

# **LAWHITTON PARISH COUNCIL (LPC)**

**Web (lawhitton-pc.uk)**

**Ordinary Meeting to be held on**

**Tuesday 9<sup>th</sup> January 2024 at 7.30 p.m.  
in Lawhitton Parish Hall**

**[mf.lawhitton@gmail.com](mailto:mf.lawhitton@gmail.com) or Phone: 01566 776924**

Parishioners and members of the public are welcome to attend this meeting. The chairman of the council will allocate each person 10 minutes at the start of the meeting to make representation on any item on the agenda, thereafter they will not be allowed to actively participate in the meeting.

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## **AGENDA**

**Attendees:**

**In attendance:**

**Other attendees:**

**Apologies:**

29. **Confirm minutes of previous meeting.** Meeting held on Tuesday 14<sup>th</sup> December 2023

30. **Matters Arising:**

30.1. BT kiosk; refurbishment, reconnection of power and installing defibrillator.

30.2. The removal of the Camper van parked on the village green.

30.3. Problem of traffic driving too fast through the village.

30.4. Lack of directional and junction warning road signs on the A388 for the Stourscombe junction.

30.5. Vacancy on the Parish Council.

31. **Finance:** Account balance at this meeting. £852.97.

32. **Planning:** PA23/09348. Newham Manor.

33. **Correspondence:** Circulated to Councillors prior to this meeting.

34. **Date of next meetings:** Tuesday 12<sup>th</sup> March 2024.

35. **A.O.B.**

35.1. Invitation to Cornwall County Cllr Adrian Parsons for updates.

# **LAWHITTON PARISH COUNCIL (LPC)**

**Web (lawhitton-pc.uk)**

**Ordinary Meeting to be held on Tuesday 9<sup>th</sup> January 2024 at 7.30 p.m.  
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## **MINUTES**

**Attendees:** Cllrs. A Steven. T Bastard. J Perry. M King. L Hunt. L Chudleigh.

**In attendance:** M Fasham Clerk.

**Other attendees:** None

**Apologies:** Cllr. R Robinson. Cllr. Adrain Parsons.

29. **Confirm minutes of previous meeting.** Meeting held on Tuesday 14<sup>th</sup> November 2023.  
Signed by Chair.

30. **Matters Arising:**

30.1. BT kiosk; refurbishment, reconnection of power and installing defibrillator. Cllr. Steven updated the council with the latest quotes from service providers. **Ongoing.**

30.2. The removal of the Camper van parked on the village green. Clerk reported that there had been no response to the letter sent to Mr & Mrs Rufenacht on the 13<sup>th</sup> December. Council instructed Clerk to write again requesting that van be removed within 28 days from the date of this letter. Council will offer to help with the removal. **Ongoing**

30.3. Problem of traffic driving too fast through the village. The installing of a traffic speed monitoring device will not be for a few months so item to be closed awaiting further action.  
**Closed.**

30.4. Lack of directional and junction warning road signs on the A388 for the Stourscombe junction. No response from Highways. Clerk passed on to County Cllr. Adrian Parsons to look into. **Ongoing.**

30.5. Vacancy on the Parish Council. Liz Chudleigh was co-opted onto the council. Declaration of Acceptance completed and signed by Councillor Chudleigh. **Closed.**

31. **Finance:** Account balance at this meeting. £852.97.

31.1. Clerk provided a spreadsheet detailing income and expenditure giving up to date balance of account.

32. **Planning:** PA23/09348. Newham Manor. Council has no objections to this application.  
**Closed.**

33. **Correspondence:** Circulated to Councillors prior to this meeting.

34. **Date of next meetings:** Tuesday 12<sup>th</sup> March 2024.

35. **A.O.B.**

35.1. Invitation to Cornwall County Cllr Adrian Parsons for updates. Update passed to Councillors for action/information. Cllr. Parsons sent his apologies.

Signed.....

Date.....

# LAWHITTON PARISH COUNCIL (LPC)

Web (lawhitton-pc.uk)

Meeting held on Tuesday 12<sup>th</sup> March 2024 at 7.30 p.m.

