

## **CARDINHAM PARISH COUNCIL**

### **MINUTES OF PARISH COUNCIL MEETING**

**Held in Cardinham Parish Hall on Tuesday 17<sup>th</sup> May 2022 at 7:30pm**

#### **Annual General Meeting 2022**

##### **078/22 Election of Chair.**

Cllr G Rogers proposed Cllr J Best for the office of Chair. Cllr L Sutton seconded and all were in favour.

##### **079/22 Signing of Chair's Acceptance of Office form.**

Cllr J Best accepted the office of Chair and completed and signed the Acceptance of Office for, witnessed by the clerk..

##### **080/22 Election of Vice Chair.**

Cllr L Sutton proposed Cllr G Tucker for the office of Vice-Chair. Cllr K Morris seconded and all were in favour.

##### **081/22 Signing of Vice-Chair's Acceptance of Office form.**

Cllr G Tucker accepted the office of Vice-Chair and completed and signed the Acceptance of Office form, witnessed by the clerk.

##### **082/22 Sub-Committees:**

The following Sub committees have been agreed:

**Personnel:** Cllrs J Best, G Tucker, P Claridge, L Sutton.

**Finance:** Cllrs J Best, G Tucker, G Rogers, P Claridge, T Irwin.

**Footpaths:** Cllrs J Best, G Tucker, T Irwin, A Bonker, R Dyer.

**Cemetery/Burial:** Cllrs J Best, G Tucker, G Rogers, A Bonker

**Parish Hall Rep.:** Cllrs G Tucker

**Health and Safety:** Cllrs G Tucker, K Morris

**Planning:** Cllrs J Best, G Tucker, P Claridge, A Bonker, G Rogers.

**Website Action Team:** Cllrs J Best, P Claridge.

**Highways:** Cllrs J Best, G Rogers, R Farley.

##### **Monthly Meeting – May**

**Present:** Cllr J Best (Chair), Cllr G Tucker (Vice-Chair), Cllr G Rogers, Cllr P Claridge, Cllr K Morris, Cllr R Dyer, Cllr R Farley, Cllr A Bonker, Cllr L Sutton, Cllr T Irwin, County Cllr J Cruse.

##### **083/22 County Councillors Report**

Cllr Cruse provided a report on the following issues:

- Enforcement – the Gypsy Lane enforcement has now been closed.

- Any further items for enforcement must be brought to the Parish Council rather than pursued privately – Cllr Cruse can then take them to CC/Enforcement.
- There is a need to be more tolerant of the camper vans seen up on the moors – currently very few park there and it is not seen as a problem generally.
- Raised area on the road between Church and Car Hire Business in Bodmin – is a danger to cyclists and motor cyclists – to be reported by Cllr Cruse to Cllr Leigh Frost.
- Millpool to Cardinham – last house on left (Millpool House) – there is a large rhododendron bush that needs cutting back. Highways to be notified.

Cllr J Cruse left the meeting after giving her report as she was feeling unwell.

#### **084/22 Public Session**

None.

#### **085/22 Apologies**

None.

#### **086/22 Declaration of Interests**

Cllr P Claridge declared an interest in item 14 on the Agenda – Finance.

#### **087/22 Minutes of the Previous Meeting held on 19<sup>th</sup> April 2022**

The minutes of the meeting held on 19<sup>th</sup> April had been circulated. There were 2 amendments as follows: amend G Tucker to G Rogers in minute ref 056/22 and add Mr Robin Hanbury Tenison to minute ref 076/22. The amended minutes for the meeting held on 19<sup>th</sup> April were proposed by Cllr K Morris, seconded by Cllr R Farley and agreed as a true record of the meeting and were signed by the Chair.

#### **088/22 Matters Arising**

The posters for the Jubilee event have been prepared and sent out via the magazine. The Annual Parish meeting went well and the speaker, Sector Inspector Regie Butler-Card, gave a very interesting presentation and was able to answer several questions that were raised regarding issues in the parish. Planning decisions made by the Parish Council at the last monthly meeting have been forwarded to Cornwall Council. Other items are included as agenda items.

#### **089/22 Planning Decisions**

PA22/02474 Cardinham Woods Car Park Cardinham Bodmin Cornwall PL30 4AL. Notification of intention to enact development under Part 19 Class A of the Town and Country Planning (General Permitted Development Order) 2015, referred to as General Development by the Crown. The project will be located at our recreation site known as Cardinham Woods, Bodmin, PL30 4AL, and arises from the need to adequately accommodate staff during works to reconfigure and refurbish the permanent office accommodation and public wc facilities

#### **Approved**

PA22/00959 The Caravan Little Downs Pool Lane Cardinham Bodmin Cornwall PL30 4EF.

Proposed construction of two self-build infill dwellings, installation of two septic tanks with leach field drainage and alterations to existing vehicle access [Technical details application following grant of Permission in Principle under reference PA20/09486]    **Granted**

**090/22 Planning Applications**

PA22/04110 The Annexe Treslea House Cardinham Bodmin Cornwall PL30 4DL Addition of Oak and Glazed balcony to rear elevation, with change from window to French door (Case Officer Javier Herrador Del Arco)

Cllr G Rogers proposed support, seconded by Cllr K Morris, all in favour.

PA22/04141 Ross Parc Little Downs Cardinham Bodmin Cornwall PL30 4EF Construction of side extension (replacing existing garage) to include master bedroom and en suite, front porch, roof alterations and an adjoined gym and indoor pool. (Case Officer Javier Herrador Del Arco)

Cllr P Claridge proposed support for this application as it is keeping with the size of the plot, subject to the following:

1. the same access should be used as is currently used ie the access which goes through the site should be used and not the access at the other end.
2. the pool and gym should be for personal use only and not for paying guests.
3. any other conditions in place for this site should be retained.

This was seconded by Cllr G Rogers. Majority in favour of support, 1 abstention. Therefore, this application was supported.

It was noted that a reply has not yet been received regarding our request for clarification on the definition of a settlement. Clerk to chase this up.

**091/22 Jubilee Celebrations update - Platinum Jubilee flower bed display and Beacon.**

Preparations are going well for the Jubilee celebrations. Steve Best has made the frame for the beacon. Cllr J Best has ordered the sausages and burgers. Cllr L Sutton has ordered the rolls. There are 12 containers of flowers at Pinsla and these will be placed at the entrances to the village in good time before the Jubilee weekend.

The Tea party arranged by St Meubreds Church, the Parish Hall Committee and Millpool Chapel will take place on the Sunday 5<sup>th</sup> June 2022.

**092/22 Proposed Bus Route**

Postponed until the June meeting.

**093/22 Consider installing a seat in the Tourist Hub/Bus Shelter and repainting it**

All were in favour of installing a bench in the hub. Cllr T Irwin will speak with Mr D Toms and Cllr G Rogers will arrange to get it installed.

**094/22 Finance reports and payment of accounts**

Consider renewal of Insurance for 22/23 It was agreed to renew the insurance with Zurich at £413.29. Clerk to return the relevant paperwork.

The receipts and payments report for May showed:

Receipts of £5,534.08 & Payments of £2,000.70 made up of:

Lanhydrock Garden Services Ltd - grass cutting - £674.40

CALC – Training costs - £120.00

HMRC – Tax on clerk's wages for April - £87.00

J Wilson – Clerk's wages and expenses for April - £379.74

P Claridge – Reimburse for website costs - £14.27

Zurich Municipal – Insurance - £413.29

Aalgaard Renshaw – Internal Audit - £150.00

Cardinham Parish Hall - hire of hall - £162.00

Cllr R Dyer proposed and Cllr K Morris seconded to sign this month's cheques. All in favour.

A Payments List, Budget to Actual comparison and a bank reconciliation had been prepared for the current period. These were forwarded to all the Councillors and added to the website.

#### **095/22 Review Internal Auditors report 21/22 and agree any amendments required.**

The Internal Auditors had prepared their report and found no issues with the preparation of the accounts and the documentation.

Cllr P Claridge reported the following discrepancies – clerk to notify the internal auditors so these issues can be amended:

- On pages 5 and 10 the precept should be noted as £10,000 rather than £12,000
- On page 10 s137 expenditure has N/A against it but there was s137 expenditure during the year.
- On page 11 AF, the precept should be noted as £10,000.

#### **096/22 Agree the Annual Governance Statement 21/22, adopt and sign**

To agree the Annual Governance Statement, adopt and sign: Cllr P Claridge proposed and Cllr G Tucker seconded to agree, adopt and sign the Annual Return for 21/22 as being correct. All in favour. The minute reference was added to the Return.

#### **097/22 Agree the Annual Return 21/22, adopt and sign**

To agree the Annual Return, adopt and sign: Cllr G Tucker proposed and Cllr K Morris seconded to agree, adopt and sign the Annual Return for 21/22 as being correct. All in favour. The minute reference was added to the Return.

#### **098/22 Agree the Certificate of Exemption 21/22, adopt and sign**

To agree the Certificate of Exemption, adopt and sign: Cllr T Irwin proposed and Cllr G Rogers seconded to agree, adopt and sign the Certificate of Exemption for 21/22 as being correct. All in favour. Minute reference added to Certificate.

#### **099/22 Correspondence.**

The following notable items of correspondence, were received this month:

- The gate/fence at Treslea Common – Chair had been in contact with Bodmin Moor Commoners and then with Treslea Commoners. This may be fenced across as it is private land but no further news as yet.
- Landmark tree – we applied for a flowering cherry for the cemetery and this has been accepted for Autumn 2022.
- A thank you card from Cornwall Air Ambulance for the donation.
- We also received a thank you email from the school for the donation we sent.

#### **100/22 Footpaths.**

- There was a tree down in the woods by Tawnamoor – Cllr G Tucker will deal with that.

- The gate at the bottom of Treslea has not been done yet but will be done shortly.
- Footpath markers still not available from Cornwall Council – to ask Cllr Cruse if she can assist in obtaining these.
- Tree down on footpath 17
- Bottom of Peaches Hill, left across the meadow, over the stream and stile there are a couple of rails that are down

### **101/22 Highways**

The following issues were notified:

- Pothole on Bunnys Hill between Penny Come Quick and West Side Cottage.
- Littledowns hedge – follow up again as this was a Cornish hedge and was done during the bird nesting season.
- Overgrown hedge at Millpool.
- Overgrown vegetation at Five turnings at Treslea Cross down to Treslea on both sides of the Common, which is encroaching onto the highway. Chair and clerk to draft a letter to the Chair of the Treslea Commoners Association.
- Gorse needs clearing back at the top of Brighton Water Hill.

### **102/22 Parish Matters**

- The Parish Hall insurance is due for renewal and will be revalued for this purpose. All were happy with this.
- A letter had gone out from the school regarding dog fouling in the area. Complaints have been received about this letter as some felt it had not been done in an appropriate manner. The Parish Council to put an article in the magazine to stop dog fouling around the village and on the moors and ask owners to act responsibly and pick up after their dogs.

### **103/22 Items for the next agenda**

1. Consider installing a seat in the Tourist Hub/Bus Shelter.

There being no further business the meeting was closed at 9:26pm.

Chairman:

Date: 21<sup>st</sup> June, 2022