

LUDGVAN PARISH COUNCIL

This is to notify you that the Monthly Meeting of Ludgvan Parish Council will be held on Wednesday 14th December, 2016 in the Oasis Childcare Centre, Lower Quarter, Ludgvan commencing at 7pm.

S. P. Hudson

S P Hudson
Parish Clerk
09/12/2016

MONTHLY PARISH COUNCIL AGENDA: Public Participation Period (if required)

1. **Apologies for absence**
2. **Minutes of the Monthly Parish Council Meeting on Wednesday 9th November 2016**
3. **Declarations of interest in Items on the Agenda**
4. **Dispensations**
5. **Councillor Reports**
 - (a) Cornwall Councillor Roy Mann
 - (b) Chairman
 - (c) Other
6. **Cornwall Council – Planning Applications - For decision**
 - (a) [PA16/10066](#) - Approved Drive-Thru Unit Land Off Eastern Green Jelbert Way Longrock/Penzance - Application for advertisement consent for 1x powder tray sign in Costa red at the west elevation, 1x powder tray sign in Costa red at the east elevation, 1x powder tray sign in Costa red at the north elevation, 1x set of roof letters at the south elevation, 2x key seller menu signs, 1x triple menu sign, 1x 10m pole sign and 1x height barrier - Costa
 - (b) [PA16/10093](#) - Polgrean Barn Polgrean Farm Canonstow TR27 6LY - Application for continued use of the converted barns without compliance with conditions 4, 9 and 10 of planning permission 04/P/1527/F dated 23.12.04 relating to the provision of business space within the converted barns, provision of business space prior to the residential occupation of the barns and the occupancy of the barns by a person solely or mainly employed in the businesses - Mr And Mrs T Treloar
 - (c) [PA16/08619](#) - Land At Borea Nancledra Penzance Cornwall TR20 8AZ - Widening of access/entrance - Mr Joseph Beger
 - (d) [PA16/09935](#) - Land ESE Of The Old Inn Lower Quarter Ludgvan Cornwall - Conversion and extension of outbuilding to form a residential unit - Mr Andrew Perkin
 - (e) [PA16/10462](#) - Land N Of Rainbow Meadow Back Lane Crowlas TR20 8EP - Construction of two dwellings and associated works - Mr Matt Richards And Miss Hannah Richards
 - (f) [PA16/10831](#) - Land Off Mill Hill Leleant Hayle TR27 6LQ - Fell T1 Holm Oak - Enys Estate
 - (g) [PA16/09210](#) - Tredorwin Nancledra Penzance Cornwall - Replacement of potentially unsafe wooden bridge with granite stone bridge - Mr Rod Stevens

- (h) [PA16/10799](#) - Wm Morrison Supermarkets Plc Long Rock Penzance Cornwall - Advertisement Consent for Store and petrol station signage (1 x formed panel, 2 x wall mounted letters, 1 x motif box, 2 x totems, canopy and car wash signage) - Wm Morrison Supermarkets PLC
- (i) [PA16/10365](#) - La Mouette Castle Road Ludgvan Penzance - Construction of a replacement Low Energy Dwelling - Mr & Mrs James & Dani Battle
- (j) [PA16/07103](#) - Carpark Former Heliport Eastern Green Penzance Cornwall TR18 3AP - Proposed park and ride facility to accommodate 193 vehicles which comprises of 168 standard vehicles, 6 motorcycles, 11 disabled parking spaces and 8 coach parking spaces and associated works. - Mr Kelleher
- (k) [PA16/10649](#) - White Hart Inn Church Hill Ludgvan TR20 8EY - Demolition of existing shed like structure to build new extension to decking area and new lean too to the decking area - Mr Martyn Clark Punch Taverns
- (l) [PA16/10650](#) - White Hart Inn Church Hill Ludgvan TR20 8EY - Listed Building Consent; Demolition of existing shed like structure to build new extension to decking area and new lean too to the decking area - Mr Martyn Clark Punch Taverns
- (m) [PA16/11071](#) - Land At Gitchell Lane Gitchell Lane Cockwells Cornwall -Conversion, Extension & Associated Works of Existing Historical Dwelling to Form Sustainable Family Dwelling & Associated Works. (Resubmission of application no. PA16/07616 dated 19/10/16). - Mr L Mr L Miucci
- (n) [PA16/11581](#) - Parc Sais Tregarthen Long Rock TR20 8YH - Raising of the roof to create new 1st floor accommodation, replacement Sunroom, re-roofing and external insulation of existing walls, new carport. - Dr And Mrs Morrall
- (o) [PA16/08997](#) - Wm Morrison Supermarkets Plc Filling Station Access To Morrisons Petrol Station Long Rock TR18 3RF - Proposed side extension to existing PFS Kiosk to provide additional retail space, jet wash relocated, 1no. parking bays relocated and 1no. parking bays removed. - Mr Carl Conlon Wm Morrison Supermarkets PLC

7. Clerk's Report

- (a) A30 Improvements
- (b) Neighbourhood Development Plan
- (c) Planning Protocols
- (d) Bay to Bay Cycle Route
- (e) Whitecross Phone Box
- (f) Action Under Standing Order 26 - response to licensing application Morrisons petrol station
- (g) Election Costs
- (h) Local Landscape Character Assessment
- (i) Allotment Rent Review

8. Finance Report

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

9. Correspondence

- (a) Cornwall Council - Service Level Agreements
- (b) Cornwall Council - Mineral Safeguarding DPD
- (c) Helston Town Council - Tour of Britain
- (d) Chris Rodda - Long Rock Level Crossing
- (e) St Ives Constituency Conservative Association - change of parliamentary constituency name
- (f) Cornwall Council - Adoption of Local Plan
- (g) Cornwall Council - Street Trading Consent Renewal

