

## DULOE PARISH COUNCIL

### Minutes of meeting held on 19<sup>th</sup> October 2023

**Present:** Mr P Hallworth - Chair, Mr J Massey – Vice Chair, Mr R Champion, Mr P Champion, Mr R Patt, Mr T Barrett, Mrs T Beaumont, Mrs T Gordon, Mr R Turpin, County Cllr Jane Pascoe and Claire Massey-McCarthy – Clerk.

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| <p>1. Welcome<br/>The Chair welcomed everyone to the last meeting of 2023.<br/>Cllr Massey declared a personal interest in Item 19. Both Cllr Massey and the Clerk will leave the room during the Item discussion.</p> <p>2. Apologies<br/>Cllr Rigler and PCSO Steve Cocks.</p> <p>3. Public Participation<br/>None</p> <p>4. Minutes of the meeting held on 19<sup>th</sup> October 2023<br/>It was agreed that the minutes were a true record and signed by the Chair.</p> <p>5. Police Community Support Officer.<br/>The Chair read the following update from PCSO Cocks:<br/>Dear Councillors,<br/>Please accept my apologies for my nonattendance at this month's Parish Council meeting.<br/>From 01/10/23 – 31/10/23 there were 3 crimes inc. 2 assaults and a drink drive.<br/>Please remain vigilant and as always report any suspicious incidents.<br/>Numerous patrols have been conducted around the Parish and all was found to be in order.<br/>If there are any questions or matters arising for my attention then please contact me in the usual manner.<br/>Seeing this is your final meeting of the year I would like to take this opportunity to wish you all a Happy Christmas and Healthy &amp; Peaceful New Year from all the Looe Neighbourhood Police Team.</p> <p>6. Matters Arising<br/>Trees on Sandplace Hill – still unable to find a contact for the leaseholder of the lower woodland (opposite the river). Cllr Beaumont to speak to the owners of Treworrey to see if they can help with potential contact details for the agent managing the leasehold.<br/>County Cllr Pascoe will speak with Will Glassop to see if any further information can be sort. If no further progress, County Cllr Pascoe will look at pursuing the matter with a letter to the agents/contacts.</p> | <p>TBeaumont</p> <p>J.Pascoe</p> |

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| <p>South West Water – Cllr Barrett gave the following update. The scheduled meeting with SWW had to be cancelled and now waiting for another date. Work on the track has restarted again as vehicles have been getting stuck. Trucks continue to park up in the yard and are arriving at regular intervals. Sadly, still no communication from SWW regarding the plans/timeframes. Cllr Barrett thanked County Cllr Pascoe for her help in this matter and for her continued support.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |           |
| <p>Christmas Tree – the village Christmas tree has been paid for by the Shop and will be in place early December. The PC tree in the Church will in place for the Christmas Tree Festival and Cllr Beaumont will be organising the decorations etc.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | TBeaumont |
| <p>7. Parish Paths</p> <p>Handrail – County Cllr Pascoe received an email with regards to the handrail apologising for the delay and stating that a delivery of pins and steps would take place soon. There was no mention of the handrail, so a follow up email was sent asking if there was a problem with having one installed. County Cllr Pascoe will chase the delivery date.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | J.Pascoe  |
| <p>Duloe Woodland Creation Consultation – the Duchy intend to create a new woodland in the valley below Tredinnick Farm. The site has been identified as part of the Duchy of Cornwall’s wider target to create 50ha of new woodland per year in response to the dual ecological and climate crises. The woodland will be planted with both broadleaf and coniferous trees and the visibility map confirms there will be minimal visual impact on the area.</p> <p>Cllr Barrett added that the plan for the Duchy is to make use of unproductive areas by planting as many trees as they can. There is already access to the area. Cllr Turpin asked if it is open to the public. Cllr Barrett confirmed there is not public access at present. All agree the woodland was a very good idea and all in favour. Clerk to respond.</p>                                                                                                                                                                                                                                                  | Clerk     |
| <p>8. Highways</p> <p>Sandplace Hill closure – planned Highways works will take place on the Hill from the 20<sup>th</sup> of November. They will take place overnight from 10pm-6pm. The work taking place is by Network Rail on the railway bridge area.</p> <p>Cllr Gordon noted that further work by Network Rail will take place on the bridge on the Dobwalls to Duloe road. This will be during the following week and during daytime hours.</p> <p>Pot holes – the Chair reported that Sandplace Hill has been inspected and waiting to hear the results and about any work to be carried out. Many areas of potholes to be reported – Tredinnick to Puffiland is very bad, as is Badham Road, Tremadart Road. The Chair will report, but asked Cllrs to please keep reporting ones they are concerned about.</p> <p>Hedges – following on from the issues raised by the hedge cutting, Cllr’s Patt and Beaumont have been looking at the guidance set by Cornwall Council to look at any potential changes that can be made to the cutting regime. Obviously, Health and</p> |           |

