

# **CARDINHAM PARISH COUNCIL**

## **MINUTES OF PARISH COUNCIL MEETING**

**Held in Cardinham Parish Hall on Tuesday 18<sup>th</sup> June 2024 at 7:30pm**

**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 J Best (Remotely via phone), County Cllr J Cruse. J Wilson (Clerk/RFO) (Remotely by phone). Several members of the public were present.

The Chair welcomed everyone to the meeting and confirmed that both Cllr Best and the clerk were in attendance remotely (by phone). Cllr P Claridge recorded the meeting to send to the clerk to ensure accurate completion of the minutes, and it was agreed that the clerk would post any cheques and documentation to the Chair for signing, then he will post back to the clerk for any further action.

The Chair confirmed that formal correspondence had been received from Cllr Rob Dyer confirming that, although it had been a hard decision to make, he was resigning his position as a member of Cardinham Parish Council as of 07/06/24 due to work and family commitments. The Parish Council would like to thank Cllr Dyer for his valued contributions during his time on the Council.

### **102/24 Apologies**

Cllr T Irwin.

Cllr Best and the clerk attended remotely and gave apologies for not attending in person.

### **103/24 Declaration of Interests**

Cllr G Tucker declared an interest in item 15 on the agenda: Finance

### **104/24 Public Session**

Members of the public were invited to speak on items on the agenda.

### **105/24 County Councillors Report**

County Cllr J Cruse gave her report for this month, which had been circulated to Councillors, and which covered the following issues:

- the signpost at Little Downs is up and looking very smart. We have received thanks from residents.
- The previous decision not to allow questioning of the objectors, including Parish Councils, at planning committee meetings has been overturned. Questions directed to objectors at planning committee meetings will now be allowed.
- Thanks to Rachael for posting the information on facebook about the A38.
- The Kernow Slide have engaged an agent to make a planning submission and the planning officers have suggested a planning application is put forward. The operation is not open as yet. Cllr G Rogers queried whether an EIA would be required for this proposed development due to the water used and the resulting runoff.

- Cllr Cruse has been posting the Whereabouts of Wildanet on the facebook page. They seem to be doing mostly underground installation which, although causing some disruption, bearing in mind the storms we often endure, seems a better solution.
- Regarding the SEND school planning application: A Travel Plan will need to be submitted before the school is open. Cllr Cruse has reported the problems that are being encountered at the Turfdown roundabout. This section of the A38 is extremely dangerous with several deaths and serious accidents in the last year. Average speed cameras seem to have made little difference.
- Cllr G Rogers asked about the Routine Maintenance for Cardinham ie strimming around signs, clearing gullies etc. At the Highways Workshop held in Bodmin, it was confirmed that the Cardinham Routine Maintenance would be starting on 29<sup>th</sup> May 2024. As yet, nothing has been done. Cllr Cruse to contact Nina Worth and Rachael Tatlow to ask for confirmation that the routine maintenance will be carried out in Cardinham Parish this year and the likely date for this to be done.
- Enforcements: Cllr A Bonker queried if there would be injunctions for troublesome enforcements. The Parish Council could remind the enforcement team nearer the time that we are waiting to hear about any action/outcome on particular enforcements. Cllr Cruse and Clerk to action just before October.
- Cllr Cruse confirmed that the ongoing enforcement in Millpool will likely lead to the need for a further planning application.

#### **106/24 Minutes of the Previous Meeting held 21<sup>st</sup> May 2024**

The minutes of the meeting held on 21<sup>st</sup> May 2024 had been circulated. The minutes for the meeting held on 21<sup>st</sup> May 2024 were proposed by Cllr A Bonker, seconded by Cllr P Claridge and agreed as a true record of the meeting and signed by the Chair.

#### **107/24 Matters Arising from the meeting held on 21<sup>st</sup> May 2024**

It was noted most of the work involved in the arranging and setting up of the Beacon Event to Commemorate the 80<sup>th</sup> Anniversary of D-Day was carried out by Steve Best and Greg Tucker. The Parish Council offers its grateful thanks to both Greg and Steve for all their hard work in making this a well-attended and successful event.