(h) Cornwall Council - Dogs on beaches consultation

10. Cornwall Council – Planning Decisions etc. Advised to Council - For information

- (a) PA16/08372 -Land W Of Brunnion Farm Cripplesease Nancledra Cornwall - Agricultural barn providing open access shelter for horses and goats, and lockable storage for tools, equipment and animal feed. - Miss Julie Bailey - **Approved**
- (b) PA16/04938 - Kentucky Fried Chicken Jelbert Way Longrock TR18 3RG - New fascia with aluminium trough light, KFC letters, leader boards, Colonel Box Sign, directional signage - Amsric Cornwall Ltd - **Approved**
- (c) PA16/04937 - Kentucky Fried Chicken Jelbert Way Longrock TR18 3RG - New entrance door, redecoration to building, shopfront, doors, new bins and external seating with umbrellas. White lining re done - Amsric Cornwall Ltd - **Approved**
- (d) PA16/09288 - Splattenridden Lelant Downs Hayle Cornwall - Extension to an existing agricultural shed - Mr Paul And John Richards - **Approved**

10. Cornwall Council - Planning Enforcement, Appeals etc.

- (a) EN16/01928 - Layby Off A30 Near Newtown Lane Long Rock Cornwall - Alleged unauthorised display of sign advertising Andy's Tyres - **Course of Action Agreed**
- EN16/00591 - Land South East Of Brunnion Veian Brunnion Road Lelant Downs Penzance - Alleged siting of a static caravan on the land - **Case Closed Breach Now Ceased**
- EN16/01402 - Land Adjacent To Borea Croft And Borea Parc Nancledra Penzance Cornwall TR20 8LQ - Alleged drainage works and surface water run off not being carried out in accordance with approved plans W1/07/P/0264 - **Case Closed No Breach Found**
- EN16/01436 - Splattenridden Farm Lelant Downs Hayle Cornwall TR27 6LH - Alleged breach of condition 3 (Restriction to Isles of Scilly) of PA15/10545; namely site being advertised as a more general park and ride, also concerns regarding the incorrect field being used as parking under the approved application - **Course of Action Agreed**
- EN16/01573 - Land Off Newtown Roundabout Long Rock Cornwall - Alleged stationing of van (advertising The Clutch Centre) parked at side of road off the A30 between Crowlas and Newtown Roundabout and other various signs - **Case Closed Breach Now Ceased**

AGENDA ITEM 7(a) - 14TH DECEMBER 2016

A30 IMPROVEMENTS

1. BACKGROUND:

- 1.1 There have long been concerns over the adequacy of the current A30 between St Erth and Newtown roundabouts in respect of capacity, safety and the difficulties encountered with access and egress at the numerous junctions and private residence accesses along the route.
- 1.2 Meetings and discussions with the Highways Agency now Highways England and the Parish Council have been ongoing since 2013. A Route Study between St Erth and Newtown was proposed and initially it was stated that this would be unlikely to bring forward major investment and that low cost solutions would be sought.
- 1.3 The Study was delivered in October 2014 and proposed a series of further studies which would prioritise the issues and address them in manageable chunks. The first of these was delivered in April 2016 and, due to changes in Highways England project funding arrangements, proposed some significant improvements along the route notably the provision of traffic lights at Crowlas crossroads.
- 1.4 The delivery of these improvements is still subject to detailed feasibility work and the award of the necessary funding.
- 1.5 Whilst these actions were in progress the prospect of a bypass around this stretch of road was once again mooted, encouraged by the works agreed at both Temple and between Carland Cross and Chiverton roundabouts and the formalisation of strategic road funding by the government in the form of five year Road Investment Strategies (RIS)
- 1.6 At its meeting in June 2016 the Council resolved to support the improvements contained in the April 2016 Highways England report (Minute 503(b)).
- 1.7 At its meeting in July 2016 the Council was due to consider the prospect of a bypass in the light of the consultation on RIS2 for projects in the period 2020-2025. Shortly before the meeting, via the Neighbourhood Plan Steering Group, a map was obtained which suggested an A30 'Expressway' throughout Cornwall so consideration was deferred to gather further information, as it appeared that things may have moved on significantly.
- 1.8 In August 2016 Council noted that no work justifying the need for a bypass on economic, safety, severance or environmental issues had been undertaken and that the most likely way in which such work could be funded would be through a successful RIS2 bid. Until such work was carried out no consideration of potential routes could take place and that in the meantime existing communication lines between the Council and Highways England would remain open.
- 1.9 The latest position is that the responses to Highways England's recent Route Strategies consultation are currently being considered. The aim is to undertake a consistent assessment of all proposals, across the whole of the strategic road network nationally, before the updated Route Strategies are finalised and any recommendations are made on priorities for investment. The submissions relating to a bypass on the A30 at Crowlas will therefore be considered as part of that process. Highways England are expecting further engagement events to take place early in 2017 to share progress to date with local stakeholders. The completed Route Strategies will in turn inform the Department's development of RIS2 and enable government to make decisions on schemes for investment post-2020. At this stage, no decisions have yet been taken about schemes for RIS2, which are expected to be published in mid-2019.

