

**LANDEWEDNACK PARISH COUNCIL**

**Minutes of the Landewednack Parish Council Asset Management Committee Meeting held on  
Wednesday January 9th 2018 at 7.30 pm at the Reading Room, The Lizard**

**Present:** Cllrs R Wheeler (Asset Management Committee Chairman), V Parker, V Donovan  
and B Kessell

**In Attendance:** D Shepherd and 3 members of the public

**17/18 AM52 To receive and accept apologies**

There were no apologies

**17/18 AM53 To receive Declarations of Interest:** To receive declarations of personal interest  
and disclosable pecuniary interest in respect of items of this agenda.

There were no Declarations of Interest

**17/18 AM54 Public Participation:** To receive public comment on items on the agenda. A  
maximum of ten minutes is allowed for this item

One member of the public contributed to the toilets agenda item

**17/18 AM55 Minutes of the Asset Management Committee held on the 18<sup>th</sup> October 2017:** To  
approve and sign as a correct record

The minutes were approved and signed as a correct record (Proposed Cllr Parker)

**17/18 AM56 Membership of the Asset Management Committee:** To review the membership of  
the Committee

Cllrs will seek to fill the vacancy on the Committee at the January Council Meeting

It was **resolved** to recommend that the Terms of Reference be amended to a  
quorate being three members rather than four (Proposed Cllr Wheeler)

**17/18 AM57 Allocation of Lead Responsibility for Specific Assets:** To review the allocation of  
responsibility for specific assets

Cllrs agreed the following Lead Responsibilities: Recreation Ground (Cllr Wheeler),  
The Green (Cllr Wheeler and Donovan), Cemetery (Cllr Donovan and Clerk working  
with Cllr S Wheeler), Benches, Seats and Pumps (Cllr Kessell), Street Lights (Cllr  
Parker), Toilets (Cllr Wheeler working with Cllr S Parker), Playground (Cllr Wheeler  
working with Cllr S Parker), Bus Shelter (Cllrs Donovan and Wheeler) and Counting  
Machine (Cllr Wheeler working with Cllr S Parker)

It was **resolved** to amend the Allocation of Responsibility for Specific Assets  
(Proposed Cllr Wheeler)

**17/18 AM58 Asset Register:** To consider the revised Asset Register and to consider any further  
steps

Cllrs agreed that it was correct as of Jan 1<sup>st</sup> 2018

It was **resolved** that the Committee would keep the Asset Register under review  
(Proposed Cllr Wheeler)

Signed.....Date.....

**17/18 AM59 Cemetery:** To consider a timetable to review the Cemetery rules and charges and to decide what steps to take re: signs and planting

Cllrs agreed a timetable for action and the following lead responsibilities: Cemetery Rules and Charges to be considered by the Committee in February; sign to be redone and repositioned (Cllr Donovan); Graves with plants that need removing to be inspected by Committee before the next Committee meeting (All Cllrs) and Cllr S Wheeler and Clerk to draw up the statutory graveyard plan in the spring

**17/18 AM60 Church Cove:** To consider next steps re repair and maintenance of the Cove and to make a recommendation to Council re Church Cove in the longer term

The Clerk reported that SWW have taken responsibility for the repairs on their land but there is no date as they await a license to carry out the work. Cllr Donovan had spoken to the boat owners and action has been and will be taken. Cllr Kessell referred to a grant that could provide the funds for a new winch. Cllr Parker to circulate the information about this to the Committee. Cllr Donovan will obtain a quote from Mat Hendy re the other repairs required in the Cove. Cllrs agreed that the Cove should be repaired, maintained and a new winch purchased so that the Cove would be used by parishioners and visitors

It was **resolved** to register the Lease (Proposed Cllr Wheeler)

**17/18 AM61 The Green:** To consider issues relating to the Green including, signage, money collection boxes, re- seeding the Green, hedge trimming, BT Manhole, re-seeding contract, rare species survey and Title Registration

