

# LUDGVAN PARISH COUNCIL

This is to notify you that the Monthly Meeting of Ludgvan Parish Council will be held on Wednesday 9th August, 2017 in the Oasis Childcare Centre, Lower Quarter, Ludgvan commencing at 7pm.

S. P. Hudson

S P Hudson  
Parish Clerk  
04/08/2017

## **AGENDA:**

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<b>Public Participation Period (if required)</b>	
<b>1. <u>Apologies for absence</u></b>	
<b>2. <u>Minutes of the Parish Council Meeting on Wednesday 14th June 2017</u></b>	3-8
<b>3. <u>Declarations of interest in Items on the Agenda</u></b>	
<b>4. <u>Dispensations</u></b>	
<b>5. <u>Councillor Reports</u></b>	
(a) Cornwall Councillor Simon Elliott	
(b) Chairman's report	
(c) Other Councillors	
<b>6. <u>Cornwall Council – Planning Applications - For decision</u></b>	
(a) <a href="#">PA17/06372</a> - Tyringham Arms Nance Trink TR26 3EZ - Conversion of old public house/restaurant (originally built as a school) to 5 residential units. The school house and flat are already in residential use. - Mr And Mrs R Price	
(b) <a href="#">PA17/06567</a> - Park Noweth Vellanoweth Ludgvan Penzance - Erection of conservatory to the SE elevation of the property - Mr And Mrs Clive Jones	
(c) <a href="#">PA17/06448</a> - Land W Of Wyevale Garden Centre Nut Lane Lelant Cornwall - Closure of two sub-standard and dangerous accesses and formation of new field access - C. P. Richards and Son Ltd	
(d) <a href="#">PA17/05641</a> - Unit E Rospeath Industrial Estate Crowlas Penzance - Proposed change of use from B2 to a Muay Thai and boxing gym (D2) - Ms Mitchell Payak Karach	
(e) <a href="#">PA17/06865</a> - 3 Sea View Cottages Long Rock Penzance Cornwall - Proposed Second Floor Dormer Window & Balcony -Mr & Mrs Budd	
<b>7. <u>Clerk's Report</u></b>	
(a) Plot 11 Long Rock Allotments	
(b) A30 safety measures update	
(c) Neighbourhood Plan	to follow
(d) Emergency Action - felled tree at Church Hill	
(e) Long Rock Toilets	9
(f) Data Protection - Legislative Changes	10-12
<b>8. <u>Finance Report</u></b>	
(a) Payment Schedule for approval	13
(b) Receipts	14-15
(c) Bank Reconciliations	16-17

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(d) Budget Monitoring Report	18-20
<b>9. <u>Correspondence</u></b>	
(a) Cornwall Community Land Trust - Meeting Local Housing Need	21-26
(b) CALC - Local government Boundary Review	27-29
(c) Cornwall Council - Response to complaint	30
<b>10. <u>Exclusion of the Press &amp; Public</u></b>	
To consider passing the following resolution: that under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified in the following item.	
(a) Neighbourhood Plan	to follow
<b>11. <u>Items for information</u></b>	31

# LUDGVAN PARISH COUNCIL

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**Chairman:**

Councillor Richard Sargeant

**Clerk to the Council:**

Steve Hudson

Brynmor,

St Ives Road,

Carbis Bay,

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**MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY, 12<sup>th</sup> JULY 2017, IN THE LUDGVAN OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN.**

**PRESENT:** Councillors; R Sargeant (Chair); R Mann (Vice-Chair); A Branchett; C Cartwright; N Honess; M Hollow; D Osmand; M Squire; L Trudgeon.

**IN ATTENDANCE:** Steve Hudson (Clerk); Simon Elliott (Cornwall Councillor)

**Public Participation Period**

Two objectors to the planning application numbered 6(a) on the agenda addressed the Council raising concerns that the proposal amounted to a new dwelling in the open countryside, that it was out of keeping with the local area and there were overlooking issues.

**LPC 627 Apologies for absence**

Apologies were received from Councillors D Badcock; J Hewett; S Miucci

**LPC 628 Minutes of the Parish Council Meeting on Wednesday 14<sup>th</sup> June 2017**

Having been previously circulated the minutes were **approved as a true and correct record of the meetings and duly signed by the Chairman.**

**LPC 629 Declarations of interest in Items on the Agenda**

None

**LPC 630 Dispensations**

None.