in Lawhitton Parish Hall

[mf.lawhitton@gmail.com](mailto:mf.lawhitton@gmail.com) or Phone: 01566 776924

## DRAFT MINUTES

**Attendees:** Cllr's.. Alastair Steven. Tim Bastard. Mike King. Lorna Hunt. Richard Robinson.

**In attendance:** Mary Fasham Clerk.

**Other attendees:** James Tinson. Bellinda Morris. David Klapper. Cllr. Adrian Parsons.

**Apologies:** Cllr. Jonathan Perry. Liz Chudleigh.

36. **Confirm minutes of previous meetings.** Meeting held on Tuesday 9<sup>th</sup> January also Tuesday 6<sup>th</sup> February 2024. Circulated prior to this meeting, any amendments mad, Agreed and signed by Chair at this meeting.
37. **Matters Arising:**
- 37.1. BT kiosk; refurbishment, reconnection of power and installing defibrillator. **Ongoing**
- 37.2. The removal of the Camper van parked on the village green. It has been agreed with the owner that this would be removed this summer. **Closed.**
- 37.3. Lack of directional and junction warning road signs on the A388 for Stourscombe junction: Highways have severe budget constraints. Latest brief update from Highways: *We are prioritising spend on carriageway maintenance and capital lining works this coming year. When the accident list for this financial year becomes available, we will look at the causation for accidents and will prioritise treatment where maintenance (or lack of maintenance) factors may have been a possible contributing factor. this will be looked at in the next financial year.* **Closed**
- 37.4. Proposal to create a recreation and children's play area on a village green. Council to consider approval and cost of insurance. Zurick verbal quote £137.00. Cara Russell gave an update on progress of this project. Decisions made on equipment and costings for H&S assessments, Insurance, and ongoing maintenance. Applications for grants have been made to cover these costs. Lawhitton PC give their support and will arrange to have the oak tree surveyed for any potential problems. **Ongoing.**
38. **Finance:** Account balance at this meeting. £852.97.
39. **Planning**
- 39.1. West Devon Ref: 0034/24/FUL READVERTISEMENT Construction & Operation of water abstraction and pumping station.
- 39.2. PA23/08788 Creation of additional rooms through the construction of rear extension. Old Post Office Lawhitton. Council have no objections to this planning application. **Closed.**
40. **Correspondence:** Circulated to Councillors prior to this meeting.
41. **Date of next meetings:** AGM Tuesday 14<sup>th</sup> May 2024. Followed by an Ordinary meeting.
42. **A.O.B.**
- 42.1. Invitation to Cornwall County Cllr Adrian Parsons for updates. See appendix A.
- 42.2. Replacement Defib, pads due September. Clerk will replace when the time comes. **Closed.**
- Meeting Closed at 8.55 Pm.

Signed:..... Date:.....

## **Appendix A**

**Cornwall Council has approved its budget for 2024/25** which will continue delivering vital services for residents despite the fiscal pressures faced by local government across the country.

The details include a net increase of around £37m in spending on care for Adults and Children in Cornwall. In addition, there is a near £9m net increase built in in respect of Home to School Transport and around £7m to support Temporary and Emergency Accommodation reflecting the significant demand pressures being experienced in these areas.

**The budget will mean a council tax increase of 4.99% for residents, which includes a 2% levy to fund adult social care, bringing the bill for a Band D property to £1,892.75.** It also confirms plans to bring in a 100% Council Tax premium on second homes from April 2025. This rise come at a time when many just can't afford it, the previous LibDem/Independent administration had often called for fairer funding from Westminster to only have this knocked back. Interestingly now the Conservative administration is saying this situation will not improve "until we achieve fairer funding from Westminster for local government". With it even being suggested by some that Cornwall Council could be facing a bankruptcy situation by 2026!

**At Full Council there was a long debate on the potential raising of tolls on the Tamar Bridge and Torpoint Ferry, which was approved,** which will see the cost rise from £2.60 to £3.00 for cars with a caveat that, if more funding is secured from Westminster, the toll rises could be cancelled. Again it feels like many further down west don't understand the impact this has on those of us who live in the East of Cornwall. This increase was supported by the majority of the Conservative group and Labour Councillors.

**Cornwall Council has welcomed the government's introduction of new rules requiring planning permission for properties to be used as short term lets.** The changes, announced by Michael Gove MP, Secretary of State for Levelling Up, Housing and Communities on a visit to St Agnes last week, are aimed at limiting the number of short-term holiday lets. They mean that a planning application will be needed for anyone renting out their main or sole home for more than 90 nights a year, and are intended to provide support in areas where short-term lets are preventing local people from renting or buying a home. In addition, a new mandatory national register will provide local authorities with information about where short-term lets are operating, helping to support the planning process. The new changes are focused on short-term lets and will not affect hotels, hostels or B&Bs. Knowing how the planning system works and the challenges and resource that our enforcement currently have, it will be interesting to see how effective these proposed changes are when introduced.

**The state of our roads lately is causing some** concern, with potholes and localised flooding due to blocked drains, being top of the list. It's not easy at the moment due to the reduction in the Highways budget but we must keep pushing for improvements locally to ensure we get our fair share of the budget!

**The Council is launching a call for sites that could potentially be used to build houses,** employment space, community facilities or for helping nature recover. Every so often local authorities need to collect information about land that might be available, and it is a way for people who might want to develop their land in the future to let us know. The aim is to provide a valuable early opportunity for individuals, landowners, developers and other interested parties to submit sites that they think could potentially be used for a range of uses in the future. All councils are obliged to maintain an adequate and up-to-date supply of such sites. This will help Cornwall in formulating a future local plan for beyond 2030. It can also help identify sites to meet particular needs, such as for biodiversity net gain might be needed under the existing local plan which currently provides a positive and flexible planning policy framework for Cornwall up to 2030. Anybody can nominate their own land or make a suggestion on any other land. To be considered, sites must:

- have an area of at least 0.25 hectares or be capable of accommodating 5+ dwellings or 500+ sqm of employment floorspace.
- the land must be located within or next to an existing settlement or in a sustainable location.
- the land must NOT be within a designated Special Areas of Conservation (SAC), Special Protected Areas (SPA), Sites of Special Scientific Interest (SSSI) or Flood Zone 3b. The land should not already have planning permission for residential-led development.