Cllrs agreed the Clerk should contact the contractor re reseeding the Green; the Council should consider whether to have a rare plant survey in February; Cllr Donovan to secure a quote for flattening/rolling parts of the Green; Cllr Wheeler to compare the quotes for Hedge Cutting; Cllr Donovan to compare the quotes for the Signs on the Green; Clerk to contact BT again about the damaged manhole cover. It was agreed that the money collection boxes would not be replaced this year but should be improved. Cllr Wheeler reported that the Green was now close to being registered and then Stage 2 was to take action in relation to the strip which will be Adverse possession

**17/18 AM62 Toilets:** To consider any action to be taken from January – March 2018

Cllrs agreed the action to be taken and this will be led by Cllr Wheeler working with Cllr S Parker

**17/18 AM63 Parking on The Green:** Cllrs Donovan and Wheeler to report on the progress of the Working Party considering this matter

It was **resolved** to remove the item from the agenda (Proposed Cllr Donovan)

**17/18 AM64 Street Lights:** Cllr V Parker to report on the progress re passing responsibility for the Street Lights to Cornwall Council

The Clerk reported that she had obtained a credit for the two street lights that were not the Parish Council's responsibility. Cllr Parker reported on her liaison with Cornwall Council.

It was **resolved** that the Council should pay the invoice for the Street Lights in 2017/18 (Proposed Cllr Wheeler)

Signed.....Date.....

Cllr Parker left the meeting and it was no longer quorate

**17/18 AM65 Boa View, The Bowjie:** To consider the progress re the easement to this property

It was noted that there had been no response from the owner's solicitors

**17/18 AM66 The Recreation Ground:** Cllr Wheeler to report on the progress made re Registration and the arrangements proposed for the proper management of this Charity

Cllr Wheeler said that the Title was registered. Cllrs await advice re the running of the Charity from Cornwall Legal

**17/18 AM67 Letter from Parishioner:** To consider a response to a letter sent by Trish Gray re parking

Cllrs discussed the letter and agreed which suggestions should be considered by the Asset Management Committee

**17/18 AM68 Land Owned by Poltair:** Cllr Wheeler to report on progress on resolving this matter

Cllr Wheeler reported that there had been no progress on this matter as it was still with Cornwall Council

**17/18 AM69 Land at the Triangle:** Cllr Wheeler to report on next steps

Cllr Wheeler reported that the land was clear of restrictions and Cllrs discussed the potential uses of the land for housing, for coach and camper van parking and open space

It was **resolved** to talk to Cornwall Planning about how the land could be used (Proposed Cllr Donovan)

**17/18 AM70 Noticeboard at the Reading Room:** The Clerk to report on repair or replacement of the Noticeboard

The Clerk reported that she had contacted the local carpenter as requested and he had advised that the noticeboard was not repairable. Cllrs discussed having a bigger and lockable noticeboard at the Reading Room if the Committee would agree to this. Cllrs agreed that the Noticeboard on the Green could then be moved down to the Reading Room and a new Noticeboard, with doors front and back, could be purchased for the Green.

It was **resolved** that Cllr Issitt be asked to talk to the Reading Room Committee about this plan (Proposed Cllr Donovan)

**17/18 AM71 Repair and Maintenance of Assets:** Cllrs Kessell, Donovan and Parker to report on the development of a preferred suppliers list

Cllr Parker reported that she had done some work on this and would circulate a template with some local names for the Committee to add to

**17/18 AM72 Grass Cutting Regime 2018:** To consider the regime in place for 2018

Cllrs discussed the grass cutting required in 2018.

It was **resolved** that the Clerk should get three quotes for cutting the Recreation Ground as the current contract comes to an end at the end of March 2018 (Proposed Cllr Wheeler)

Signed.....Date.....

**17/18 AM73 Items for the Next Agenda**

Dog Bins

**17/18 AM74 Date of Next Meeting:** Clerk to circulate dates for the last week in February