2. NEIGHBOURHOOD PLANNING & HIGHWAYS

- 2.1 Initial consultation undertaken in respect of the Neighbourhood Plan placed transport and traffic firmly at the top of the public's priorities.
- 2.2 Neighbourhood Development Plans (NDP's) are subject to Regulations laid down under the Localism Act 2011.
- 2.3 Policies in NDP terms are not policies of the Parish Council but rather planning policies that form part of the Local Plan. They must relate to the use of land and act as a clear instruction to the decision maker (Cornwall Council), they must state simply but clearly what needs to be achieved and how, what's acceptable and what's not. Policies must be evidence based and backed by a mandate for imposing them, generally from the community.
- 2.4 Many highway related issues do not fall within the planning regime although minor safety improvements could be included as 'projects' in the NDP to be undertaken from any Community Infrastructure Levy received.
- 2.5 Certain developments are classed as Excluded Development as far as NDP's are concerned and cannot be included as policies even if they relate to land use. These include national infrastructure projects as defined by the Planning Act 2008.
- 2.6 As far as highways are concerned this definition encompasses roads managed by Highways England such as the A30. Discussions with both Highways England and Cornwall Council confirm this definition and consequently the NDP cannot include a policy that either defines a need for a bypass or proposes a route for it.
- 2.7 It does not prevent, however, a broadly written statement of support for the principle of a bypass provided strong community support was demonstrated, much like that included in the 2004 Penwith Local Plan.
- 2.8 Given the timescales it is most unlikely that any evidence of either the 'need' for a bypass or potential routes would be forthcoming in time to allow for an 'in principle' policy of support in the NDP but this might be possible.

It is **RECOMMENDED** that the Council:-

- (a) **re-iterates its support for the proposed improvements contained in the April 2016 Route Study and urges Highways England to implement them and complete the remaining Study phases;**
- (b) **welcomes any consideration of a bypass between St Erth and Newtown roundabouts as part of the RIS2 (or later) programme and looks forward to being consulted over future developments;**
- (c) **recognises the limitations of the NDP process in respect of highways issues, particularly national infrastructure projects, and urges continued consultation on the matter of a bypass with a view to including a supportive statement should public opinion continue to support that view.**

AGENDA ITEM 7(b) - 14TH DECEMBER 2016
NEIGHBOURHOOD PLAN - FUTURE GOVERNANCE ARRANGEMENTS

1. BACKGROUND:

- 1.1 As reported at the last Council meeting there have been a number of resignations from the Neighbourhood Plan Steering Group, since then further resignations have rendered it inquorate and therefore unable to function.
- 1.2 Based on an assumption that there is a willingness to see the Neighbourhood Planning process through to its conclusion there is a need to re-establish a group to manage that on behalf of the Council.
- 1.3 This could be achieved by setting up another advisory body similar to that which previously existed or by way of a Committee of the Council. Different rules apply in either case; these are summarised and compared in the table below.

2. GOVERNANCE MODELS

	ADVISORY GROUP	COMMITTEE
Statutory reference	S102(4) LGA 1972	s102(1)(a) LGA 1972
Non Councillor Members	Yes	Yes
Voting Rights (non council members)	Yes	No
Code of Conduct Applies	Yes (to voting members)	No (but could be a requirement of acceptance)
Decision making	No - cannot bind the Council	Yes - within its Terms of Reference

- 2.2 There are obviously strengths and weaknesses with either option and a decision should be made on the better of the two after giving due consideration to the following:
- The Cornwall Local Plan has now been adopted giving more certainty in terms of what the Neighbourhood Plan needs to be in 'general conformity' with;
 - Far more decisions will be required from now on as the policies to be included in the Plan start to emerge;
 - Many plans have run into issues at inspection due to a lack of either community engagement or evidence (in some instances both) which have led to difficult relationships between town or parish council and their Steering Groups.
- 2.3 Thought needs to be given to the Terms of Reference that will apply and the numbers that will sit on the body including the mix of councillors and non-councillors, this may be different depending on which option is chosen.

3. RECRUITMENT

- 3.1 Recruitment of non-councillor members of either body would be best achieved by co-option and as far as is practicable following the process outlined by the Cornwall Association of Local Councils, in terms of advertising vacancies and the voting arrangements required. It is **RECOMMENDED that:-**
- (a) **either an Advisory Group or Committee of Council is established to manage the delivery of the Neighbourhood Development Plan for the Council;**
- (b) **subject to (a) above the Clerk brings a report to the next Council meeting including draft Terms of Reference, suggested numbers of members including the split between councillors and non-councillors and the terms of office of those members in line with the requirements of s102 of the Local Government Act 1972;**
- (c) **a timetable and process for the co-option of non-councillor members is agreed at the next meeting but in the meantime the Clerk seeks expressions of interest from members of the public to ascertain the potential interest in serving on whichever body is set up.**

LUDGVAN PARISH COUNCIL - 14TH DECEMBER 2016 - REPORT OF THE PARISH CLERK

PLANNING PROTOCOLS

The Cornwall Planning Partnership has been working with Cornwall Council to produce a pre application planning protocol. It is a three part document containing the following :

Pre Application Agreement – this outlines the roles of each of the parties involved in the planning process. If we choose to adopt this agreement, it will define our council’s role and our requirements of the applicant. It also defines the role of the planning authority in supporting us through this process

Pre Application Protocol – the protocol explains how our council will engage in pre application and clarifies the potential danger areas which should be avoided under the Code of Conduct.

Pre Application Planning Profile – Cornwall Council will hold this register of information about our parish and share it with any potential developer seeking pre application consultation in your area.

The Planning Partnership has designed the protocol documents to help manage everyone’s expectations in the pre application process.

Local Councils can feel safe that the protocol acts as a policy for pre application; it has been approved by the Monitoring Officer and councillors will remain within the principles of public life and the code of conduct if they abide by the protocol.