**Annual General Meeting**  
**of**  
**LAWHITTON PARISH COUNCIL**  
**on**  
**Tuesday 7.30 pm 14<sup>th</sup> May 2024**

**At Lawhitton Parish Hall**

Anyone wishing to attend this meeting please contact Mary Fasham – Parish Clerk  
[mf.lawhitton@gmail.com](mailto:mf.lawhitton@gmail.com) or Phone: 01566 776924

Parishioners and members of the public are welcome to attend this meeting. The chairman of the council will allocate each person 10 minutes at the start of the meeting to make representation on any item on the agenda, thereafter they will not be allowed to actively participate in the meeting.

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**AGM AGENDA**

**Attendees:**

**Other attendees:**

**1. Apologies:**

**2. Election of Officers to this council.**

**3. Confirm minutes of the previous meeting held on the 9<sup>th</sup> May 2023.**

**4. Matters Arising:**

4.1. Council agree Standing Orders Statement of Internal control& Financial Regulations.

4.2. Due to unforeseen circumstance Mr B Worth cannot carry out internal audit. Mrs Ann Nicholson (retired teacher) has agreed to carry out the internal audit 2024, Council agreed by email to this change.

**5. Finance: Annual Audit AGAR Form 2.**

5.1. Accounting Statement 2023-24 of the Annual Return.

5.2.

5.2.1. Annual Internal Audit Report is received and noted.

5.2.2. Annual Governance Statement (section 1) approved.

5.2.3. The Accounting Statements (section 2) are approved.

5.2.4. AGAR Certificate of exemption 2023/24 for Approval.

5.3. The Annual Governance Statement 2024/25 for approval.

5.4. The RFO sets the commencement date for the exercise of public rights.

5.5. Certificate of exemption having been completed by RFO/Clerk is signed by RFO and Chair.

5.6. RFO/Clerk to forward completed certificate of exemption to External Auditor.

**6. A.O.B.**

6.1. Review of Clerks Terms & Conditions.

6.2. Chairman proposed the nomination for Internal Auditor for 2024/25.

**LAWHITTON PARISH COUNCIL (LPC) (lawhitton-pc.uk)**

**Ordinary Meeting to be held on**

**Tuesday 14<sup>th</sup> May 2024 at 7.30 p.m.  
in Lawhitton Parish Hall**

**[mf.lawhitton@gmail.com](mailto:mf.lawhitton@gmail.com) or Phone: 01566 776924**

Parishioners and members of the public are welcome to attend this meeting. The chairman of the council will allocate each person 10 minutes at the start of the meeting to make representation on any item on the agenda, thereafter they will not be allowed to actively participate in the meeting.

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**AGENDA**

**Attendees:**

**In attendance:**

**Other attendees:**

**Apologies:**

1. **Confirm minutes of previous meeting.** Meeting held on Tuesday 12<sup>th</sup> March 2024.
2. **Matters Arising:**
  - 2.1. BT kiosk; refurbishment, reconnection of power and installing defibrillator. **Pending.**
  - 2.2. Childrens Play are on the village green.
3. **Finance:** Account balance at this meeting. £2,060.47.
  - 3.1. Payment authorised prior to and at this meeting.
    - 3.1.1. Information Comm.
    - 3.1.2. Zurich Insurance
    - 3.1.3. CornwallALC
4. **Planning:** Construction and Operation of water Pumping Station.
5. **Correspondence:**
6. **Date of next meetings:** Tuesday 9<sup>th</sup> July 2024.
7. **A.O.B.**

# LAWHITTON PARISH COUNCIL AGM

Held on  
Tuesday 7.30 pm 14<sup>th</sup> May 2024  
At Lawhitton Parish Hall


[mf.lawhitton@gmail.com](mailto:mf.lawhitton@gmail.com) or Phone: 01566 776924

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## MINUTES

**Attendees:** Cllrs. A Steve (chair) T Bastard. M King. R Robinson L Chudleigh.  
**Other attendees:** County Cllr. A Parsons. C Russell. B Abraham.

