

**DRAFT**

**Altarnun Parish Council - "RO AN HAL"**

Minutes of the meeting of **Altarnun Parish Council (APC)** held at Altarnun Village Hall on Wednesday 2<sup>nd</sup> October 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 Richards. **Also present:** Locum clerk, and one member of the public.

**1/10/19 Apologies for absence.** Cornwall Cllr Adrian Parsons, Cllr Hoskin Cllr P Smith & Cllr Kendall.

**2/10/19 Members Declaration of Interest and any requests for dispensations.** There were no declarations of interest made.

**3/10/19 Invitation to address the meeting:** No one addressed the meeting.

**4/10/19 To approve the minutes of the council meeting held on 11<sup>th</sup> September 2019**

Cllr Bloomfield proposed to approve the minutes of the council meeting held 11<sup>th</sup> September 2019, seconded by Cllr McCallum. It was resolved to approve the minutes of the council meeting of 11<sup>th</sup> September 2019. Cllr Dowler signed the minutes as being a correct record.

**5/10/19 Any matters arising from council meeting minutes of 11<sup>th</sup> September 2019 which are not agenda items below.** There were no matters arising.

**6/10/19 Finance matters.**

**Responsible Finance Officers report**

The clerk reported the following:

-£965.91 VAT reclaimed from invoices paid 1.10.2016 to 01.07.2019

-An internal financial control check has been successfully completed covering the period 1.4.2019 until 31.8.2019, with everything found in order. Cllr Branch signed it off.

-More bank signatories are required to ensure continuity for cheques for accounts payable to be signed and Cllr Jasper proposed that Cllrs Dowler, Branch, Bloomfield & Wesley Smith be added to the Nat West APC bank mandate. Cllr McCallum seconded the proposal and it was resolved to add Cllrs Dowling, Branch, Bloomfield & W Smith to the list of authorised signatories.

-APC list of payments in excess of £100 had been completed for publication, but the cost of immediate publication was prohibitive at £55, a fee demanded by the existing web site administrators, but the list can be made available upon request and will be published as soon as possible once new web site arrangements can be agreed.

**Accounts payable (Schedule was advised at the meeting)**

1-AAV Services £35.00 Grass cutting Chq no.001265

2-Smart Brothers £999.00 Parish Maintenance & footpaths Chq no. 001267

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

**Cllr Wesley Smith joined the meeting**

**7/10/19 Planning: To consider and approve a consultee comment for the following planning applications:**

**PA19/07853** Purpose: Mobile home for residential use. Applicants: Jasper & Bray. Location: Former Coal Yard Altarnun Launceston Cornwall PL15 7TG

After discussion and reference to the accompanying design and access statement Cllr W Smith proposed the following consultee comment;

*The design & access statement states that the caravan currently situated on this site is to be removed and replaced with the proposed development. Altarnun Parish Council supports the application on the assumption that this will be the case.*

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

**PA19/07978** 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

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

*Altarnun Parish Council considers that the design of the amendments appears to be in keeping with the development as a whole and approves the use of sustainable energy and sourcing water from a bore hole and therefore supports this application.*

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

**PA19/08440** Proposal: Non material amendment for change from stonework to white painted rendered blockwork on South West Elevation (ground floor to window head level), (Application number PA19/01386 dated 25th July 2019 relates) Location: Land At Todda Close Todda Close Bolventor Launceston Cornwall PL15 7FP Applicant: Mr A Bettison.

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

*Altarnun Parish Council would wish to see condition 2 contained in the original Grant of Conditional Planning in respect of PA19/01386 observed, as the feature stonework contributes to the aesthetics of Bolventor. The parish council does not support this application for non material amendment for change from stonework to white painted rendered blockwork.*

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

**8/10/19 Planning: The clerk reported the following planning decisions of the planning authority for Altarnun Parish.** The meeting was advised of the following decisions:

**PA19/06492 Decision: REFUSED** Provide a base for & locate a static mobile home for a relative, Peggy's barn, Lower Tregunnon, Applicants, Mr & Mrs Soanes

**PA19/04512 Decision: APPROVED** Change of use from farm managers dwelling to unrestricted residential dwelling. Location: Laskeys Farmhouse, Trewint. Applicant: A Smith.

*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/>*

**9/10/19 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.

#### **10/10/19 Casual Vacancy for APC member.**

The clerk reported that a Notice for Co-option was posted on our notice boards and website on 27<sup>th</sup> September 2019 after Cornwall Council Electoral Services advised there was insufficient response to hold an election to fill the vacancy. The co-option notice expires on 25<sup>th</sup> October 2019.

#### **11/10/19 Parish Council Web Site.**

The members had received details, prior to the meeting, of two proposals, one for a refresh and redesign of the existing site and one for a, parish council specific, new site that would allow for the porting of the information contained on the current site. After discussion the councillors agreed to take no action or commit to a decision until a permanent clerk had been appointed.