Applicants and Developers will need to provide financial support for public consultation and produce hard copy plans for public display. The agreement also explains the role of the parish council during pre application.

Cornwall Council will be confident that those who have signed up to the agreement are prepared to deliver a pre application process which includes robust public consultation before any plans are submitted. It will honour its commitments to give support as outlined in the agreement and require developers to do the same.

IT IS RECOMMENDED THAT THE PARISH COUNCIL ADOPTS THE PLANNING PROTOCOLS AS ATTACHED



Cornwall Local Councils Pre application Protocol

The Local Council will

- publish details of its pre application procedures and Parish Pre Application Profile on its Website together with information for potential applicants
- assist in facilitating Public Meetings in suitable, pre-agreed local locations
- share notes of discussions held during the pre application process with Planning Authority. This could include minutes of meetings or a record of the discussion
- complete and refresh their Parish Pre Application Profile details annually to provide local knowledge to the applicant engaging in the pre application process
- refer requests for advice on Planning Policy to the Planning Authority

The Applicant will

- research the area of the proposed development to understand the local factors described in the Parish Pre Application Profile before approaching a Local Council to engage in a pre application process
- share plans, supporting information and guidance given by the Planning Authority with the local council before attending local meetings and will allow the information to be left for any follow up comments to be made
- respect the role of the local council during the pre application process; private lobbying of individual Local Council Members is not permitted
- meet all reasonable costs of hiring local facilities to hold public meetings

Cornwall Council will

- give a strong steer to Applicants to carry out public engagement work
- share any pre application advice given to the applicant by officers if requested (except in the case of confidential pre application enquiries)
- encourage of the use of Planning Performance Agreements (PPA) including Local Council Liaison
- ensure joined-up working with other agencies in connection with pre application submissions
- encourage the use of the Cornwall Design Review Panel
- will adhere to the Pre application protocol when Cornwall Council is the planning applicant

Local Council Pre application Protocol – Planning Partnership Page Web link

<http://www.cornwall.gov.uk/environment-and-planning/planning/local-councils/planning-partnership-meetings/>



Town & Parish Councils in Cornwall

A Model Approach To Pre-Application Discussions



Guidance for Parish Councillors and developers

The Parish/Town Council recognises that pre-application discussions play an important role in major planning applications, and welcomes the desire of developers to consult both the Council and the public more widely. However, the Council is also aware of the importance of public perception in planning and the critical need to avoid any appearance that the Council is conducting secretive negotiations or, colluding with developers.

Pre-application briefings

The Council is, in general, willing to hold meetings with developers prior to public consultation on the following three conditions:

1. Full public consultation is either already scheduled, or firmly planned.
2. The meeting is open to the public to attend and has been reasonably advertised.
3. The developer meets all reasonable costs for the hosting of the public meeting including the provision of large scale paper plans for display purposes.

The policy of the Council is **not** to hold private meetings with developers unless there is a necessary and compelling reason that could be justified to the public (for example a strong commercial sensitivity, where a developer wishes to receive an initial steer before deciding whether to progress).

Pre-application public consultations

The Council encourages developers to carry out full public consultation before submitting plans for major developments, on the following basis:

1. An accessible and convenient venue.
2. Sufficient publicity to likely interested parties, in good time.
3. Appropriate timings to allow as wide a range of people as possible to attend.
4. A genuinely open mind and willingness to adapt plans in response to feedback.

In general Councillors are advised not to attend separate private briefings as part of public consultation, but instead to attend with the public.

Individual Councillor's discussions

Councillors must be aware of their obligations under the Council's Code of Conduct. Individual Councillors must not enter into informal discussions of possible future applications with a developer; to do so may lead to a complaint for a potential breach of the code.

If it is considered that a site meeting is needed with the developer then individual Councillors are strongly advised to attend with other agencies (ie highways, officers from the Local Planning Authority) or the clerk and not on their own.

Pre Determination

In all meetings with developers, Councillors are reminded of the critical importance of not predetermining their position on any future application, as this could require them to take no part in the discussion. It is noted however that expressing a prior view, or pre-disposition, for example of either 'welcome in principle' or 'concerns', is permissible. Taking a closed position to the development and adopting an 'over my dead body' approach to it may well be viewed as predetermination and if this is the case a Councillor would be unable to vote on the matter when it comes before their Local Council.



Local Council Pre-application Protocol – Registration and Profile

Name of Parish, Town or City Council:

The pre-application protocol was adopted by the City/Town/Parish Council on
and the following profile details are submitted.

Contact Details

Name address email & Phone number for Town /Parish contact

Community Profile

Population, number of households, any socio-economic data, main local businesses, etc

Local Facilities

School, halls, churches recreation ground, shops, pubs, etc.

Local Groups and organisations

Civic Society, footpaths group, Womens institute, football club

Existing Plans

Neighbourhood Plans, Parish Plans, Design Statements, Housing Needs Survey, or other guidance.

Any other significant issues or planning matters

Geography, traffic issues, other designated areas, local knowledge

AGENDA ITEM 7(f) - 14TH DECEMBER 2016

ACTION UNDER STANDING ORDER 26 - MORRISONS LICENSING APPLICATION

Due to the requirement to submit any representation in respect of the above application by 6th December the attached was submitted following consultation with Members.

It is **RECOMMENDED** that:-

- (a) the response is noted and**
- (b) a Member is selected to attend the hearing on behalf of the Council which will be held in St Austell on 4th January**

Representation Form for Other Persons



FOR INFORMATION AND GUIDANCE IN RELATION TO MAKING A REPRESENTATION, PLEASE SEE RELEVANT GUIDANCE NOTES

Full Name	Steve Hudson	Daytime Tel No.	01736 799637
Home address		Business address <i>(if making representations as a business in the vicinity of the premises)</i>	Ludgvan Parish Council Brynmor St Ives Road Carbis Bay St Ives TR26 2SF
Email	clerk@ludgvan.org.uk	Fax No.	