1. **Apologies:** Cllrs L Hunt. J Perry.
2. **Election of Officers to this council.** All members of this council agreed to stand. A Steven nominated as Chairman and agreed by council.
3. **Confirm minutes of the previous meeting held on the 9<sup>th</sup> May 2023.** Agreed and signed by chair.
4. **Matters Arising:**
  - 4.1. Council agree Standing Orders Statement of Internal control& Financial Regulations.
  - 4.2. Due to unforeseen circumstance Mr B Worth cannot carry out internal audit. Mrs Ann Nicholson (retired teacher) has agreed to carry out the internal audit 2024, Council agreed by email to this change.
5. **Finance:** Annual Audit AGAR Form 2. All documents were sent to Councillors for approval prior to this meeting. Approval received from Council by email.
  - 5.1. Accounting Statement 2023-24 of the Annual Return.
  - 5.2.
    - 5.2.1. Annual Internal Audit Report is received and noted.
    - 5.2.2. Annual Governance Statement (section 1) approved.
    - 5.2.3. The Accounting Statements (section 2) are approved.
    - 5.2.4. AGAR Certificate of exemption 2023/24 Approved.
  - 5.3. Following approval, the Chair and Clerk sign the Annual Governance Statement and the Chair signs the Accounting Statements.
  - 5.4. The RFO sets the commencement date for the exercise of public rights. To be posted on the notice board.
  - 5.5. Certificate of Exemption signed by RFO and Chair.
  - 5.6. RFO/Clerk to forward completed certificate of exemption to External Auditor.
6. **A.O.B.**
  - 6.1. Review of Clerks Terms & Conditions. Council agreed Clerk is doing a satisfactory job. Salary to be brought in line with NALC Pay Scale range point 18. This was agreed by Council.
  - 6.2. Chairman proposed the nomination for Internal Auditor for 2024/25. Clerk suggested Mrs. A Nicholson. Council agreed.

Signed by Chair..........Date 9/7/24.....

## LAWHITTON PARISH COUNCIL (LPC)

Web (lawhitton-pc.uk)

**An extraordinary Meeting held on Thursday 23<sup>rd</sup> May 2024 at 7.30 p.m.  
at Lawhitton Village Hall**

[mf.lawhitton@gmail.com](mailto:mf.lawhitton@gmail.com) or Phone: 01566 776924

### MINUTES

**Attendees:** Cllrs. A Steven. T Bastard. J Perry. M King. L Hunt. R Robinson. L Chudleigh.

**In attendance:** M Fasham Clerk

**Other attendees:** K Kneebone. P Abraham. B Abraham. J Wickins.

**Apologies:** None.

1. PA24/02134 Reserved matters application for the erection of up to 3 dwellings (access only). Details following outline consent PA23/04595. Mr Abraham (resident of a neighbouring property) opened this item explaining his reasons for objecting to this application: Proximity to the rear garden of properties in Holmans Meadow. Surface water drainage due to concrete and block paving property surround, leading to run off into Holmans Meadow. Due to the elevation of these houses the loss of privacy during construction and after completion. Large dominant houses not in keeping with the area. Sewerage: the local sewerage processing plant is already overloaded. Environmental loss of habitat for wildlife. Construction noise, dust and vibration. Risk of damage to the village green and the oak tree. Mr Wickins shared the concerns raised by Mr Abraham and added his concern regarding the increase in traffic once the dwelling were occupied.
2. PA24/02804 Outline application with some matters (appearance, landscaping, layout and scale) reserved for the erection of up to 250 new homes (including 75 affordable homes) and associated works including formation of accesses, provision of public open space and landscaping. Land At Stourscombe Farm Launceston Cornwall PL15 9LQ. The following concerns were raised: will the 75 affordable homes actually be delivered for local people, can this be guaranteed. How will the increase in traffic, access and junction arrangements work before and after the development already planned at Newton Farm and access on to the A388 main road. 250 new homes will put further pressure on already stretched critical health services and schools.

**Council closed session:** Pursuant to the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are excluded from this part of this section of the meeting

1. PA24/021234: Council support the development of the farm buildings into new homes and believe this to be a benefit to the community. The height of the new properties should not exceed the height of the existing barn, which is being retained. The village green, which runs along the site access road, is a public open space and should be safeguarded during the construction period. The construction environmental & traffic management plan and the use of specialist consultants address many of the other concerns raised, but appropriate mitigation to safeguard the use of the village green during construction should also be included. The proposed plans include planting of a beech hedge on the east boundary, in order to increase biodiversity, an alternative mix of native species could be considered beneficial.