**12/10/19 Register of Members Interests.** The members Registers of Interests were reviewed.

#### **13/10/19 Permanent Clerk Vacancy.**

The clerk reported that the post of permanent clerk is advertised, and 11<sup>th</sup> October is the closing date for applications. Shortlisting will take place week commencing 14<sup>th</sup> October 2019 and interviews week commencing 21<sup>st</sup> October 2019.

#### **14/10/19 To approve registration with Information Commissioners Office (ICO) and make annual payment by Direct Debit.**

The clerk explained it is the legal duty of the council to register with the ICO or face potential financial penalties. If payment is made by direct debit the cost is reduced by £5 to £35pa and a renewal notice is issued 6 weeks prior to the due date allowing sufficient time for the next annual payment to be agreed at meeting. Cllr Dowler proposed that APC is registered with the ICO, seconded by Cllr Branch and it was resolved that registration be completed with immediate effect. Cllrs Jasper & McCallum signed the payment mandate.

**15/10/19 Current parish improvement schemes and parish maintenance, including: Toilet block.**

The meeting was advised that the water connection to the toilet block would be completed on 21<sup>st</sup> October 2019. Meanwhile, elsewhere, the bus shelters were being tidied and the parish footpaths have had their final cut of the year so that the 2019 footpath grant monies to be applied for and paid into the APC bank account.

Cllr Dowler advised that Cormac have trimmed several hedges in the parish and has been told this work will be ongoing.

**16/10/19 Mill Green, Cemetery & War memorials.**

The cemetery work, noted in the inspection earlier in the year, is nearing completion and the War Memorial grant of £216 detailed in minute no 18/9/19 has been applied for Mill Green area is to be tidied but the clerk advised that the grant fund suggested for this project, the cemetery gates and other planting schemes in the parish may now be closed, but will update the council at the November meeting.

**17/10/19 Broadband & 5G coverage in rural areas.**

In response to a question from a member of the public, received prior to this meeting, the clerk advised that he has been furnished with the following information from Superfast Cornwall regarding fibre broadband being built to properties. It is expected these postcodes will be ready for orders by the end of October subject to unforeseen circumstances. They are: PL15 7RF, PL15 7SG, PL15 7SL, PL15 7SN, PL15 7SP, PL15 7SW, PL15 7SX, PL15 7SY.

Unfortunately, the following postcodes are not covered in the current programme and should therefore eligible for a Superfast Cornwall grant towards an alternative solution, details are available here <https://www.superfastcornwall.org/getting-connected/alternative-solutions/> PL15 7RB, PL15 7RD, PL15 7RE, PL15 7RJ, PL15 7RL, PL15 7RN, PL15 7RP, PL15 7RR, PL15 7RW, PL15 7RY, PL15 7SA, PL15 7SB, PL15 7SD, PL15 7SF, PL15 7SJ, PL15 7TD, PL15 7TE, PL15 7TF, PL15 7TG, PL15 7TJ, PL15 7TL, PL15 7TN.

**18/10/19 Community Enforcement Tool Training Course 26.9.19.**

The clerk reported on the course following his attendance.

**19/10/19 School & College Bus Stops within the parish.**

Cllr Bloomfield reported that school and college buses were picking up and setting down passengers in dangerous spots within the parish and on the A30 roundabout which are not designated bus stops. The clerk advised he would seek the help and support of Cornwall Cllr Parsons in respect of this matter.

**20/10/19 APC Complaints Policy.** The meeting approved a revised policy document as previously circulated to members in draft. Cllr Jasper proposed the revision and Cllr W Smith seconded the revision be made and it was resolved to adopt the new policy and the clerk undertook to circulate the adopted policy to the members and publish it in due course.

**21/10/19 Review APC Code of Conduct adopted May 2013.**

The clerk advised that the document required no changes and undertook to publish the document in due course, stating the date of review and circulate it to the members for their retention.

**22/10/19 Correspondence (For information only)**

-Cornwall Assn of Local Councils (CALC) -3vacancies exist for local councillors to join their executive board. Applications required by end October.

-CALC-AGM Tuesday 26<sup>th</sup> November 2019, County Hall, Truro at 6pm.

-Cornwall AONB-Annual conference Saturday 23<sup>rd</sup> November 2019, Royal Cornwall Showground 3.30pm until 8.30pm

-‘Shaping Your Community’ Launceston area community in partnership with Cornwall Council. An event to identify issues and opportunities to improve local standards and support improvements with grant funding available. Launceston Town Hall, 5<sup>th</sup> November 2019, 9.30am until 2.30pm.

-Road Closure Order-14<sup>th</sup> until 17<sup>th</sup> October 2019 Trewen Hill & Trethinna Hill 07.30 -18.00 hrs.

-Prescription service to Altarnun Village Stores advised as being withdrawn at the end of November 2019.

**23/10/19 Advise dates and venues of next full council meetings as being 6<sup>th</sup> November 2019, Village Hall, 4<sup>th</sup> December 2019, Bolventor Reading Room & 8<sup>th</sup> January 2020, Village Hall.**

These dates and venues were confirmed, and Cllr Dowler closed the meeting at 9.40pm.