Name of the premises you are making a representation about.	Morrisons Petrol Station
Address of the premises you are making a representation about.	Morrisons Petrol Station Long Rock Penzance TR18 3RF

Which of the four licensing objectives does your representation relate to? <i>(Tick as appropriate)</i>	(✓)	Please detail the evidence supporting your representation, or the reason for your representation. Please use separate sheets if necessary.
Prevention of crime & disorder	✓	The parish council sees no need for a 24 hour alcohol licence in premises that are adjacent to a residential area which may give rise to problems associated with crime & disorder.
Public safety		

This form must be returned within the Statutory Period.

Representation Form for Other Persons

Prevention of public nuisance	✓	The parish council sees no need for a 24 hour alcohol licence in premises that are adjacent to a residential area which may give rise to public nuisance at unsocial hours.
Protection of children from harm		
Are there any steps that the licensee could take which would alleviate your concerns? If yes – please give details		

N.B. If you do make a representation you will be expected to attend the Licensing Act Sub Committee meeting and any subsequent appeal proceedings.

S. P. Hudson

Signed: S. P. Hudson

Date: 05/12/2016.....

Please return this form along with any additional sheets / supporting information to: licensing@cornwall.gov.uk or via post to your local licensing office.

This form must be returned within the Statutory Period.

Any information given may be retained on computer or in our records. It will be used by the Council for the specific purposes for which it was collected and any other relevant Council purposes, including Government anti fraud data matching – especially Benefits, Council Tax NNDR, Housing, Salaries, Employment, Pensions and Member' Allowances. It will not be exchanged or sold to any third party. Anonymised information may be used for statistical purposes.
The Chief Executive is the Council's Data Controller.

AGENDA ITEM 7(h) - 14TH DECEMBER 2016
LOCAL LANDSCAPE CHARACTER ASSESSMENTS (LCA's)

1. BACKGROUND

- 1.1 Over the last 10 years Cornwall has blazed the trail for landscape assessment in England, producing the first County wide landscape assessment in 1994. This 2007 Study updates the 1994 work and is the first stage in developing an evidence base for future landscape policy and landscape strategies in Cornwall.
- 1.2 There are forty assessments within Cornwall that are used as part of the Local Plan, for example, when assessing the landscape's capability to 'accept' wind turbines or solar farms.
- 1.3 The Penwith Landscape Partnership (PLP) has accessed £2.7m of Heritage Lottery Fund grant to pursue a number of projects starting in January 2018. One of these, 'Your Parish' seeks to produce more localised LCA's for all of the parishes that fall within the area eligible for the grant.
- 1.4 Local LCA's have successfully been used as an evidence base for policies in Neighbourhood Development Plans (NDP's) in Cornwall, notably on the Roseland Peninsula.

2. LUDGVAN LCA

- 2.1 Having attended a presentation by the PLP the potential benefit of producing a LCA as part of the Ludgvan NDP has become very apparent, however, the funding available would not materialise in time to allow us to access it to complete one as part of the NDP.
- 2.2 To that end it was suggested to the PLP and its lead partner on this project, Cornwall Council's AONB Unit, that we could act as a pilot for the West Penwith project. A request for some financial support was also made as the services of a landscape architect are required particularly early in the process.
- 2.3 The response has been very positive, the diverse nature of Ludgvan's landscape would make it an ideal pilot and we had eighty residents who expressed an interest in getting involved with the environmental aspects of the NDP at our recent consultation events. It also appears likely that funding can be found via Cornwall Council's Community Network Manager which would be matched by the AONB unit.
- 2.4 I attended a workshop which outlined the detail of the process and it something that can be fairly easily achieved provided sufficient volunteers can be found.
- 2.5 Given the positive impact it could have on the NDP it is **RECOMMENDED that:- the Council formally offers its services as a pilot in the production of a Local Landscape Assessment and that sources of funding are pursued.**

Agenda Item 8(a)

Payments for approval

Reference	Payee Name	Cheque No	Transaction Detail	Amount Paid	Total
#65	Chris Fry Garden & Rural Servi	3019	LMP Path 12		60.00
#66	Society of Local Council Clerk	3020	SLCC Membership		167.00
#67	South West Water	DD08	Long Rock Allotment Water		89.88
#68	Henry Rich	3021	Grass Cutting/Maintenance		293.03
#69	Simon Rhodes	3022	Grass Cutting/Maintenance		903.00
#70	Henry Rich	3023	Whitecross Bench Repairs		132.30
#71	mh-p internet ltd	3024	Neighbourhood Plan Webpage		42.00
#72	mh-p internet ltd	3024	Web Update Plan Re NDP		29.78
#73	Steve Hudson		Salary	1,294.95	
			Mileage	67.90	
			Telephone	20.41	
		3025	Office Costs	18.00	1,401.26
#74	HM Reveunue & Customs		PAYE	220.86	
		3026	National Insurance	115.89	336.75
#75	Viking Direct	3027	Stationery		77.42
#76	Trevenna Cross Nurseries	3028	Xmas Trees		290.00
#77	Ludgvan Blind Bowling Club	3029	Grant		300.00
					<u>4,122.42</u>

SIGNED: 14th December 2016
R SARGEANT
CHAIRMAN

Agenda Item 8(b)