**LAWHITTON PARISH COUNCIL (LPC) (lawhitton-pc.uk)**

**Meeting to be held on Tuesday 9<sup>th</sup> July 2024 at 7.30 p.m.  
in Lawhitton Parish Hall.**

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**DRAFT AGENDA**

**Present:**

**In attendance:**

**Other attendees:**

**Apologies:**

**Chairmans welcome:**

**1. Confirm minutes of previous meeting.**

**2. Matters Arising:**

2.1. Community Recreation area on the village green.

2.2. Changes to Councils banking arrangements.

2.2.1. Payment of Clerks income tax to be brought in line with HMRC regulations.

2.2.2. Potholes on Bulsworthy Lane.

**3. Finance:**

**4. Planning:**

**5. Correspondence:**

**6. Date of next meetings:** Tuesday 10<sup>th</sup> September 2024.

**7. A.O.B.**

7.1. Recruiting a replacement Clerk.

7.2. VAT refund application completed 19<sup>th</sup> June 2024 £449.37.

**Council Closed session.**

**LAWHITTON PARISH COUNCIL (LPC) (lawhitton-pc.uk)**

**Meeting to be held on Tuesday 9<sup>th</sup> July 2024 at 7.30 p.m.**

**in Lawhitton Parish Hall.**

**[mf.lawhitton@gmail.com](mailto:mf.lawhitton@gmail.com) or Phone: 01566 776924**

**DRAFT MINUTES**

**Attendees:** Cllr. A Steven Chair. Cllrs. Tim Bastard. Lorna Hunt. Richard Robinson. Mike King.

**In attendance:** Mary Fasham Clerk.

**Other attendees:** Pete Abraham

**Apologies:** Cllrs. Jonathon Perry. Liz Chudleigh.

**Chairmans welcome:** Chair thanked all for attending and invited Pete Abraham to let council know what he would like to discuss: Mr Abraham explained the benefits of having a 'bleed kit' This could be a life saver in the event of an accident. Council agreed this an excellent idea and would investigate the purchase of the kit from Daniel Baird Charity. Estimated cost £85. This could be kept in the steel cabinet with the Defibrillator. Funding could be obtained from the SBWT Fund.

**Clerk.** A reminder that the entry code is **C1**.

1. **Confirm minutes of previous meeting.** Council agreed the minutes of the AGM and Ordinary meeting held on 14<sup>th</sup> May also Meeting held on 26<sup>th</sup> May. All signed by Chair.

2. **Matters Arising:**

2.1. Community Recreation Area (CRA) on the village green. With the support of the Parish Council. Cara Russel (project manager) to form a Community Group to take this forward. To keep Lawhitton PC informed with detailed plans and costings. It has been agreed that the funding for the project can remain in the Sheers Barton Community fund account, to be drawn down as and when required. **Ongoing**

2.2. Changes to Councils banking arrangements. Clerk reported that the online banking application has been completed. When all councillors have cosigned the agreement, Nat West will confirm the online banking arrangement. **Ongoing.**

2.2.1. Payment of Clerks income tax to be brought in line with HMRC regulations. Council agreed this will be in place after on line banking is complete. **Closed**

2.2.2. Potholes on Bulsworthy Lane. Mike King gave specific details, to be reported to Highways. **Clerk.**

3. **Finance:** Account balance at this meeting; £1,777.24.

3.1. Payments to be authorised at this meeting. Clerks' salary & expenses.

4. **Planning:** None.

5. **Correspondence:** Councillors to flag up anything of interest. No items flagged.

6. **Date of next meetings:** Tuesday 10<sup>th</sup> September 2024.

7. **A.O.B.**

7.1. Recruiting a replacement Clerk. Three applicants, Chair to take this forward. Present Clerk has agreed to remain in post until a replacement is appointed. **Ongoing**

7.2. VAT refund application completed 19<sup>th</sup> June 2024 £449.37. Clerk explained the process for organisations not VAT registered with HMRC. The VAT 126 claim form allows specific organisations to reclaim VAT for non-business activities.

7.3. **Closed session.** Council discussed the applicants for a replacement Clerk. No conclusion was made. Chair to take this forward. As this may be the last meeting in attendance Clerk was presented with retirement gifts with many thanks.

**Chair..... Date.....**

# **LAWHITTON PARISH COUNCIL.**

**Clerk to the council: Lawhittonclerk@gmail.com**

**You are hereby summoned under the Local Government Act 1972 Sch.12s.10, to attend the meeting of Lawhitton Parish Council for the purpose of transacting the following business. Agenda for the meeting of Lawhitton Parish Council to be held at the Village Hall on Tuesday 10<sup>th</sup> September 2024 at 7:30pm.**

Members of the public are welcome to the meeting.

## **Agenda.**

- 01/07/24 Apologies for absence.
- 02/09/24 Declarations of interest for items on the agenda:  
2.1 Register of Interests (ROI). Councillors to update as required  
2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.  
2.3 Disclosable Pecuniary interest (DPI). Councillors must declare any pecuniary interest in items on the agenda and their nature and they must leave the meeting for that agenda item.
- 03/09/24 Public participation period (limited to 3 mins per person)
- 04/09/24 Reports from Councillors: Cllr Parsons
- 05/09/24 Minutes of the last meeting of Tuesday 9<sup>th</sup> July 2024 to be approved and signed.
- 06/09/24 Matters arising:-  
6.1 - Community Recreation area on the village green and the old bus.  
6.2 - Potholes on Bulsworthy Lane.  
6.3 - Dead tree in Holmans Meadow.
- 07/09/24 Updates on matters from the last meeting:
- 08/09/24 Planning - No new planning applications.  
8.1- update PA24/06093 application to discharge condition 2 of PA24/02134  
(Previously 3 dwellings)  
8.2 - no new planning applications, appeals or enforcements.
- 09/09/24 Finance  
9.1 - Budget update and preparation for November Meeting.  
9.2 - Payments /Cheques for authorisation, HMRC, Salary. Purchase of Bleed Kit.  
9.3 - Current Balances Changes to Councils banking arrangements.  
9.4 - Bank reconciliation  
9.5 - VAT refund application.
- 10/09/24 Matters brought forward by the Chairman:
- 11/09/24 Matters brought forward by Councillors: Movement of sheep late at night.
- 12/09/24 Correspondence received/clerks report: Web site.
- 13/09/24 Date of next meeting: Tuesday 12<sup>th</sup> November 2024.
- 14/09/24 Meeting close:



A property can own part of the village green but it has to be available to everyone. Parish council will follow up on this.

