marsh as a member of the council and invited Trudy Rayment to attend future meetings and he closed the meeting at 9.49pm.