RECEIPTS FOR INFORMATION

Receipt Ref	Banking Ref	Date	Amount	Transaction Detail
22	DC15	30/11/2016	12.00	Add Inscirption Crowlas C2-3
23	DC16	09/11/2016	0.31	Interest
24	DC17	42712	300	Grant Re Bowling Club
			<u>312.31</u>	

**Bank Reconciliation Statement as at 30/11/2016
for Cashbook 1 - Treasurers Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Treasurers Account	30/11/2016		35,684.21
			<hr/> 35,684.21
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
12/10/2016 3010 Long Rock Memorial Institute		15.00	
21/10/2016 3014 Cornwall Council		30.00	
			<hr/> 45.00
			35,639.21
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			35,639.21
		Balance per Cash Book is :-	35,639.21
		Difference is :-	0.00

Bank Reconciliation Statement as at 30/11/2016
for Cashbook 2 - Business Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Account	30/11/2016		7,518.25
			<hr/> 7,518.25
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			7,518.25
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			7,518.25
		Balance per Cash Book is :-	7,518.25
		Difference is :-	0.00

Detailed Receipts & Payments by Budget Heading 06/12/2016

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Administration</u>							
1076 Precept	33,244	33,244	0			100.0%	
1080 Interest Received	3	4	1			63.3%	
1090 Council Tax Support Grant	2,436	2,436	(0)			100.0%	
1110 Other Grants	0	558	558			0.0%	
Administration :- Receipts	<u>35,683</u>	<u>36,242</u>	<u>559</u>			<u>98.5%</u>	<u>0</u>
4000 Clerk's Salary	13,646	18,190	4,544	4,544		75.0%	
4010 Employers NI	1,039	1,379	340	340		75.3%	
4060 Travel	622	750	129	129		82.9%	
4070 Office Expenses	566	1,250	684	684		45.3%	
4080 Advertising	0	600	600	600		0.0%	
4090 Subscriptions	933	950	17	17		98.2%	
4100 Insurance	751	750	(1)	(1)		100.1%	
4110 Audit Fees	350	350	0	0		100.0%	
4150 S137 and Other Grants	225	700	475	475		32.1%	
4160 Youth Club Grant	0	500	500	500		0.0%	
4170 Christmas Trees	0	225	225	225		0.0%	
4180 Deedstore	8	16	9	9		46.9%	
4190 Meeting Room Hire	360	360	0	0		100.0%	
4300 Website Development	0	100	100	100		0.0%	
4310 Website Maintenance	750	770	20	20		97.4%	
4320 Election Expenses	0	1,000	1,000	1,000		0.0%	
4330 Software - Initial Purchase	590	0	(590)	(590)		0.0%	
4340 Software - set up/training	200	0	(200)	(200)		0.0%	
4350 Software - Annual Licence	226	0	(226)	(226)		0.0%	
Administration :- Indirect Payments	<u>20,265</u>	<u>27,890</u>	<u>7,625</u>	<u>0</u>	<u>7,625</u>	<u>72.7%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>15,418</u>						
<u>120 Long Rock Allotments</u>							
1210 Allotment Rents	28	350	323			7.9%	
Long Rock Allotments :- Receipts	<u>28</u>	<u>350</u>	<u>323</u>			<u>7.9%</u>	<u>0</u>
4120 Maintenance	0	150	150	150		0.0%	
4130 Water	94	120	26	26		78.5%	
4140 Rents Payable	80	80	0	0		100.0%	
4330 Software - Initial Purchase	59	0	(59)	(59)		0.0%	
4340 Software - set up/training	20	0	(20)	(20)		0.0%	
4350 Software - Annual Licence	23	0	(23)	(23)		0.0%	
Long Rock Allotments :- Indirect Payments	<u>276</u>	<u>350</u>	<u>74</u>	<u>0</u>	<u>74</u>	<u>78.8%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(248)</u>						

12:02

Detailed Receipts & Payments by Budget Heading 06/12/2016

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>130 Church Hill Allotments</u>							
1210 Allotment Rents	57	1,450	1,393			4.0%	
Church Hill Allotments :- Receipts	<u>57</u>	<u>1,450</u>	<u>1,393</u>			4.0%	0
4120 Maintenance	75	250	175		175	30.0%	
4130 Water	157	500	343		343	31.4%	
4140 Rents Payable	350	700	350		350	50.0%	
4330 Software - Initial Purchase	236	0	(236)		(236)	0.0%	
4340 Software - set up/training	80	0	(80)		(80)	0.0%	
4350 Software - Annual Licence	90	0	(90)		(90)	0.0%	
Church Hill Allotments :- Indirect Payments	<u>988</u>	<u>1,450</u>	<u>462</u>	<u>0</u>	<u>462</u>	68.2%	0
Movement to/(from) Gen Reserve	<u>(931)</u>						
<u>140 Amenities</u>							
1100 Footpath Grant	2,700	3,474	774			77.7%	
1130 Aggregate Fund Income	0	4,500	4,500			0.0%	
Amenities :- Receipts	<u>2,700</u>	<u>7,974</u>	<u>5,274</u>			33.9%	0
4120 Maintenance	320	0	(320)		(320)	0.0%	
4200 Repairs	64	1,500	1,436		1,436	4.3%	
4400 St Pauls Amenity Area	512	682	171		171	75.0%	
4410 Churchtown Garden	158	210	53		53	75.0%	
4420 Aggregate Fund Expenditure	0	4,500	4,500		4,500	0.0%	
4430 Footpath Maintenance	2,530	3,474	944		944	72.8%	
4450 Long Rock Toilets	0	1,272	1,272		1,272	0.0%	
4460 Grass Cutting	285	250	(35)		(35)	114.0%	
4470 Green Initiatives	0	408	408		408	0.0%	
Amenities :- Indirect Payments	<u>3,868</u>	<u>12,296</u>	<u>8,428</u>	<u>0</u>	<u>8,428</u>	31.5%	0
Movement to/(from) Gen Reserve	<u>(1,168)</u>						
<u>150 St Pauls Cemetery</u>							
1200 Burial Fees	700	2,680	1,980			26.1%	
St Pauls Cemetery :- Receipts	<u>700</u>	<u>2,680</u>	<u>1,980</u>			26.1%	0
4120 Maintenance	255	0	(255)		(255)	0.0%	
4130 Water	37	0	(37)		(37)	0.0%	
4460 Grass Cutting	788	1,120	333		333	70.3%	
4520 Sextons Duties	120	120	0		0	100.0%	
St Pauls Cemetery :- Indirect Payments	<u>1,200</u>	<u>1,240</u>	<u>40</u>	<u>0</u>	<u>40</u>	96.7%	0
Movement to/(from) Gen Reserve	<u>(500)</u>						