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| <p>Safety must be taken in to account to any hedge cutting plans. No cutting can take place between the 1<sup>st</sup> of March and 1<sup>st</sup> September, and the Parish Council can decide when and where is cut.</p> <p>With advice taken from Cllr Barrett it was proposed that the boundaries of land ownership is worked out, and a map drawn up to highlight what areas to cut and when, and what will be left. If the owners of the land near the Chapel are in agreement, then it will be their responsibility to keep it maintained safely.</p> <p>After the cutting plans and schedules are drawn up and agreed by Cllrs, it can then be put out to tender as the new financial regulations require the PC to get three quotes for the work, and a 'contract' in place for quotes to be received prior to any work taking place. The Clerk will inform Ede's &amp; Son of the new financial regs and potential changes to the cutting schedule.</p> <p>The Chair added that the newsletter will be a good platform to explain any changes and the reasons why the Parish Council cuts what it does and why.</p> <p>9. Play area<br/>Swings – now all repaired. All in working order at the playpark.</p> <p>10. New Cemetery<br/>Cllr Massey gave the following update:<br/>All is in order and the grass will be cut again when the weather allows.</p> <p>11. Public Convenience in Duloe<br/>Cllr Turpin has looked at the light as reported by Amanda Walker and has extend the timer to 15minutes. The Chair thanked Cllr Turpin.</p> <p>12. Health and Safety<br/>Nothing to report.</p> <p>13. Herodsfoot<br/>Cllr Gordon thanked County Cllr Pascoe for attending the Remembrance Service. There has been an article in the Cornish Times about it.<br/>The three grit bins are all currently full – the one on Killigorrack Hill is half full. The lid of the one the Carglannan turning keeps blowing up. It was suggested to put a stone on top until a locking mechanism can be fitted. Cllr Barrett has enquired about ordering salt, but none in stock at present.<br/>The St Pinnock Road is in a very poor state. There are no updates on when this may be dealt with.<br/>Currently the drains are coping ok with all the wet weather!</p> <p>14. Recreation Ground<br/>Cllr Barrett gave the following update:<br/>Nothing much to report at present. There have however been a few odd incidents of equipment being moved, the nets removed from the goals, and the bins thrown in to the adjacent field. Reports of dog mess on the veranda have also been made. Cllr Massey will monitor the situation.</p> | Clerk |
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15. Duloe Shop and Post Office

Cllr Massey gave the following update:

The Shop continues to do well, and the new staff members are working very well.

The Shop is paying for the Christmas Tree as the Chair said.

There was a photo and write up about Jim Eames in the Cornish Times.

