

LUDGVAN PARISH COUNCIL

Annual Parish Council Meeting – Wednesday 13th May 2015: 7pm

Agenda

Public Participation Period (if required)

1. **Appointment of Chair**
2. **Appointment of Vice Chair**
3. **Apologies for absence**
4. **Minutes of the Monthly Parish Council Meeting on Wednesday 8^h April 2015**
5. **Declarations of interest in Items on the Agenda**
6. **Dispensations**
7. **Items to be considered under Standing Order 5(j)**
 - (a) Review of the terms of reference for committees;
 - Accounts & Audit Committee
 - Employment Committee
 - Allotment Committee
 - (b) Appointment of members to existing committees;
 - Accounts & Audit Committee
 - Employment Committee
 - Allotment Committee
 - (c) Appointment of any new committees in accordance with standing order 4.
 - (d) Review and adoption of appropriate standing orders and financial regulations;
 - Review Standing Orders as revised on 10 September 2014
 - Review Financial Regulations approved 14th May 2014
 - (e) Review of representation on or work with external bodies and arrangements for reporting back;
 - Oasis Centre Management Committee
 - (f) Review of inventory of land and assets including buildings and office equipment;
 - To approve the asset register
 - (g) Confirmation of arrangements for insurance cover in respect of all insured risks;
 - To confirm this as part of the function of the Accounts & Audit Committee
 - (h) Review of the council's and/or staff subscriptions to other bodies;
 - CALC
 - Campaign to Protect Rural England
 - Society of Local Council Clerks
 - (i) Review of the council's complaints procedure;
 - (j) Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998;
 - (k) Review of the council's policy for dealing with the press/media; and
 - (l) Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.
8. **Cornwall Council – Planning Applications - For decision;**
 - (a) [PA15/02092](#) - Chy-An-Brea Castle Gate Ludgvan Penzance Cornwall TR20 8BG - Conversion and extension of existing domestic outbuilding to form ancillary domestic

- storage and annexe - Mr G Bobin
- (b) [PA15/02822](#) - Units 13 And 14 Long Rock Industrial Estate Long Rock Penzance Cornwall TR20 8JH - Extension of existing industrial units, associated hard standings and boundary treatments - S Melstrom
 - (c) [PA15/03701](#) - Cattle Market Streetworks Mast Long Rock Cornwall - Application for determination of prior approval under Part 24 of the Town and Country Planning General Permitted Development Order 2015 for the removal of existing 13.3m streetworks mast housing 3 antennas and its replacement with a 15m mast housing 6 antennas and replacement of 1 existing cabinet with 3 new - Vodafone Limited
 - (d) [PA15/03757](#) - Blue Horizon B3311 Between Badgers Cross And Nancledra Hill Castle Gate Ludgvan TR20 8BG - The erection of two dwellings and associated works, including their new access, and the improvement of the existing access for Blue Horizon - Mr W R Leah
 - (e) [PA15/03431](#) - Heron House Long Rock Penzance Cornwall TR20 9BJ - Replacement of wooden sash windows with vertical sliding PVCU sash windows to south elevation and casement PVCU windows to west, north and east elevations - Mr James Morris-Marsham
 - (f) [PA15/03595](#) - Tregender Hill Farm Tregender Lane Crowlas Cornwall TR20 8DJ - Single storey extension - Mr And Mrs E Shone
 - (g) [PA15/03859](#) - Former Railway Sidings Station Road Long Rock Cornwall TR20 9TT - Construction of new vehicular access junction with main road serving four new dwellings - Cornish Mead Company Ltd.

9. Police Matters

- (a) Crime Report April 2015

10. Comments from Cornwall Councillor - Mr Roy Mann

11. Chairman's Report

12. Footpath Officers Report

13. Clerk's Report

- (a) Quarry Meeting
- (b) Neighbourhood Development Plan
- (c) Lifetime Achievement Award
- (d) Approval of Annual Return & Accounts
 - (i) Annual Accounts
 - (ii) Governance Statement
 - (iii) Earmarked Reserves
 - (iv) Internal Auditors Report

14. Finance Report

- (a) Payment Schedule for approval
- (b) Receipts
- (c) Bank Reconciliation
- (d) Budget Monitoring Report

15. Correspondence

- (a) Andrew George - A30 Traffic Calming
- (b) CORMAC - cycle improvements Griggs Quay
- (c) Cornwall Council - Toilet Tenders
- (d) Ludgvan Cricket Club
- (e) Case for Cornwall - upcoming events

