

DRAFT MINUTES

At a future meeting the council will consider the accuracy of these minutes so they may be subject to change. Please check the minutes of the next meeting to confirm whether or not they have been amended

Minutes of a Meeting of Lanlivery Parish Council held on Wednesday 3rd December 2025 at 6.30pm in Lanlivery Church

25/113 Present Cllr R Paterson (Chairman), Cllr Ms M Green,
Cllr Mrs C Haley, Cllr R Hemmings, Cllr Mrs S Sinkins,
Cllr D Wright

In attendance The Parish Clerk, Sally Vincent
1 member of the public

25/114 Apologies Cllr Ms R Littleton
Cornwall Cllr Preece

25/115 Declaration of Interests

- i. **Pecuniary** – None
- ii. **Non Registerable** – None
- iii. **Dispensations** - None

25/116 Public Questions

A member of the public noted that the building at Pelyn Tor subject to PA25/08151 had never been a toilet; it had always been used without the appropriate planning permission for living accommodation.

25/117 Minutes of the Meeting held on 5th November 2025

It was proposed by Cllr Sinkins, seconded Cllr Haley and RESOLVED that the minutes be confirmed and signed by the Chairman.

25/118 Matters arising from the minutes not on the agenda – *for report only*
None

25/119 Accounts for Approval

It was proposed by Cllr Hemmings, seconded Cllr Sinkins and RESOLVED that accounts to the value £449.03 be approved.

25/120 Resolutions from Councillors

None

25/121 Correspondence – *for information only*

Electronic correspondence had been circulated. Correspondence was left ‘on the table’ for Councillors attention.

25/122 To Receive the Report from the Cornwall Councillor

Cllr Preece had supplied the following report:

Resident's Complaint - Redmoor School I am sorry to say the November meeting was cancelled due to unavailability of the police. I advocated for the meeting to continue, but the multi-agency approach was thought to be the most effective. Meeting now scheduled for Friday 16 Jan, 4pm, at the Church Attendees – representative of the resident group; Lanlivery Parish Chair, and one other, plus Clerk; Nick Milward – Cornwall Council SEND officer; Community Police. I will chair.

Community Highways Improvement Programme (CHIP)

Councillors will be aware of that the CHIP funding has been announced. This funding pot can be drawn on through the Community Area Partnership (CAPs) who can nominate schemes, though the members will make the final decision of projects. The scheme will be assessed against the prioritisation criteria set out in the Local Transport Plan (LTP). Schemes must support Local Transport Plan (LTP) goals and relate to the local highway network (carriageways, verges, footways — excluding trunk roads). Public rights of way improvements are eligible where they enhance everyday access and connectivity

Community CIL Funding I have signed off the theme and criteria for the Community CIL and this has now gone live. The fund aims to support infrastructure projects that strengthen connections between communities. The goal is to make both existing and new places work better together.

Possible Project. Is there an infrastructure project that would benefit the community of Lanlivery? Or even a cross parish project? Obviously, the funding needs to go to a constituted body, but I would be happy to support an application and am happy to meet to discuss this further.

Community Chest A reminder to councillors to signpost community groups towards the Community Chest funding. As a divisional member I have a small pot to allocate to constituted community groups by February 2026. I would be delighted to support a worthwhile project in this area.

Cabinet Update Recent government announcements committing to:

Exploring designating Cornwall Council as a Single Foundation Strategic Authority putting us on an equal footing with the mayoral authorities. The continuation of the 100% Business Rates Retention Scheme for the Council £30m of Kernow Industrial Growth Funding, giving us some continuity for economic growth and making Cornwall Council the only non-mayoral authority to hold either a locally-led 'Growth Fund' or Business Rates Retention System (BRRS) Scheme.

Lodging a request with the Council of Europe to increase the UK's formal recognition of Cornwall's Celtic language, Kernewek, from Part II to Part III, creating parity with all the other Celtic languages

After a recent meeting with the Minister for Housing and Planning we received confirmation that Homes England are willing to further develop their partnership working with Cornwall with a focus on delivering affordable housing.

All good news for the residents of Cornwall and a testament to the hard work of Council officers, councillors, cabinet and our six MP's making the case for Cornwall.

It was agreed that the Parish Council should submit a Community Chest application to Cllr Preece for a donation towards the cost of the provision of swings in the playing field.

25/123 Reports from Parish Council Representatives

CALC Cllr Green reported that she had attended the CALC AGM when it had been confirmed that the NPS templates would be available very soon.

Luxulyan Valley Partnership Cllr Sinkins reported that she was awaiting a promised update from Cllr Preece. Cllr Sinkins had also attended the FOLV function the previous Saturday and had been advised that the Group were very upset that the Partnership was not functioning.