#### **108/24 To consider the request for an extension on medical grounds to the 6-month rule (Local Govt Act 1972 s85) for Cllr J Best.**

Cllr K Morris proposed and Cllr L Sutton seconded to resolve to extend the length of time for another 11 months ie to May 2025, that Cllr Best can remain as a member on the Parish Council without physically attending a meeting. All in favour. Cllr Best is medically fit but has mobility issues due to her broken leg that means she will attend remotely but will be attending face to face meetings as soon as possible. The Councillors were more than happy to facilitate this and wish Cllr Best a speedy recovery. Councillor Best thanked the Councillors for all their support and especially Cllr Tucker who has temporarily taken up the Chair's role.

#### **109/24 Planning Decisions**

[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. **Approved.**

[PA24/04004](#) Street Record Mount Cornwall. Electricity Act 1989: Overhead Lines (Exemption) (England and Wales) Regulations 2009. **Closed – advice given.**

**110/24 Planning Applications for Information only (No comments required by Parish Council).**

None.

**111/24 Planning Applications**

[PA24/03426](#) Callybarrett Cottage Callybarrett Road Cardinham Bodmin Cornwall PL31 2AZ. Erection of steel-clad garage / workshop. (Case officer Tom Smith)  
Cllr A Bonker proposed support, seconded by Cllr K Morris, all in favour.

**112/24 Other planning items.**

None.

**113/24 The Darley Oak: there is a chance for the Parish to have one of these historic trees to plant in the Parish. To Consider and agree where the tree could be planted to be of benefit to the Parish.**

The Parish Council owns very little land. A tree such as this will require a large amount of space for it to grow and flourish and the Parish Council cannot provide this. Therefore, unfortunately, the Parish Council is unable to accept the offer of the tree. Cllr L Sutton agreed to notify the relevant parties of the Council's decision.

**114/24 Consider further review of Parish Council policies in line with NALC Models, i.e. Internal Control, Grant Policy**

Cllr P Claridge proposed and Cllr A Bonker seconded to accept the Models, and accept the highlighted amounts as shown. All in favour. The Council thanked the clerk for doing this. The new models can now be added to the website.

Cllr J Cruse left the meeting.

**115/24 Update on opening a Lloyds internet banking account.**

The Clerk had contacted Lloyds bank and the bank had asked for details of signatories prior to setting up the account. Cllr L Sutton proposed and Cllr R Farley agreed that details can be obtained and sent. All in favour. The details of the 3 current signatories plus the clerk's own details to be obtained and sent to the bank in order to start the process for the internet banking to be set up.

**Finance reports and payment of accounts:**

**116/24 Review Internal Auditors report 23/24, and agree any amendments required.**

The Internal Auditors had prepared their report and found the preparation of the accounts and the documentation to be of a high standard, and also that the Chair and Councillors operated to a very high standard, closely following all procedures. The Parish Council reviewed and accepted the report and agreed no issues to be actioned. Proposed by Cllr K Morris, seconded by Cllr L Sutton, all in favour. Cllr Best thanked the clerk for all her hard work in preparing and submitting the 23/24 year- end accounts.

**117/24 Agree the Annual Governance Statement 23/24, adopt and sign**

Clerk had signed the Statement. To agree the Annual Governance Statement, adopt and sign: Cllr P Claridge proposed and Cllr A Bonker seconded to agree, adopt and sign the Annual Governance

Statement for 23/24 as being correct. All in favour. The Chair has signed. The minute reference is to be added to the Annual Governance Statement on completion of the minutes.

**118/24 Agree the Annual Return 23/24, adopt and sign**

Clerk had signed the Annual Return. To agree the Annual Return, adopt and sign: Cllr L Sutton proposed and Cllr K Morris seconded to agree, adopt and sign the Annual Return for 23/24 as being correct. All in favour. The Chair has signed. The minute reference is to be added to the Annual Return on completion of the minutes.

**119/24 Agree the Certificate of Exemption 23/24, adopt and sign**

The Clerk had signed. To agree the Certificate of Exemption, adopt and sign: Cllr R Farley proposed and Cllr L Sutton seconded to agree, adopt and sign the Certificate of Exemption for 23/24 as being correct. All in favour. The Chair has signed. Minute reference added to Certificate on completion of minutes and forwarded to external auditors.

