

# CARDINHAM PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING

**Held in Cardinham Parish Hall on Tuesday 15<sup>th</sup> June 2021 at 7:30pm**

**Present:** Councillors J Best, G Tucker, G Rogers, P Claridge, P Fleming, K Morris, L Sutton, A Bonker, T Irwin, County Cllr J Cruse and 3 members of the public (all in compliance with Covid procedures).

The Chair welcomed everyone to the meeting, then asked if any members of the public wished to speak during the public session.

### **Public Session:**

- One parishioner spoke regarding PA21/01526/PREAPP, as this application for a Tree Preservation Order is on the agenda for discussion. It was noted that this application wasn't going to be considered by the planning officer. The applicant had notified the Chair just before this evening's meeting.
- One parishioner commented on the resurfacing recently carried out at Peaches Hill and noted what a good job Highways had done.

### **092/21 Cornwall Councillor**

Cllr Jenny Cruse gave an update on the issues that she is currently involved with or has recently dealt with:

- Cllr Cruse commented on Gypsy Lane.
- Q class developments were discussed.
- Cllr Cruse apologised for not bringing the subject of the airfield before the Council and she said that it is against club rules for commercial flights to carry out training and there is a weight limit so some helicopters therefore wouldn't be allowed to use the airfield as they were too heavy. The Parish Council was unaware of any of this and so has now asked for the report from the planning officer involved. To be added to agenda for July meeting.

### **093/21 Apologies**

None

### **094/21 Declaration of Interest**

Cllr G Rogers declared an interest planning application PA21/05509.

### **095/21 Minutes of the Previous Meeting 18<sup>th</sup> May 2021**

The minutes of the meeting held on 18<sup>th</sup> May had been circulated. There were 3 amendments – removal of the words virtual and zoom from the headings on page 1; the addition of “and weight restriction of 5,500lbs” on page 2 minute ref 076/21. The amended minutes for the meeting held on 18<sup>th</sup> May had been proposed by Cllr T Irwin, seconded by Cllr P Fleming and agreed as a true record of the meeting and were signed by the Chairman.

**096/21 Matters Arising**

- The code of conduct training is now available to watch online – link [here](#)
- Regarding the footpath that runs east from the West bound carriageway of the A30 – requested that the grass be cut on the other side of the barrier to enable access from the Colvannick layby to the footpath.
- Woodside meeting of School, Chair, Vice Chair, Cllr Cruse and Danny Batten to take place on Wednesday 16<sup>th</sup> June to further discuss the safety issues and possible solutions.

**097/21 Planning Decisions**

- PA21/01338 Glebe Cottage Brighton Water Hill Cardinham Bodmin PL30 4BL. Extension of residential curtilage to allow for the extension of garage to provide residential workshop, sunroom and agricultural plant storage area. Approved.
- PA21/02053 Glynn Hendra Glynn Bodmin Cornwall PL30 4AX. Certificate of Lawfulness for a Proposed Use of existing detached garage building situated within curtilage/garden of existing dwelling house as personal home office including minor external alterations. Approved.
- PA21/00682/PREAPP Greymare Farm Grey Mare Hill Lostwithiel Cornwall PL22 0LW. Pre-application advice for a new 30m x 60m (1,800m<sup>2</sup>) refrigerated loading bay element, 6m in height, together with a covered relocated trolley depot and possible high level automated bridge. A 30m x 25m (750m<sup>2</sup>) footprint bottle making factory with a ridge height of 16m, complete with two silos to store pellets and bridge conveyor that crosses the public highway and connects into the existing building. A 2000m<sup>2</sup> extension to the creamery factory, with an internal height of 7m and the rerouting of the arctic access road to the refrigerated loading zone. Consideration of the viability of realigning the existing unclassified highway, which passes through the site to the eastern boundary of the development. HEP desktop assessment only. Closed – Advice given.

**098/21 Planning Applications**

- PA21/04449 Mr N Griffiths, Barns adjacent to St Meubreds Cottage, Cardinham. Listed Building consent for the conversion of barn to 2-bedroom residential dwelling with associated amenity and parking. (Planning officer Peter Daines.)  
Cllr P Claridge proposed and Cllr P Fleming seconded to object to this application, the grounds being the unacceptable changes to the roofline and the joining of the roof to the listed cottage.

