

CARDINHAM PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

Held in Cardinham Parish Hall on Tuesday 21st May 2024 at 7:30pm

Annual General Meeting 2024

080/024 Election of Chair and signing of acceptance of office

Cllr A Bonker proposed Cllr J Best as Chair, seconded by Cllr P Claridge. All in favour. It was proposed by Cllr K Morris and seconded by Cllr R Farley to resolve to allow the Chair to sign the Declaration of Acceptance of Office at a later date. All in favour.

081/24 Election of Vice-Chair

Cllr P Claridge proposed Cllr G Tucker as Vice-Chair, seconded by Cllr T Irwin. All in favour. Cllr G Tucker signed the Vice-Chair's Declaration of Acceptance of Office, witnessed by the clerk.

082/24 Sub-Committees

It was proposed by Cllr G Rogers and seconded by Cllr L Sutton that the members on each of the sub-committees remained the same. All agreed. Sub Committees are as follows:

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 G Tucker (Chair), Cllr L Sutton, Cllr A Bonker, Cllr P Claridge, Cllr K Morris, Cllr R Farley, Cllr G Rogers, Cllr T Irwin, Cllr R Dyer, Cllr J Best (Remotely via Zoom), County Cllr J Cruse. J Wilson (Clerk/RFO). Twenty-four members of the public were present.

The Chair welcomed everyone to the meeting and confirmed that Cllr Best was in attendance remotely (by phone). He wished Cllr Best well and hope that she is soon feeling better.

083/24 Apologies

Cllr Best (if remote link fails)

084/24 Declaration of Interests

Cllr G Tucker declared an interest in item12 on the agenda: Planning - PA24/03192.

Cllr P Claridge declared an interest in item 17 on the agenda: Finance – Reimburse Domain costs.

085/24 Public Session

Applicants for PA24/03249 attended but didn't wish to speak on their application.

There were several members of the public in attendance wishing to voice their concerns regarding a Slip and Slide attraction, which is proposed to be installed on land near Littledowns.

Concerns raised were difficulty regarding access, possible noise pollution, usage and disposal of water, removal of hedging during nesting season to create a wider entrance, traffic issues on the local narrow roads and whether the roads can handle any likely increase.

It should be noted that the Parish Council has not yet received any Planning details/documents from Cornwall Council for any slip and slide proposals and therefore is unable to comment until these plans have been received.

086/24 County Councillors Report

County Cllr J Cruse gave her report for this month, and covered the following issues

- She had met with the owner of the proposed slip and slide and was able to explain to the members of the public a bit more about what was happening there.
- There are ongoing concerns about the amount of traffic at the roundabout at Turfdown Road. Additional problems are already being experienced with the commencement of the build of the new SEND school at Turfdown roundabout. Cllr Cruse has requested the Travel Plan and the Site Management Plan as the number of cars attending the Crematorium on a regular basis and parking along the lane could cause issues.

087/24 Minutes of the Previous Meeting held 16th April 2024

The minutes of the meeting held on 16th April 2024 had been circulated. The minutes for the meeting held on 16th April 2024 were proposed by Cllr K Morris, seconded by Cllr R Farley. and agreed as a true record of the meeting and signed by the Chair.

088/24 Matters Arising from the meeting held on 16th April 2024

None

089/24 Planning Decisions

[PA21/03580](#) Higher Hill Farm, Venn Lane, Cardinham, Bodmin PL30 4EG. Proposed renovation, conversion and re-use of redundant agricultural outbuildings to form four dwellings. **Refused.**

[PA24/01512](#). Land North Of Colesloggett Barn Fletchersbridge Bodmin Cornwall PL30 4AT. Certificate of lawfulness for existing use as storage, a workshop and office for a picture framing business, Stable Art since 2012. **Granted (CAADs, PIPs, and LUs only)**

[PA23/10215](#) Land North Of Praze Farm Millpool Bodmin PL30 4HZ. Construction of two Detached Dwellings in lieu of Class Q development. **Approved.**

[PA24/01667](#) 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] without compliance with Conditions 2 and 4 of Decision Notice PA22/00959 dated 27th April 2022. **Approved.**

090/24 Planning Applications for Information only (No comments required by Parish Council).

None.

091/24 Planning Applications

[PA24/03192](#) Tower Vie, Church Road, Cardinham, Bodmin PL30 4BL. Demolish existing detached garage and erect new garage to the side of the existing dwelling. (Case officer Tom Smith) Cllr K Morris proposed support, seconded by Cllr L Sutton, All in favour.

[PA24/02390](#) Studio Four, Dreason Barn, Bodmin Cornwall PL30 4BG. Proposed garage extension to the side of the property with roof terrace. (Case Officer Matthew Follis) Cllr A Bonker proposed support, seconded by Cllr T Irwin, all in favour.

[PA24/03249](#) The Old Dairy Coleslogget Fletchersbridge Bodmin PL30 4AT. Re-submission of application PA23/06228 for the conversion of the existing building (existing use approved PA24/01512) and existing extension to a dwelling. (Case officer Tom Smith)

Cllr A Bonker proposed no comment as the Parish Council does not have the information available to make an informed comment. Seconded by Cllr R Farley, all in favour.