13. Cornwall Council – Planning Decisions Advised to Council - For information;

- (a) PA15/00940 - Pen-Born 38 Heather Lane Canonstowen Cornwall TR27 6NQ - Demolition of existing bungalow and construction of new chalet style bungalow with single storey garage - Mr M S Quick - **Approved**
- (b) PA15/00155 - Gonew Woods Barn Lelant Downs Hayle TR27 6NH - Erection of dwelling - Mr Alan Newton - **Refused**
- (c) PA15/01499 - Lower Trenowin Barn Road From B3311 To Angwinack Ludgvan Cornwall TR20 8BL - Conversion and extension of existing granite outbuilding to a new dwelling - Mr M Chiffers - **Approved**
- (d) PA15/00851 - Tolver Water Cottage Long Rock Penzance Cornwall TR20 8YL - Proposed ground floor gym and office area with snooker room above (attached to existing garage) - Mr Chris Sedgeman - **Approved**
- (e) PA15/00874 - Land At Trink Lodge Nance Trink St Ives Cornwall TR26 3JQ - Retention of storage/workshop building, including downstream filtration plant and fish storage tanks and accommodation for gardener and sculptor. - Mr Geoffrey Knights - **Withdrawn**
- (f) PA15/01664 - Tolver Farm Tolver Water Road Long Rock Cornwall - Conversion and extension of barn to dwelling, installation of sewerage treatment plant, parking, solar panels, satellite dish and associated works. Revised scheme of PA14/07578. - Mr & Mrs G Quick - **Approved**
- (g) PA15/02399 - Blue Horizon B3311 Between Badgers Cross And Nancledra Hill Castle Gate Ludgvan TR20 8BG - Variation of condition 4 (access) attached to decision notice PA14/01245 for an Outline application (some matters reserved) Construction of two new dwellings and associated drainage. Relocation of vehicular access to serve Blue Horizon and two proposed dwellings. - Mr W R Leah - **Approved**
- (h) PA15/01118 - Former Railway Sidings Station Road Long Rock Cornwall TR20 9TT - Construction of new vehicular access junction with main road serving five new dwellings - Cornish Mead Company Ltd - **Withdrawn**
- (i) PA15/01725 - Flax Cottage Carniscoe Road Lelant Downs Cornwall TR27 6NJ - Erection of a dwelling - Mr D Savill - **Refused**
- (j) PA15/00462 - Tremenheere Sculpture Gardens Tolver Water Road Tolver Long Rock Cornwall TR20 8YL - Erection of new building to act as an art gallery, office, store and utility shed - Tremenheere Trading Ltd - **Approved**

16. Other Planning Matters; Planning Enforcement Cases, Appeals, etc.

- (a) EN15/00622 - Bowl Rock Chapel Lelant St Ives Cornwall TR26 3JE - Alleged caravan and horse box brought onto the land as accommodation - **Pending Consideration**
- (b) EN15/00499 - 1 Brooklyn Cottages Back Lane Canonstowen Hayle Cornwall TR27 6NE - Construction of in part a 10 foot fence not in accordance with PA12/02357 - **Investigation Complete**
- (c) EN15/0071 - Land Opposite Wyevale Garden Centre Nut Lane Lelant Hayle Cornwall TR27 6LG - Alleged display of an advertisement - **Pending Consideration**

2. Receipts for information:

Date Banked	Paying in Ref:	Receipt No.	Description	Amount
14/04/2015	Direct Credit	1	VAT 2014/15	653.25
			Total	<u>2,204.18</u>

3. Bank Reconciliation: Statements not received at time of agenda despatch.

CASHBOOK:	
Opening Balance 01/04/2015	22,781.94
Add: Receipts	
Less: Payments (April)	
Cashbook Total 30/04/2015	
BANK BALANCES: 30/04/2015	
Treasurers Account	
Interest Account	
Less:	
Un-presented Cheques	-
Add:	
Cash in transit	-

Budget Monitoring Statement:	BALANCE B/FWD	22,782	%
	BUDGET	ACTUAL	
	2015/16		
RECEIPTS	£	£	
Precept	30,939	-	-
Council Tax Support Grant	2,518	-	-
Bank Interest	5	-	-
Cemeteries	3,180	-	-
Footpath grant	3,200	-	-
Allotment Rents	1,670	-	-
Other Grants	150	-	-
Neighbourhood Planning Grant	3,500	-	-
Aggregate Fund	4,500	-	-
VAT	-	653	
TOTAL RECEIPTS	49,662	653	
PAYMENTS			
Allotments	1,500	613	41%
Footpath maintenance	3,200	-	0%
Grass Cutting	250	-	0%
Clerk Salary	18,010	3,002	17%
Employers NI	1,269	228	18%
Travel	750	79	11%
Petty Cash/ Office Expenses	1,250	226	18%
Advertising	600	-	0%
Neighbourhood Planning	6,000	-	0%
Subscriptions	950	735	77%
Insurance	1,000	-	0%
Audit Fees	350	150	43%
Maintenance:	-		
Crowlas Cemetery	1,470	-	0%
St Pauls Cemetery	1,050	6	1%
St Pauls Amenity Area	682	-	0%
Churchtown Garden	210	-	0%
Sextons Duties	120	-	0%
s137 and other Grants	700	-	0%
Youth Club Grant	500	-	0%
Christmas Trees	324	-	0%
Deedstore	20	-	0%
Meeting Room Hire	360	360	100%
Maintenance/Repairs	1,500	-	0%
Aggregate Fund	4,500	-	0%
Website:	-		
Development	100	-	0%
Maintenance	725	630	87%
Election Expenses	1,000	-	0%
Long Rock Toilets	1,272	-	0%
VAT	-	229	
TOTAL PAYMENTS	49,662	6,257	
NET SURPLUS/(DEFICIT)	-	(5,604)	
BALANCE C/FWD		17,178	