**099/21 Planning Applications – Prior Approval**

- PA21/05509 Mr and Mrs Rogers, Barn Located West of Mount Village Mount Cornwall PL30 4EX. Prior Approval for change of use of an agricultural building to dwelling (Class C3). (Planning Officer: Mark Wigley)  
There followed some discussion on what the Q class includes. The Councillors comments were that this development was not suitable for a conversion. It was agreed that the Council should write to MP Scott Mann informing him that the Council does not agree with the legislation. It contradicts the rule on no sporadic development in the open countryside. Further comments mentioned Neighbourhood Development Plans, however Cardinham Parish doesn't have one and there are currently no plans to develop one.

**100/21 Planning Applications - Preapps**

- PA21/01526/PREAPP Higher Hill Farm, Venn Lane, Cardinham Bodmin PL30 4EG, Request for a Tree Preservation Order to protect mature Beech in neighbouring property. (Planning Officer: Aimee Williams).  
This application was not going to be considered by the planning officer therefore there is no need for the Parish Council to consider this.

**101/21 Internal Auditors Report**

The Internal Auditors report for 20/21 listed the following points that require action:

- An urgent update of the Standing Orders and Financial Regulations should be undertaken, and the website updated to reflect this.
- It is recommended that a physical examination /verification of the Council's stock of assets should be undertaken and updated if applicable.
- It is recommended that the Risk Assessment is updated as soon as possible in this Financial Year.

It was proposed by Cllr G Rogers and seconded by Cllr P Fleming to accept the recommendations and that the clerk should implement these recommendations as soon as possible and in any case before the next audit. All in favour.

To agree the Annual Governance Statement, adopt and sign: Cllr G Rogers proposed and Cllr T Irwin seconded to agree, adopt and sign the Governance Statement for 20/21 as being correct. All in favour. The minute reference was added to the statement

**103/21 Annual Return**

To agree the Annual Return, adopt and sign: Cllr G Rogers proposed and Cllr P Fleming seconded to agree, adopt and sign the Annual Return for 20/21 as being correct. All in favour. The minute reference was added to the Return.

**104/21 Certificate of Exemption**

To agree the Certificate of Exemption, adopt and sign: Cllr G Rogers proposed and Cllr P Claridge seconded to agree, adopt and sign the Certificate of Exemption for 20/21 as being correct. All in favour. Minute reference added to Certificate.

**105/21 Finance reports and payment of accounts**

The income and expenditure report for June showed:

Receipts of £nil & Payments of £998.94 made up of:

HMRC - £ 92.40

J Wilson - £443.34

Lanhydrock Garden Services Ltd – grass cutting - £313.20

Aalgaard Renshaw Business Solutions Ltd – Internal Audit - £150.00

Cllr P Fleming proposed and Cllr L Sutton seconded to sign the cheques. All in favour.

A Payments List, Budget to Actual comparison and a bank reconciliation had been prepared. These have been added to the website.

A query was raised regarding the grass cutting as the grass in the churchyard has been left to grow quite long. The Chair will contact Mr Chapman and query why this has been left.

### **106/21 Correspondence.**

- Thank you letter from Cornwall Air Ambulance for the donation.
- 56 Day camping rule – query from CALC if it has caused any problems in Cardinham.
- Enforcement information from Chris Cooper-Young, via Cllr Cruse.
- Code of Conduct training – notification that it is now available online.
- Notification of Chairmanship training sessions.
- Benchmarking support training sessions.
- Email from Woodside requesting permission to place signage at the crossroads
- Planning induction training dates. Note: training will also be available online after 24<sup>th</sup> June.

### **107/21 Footpaths.**

- Cllr G Tucker reported that he has been carrying out maintenance on/strimming footpaths
- Cllr L Sutton reported that there was no signage re the Treswithick Footpath

### **108/21 Highways**

- There is a new initiative to try and reduce the speed limit within village areas to 20mph.
- Hedges by Woodside still need cutting back.
- Grass verge opposite 6 Churchtown – there has been parking on the verge. It was suggested parking should go on next month's agenda.

### **109/21 Woodside**

Chair will report back with any updates next month.

### **110/21 Parish Matters**

It was requested that anyone putting up posters should remember to remove them after the event.

The Clock Chimes – seem to not be in keeping with the time.

A parishioner had asked if there was a Facebook page for Cardinham Parish Council – currently there isn't.

### **111/21 Items for the next agenda**

Internal audit items

Parking issues

There being no further business the meeting was closed at 9:18pm.

Chairman:

Date: