

## LANDEWEDNACK PARISH COUNCIL

### Minutes of the Landewednack Parish Council Asset Management Committee Meeting held on Thursday 19<sup>th</sup> July at 7.30 pm at the Reading Room, The Lizard

**Present:** Cllrs R Wheeler (Asset Management Committee Chairman), M Legge , V Parker

**In Attendance:** D Shepherd (Clerk)

**18/19 – AM 1 To receive and accept apologies**

Apologies were received and accepted from Cllr Kessell. Cllr Parker was present as her substitute and it was **resolved** to recommend that Cllr Parker rejoin the Committee (Proposed Cllr Wheeler)

**18/19 – AM 2 To receive Declarations of Interest:** To receive declarations of personal interest and disclosable pecuniary interest in respect of items of this agenda

Cllr Legge declared a personal interest in the toilet agenda item

**18/19 – AM 3 Public Participation:** To receive public comment on items on the agenda. A maximum of ten minutes is allowed for this item

There were no members of the public present

**18/19 – AM 4 Minutes of the Asset Management Committee held on the 28<sup>th</sup> March 2018:** To approve and sign as a correct record

It was **resolved** to approve and sign the minutes as a correct record (Proposed Cllr Wheeler)

**18/19 – AM 5 Cemetery:** To consider the revised rules and charges for cemetery

The Clerk circulated revised charges as requested, these were based on those charged by Mullion Parish Council

It was **resolved** to recommend that the revised charges be approved by the Council with an annual review (Proposed Cllr Legge)

Cllrs discussed the current rules which are on a sign on the wall on the left as you enter the new cemetery. It was noted that this sign needed to be in a more prominent position and that some relatives had not been adhering to the rules as there were plants within the grave space. Cllrs discussed how to manage this.

It was **resolved** that the Committee would meet together on site on 21<sup>st</sup> July to consider the plants and whether to change the rules to allow planting (Proposed Cllr Parker)

**18/19 – AM 6 Cemetery:** To consider progress re the outstanding matters relating to the Cemetery as allocated at the last meeting: repositioned sign and removal of plants and the registration of the land

It was **resolved** that Cllr Legge would get quotes for new signs and the Cllrs would consider where to position them during their site visit on the 21<sup>st</sup> July (Cllr Wheeler)

It was **resolved** that Cllr Legge would dispose of the broken memorial bench if it

could not be mended and the relatives could not be contacted (Proposed Cllr Wheeler)

It was **resolved** that Cllrs would consider the paths on the site visit and whether they needed any attention as per the quote from the contractor (Proposed Cllr Legge)

**18/19 – AM7 Church Cove:** To consider progress re the outstanding matters relating to Church Cove as allocated at the last meeting: grant monies for Winch, repairing the Cove and registration of the lease

Cllrs discussed whether the Council should become involved in obtaining a new winch for the Cove. It was noted that SWW had completed their repairs but that the slipway was still in need of repair and those contractors approached by the Council had not been willing/able to do this. The need to replace the sign warning users was considered

It was **resolved** that Cllr Parker would meet with a local user to discuss what the users of the cove might require (Proposed Cllr Parker)

It was **resolved** that Cllrs Wheeler and Legge would visit the site to consider next steps (Proposed Cllr Wheeler)

**18/19 – AM 8 The Green:** To consider issues brought forward relating to the Green including, re-seeding the Green, hedge trimming, rare species survey, overnight parking; flags for donation boxes and Title Registration

Cllrs Parker, Legge, S Wheeler and the Clerk had met with the contractor who is re-seeding the Green in September to confirm what is required. The contractor agreed that re-seeding the 'runway' would not be useful. The Clerk will now confirm the arrangements with the contractor. It was noted that the hedges round the Green will need trimming in the autumn and the Clerk was asked to obtain two quotes from local contractors for this. It was reported that Cllr Paxford was obtaining quotes for the flags. Cllr Parker is looking into identity cards for Cllrs who need these when dealing with coaches. Cllr Legge agreed to make notes of which coach companies need to be written to re parking on the Green. It was noted that overnight parking on the Green has lessened but further progress could be made. Cllr Wheeler reported that the registration of the Green was with Cornwall Legal. Cllr Wheeler proposed that the Committee consider new/additional rules for the Green and information boards re the area and the rare plants once this process was concluded.