**LPC 631 Councillor Reports**

**(a) *Cornwall Councillor Simon Elliott***

Councillor Elliott stated that he had had a reply from Chris Grayling the Secretary of State for Transport regarding the improvement works to the A30 detailed in the Route Study which was positive.

He went on to say that he viewed the slowness of planning enforcement action as an issue which needed addressing.

There is also a lack of school capacity in respect of the proposed housing expansion in Penzance.

**(b) *Chair***

The Chair updated Council on four issues:

- (i)** A meeting had taken place regarding the Local Landscape Character Assessment project and it was now essential to recruit sufficient volunteers to deliver the project.

- (ii) Works to the St Erth Multi Modal Transport Hub were underway and were to be scheduled in such a way as to minimise any disruption. Works to the highway would not commence until after the summer.
  - (iii) The Council had not been invited to a meeting to discuss the traffic flows at Griggs Quay, our disappointment at this has been noted and an invite will be extended in future.
  - (iv) The issue, previously discussed, regarding a headstone inscription had been resolved to the satisfaction of all parties.
- (c) **Other Councillors:**  
Councillor Branchett raised the following items:
- i. when was the bus shelter in Long Rock to be replaced and the bench moved, the Clerk agreed to pursue the matter;
  - ii. who is responsible for abandoned vehicles? Councillor Elliott confirmed that it was Cornwall Council;
  - iii. would any monies be available to replace or repair the Long Rock Playing Field Association mower. Councillor Elliot stated that his Community Chest funding was not yet available but suggested that the cost for repair and replacement either new or second hand should be established.

**LPC 632 Cornwall Council – Planning Applications - For decision;**

The Council's resolutions are shown in **BOLD** below:

- (a) PA17/05565 - Praise Cottage 4 Higher Eglos Cottages Eglos Road Ludgvan - Detached self-contained family annexed accommodation ancillary to main house. - Miss I Bailey - **The proposal represents a new dwelling in the countryside and is thus contrary to Local Plan Policy 7.**  
**The scale of the property suggests it is no way subservient or ancillary to the main cottage.**  
**Additionally, if approved, it would overlook neighbours and cause them to lose light. The proposal also lacks sufficient amenity, is out of keeping with the surrounding properties has insufficient parking and there is concern over the capacity of the septic tanks used for drainage.**
- (b) PA17/05377 - Rospavean Rospeath Lane Crowlas Penzance - Detached annexed accommodation for a family member. - Ms L Raymond - **No objection**
- (c) PA17/05417 - Land ESE Of The Old Inn Lower Quarter Ludgvan Cornwall - Proposed Dwelling (Redesign of Planning Approval PA15/00243) - Mr & Mrs G Spurgeon - **No objection**
- (d) PA17/05237 - Trembethow Farm Lelant Downs Hayle Cornwall - Proposed agricultural shed - Mr Paul And John Richards - **No objection**
- (e) PA17/05928 - Boswase Cottage Nancledra Hill Nancledra Penzance - Replacement larger rear entrance porch - Mr N Rutter - **No objection**
- (f) PA17/04910 - Land At Gitchell Lane Gitchell Lane Cockwells Cornwall - Conversion, Extension & Associated Works of Existing Historical Dwelling to Form Sustainable Family Dwelling & Associated Works - Mr L Miucci - **Objection - the site is prone to flooding**
- (g) PA17/05645 - 60 Godolphin Road Long Rock TR20 8JP - Demolition of existing and erection of new conservatory - Mr And Mrs Chappell - **No objection**
- (h) PA17/05762 - Chris Sedgeman Scaffolding Ltd Unit 14 A, B And C Long Rock Industrial Estate Long Rock - New vehicular access from scaffold yard onto Long Rock Highway - Mr Chris Sedgeman Chris Sedgeman Scaffold Ltd - **Objection - the Council has concerns over road safety.**

**LPC 633 Notice of Motion**

Councillor Cartwright proposed that: Responding to concerns expressed at a recent meeting of the Crowlas Bypass Now Campaign;

*Ludgvan Parish Council instruct the Clerk to the Council to write to his contact at*

*Highways England to obtain up to date information on their progress with the proposals in the Kier road safety report the subject of previous correspondence dated 1st June 2017.*

Councillor Mann proposed that the Motion be amended by adding the words "*continue to*" between to and write in the first line of the Motion and to add at the end of the Motion "*reporting any updates in the Clerk's report when they become available*"