16. Correspondence

Cornwall Council

Cornwall Council Planning Consultations

Weekly Planning Distribution Lists

Cornwall Council Planning News for Local Councils and Agents

Liskeard & Looe and Cornwall Gateway CAP updates

Town and Parish Council Newsletter: 3 November 2023

Community Levelling Up Grant Information Events

LMP documents

Precept 2024/25 documentation

Local Council Planning Training: 23 November 2023 - Part 1: Neighbourhood Plans,

Part 2: The Local Plan and call for sites

Other

Duloe Woodland Creation Consultation- Duloe Parish Council

NALC FREE introduction to the Local Council Award Scheme: LCAS

Ribbon of Flowers - Legacy of Armed Forces Day

The Rural Bulletin - October 2023

The Clerk explained the Ribbon of Flowers project. Chair suggested a swathe at the top of the Play Park as one location. Chair to speak to the grass cutters for advice. Another area could be on the wide verge by the Rectory. Cllr Beaumont added that near to the old signpost at the Dobwalls turning might also be a location, as well as other areas of the Parish, not just the village. The Chair and Cllr Beaumont will liaise and discuss.

PHallworth  
TBeaumont

17. Planning Applications

**Update - Application PA23/06144**

Proposal Erection of agricultural barn

Location Field Northwest Of Trenant Cross Cottage Duloe.

Comment made stating the Parish Council does not support the application in line with the findings and recommendations from the Land Agent. The Agent states the site is not sustainable for such a large building and the current buildings on the land are sufficient for the stated usage by the owner.

18. Precept

The Clerk informed the meeting that the annual Precept was due to be set. The £10,000 precept has been unchanged for 4yrs and during that time many projects and initiatives have been implemented and taken place. All agreed what is provided and maintained is very good value for money.

However, due to rising costs and the number of facilities the PC manages, it was decided that a higher figure should be looked at. This would then enable the Council

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| <p>to continue to maintain assets such as the toilets, Recreation Ground, Cemetery, but to also develop them, and other projects.<br/>After a lengthy discussion it was proposed to set the Precept 2024/25 at £17,000. Proposed - Cllr T Barrett. Seconded – Cllr P Champion<br/>Clerk to completed the Precept financial return.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Clerk                                  |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| <p>19. Clerk’s Contract<br/>The Chair circulated the contract and explained the terms and conditions. All Cllrs agreed. Chair to speak to the Clerk and sign copies. One copy for the Clerk, one to be kept on file.<br/>In addition to the contract, the Chair discussed the back payment of holiday pay. This is dated from May 21<sup>st</sup>, 2021. Cllrs agreed to pay in three instalments, the first prior to Christmas 2023 of £552.76. This figure will be liable to tax and will be added to the Clerk’s salary and taxed as one amount.<br/>Proposed – Cllr Turpin. Seconded – Cllr R Champion</p>                                                                                                                                                                                                                                                                                                                                                               | Chair                                  |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| <p>20. Accounts to be paid / Finance<br/><b>Expenditure</b><br/>LMP path cutting invoice submitted to CC (08/11) <b>£962.49</b> pending payment<br/><b>Expenditure</b></p> <table> <tr> <td>Clerk’s salary (Oct)</td><td>£295.90</td></tr> <tr> <td>Amanda Walker (cleaning services)</td><td>£209.83</td></tr> <tr> <td>Derek Hilton (fee)</td><td>£ 20.00</td></tr> <tr> <td>Derek Hilton PAYE</td><td>£ 37.20</td></tr> <tr> <td>Duloe Jubilee Centre</td><td>£ 22.50</td></tr> <tr> <td>Aaron Conway – LMP</td><td>£400.00</td></tr> <tr> <td>Lorna Harris – Gardening Club</td><td>£ 60.96</td></tr> <tr> <td>South West Water</td><td>£ 61.60 (credit of £13 - Water Share+)</td></tr> <tr> <td><b>Total</b></td><td><b>£ 1107.99</b></td></tr> </table> <p><b>Bank Balances:</b> (as of 13<sup>th</sup> Nov 23)<br/><b>Current Account</b><br/><b>Balance</b> <b>£9013.81</b> (£8497.79)<br/><br/><b>Deposit Account</b> <b>£516.02</b><br/>Interest (Nov) £ 0.55</p> | Clerk’s salary (Oct)                   | £295.90 | Amanda Walker (cleaning services) | £209.83 | Derek Hilton (fee) | £ 20.00 | Derek Hilton PAYE | £ 37.20 | Duloe Jubilee Centre | £ 22.50 | Aaron Conway – LMP | £400.00 | Lorna Harris – Gardening Club | £ 60.96 | South West Water | £ 61.60 (credit of £13 - Water Share+) | <b>Total</b> | <b>£ 1107.99</b> |  |
| Clerk’s salary (Oct)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | £295.90                                |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| Amanda Walker (cleaning services)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | £209.83                                |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| Derek Hilton (fee)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | £ 20.00                                |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| Derek Hilton PAYE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | £ 37.20                                |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| Duloe Jubilee Centre                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | £ 22.50                                |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| Aaron Conway – LMP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | £400.00                                |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| Lorna Harris – Gardening Club                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | £ 60.96                                |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| South West Water                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | £ 61.60 (credit of £13 - Water Share+) |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>£ 1107.99</b>                       |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| <p>Proposed by Cllr Beaumont. Seconded by Cllr T Barrett.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                        |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |
| <p>19. County Councillors Report<br/>County Cllr Jane Pascoe gave the following report:<br/>Thank you to Nigel Charlton for laying the wreath in Duloe. Apologies I couldn’t attend. The Service at Herodsfoot was very well attended as always.<br/><br/>The next CAP meeting will be held on the 5<sup>th</sup> of December and is online this time.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                        |         |                                   |         |                    |         |                   |         |                      |         |                    |         |                               |         |                  |                                        |              |                  |  |