Detailed Receipts & Payments by Budget Heading 06/12/2016

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>160 Crowlas Cemetery</u>							
1200 Burial Fees	262	500	238			52.4%	
Crowlas Cemetery :- Receipts	<u>262</u>	<u>500</u>	<u>238</u>			52.4%	0
4460 Grass Cutting	1,103	1,470	368		368	75.0%	
Crowlas Cemetery :- Indirect Payments	<u>1,103</u>	<u>1,470</u>	<u>368</u>	0	368	75.0%	0
Movement to/(from) Gen Reserve	<u>(840)</u>						
<u>200 Neighbourhood Planning</u>							
1120 Neighbourhood Planning Grant	1,654	8,000	6,346			20.7%	
Neighbourhood Planning :- Receipts	<u>1,654</u>	<u>8,000</u>	<u>6,346</u>			20.7%	0
4020 Staff Cost	2,635	4,500	1,865		1,865	58.6%	
4260 Grant Funded	1,654	8,000	6,346		6,346	20.7%	
4270 Other	656	3,986	3,330		3,330	16.5%	
Neighbourhood Planning :- Indirect Payments	<u>4,945</u>	<u>16,486</u>	<u>11,541</u>	0	11,541	30.0%	0
Movement to/(from) Gen Reserve	<u>(3,291)</u>						
<u>999 VAT Data</u>							
115 VAT Refunds	600	0	(600)			0.0%	
VAT Data :- Receipts	<u>600</u>	<u>0</u>	<u>(600)</u>				0
515 VAT on Payments	1,064	0	(1,064)		(1,064)	0.0%	
VAT Data :- Indirect Payments	<u>1,064</u>	<u>0</u>	<u>(1,064)</u>	0	(1,064)		0
Movement to/(from) Gen Reserve	<u>(464)</u>						
Grand Totals:- Receipts	41,683	57,196	15,513			72.9%	
Payments	33,708	61,182	27,474	0	27,474	55.1%	
Net Receipts over Payments	<u>7,975</u>	<u>(3,986)</u>	<u>(11,961)</u>				
Movement to/(from) Gen Reserve	<u>7,975</u>						

Mr S Hudson
Ludgvan Parish Council

Sent by email:
ludgvanclerk@btinternet.com

Your ref:

My ref:

Date: 1st November 2016

Dear Mr Hudson

Service Level Agreement (SLA) Reviews with Town and Parish Councils

Cornwall Council works with a number of Town and Parish Councils delivering services such as maintenance of public rights of way, management of highways verges, grass cutting in Churchyards, etc. through Service Level Agreements (SLA's). A number of the partnership agreements have not been reviewed for a number of years and some have not been offered previously. The Council has committed to reviewing the Local Maintenance Partnership/Churchyard Maintenance.

The Council is working towards completing and implementing the new SLA's for April 2017. We would therefore like your Council's input to help us shape the agreements. It would be appreciated if you would respond to the following to enable us to start shaping the SLA's between Cornwall Council and your Parish Council.

LMP:

The aim is to assess the level of funding available to Town and Parish Councils under the scheme, and its effectiveness at delivering vegetation management on Public Rights of Way.

LMP Review Methodology

- To consult with Town and Parish Councils who are currently within the scheme.
- Ask a specific set of questions including an assessment of actual cutting rates.
- Benchmark with other Unitary and County Councils to consider how effective the schemes they have in place are.
- Consider the effectiveness of the prioritisation of the existing scheme.

The Review sets out to answer the following

- Assessment of the effectiveness of the current scheme.
- The average cutting rate per metre of path.
- Future options for the scheme including assessing the cost of cutting all paths.

If you would like to participate in the review of the LMP, please complete Appendix 1 (attached) and return by email or post to the contact details below.

Churchyard Maintenance:

Cornwall Council maintains over 90 Closed Churchyards across Cornwall. The maintenance responsibility for these has been formally transferred to this Council by the Diocese. Within your area we are responsible for the following site;

St Pauls

The service is currently delivered through CORMAC Solutions, who cut the grass three times per year on average. This adopted standard is a sympathetic, wildlife focused approach, and offers a level of ecological benefit whilst maintaining churchyards in a respectful way. Further details of the maintenance regime are found on the Council's web site, <http://www.cornwall.gov.uk/environment-and-planning/parks-and-open-spaces/closed-churchyards/>

We are keen to ascertain whether your Council would have an interest in taking on the grass maintenance of this site. Cornwall Council will continue its statutory duties in relation to headstone testing, structural assessments of retaining walls and trees.