Having been seconded the amendment was passed and the amended Motion became the substantive Motion and it was **RESOLVED that:**

**Ludgvan Parish Council instruct the Clerk to the Council to continue to write to his contact at Highways England to obtain up to date information on their progress with the proposals in the Kier road safety report, the subject of previous correspondence dated 1st June 2017; reporting any updates in the Clerk's report when they become available.**

**LPC 634 Clerks Report**

**(a) Policy Review**

The Clerks report was discussed and ultimately it was **RESOLVED that:**

- (i) the Dispensation Policy as attached be approved and appended to Standing Orders**
- (ii) the Council delegates the power to grant dispensations to the Clerk;  
The power rests with the relevant authority under section 33(1) of the Localism Act 2011 and the basis is set out under section 33;**
- (iii) the Communication Protocol be adopted and published on the Council's website;**
- (iv) the use of private e-mail addresses for Council business ceases from the August Parish Council meeting.**

**(b) Cornwall Local Plan - Allocations DPD Consultation**

The site allocations and transport improvements included in the Allocation DPD for both Penzance and Hayle were discussed to the extent that they impacted on the parish of Ludgvan. It was **RESOLVED that:**

**In respect of housing site PZ-H1 the Council objects to its inclusion on the following grounds:**

- (i) there is a lack of infrastructure to support such an expansion of the village and in particular there is a lack of space in Ludgvan School;**
- (ii) its proximity to the Marazion Marsh Special Protected Area;**
- (iii) there is a flooding risk.**

**In respect of Employment Site PZ - E4 the Council objects to its inclusion on the following grounds:**

- (iv) its proximity to the Marazion Marsh Special Protected Area;**
- (v) there is a flooding risk.**

**In respect of Employment Site H-E2 the Council objects to its inclusion on the following grounds:**

- (vi) there are already considerable traffic problems in the vicinity that may well be exacerbated by junction changes proposed as part of the St Erth Transport Hub project.**

**(c) Boundary Commission Electoral Review**

Due to the increased number of constituents that would be spread over a large area in rural Wards it was **RESOLVED that:**

**a submission be made recommending that the number of Cornwall Councillors be reduced to 99 rather than 87.**

**(d) Parc Sais Planning Decision**

The Clerk outlined the background to this application and it was **RESOLVED that:**  
**a complaint be lodged on the grounds that Cornwall Council failed to abide by their own protocol.**

(e) Long Rock Community Facility

Following the distribution of information relating to GWR's grant fund it had been suggested that a community facility for Long Rock be considered.

The discussion centred around various options from renovation of the existing facility to conversion of the old Chapel and a new build. Councillor Branchett agreed to take soundings to see what the preferred option might be.

(f) Whitecross Phone box

The Clerk reported that the acquisition of the phone box was complete and it was **RESOLVED that:**

- (i) **insurance be limited to public liability;**
- (ii) **the phone box is cleaned;**
- (iii) **A long term use for the phone box is investigated.**

(g) Insurance Renewal

It was **RESOLVED that:**

**the renewal terms be accepted.**

(h) Hayle Neighbourhood Plan

It was **RESOLVED that:**

**there were no substantive comments on the Plan to submit.**

**LPC 635** Finance Report

It was **RESOLVED that:**

- (a) **the Payment Schedule totalling £3,023.90 (appended) be approved for payment and be duly signed by the Chairman;**
- (b) **receipts totalling £0.32 be noted;**
- (c) **the bank reconciliations be noted;**
- (d) **the budget monitoring report be noted.**

**LPC 636** Correspondence

- (a) In response to Councillor Cartwright's question the Chair stated:

My memory of this is fundamentally different from the description in the question.

It is my recollection that I described an anecdote where, during the social coffee period around one of the many meetings shared with Highways England, I asked whether the clamour around the possible A30 bypass could affect the mood, timing and outlook of the group discussing the proposed works on the existing A30 between St Erth and Newtown roundabouts.

The reply was along the lines of "you may think that, but I couldn't possibly comment," which I related, at the time, to the original BBC series 'House of Cards.'

I recall then going on to say that all those present were free, as was I at the time, to interpret this in any way that they chose.