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| <p>Congratulations to Jim Eames on his retirement and thank you for the years of service in the Shop. It is a lifeline to many and continues to flourish.</p> <p>Thank you to the Parish Council for all your assistance and support over this year and wish you all a very happy Christmas and a peaceful New Year.</p> <p>Cllr Barrett – are Cornwall Council looking at rolling out the midnight to 5am street light switch off to all parishes? County Cllr Pascoe said that Dobwalls is already dimmed during those hours as part of the energy saving plan. Unsure why Duloe has not been contacted. County Cllr Pascoe will follow this up.</p> <p>Cllr R Champion said that one light at Jubilee Close has been dimmed for the last couple of months. Cllr Barrett added it would be nice if they could dim the Green to assist with sleeping!</p> |                           |
| <p>22. Any Other Business</p> <p>Cllr R Champion – report of a tree fallen in the woods near Churchbridge. The Clerk to report.</p> <p>The Chair added that two trees are also down at Sowden’s Bridge. Clerk to report.</p> <p>Cllr Patt – enquired if the Tredinnick bus stop is a request stop for Liskeard. The Chair confirmed it is a shelter and not a stop unfortunately.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Clerk                     |
| <p>Cllr Patt – a section of the hedge on the road just above Sowden’s Bridge (on the left hand-side) has been removed. Do Cllr’s know anything about this? County Cllr Pascoe thanked Cllr Patt for the information and has now reported it. Opening up an entrance on to the Highway is not allowed without permission. Will keep the meeting informed.</p> <p>Cllr Massey- thanks to Amanda Walker for the very impressive poppy display by the Shop. Unfortunately, some of the display was damaged. They are hoping that cctv at the Shop may be able to assist with identifying what happened.</p>                                                                                                                                                                                                                                                    | J.Pascoe                  |
| <p>Cllr R Champion – the light by the disabled entrance at the Community Centre is not working. Cllr Turpin to have a look at it.</p> <p>Cllr Beaumont – would it be possible to put bike parking slots by the Community Centre? County Cllr Pascoe said this is the sort of thing to include in the grant application. Suggested speaking with Derek Hilton to take this further.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | R.Turpin<br><br>TBeaumont |
| <p>23. Date and time of next meeting</p> <p>Next meeting 18th January 2024, 7.30pm.</p> <p>The meeting closed at 9.25pm.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                           |