**18/19 – AM 9 Toilets:** To consider any further action required in 2018/19

Cllr Legge reported that a hand dryer for the ladies toilet was being fitted next week. Cllr Legge confirmed that the May invoice from SLS was correct and could be paid. The mens toilets now has hand sanitizer and any further discussion about whether to have hand washing facilities will form part of budget discussions. Cllrs discussed using the nearby wells and sourcing grey water. Cllr Parker agreed to research these ideas. Cllr Legge said he would arrange for a stopper to prevent the door of the disabled toilet from banging.

**18/19 – AM 10 Street Lights:** The Clerk to report on an outstanding matter re the street lights

The Clerk reported on the unresolved issue of the Bill. Cllr Parker said that if there were any further communications from EDF they should be sent to her and she would raise with Cornwall Council

**18/19 – AM 11 Land Owned by Poltair:** Cllr Wheeler to report on progress on resolving this matter

Cllr Wheeler reported that there had been some progress as a meeting with Cornwall Council had now been set up to discuss a footpath on 1<sup>st</sup> August. Poltair Homes are not part of this meeting. Cllr Legge and Wheeler will attend

**18/19 – AM 12 Land at the Triangle:** To consider next steps including issue re parking on the verge

The Clerk reported on her enquiries to Cornwall Council and Cllr Parker said that she would talk to the Planning Department re taking pre, pre- app advice first. The Committee wanted to hold a discussion on site as a first stage in deciding what to do with the land. Cllrs discussed the very dangerous parking on the verge and beside the road at the junction. Cllr Legge had taken photographs of this and it was agreed that these should be forwarded to the Police. A meeting to discuss this had been set up with CC, Police, National Trust and the Council on 1<sup>st</sup> August. Cllrs Legge and Wheeler would hope to attend. The Council had resolved that Cllr Legge should place no parking signs on the verge and the Committee agreed to visit the site to agree where to place these

**18/19- - AM 13 Noticeboard at the Reading Room and the Green:** To consider the quotes received for a new noticeboard

The Clerk had circulated quotes and these were discussed

It was **resolved** to defer this matter for possible inclusion in 2019/ 20 budget (Proposed Cllr Wheeler)

**18/19 – AM 14 Repair and Maintenance of Assets:** Cllrs Kessell, and Parker to report on the development of a preferred suppliers list

Cllr Parker said that she would circulate a template in the morning for the Committee to consider

**18/19 – AM 15 Request for a Memorial Bench:** Cllr Legg and Wheeler to report on progress

The request from a parishioner has not been able to be met as they wanted a bench facing the sea. Cllr Parker reported that she had almost finished logging the Council benches and taking photographs of them

**18/19 – AM 16 Dog Bins:** To consider the progress made re tasks allocated at the last meeting and to consider whether to purchase three further dog bins for the parish

The Clerk had circulated prices for purchasing bins and getting them emptied. The matter was deferred so that Cllr Parker could take advice from CC about this

**18/19 – AM 17 Bus Stop:** To consider actions required relation to the Bus Stop

Cllr Parker is dealing with getting the sign on the road repainted. Cllr Legge is getting the hole at the back of the bus shelter filled. Cllr Parker agreed to talk to Cllr Baxter about whether the representative from the bus services should give a presentation to the Council

**18/19 – AM 18 Repair and Maintenance Plan 2018/19:** To agree any further action needed in 2018/19 to repair and maintain the assets on the register

Apart from the matters already raised above Cllr Legge said that the front of the toilets should be re concreted if the budget allows

**18/19 – AM19 Date of Next Meeting:** 25<sup>th</sup> October 2018 at 7.30