- (b) Cornwall Council Footpath Modification Consultation Paths 59-61

It was **RESOLVED to submit comments that suggested the proposed path has been well used for generations.**

- (c) The following items were noted.
  - (i) Dementia Awareness in Penwith - the Council were interested in being kept informed;
  - (ii) The invitation to the Atlantic Coaster event from First Bus
  - (iii) The failure to take enforcement action on case EN16/01747; Councillor Elliott provided an update saying an Intervention Notice was to be issued;
  - (iv) The Off-Street Parking Order Consultation
  - (v) The Coming into Force Notice in respect of Bridleway 62

# Appendix

## Dispensation Policy

- a **Dispensation requests shall be in writing and submitted to the Proper Officer** as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.
  
- b A decision as to whether to grant a dispensation shall be made by the Proper Officer and that decision is final.
  
- c A dispensation request shall confirm:
  - i. the description and the nature of the disclosable pecuniary interest or other interest to which the request for the dispensation relates;
  - ii. whether the dispensation is required to participate at a meeting in a discussion only or a discussion and a vote;
  - iii. the date of the meeting or the period (not exceeding four years) for which the dispensation is sought; and
  - iv. an explanation as to why the dispensation is sought.
  
- d Subject to paragraphs (a) and (c) above, dispensations requests shall be considered by the Proper Officer before the meeting or, if this is not possible, at the start of the meeting for which the dispensation is required.
  
- e **A dispensation may be granted in accordance with standing order 14 above if having regard to all relevant circumstances the following applies:**
  - i. **without the dispensation the number of persons prohibited from participating in the particular business would be so great a proportion of the meeting transacting the business as to impede the transaction of the business or**
  - ii. **granting the dispensation is in the interests of persons living in the council's area or**
  - iii. **it is otherwise appropriate to grant a dispensation.**

## Agenda Item 9(a)

### Payments for approval

Date	Ref	Payee Name	Cheque No	Total		Cost			
				Amount	VAT	Account	Centre	Amount	Detail
12/07/2017	28	Zurich Municipal	3067	708.04		4100	100	708.04	Insurance Premium 2017/18
12/07/2017	29	mh-p internet ltd	3068	72.00	12.00	4300	100	60.00	Additonal Meeting Charge
12/07/2017	30	Viking Direct	3069	79.50	13.25	4070	100	66.25	Stationery
12/07/2017	31	Steve Hudson	3070	1,159.77		4000	100	1,073.22	July Net Pay
						4070	100	13.20	July Phone Costs
						4060	100	55.35	July Mileage
						4070	100	18.00	July Office Costs
12/07/2017	32	HM Revenue & Customs	3071	139.59		4000	100	74.98	July PAYE
						4010	100	64.61	July NI
19/07/2017	33	Information Commissioner	DD03	35.00		4070	100	35.00	ICO Fee 2017/18
12/07/2017	34	Kirstan Gorvin	3072	310.00		4430	140	310.00	LMP Maintenance
12/07/2017	35	Chris Fry Garden Services	3073	310.00		4430	140	310.00	LMP Maintenance
12/07/2017	36	Henry Rich	3074	210.00		4460	140	60.00	Grass Cutting
						4120	130	150.00	Allotment Maintenance
Total Payments:				<b>3,023.90</b>	<b>25.25</b>			<b>2,998.65</b>	

SIGNED: ..... 12th July 2017

CHAIRMAN



## LUDGVAN PARISH COUNCIL - 9TH AUGUST 2017

### LONG ROCK TOILETS

1. Following notification that there was a possibility the toilets had been repaired ahead of schedule the Council resolved (LPC 589(c)) to fund opening the facilities for the summer holidays.
2. The Clerk reported to the last Council meeting that the repairs had been completed and subject to costs being confirmed the toilets would be opened.
3. Subsequently we have been informed that the 'Your Convenience' tender winner has decided not to proceed and have been asked whether funding for 2018 might be available.
4. Having enquired as to whether the previous arrangements would continue to be acceptable or whether a more permanent arrangement might be necessary the response came back that the required deep clean and issuing of a safety certificate for this year was beyond Cormac's current resources and suggesting devolution of the toilets might be the best solution.
5. Thus we are left in a position where both the short-term and longer-term future of the toilets is in doubt.
6. It has been further suggested that a 'Tenancy at Will' could be created within a week or two transferring responsibility to the parish council. In my view this option, requiring a hasty decision, is not one that should be pursued particularly as we would be in the same position regarding the works required for this summer.
7. Any consideration of devolving the service, which would involve a significant financial commitment from the parish council, the 'Your Convenience' tender documentation estimated the annual costs at over £18,000, should only be considered when full information is available.
8. To that end it is **RECOMMENDED that:**
  - (a) **Cornwall Council are reminded of the importance of the toilet facility which both serves a busy beach and the South West Coast Path and asks them to expedite the works necessary to open them for (what remains of) this summer and**
  - (b) **the longer term future of the toilets is only considered once detailed information is available but that the arrangements previously in place are the Council's preferred option.**