092/24 Other planning items.

To consider whether to request further information from planning on slip and slide activities.

No plans have been received from Cornwall Council so the Parish Council is unable to comment. The Parish Council expects due process to be carried out by Cornwall Council with regard to any planning applications, and any planning applications received by the Parish Council will be considered at the monthly meeting of Full Council.

Most parishioners left the meeting – 9 remained.

093/24 Update on commemorating the D-Day Anniversary and Resolve on any action.

Poster prepared for the D-Day commemoration event on 6th June. The event will be advertised on the website and in the local Magazine. The Beacon will be lit at 9.15pm this year. All are welcome to attend – there will be no refreshments provided this time but attendees are welcome to bring their own refreshments. Clerk will notify Fire Control Officer, as usual on the day, so they are aware there may be smoke from a controlled source and to ensure they have Greg's contact number as the organiser/ H&S officer for the event.

094/24 Consider and Agree the review of Parish Council policies in line with NALC Models, i.e. Standing Orders and Financial Regulations and adding other policies as appropriate

Cllr P Claridge had kindly agreed to go through the Standing Orders and Financial Regulations to update them in line with the updates included in the Model policies provided by CALC. The Councillors thanked Cllr Claridge for taking the time to do this. Cllr L Sutton proposed acceptance and adoption of the updated policies, seconded by Cllr R Dyer, all in favour. The updated versions will be added to the website. Clerk to look at other policies, e.g. Grant Policy, which may be appropriate for Cardinham Parish Council.

7 more parishioners left – two remaining.

095/24 Update on opening a Lloyds internet banking account.

The Councillors agreed the clerk and Cllr Best should try contacting the bank by phone to set up a Treasury Account which is the recommended account for Parish Councils, although as a non-signatory, it may not be possible for the clerk to start the set-up of the online banking. To report back at the June meeting.

096/24 Finance reports and payment of accounts

Cllr P Claridge proposed and Cllr T Irwin seconded to accept the insurance renewal of £452.35 from Zurich Municipal. All in favour

Cllr L Sutton proposed and Cllr R Dyer seconded to agree to reimburse Cllr P Claridge for the Domain renewal. All in favour.

The Internal Audit Report, Governance Report, Annual Return and Certificate of Exemption will be considered at the June meeting.

The receipts and payments report for May 2024 showed:

Receipts of £5953.16 for April (£5000 precept; £953.16 CIL) - & Payments for May of £1009.07 made up of:

HMRC – Tax on clerk's wages - £96.60

J Wilson – Clerk's wages £386.32

J Wilson - Clerk's expenses £64.32

R Rowe – Burial fees - £35.00

Lanhydrock Garden Services – Grass Cutting - £407.88

P Claridge – Domain renewal - £18.95

Cllr K Morris proposed and Cllr R Farley seconded to sign this month's cheques. All in favour. The clerk had prepared a Payments List, Budget to Actual comparison and a bank reconciliation for the current period. These were forwarded to all the Councillors. Cllrs G Tucker and P Claridge signed the cheques.

097/24 Correspondence

Little Margate Equestrian and Badger Forest school had previously sent in requests for contributions/donations but it would be prudent to have a Grants policy in place before considering any further contributions from the Community Projects earmarked reserves.

Wildanet have been sending the report on weekly road closures. However, the signage is not always very clear. Clerk to email them to ask them to make the signage regarding diversions clearer.

Reminder: Free Planning and Budget Teams meetings are being held by Cornwall Council in June:

- “Invitation to online Town & Parish Council Budget Update Briefing - Monday 3rd June 2024 at 10am”
- “Local Council Planning Training: 13 June 2024 - Short term lets and Article 4s; Community Growing” **(Note: this training has been postponed - new date to be arranged shortly)**

The waste collection service for the Cemetery bin has now been set up and this should start at the end of May. It will run for several weeks then be stopped until 1st Sept when it will briefly run again. The intention is to have it running for 3 brief periods every year. This stop/start option is how the seasonal option works as we don't really need it to run continuously all year.

098/24 Footpaths

Cllr G Rogers reported that St Beward are looking for a local footpath contractor, should anyone know of anyone in the area.

099/24 Highways Issues.

Outside Beeches – collapsed drain to be reported to Cornwall Council.

Routine Highways maintenance will start in Cardinham on 29th May

Work on the drain by Millpool chapel has been completed.

100/24 Parish Matters

Overhanging branches at Cardeast – Clerk to write to owner of property.

The van that was causing issues on forestry land has now been moved.

Darley Oak – Cllr L Sutton raised this issue as there is a chance for the Parish to be given one of the trees to plant in the Parish. – To add to the June agenda.

Cllr Rob Dyer has offered his resignation as he is unable to carry on as a councillor due to family and work commitments. The Councillors thanked Rob for all his hard work and valued contributions during his time on the Parish Council, and we wish him well for the future. The clerk asked him to notify the Chair in writing to formally confirm his decision.

101/24 Items for the next agenda

The Darley Tree.

Internal Audit, Governance Statement, Annual Return and Exemption Certificate.

Internet banking

Grant Policy

There being no further business the meeting was closed at 9.36pm.

Chairman:

Date: 18/06/2024