**The recreation area:-**

Chair referred back to the previous minutes where proposed next steps were listed, the parish council are waiting to see plans of what is being proposed. C Russell indicated she had not been informed. However the minutes were published and the chair left a message with the C Russell. It appears there has been a communications problem and some confusion over the previous minutes, which has set the project back. Mention was made about derogatory posts being placed on Facebook by C Russell, about the council. This is unacceptable behaviour towards Councillors who volunteer their time free of charge, for the interests of the village.

“In summary this is what the previous minutes indicate, “C Russell to form a Community Group. Then Informing Lawhitton PC with detailed plans and costings. Finance has been sorted. Then the council will decide on what is presented to them”.

At the meeting C Russell indicated the community group hasn't been formed. There is a quotation, C Russell has met with the supplier and discussed the locations.

The chair indicated:-

1. A community group has to be formed.
2. Then it will be necessary to go back to the suppliers who produced the plans. C Russell indicated the plans were sent to the previous clerk, however the council hasn't received them.
3. The parish council needs to see a plan, and as some time has passed a re-quote on pricing. We will need to see the items and the layout of each.

C Russell mentioned the construction work at Churchtown, and holding back any installation whilst this is ongoing.

A question was raised as to some potential funding from the building however Lawhitton isn't subject to CIL tax therefore there is no extra funding.

**06.02 Potholes on Bulsworthy Lane**, photographs with some information to go to Cllr Parsons. Cllr Hunt indicated - Due to the traffic in and out of the village hall, it is rucking the road up. As this is a private drive, the matter needs to be passed to the village hall.

**06.03 Dead tree in Holmans Meadow**, needs to be ascertained who is responsible for this as it may be on private property and therefore not a parish matter.

**07/09/24 Updates on matters from the last meeting:** None

**08/09/24 Cornwall District Council**

**08.01 Planning Applications: -**

Update PA24/06093 application to discharge condition 2 of PA24/02134 landscaping.

Comment has been submitted to planning by a parishioner. Some of the landscaping currently affects the parishioners property and the new plans will continue to impact them. There is an area where there is a new fence and between that and the parishioner property, there is an area that needs to be maintained. The council will raise the matter and will not be able to comment on this application until a reply has been ascertained.

**08.02 Planning Decisions: none**

**09/09/24 Finance**

**09.01** Budget update and preparation for November Meeting. Clerk mentioned that reserves are needed, which needs to be one whole year of precept. The chair indicated a forecast would be needed for the next 12 months including the shortfall and a forecast/plan for the next three years.

**09.02** Payments /Cheques for authorisation, HMRC, Salary. Purchase of Bleed Kit.

**09.03** Current Balances Changes to Councils banking arrangements.

**09.04** Bank reconciliation from the start of the year was provided to meet with current legislations.

**09.05** VAT refund application needs to be altered and re-sent.

**10/09/24 Matters brought forward by the Chairman:** None

**11/09/24 Matters brought forward by Councillors:** Movement of livestock and vehicles late at night. Driver hours may affect the movements of the vehicles. Mention was made of contacting environmental health. **Bulsworthy Lane**, car transporters have been causing a problem, this was mentioned to Councillor Parsons who will ask if an access only sign can be put up.

**12/09/24 Correspondence received/clerks report:** The clerk provided a list of correspondence received. Various emails to be sent to councillors. Facebook posts were discussed. Web site was discussed and changing to a new one, including prices for hosting and the domain name from Ionus. The council decided a new website is required the clerk will put this together. The New Website will be [www.lawhittonpc.org.uk](http://www.lawhittonpc.org.uk) and the initial site will be online in Mid October in a basic format

**13/09/24 Date of next meeting: Tuesday 12<sup>th</sup> November 2024, at 7.30 pm, at the Village Hall**

**14/09/24 The meeting closed at 20:56**

Chair.....

Date.....

# LAWHITTON PARISH COUNCIL.

Clerk to the council: Lawhittonclerk@gmail.com

You are hereby summoned under the Local Government Act 1972 Sch.12s.10, to attend the meeting of Lawhitton Parish Council for the purpose of transacting the following business.

**Agenda for the meeting of Lawhitton Parish Council to be held at the Village Hall on Tuesday 12<sup>th</sup> November 2024 at 7:30pm.**

Members of the public are welcome to the meeting.