25/124 Playing Field

The Parish Clerk confirmed that she was in touch with Emma Haley about the Kompan equipment and Emma had queried if members wished to purchase the swings, which had been offered at a reduced cost as part of the agreement to supply the free equipment following Parish Council's complaint. It was proposed by Cllr Sinkins, seconded Cllr Paterson and RESOLVED that this offer should be accepted and the swings purchased. The Parish Clerk would continue to work with Emma on this project but it was noted that Emma would liaise with both Kompan and Ross Morcom about delivery and storage.

25/125 Planning

1. PA25/08151. Conversion of former toilet block into annexe. Pelyn Tor Woodlands, Lostwithiel, PL22 0JF. Members noted that the Pelyn Tor Woodlands property was served by two separate entrances, one to the main dwelling and one to the building that was subject to this planning application. The building itself was some distance away from the primary dwelling and not ancillary or subordinate to it; it was essentially an independent dwelling and could not be described as incidental or secondary to the enjoyment of the main house or retaining a functional connection with it. Following further discussion it was proposed by Cllr Paterson, seconded Cllr Green and RESOLVED that a recommendation of objection should be made to Cornwall Council. *Reason: The Pelyn Tor Woodlands property is served by two separate entrances, one to the main dwelling and one to the building that is subject to this planning application. The so-called toilet block itself is some distance away from the primary dwelling and is not ancillary or subordinate to it; it is essentially an independent dwelling and its use cannot not be described as incidental or secondary to the enjoyment of the main house or retaining a connection with it, such as laundry facilities or a shared driveway. CC guidance on Annexes states that in the open countryside, an annex should ideally be an extension of the main dwelling. The building is currently set up as a functioning, independent dwelling with a kitchen/living area, bedroom and bathroom and has clearly been used as such. Details in the Design Statement are misleading at best; in particular the floor plan shows a room labelled as a bunk room/first aid room when this is actually a fully-fitted double bedroom. The separate driveway, parking and fence also suggest that the 'toilet block' is not within the curtilage of the host dwelling, meaning that it cannot be ancillary to the host.*

EN21/00522. Crift Farm, PL30 5DE. Notification that the enforcement notice has been complied with, the site cleared and the case closed.

25/126 Forest Field

The tractor tyres had been removed from the field by the school but they had requested a meeting to discuss any concerns that may have arisen following the site visit to ensure that both the parish council and the school's objectives can be achieved harmoniously. The Parish Clerk would set this up in the new year.

Cllr Wright agreed to liaise with Alison and James about the fruit trees they were donating and would arrange planting in due course.

25/127 To Review Risk Assessment Schedule, including public liability and fidelity cover and sign off

Members approved the insurance documentation and studied the RA schedule, including the possible amendments suggested by the Parish Clerk, and agreed all was in order. It was proposed by Cllr Wright, seconded Cllr Hemmings and RESOLVED that it should be signed off.

25/128 To Review Parish Clerk Job Profile/Salary/Hours

It was proposed by Cllr Sinkins, seconded Cllr Haley and RESOLVED that the Parish Clerk's hours should remain at 2 per week at Point 34, with the usual arrangements for holidays.

25/129 To Review Earmarked Reserves 2025/2026 and allocate Earmarked Reserves 2026/2027

2024/2025 Earmarked Reserves It was noted that Cormac had still not requested payment towards the village traffic calming scheme and the reserve was, therefore, intact but could still be called upon. Cllr Green noted that further traffic calming measures were needed as she considered that vehicles were travelling far too fast through Lanlivery village. However, given the problems that were encountered during the last traffic calming exercise it was difficult to identify any practical measures to address this, apart from possibly the introduction of a 20mph speed limit.

It was proposed by Cllr Sinkins, seconded Cllr Haley and RESOLVED that the following reserves should be earmarked for 2026/2027

- Village Traffic Calming £20,000
- Transparency £2,070
- Training £1,000
- Election Costs £3,500
- Play Equipment (phase 2) £20,000

25/130 Budget 2026/2027

The Parish Clerk had supplied details of income and expenditure to date against the 2025/2026 budget and, using this information and projecting future income and expenditure, members calculated a budget for 2026/2027.

Resulting from this it was proposed by Cllr Sinkins, seconded Cllr Green and RESOLVED that the Parish Council should request that the precept for 2026/2027 should rise very slightly to £13,562.00.

25/131 Reports from Councillors

Cllr Paterson reported that the road from Penpillick Hill to Colligreen was badly potholed and dangerous for cyclists. Cllr Green agreed to report this to CC Highways.

Cllr Green confirmed that she had reported the untidy state of the Gravel Pit area to Cornwall Council but had been informed that they had "reviewed the site and find that it does not require attention at the present time." Members disagreed with this and considered that, in particular, the presence of the rusty signage thrown into a heap on the site simply encourages fly-tipping. It was agreed that Cllr Green would contact Cornwall Council again and this time she was given delegated power to do this in the name of the Parish Council.

Cllr Haley reported that she had been asked by a Sweetshouse resident if the Parish Council would cover the cost of materials for him to paint the Sweetshouse bus shelter as usual. This was agreed.

Date of Next Meeting 7th January 2026

Meeting Closed 7.43pm