I would be grateful if your Council can consider the above requests and reply by Monday 5th December 2016. Please email your response to:

environmentservice@cornwall.gov.uk

or alternatively you can return it by post to:

Celia Jenner
Cornwall Council, Environment Service
Radnor Road, Scorrier,
Redruth, TR16 5EH

I look forward to hearing from you,
Yours Sincerely

Jon James
Natural Environment Manager,
Environment Service,
Neighbourhoods Directorate.

CC: Cllr Roy Mann
James Hardy - Community Link Officer

Konsel Kernow, Cornwall Council,
Economy, Enterprise and Environment Directorate,
Western Group Centre, Radnor Road,
Scorrier, Redruth TR16 5EH

Tel: 0300 1234 100 www.cornwall.gov.uk

LMP Questionnaire

- | | | | |
|-----------|--|-----|----|
| 1 | Are you happy with the current LMP scheme? | Yes | No |
| 1a | If no, what do you feel could be done to improve the scheme? | | |
| 2 | Does your contractor charge you a meterage rate for vegetation cutting? | Yes | No |
| 2a | If yes, what is this meterage rate? | | |
| 3 | Do you cut all the paths in your parish at least once per year? | Yes | No |
| 4 | Does the parish council put additional funding, outside of the Cornwall Council grant, towards the cutting of public rights of way in your parish? | Yes | No |
| 4a | If yes, how much additional funding does the parish council currently put into the cutting of public rights of way in your parish? | | |
| 5 | Do you currently cut side growth along paths in your parish? | Yes | No |
| 6 | Do you engage volunteers to carry out works on PROW in your parish? | Yes | No |
| 7 | Any other comments. | | |

20 Darlington Road,
Long Rock,
Penzance,
TR20 8JT
14th Nov 2016.

Mr Steve Hudson,
Ludgvan Parish Council,

Dear Steve,

Level Crossing at Long Rock

Last Saturday together with others from Long Rock I met Patrick Grobbellar the GWR Depot manager at Long Rock. Here he talked about the development of the facilities of the depot and the building of further railway maintenance sheds in preparation for the change from the current High Speed Trains to the new Hitachi built IEP.

In passing he noted that the signalling in Cornwall will be radically improved so that the line capacity will be increased from one train an hour to two per hour. (I.e. four an hour in both directions.) Consequently the level crossing at Long Rock will be closed be very much more frequently.

Currently I understand that the level crossing is activated by switches at Penzance and St Erth railway Station. Further the trains are often timed to take 15 minutes to travel from St Erth to Long Rock so that the gates at Long Rock may be down for some minutes. This is just about acceptable at the moment but with the higher frequency of trains this will cause very considerable inconvenience.

Further as I am sure you are aware the road to the level crossing leads to quite a busy junction leading to the Long Rock Industrial Estate while not so far away the new store The Range will open in the next couple of months and it seems to me that this junction is going to be quite hazardous, especially in the summer months.

One way of alleviating this problem is to ensure that the gates are operated from a point rather closer to Long Rock rather than St Erth. Mr Grobbellar explained that changes to the Network Rail structure were extremely expensive but surely costs could be minimised if this was included in the upgrade of the new signalling system.

While I could write to Network rail I am sure that such a letter would have much more influence coming from Ludgvan Parish Council and Cornwall Council. So I am very much hoping that you will take up this issue on my behalf.

Yours sincerely,

C.R.Rodda



St Ives Constituency Conservative Association

2nd Floor, Wharfside Shopping Centre, Penzance, Cornwall TR18 2GB.
T: 01736 362077 • e: sticca@tory.org • w: stivesconservatives.com

Honorary President: Doris Harry

Mr S. Hudson
Clerk, Ludgvan Parish Council.
Brynmoor
St Ives Road
Carbis Bay
St Ives
TR26 2SF

16th November 2016

For the attention of Ludgvan Parish Council

Dear Mr Hudson,

In February 2016 a new review of Parliamentary constituencies was announced and the initial proposals have now been made public. The Parliamentary Boundary Commission was asked to examine the existing constituencies and make recommendations for any changes that might be needed to ensure constituencies complied with legal requirements. These requirements are intended to keep the number of electors in each constituency broadly equal, whilst also considering such factors as community ties.

Parliament has specified that this review must reduce the number of constituencies in the UK from 650 to 600. As an independent and impartial body the Parliamentary Boundary Commissions are required to review and recommend where the boundaries of these new constituencies should be, with the law requiring that every new constituency must have roughly the same number of electors, no fewer than 71,031 and no more than 78,507.

Due to the, at present, small electorate of the existing St Ives Constituency it is proposed that the constituency be enlarged along the coast to incorporate the entirety of St Ives Bay and the town of Hayle. The boundary will then skirt around Camborne to the south and south east and then turn south through Stithians Reservoir to conclude at the Helford River.

To reflect this increase in size and change in demographic a proposal has been submitted by St Ives Conservative Association and the broader party to change the name of the constituency from

St Ives and the Isles of Scilly

To

West Cornwall and the Isles of Scilly.

St Ives Conservative Association are currently seeking support for the name change and would appreciate any feedback that you would care to give (by email to sticca@tory.org or letter), either negative or positive, to this proposal, with reasons for your response.

Thank you for your time in considering this matter, it is greatly appreciated.

Yours sincerely,

David Melbourne
Chairman, St Ives Constituency Conservative Party

Chairman: **David Melbourne**

Deputy Chairman Political: **Tom Wass** • Deputy Chairman Fundraising & Membership: **Linda Taylor**

Constituency MP: **Derek Thomas**