## Agenda.

- 01/11/24 Apologies for absence.
- 02/11/24 Declarations of interest for items on the agenda:  
2.1 Register of Interests (ROI). Councillors to update as required  
2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.  
2.3 Disclosable Pecuniary interest (DPI). Councillors must declare any pecuniary interest in items on the agenda and their nature and they must leave the meeting for that agenda item.
- 03/11/24 Public participation period (limited to 3 mins per person)
- 04/11/24 Reports from Councillors: Cllr Parsons
- 05/11/24 Minutes of the last meeting of Tuesday 10<sup>th</sup> September 2024 to be approved and signed.
- 06/11/24 Matters arising:-  
6.1 - Website
- 07/11/24 Updates on matters from the last meeting:
- 08/11/24 Planning - No new planning applications/ Decisions.
- 09/11/24 Finance  
9.1 - Payments /Cheques for authorisation, HMRC, Salary.  
9.2 - Current Balances  
9.3 - Bank reconciliation
- 10/11/24 Matters brought forward by the Chairman:
- 11/11/24 Matters brought forward by Councillors:
- 12/11/24 Correspondence received/clerks report:
- 13/11/24 TO DISCUSS AND AGREE HOLDING A PART TWO MEETING:  
The Council are excluding members of the public and the press to progress a matter of a confidential nature. Public Bodies (Admissions to Meetings Act) 1960. Local Government Act 1972, ss 100 and 102
- 14/11/24 Date of next meeting: Tuesday 14<sup>th</sup> January 2025.
- 15/11/24 PART TWO MEETING (CLOSED TO PUBLIC AND PRESS)  
Employment related matters.
- 16/11/24 TO VOTE ON ANY MATTERS RAISED DURING THE PART TWO MEETING
- 17/11/24 Meeting close:

# Lawhitton Parish Council Meeting

Minutes of the meeting held at the Village Hall on Tuesday 12<sup>th</sup> November 2024 at 19.30pm.

Draft minutes until approved by the council at the next meeting.

The meeting commenced at 7:30 pm

**Members Present:** Cllr Steven (Chair) Cllr Bastard, Cllr King, Cllr Hunt, CCC Parsons  
Cllr Chudleigh, Cllr Perry, Cllr Robinson  
Mrs A Clarke (Clerk) No members of the public attended.

**01/11/24 Welcome and apologies for absence:** The Chair opened the meeting there were no apologies.

**02/11/24 There were no declarations of Interest raised.**

**03/11/24 Public Participation** - No members of the public attended.

**04/11/24 Reports from CCC Councillor**

Cllr Parsons provided the council with an update on the 59 Million shortfall in Cornwall Council. Savings have been made of £50 million, however there is new grant funding of 1.3 Billion mainly for adult social care and housing and the homeless. The budget has deemed to be challenging. There has also be a vote of no confidence in the leader of CC, however this failed. 500 million has been set aside for the roads and 100% business rates returns. The new waste and recycling scheme has started, many areas are not being collected at present. An update was provided on the Plusha after the recent consultation.

**05/11/24 Minutes of the last meeting** held on the 10<sup>th</sup> September 2024, were agreed and signed as a true record

**06/11/24 Parish council - Matters arising**

Website, the clerk provided an update on the website and details of the way forward, along with an explanation of other website hosting services available, to keep the council fully informed.

**07/11/24 Updates on matters from the last meeting:**

Mud on the road at the site entrance had been reported. Cllr King is due to report the pothole at Bulsworthy Lane to Cllr Parsons, mention had also been raised about signage there, Cllr Parsons indicated they will not put up signs and enforcement would be difficult. Despite numerous vehicles that end up stuck due to failure to observe the signs. The driveway matter at the village hall, although not a Parish Council matter suggestions were raised about applying to the turbine fund. No further complaints about vehicle movement in the interim. Campervan situation yet to be followed up.

**08/11/24 Cornwall District Council**

**Planning Applications:** - No planning applications or decisions.

**09/11/24 Finance**

**9.01** Payments /Cheques for authorisation, HMRC, Salary. Remembrance Wreaths

**9.02** Current Balances prior to receiving the statements were provided.

**9.03** Bank reconciliation were provided.

**9.04** Budget, this was discussed and as there are new legal/legislative requirements to have at least a years funds held as a reserve, the precept for the council will have to be increased. Previous years it has been kept low but this has left the council short of funds. Precept has been agreed. Additional fees will be incurred next year for maintenance.

**10/11/24 Matters brought forward by the Chairman:**

Mud on the road, raised by the previous clerk, however Cllr Parsons believes this is intermittent as it is currently clear.

**11/11/24 Matters brought forward by Councillors:** Fire hydrants, the fire service has had problems getting these to work in the village as all of them were stuck, Cllr Perry will raise this with the Chief Fire Officer at Launceston. Movement of the bins as Biffa will be required to empty the dog waste bin in the village.

**12/11/24 Correspondence received/clerks report:** We have been notified that banking charges will be applied to the bank account in due course. Calc emails will be forwarded onto Councillors. There is a road closure details of which will be on the notice board.