**120/24 Agree Public Rights Notice dates 23/24**

Cllr P Claridge proposed and Cllr R Farley seconded to accept the dates for the Public Rights notice as Monday 1<sup>st</sup> July to Friday 9<sup>th</sup> August 2024, with publication of the notice on 30<sup>th</sup> June. All agreed. Notices to be put up on the Parish notice boards and on the website on, or just before the agreed date of 30<sup>th</sup> June.

**121/24 Agree there is No Conflict-of-Interest 23/24, and sign the form**

To agree that there is no conflict of interest between Cardinham Parish Council and the external auditors BDO for 23/24. Cllr K Morris proposed and Cllr G Rogers seconded to agree, adopt and sign the form stating that there is no conflict of interest. All in favour. The Chair and Clerk have signed the form.

**122/24 Payment of Accounts**

The receipts and payments report for June 2024 showed:

Receipts of £185.83 for May (Remainder of the Community Chest grant for the signpost) - & Payments for June of £2906.38 made up of:

HMRC – Tax on clerk’s wages - £96.60

J Wilson – Clerk’s wages £386.32

J Wilson – Clerk’s expenses £83.58

Lanhydrock Garden Services – Grass Cutting - £407.88

Cardinham Parish Hall – Hire - £140.00

Aalgaard Renshaw Business Solutions Ltd – Internal Audit 23/24 - £150.00

The Grain – Little Downs Signpost – Replacement - £576.00

C&G Tucker – Footpath Maintenance - £1066.00

Cllr G Rogers proposed and Cllr P Claridge 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 to sign the cheques.

**123/24 Correspondence**

- Formal resignation received by the Chair from Cllr Dyer.
- Most items received by email have been forwarded to all Councillors for their information.

- Damaged sign at Tawna Lane. Parishioner has security camera footage, which has been passed to Cornwall Council for insurance purposes.
- A parishioner has reported a concern about a new gate which appeared opposite Rempstone in April 2024, where an old and overgrown field entrance has been opened up and widened, and a big metal sheeted gate has been installed. A digger was previously stored there for a while. A caravan is now in the field (May 24). Jenny Cruse has been notified of this. This sheeted gate is right opposite Rempstone's entrance so there is a concern in terms of access as the lane is narrow here and on a blind corner, and there is concern as to why this new entrance has been opened up. For information only, no action.
- The signpost at Little Down is in place, and residents have been in touch to say how pleased they are with it.
- Thank-you letter received from The Children's Hospice for the £200 donation.

### **124/24 Footpaths**

The Chair reported that the first cut of the season has been done. The Parish Council thanked Cllr Tucker for clearing the footpaths and keeping them clear for walkers.

Cllr G Rogers raised an issue with one of the parish footpaths. Cllr Tucker will look into this.

### **125/24 Highways Issues.**

The Chair raised the issue of the Turfdown Road roundabout and the associated ongoing traffic problems. This is exacerbated by parking by Crematorium vehicles on the road from the roundabout to the crematorium making it difficult for other road users to exit and join the roundabout at Turfdown road.

It was agreed that the Clerk should write to the Crematorium again to ask them not to park their vehicles (hearses etc) on the junction, where there is not much room to safely get round them.

Cardeast Lane – issues with water and surface runoff there. Also, there is now a deep gully there that needs filling in, and the road edges need repairing. Clerk to report.

There are a lot of small roads that require attention from Cormac.

It should be noted that it is the landowner's responsibility to clear outlet pipes on their land.

### **126/24 Parish Matters**

Letters to Steve Best to thank him for storing & putting up the Beacon for the D-Day anniversary even, and the Landowners to thank them for letting the Parish Council hold the event which 40 to 50 people attended.

Parish Hall Committee – Parish Council has suggested installing some acoustic managing equipment in the hall so speakers can be heard more clearly. Cllr G Tucker will raise this at the next Hall meeting.

It was noted that there seem to be more seagulls lately in the parish!

### **127/24 Items for the next agenda**

Grant applications for Little Margate Equestrian and Badger Forest School.

There being no further business the meeting was closed at 8.39pm.

Chairman:

Date: 16/07/2024