**13/11/24** Due to no attendance by the public a part two meeting was not required. Employment related matters were discussed.

**14/11/24 Date of next meeting: Tuesday 14<sup>th</sup> January 2025, at 7.30 pm, at the Village Hall**

**15/11/24 The meeting closed at 21.10**

Chair.....

Date.....

# **LAWHITTON PARISH COUNCIL.**

**Clerk to the council: [Lawhittonclerk@gmail.com](mailto:Lawhittonclerk@gmail.com)**

**You are hereby summoned under the Local Government Act 1972 Sch.12s.10, to attend an extra meeting of Lawhitton Parish Council for the purpose of transacting the following business.**

**Agenda for the meeting of Lawhitton Parish Council to be held at the Village Hall on Tuesday 10<sup>th</sup> December 2024 at 7:30pm.**

Members of the public are welcome to the meeting.

## **Agenda.**

- 01/12/24 Apologies for absence.
- 02/12/24 Declarations of interest for items on the agenda:  
2.1 Register of Interests (ROI). Councillors to update as required  
2.2 Personal Interests (PI). Councillors must declare any personal interest in items on the agenda and their nature.  
2.3 Disclosable Pecuniary interest (DPI). Councillors must declare any pecuniary interest in items on the agenda and their nature and they must leave the meeting for that agenda item.
- 03/12/24 Public participation period (limited to 3 mins per person)
- 04/12/24 Minutes of the last meeting of Tuesday 12<sup>th</sup> November 2024 to be approved and signed.
- 05/12/24 Matters arising:-  
5.1 Dog Waste Bin
- 06/12/24 Planning: -  
6.1 PA24/08236 - Proposal Change of use and conversion of two barns to two dwellings, including demolition of part of single storey barn and erection of extension within the footprint  
Location Churchtown Farm Lawhitton Launceston Cornwall  
Applicant J A Perry And Sons
- 07/12/24 Finance (Banking - updates)
- 08/12/24 Date of next meeting: Tuesday 14<sup>th</sup> January 2025.
- 09/12/24 Meeting close:

# Lawhitton Parish Council Meeting Minutes

Minutes of the extra ordinary meeting held at the Village Hall on Tuesday 10<sup>th</sup> December 2024 at 19.30pm. Draft minutes until approved by the council at the next meeting.

The meeting commenced at 7:30 pm

Lawhittonclerk@gmail.com

**Members Present:** Cllr A. Steven (Chair)  
Cllr T. Bastard

Cllr M. King  
1 Member of the public

- 01/12/24 Apologies for absence were received from Cllr R. Robinson, Cllr L. Chudleigh, Cllr. L. Hunt, Mrs. Clarke (Clerk)
- 02/12/24 Declarations of interest for items on the agenda:  
Cllr. Perry declared a personal interest in agenda item 6.1 (Planning Application PA24/08236) due to his involvement as the applicant. Mr. Perry left the meeting for this agenda item and did not participate in the discussion or vote.
- 03/12/24 Public participation period - A member of the public was present but did not wish to address the council during this period.
- 04/12/24 Minutes of the last meeting of Tuesday 12<sup>th</sup> November 2024 will be reviewed and approved at the January meeting due to the absence of some council members.
- 05/12/24 Matters arising:-  
5.1 Dog Waste Bin - Cllr. King reported ongoing discussions with Helen Bailey, Launceston Mayor, regarding the dog bin at Stourscombe. An update is expected in the new year.  
Cllr. King also noted that in other locations, dog waste bins are not separated from regular waste bins.
- 06/12/24 Planning: -  
6.1 PA24/08236 - Proposal Change of use and conversion of two barns to two dwellings, including demolition of part of single storey barn and erection of extension within the footprint area.
- Mark Jones, representing the applicant, presented the details of the planning application. The proposal involves: Change of use and conversion of two barns into two dwellings. Demolition of part of a single story barn. Erection of a new single-story extension to link a single and double story property. The area and space was discussed. Parking and garden for the single-story property will be on the opposite side of the road.
- Access for maintenance of the garden area up to the neighbours boundary. No plans for future development of any additional properties. Permission has been granted to connect the foul sewage to the SWW treatment works. Surface water will be managed through soakaways both on the road and on site. High Speed broadband will be installed.
- A biodiversity net gain area and tree planting will be included, to accommodate the small area of biodiversity that will be lost. Construction activities for the barn conversions and new build houses will be coordinated with the same team working on both projects. Neighbours will continue to be kept informed of planned construction activities with a 2-3 week schedule given to them in advance. No more than 2-3 people will be on site at any one stage.
- During the presentation councillors asked questions and following this a discussion was held. The council support this planning application (Note. Cllr. Perry was absent during this discussion and vote).
- 07/12/24 Finance updates. It was noted that the precept application has been submitted.
- 08/12/24 Date of next meeting: Tuesday 14<sup>th</sup> January 2025.
- 09/12/24 Meeting close: 20.05