## LUDELVAN PARISH COUNCIL - 9TH AUGUST 2017

### DATA PROTECTION LEGISLATIVE CHANGES

#### 1. Background:

- 1.1 The Data Protection Act 1998 ("1998 Act") is the main piece of legislation which governs the protection of personal data today.
- 1.2 Data protection law will significantly change on 25 May 2018, when the 2016 EU Directive known as General Data Protection Regulation ("GDPR") takes effect. The GDPR will effectively replace the 1998 Act which implemented the EU Data Protection Directive (95/46/EC). The GDPR will be directly applicable in the UK without the need to implement national legislation. The Government has confirmed that the UK's decision to leave the EU will not affect the commencement of the GDPR in 2018.

#### 2. Preparing for the GDPR:

- 2.1 NALC advise that compliance with GDPR will have resource implications and advise councils to start getting ready for the introduction of GDPR without delay. They strongly recommend that councils follow the ICO's easy to read guide entitled "Preparing for the General Data.
- 2.2 The guidance, from the ICO, suggests 12 steps to take now including
  - i) Ensuring that all councillors are aware that the law is changing and appreciate the impact this is likely to have. Councils should identify the activities/areas that could cause compliance problems under the GDPR.
  - ii) Auditing and documenting the personal data that they hold, where the personal data came from and how it is used or shared. This exercise will require resourcing.
  - iii) Identifying the lawful basis for processing and retaining personal data, documenting this and updating privacy notices. Under the Data Protection Act 1998 ("the 1998 Act"), a privacy notice is a reference to particular information which an organisation is required to provide to individuals when it is processing their personal data. This information includes confirmation of the identity of the organisation (i.e. the data controller) and, if any, the identity of the person processing personal data on behalf of the organisation (i.e. the data processor), the purpose(s) for which personal data will be processed and any other information which is necessary in the specific circumstances to enable the data processing to be fair. GDPR includes a longer and more detailed list of information that must be provided in a privacy notice. GDPR also requires privacy notices to be:
    - concise, transparent, intelligible and easily accessible;
    - written in clear and plain language, particularly if addressed to a child; and
    - free of charge
  - iv) Reviewing how consents are sought, recorded, and managed. There is a fundamental difference between telling individuals how their personal data will be used and obtaining their consent for the same. Consents to a council must be freely given, specific, informed and unambiguous. There must be a positive opt-in consent cannot be inferred from silence, pre-ticked boxes or inactivity. It must also be separate from other terms and conditions, and there must be simple ways for people to withdraw consent
  - v) Recruiting/procuring the services of a Data Protection Officer ("DPO") who is required by GDPR to have expert knowledge of data protection law and practices. To clarify L03-17, GDPR requires "public authorities" (which includes local authorities such as parish councils and, in Wales, community councils) to appoint a DPO. More information about the DPO is in the Annex.

### **3. Data Protection Officer (DPO):**

#### **3.1 Responsibilities:**

The DPO's minimum tasks are defined in Article 39 of GDPR. These are below.

- To inform and advise the organisation and its employees about their obligations to comply with the GDPR and other data protection laws;
- To monitor compliance with the GDPR and other data protection laws, including managing internal data protection activities, advise on data protection impact assessments; train staff and conduct internal audits and
- To be the first point of contact for supervisory authorities and for individuals whose data is processed (employees, customers etc.).

The DPO will therefore have an "internal" and "external" aspect to their role, and it will be important that these do not interfere with one another.

The appointed DPO must at all times have regard to "the risk associated with the processing operations, taking into account the nature, scope, context and purposes of processing." This is an overarching obligation which means that the role of the DPO will vary in proportion to the risks to the rights of individuals affected by the organisation's processing of personal data.

A DPO is not personally responsible in case of non-compliance with GDPR. Article 24 of GDPR makes it clear that data protection compliance is a responsibility of the data controller or the data processor.

#### **3.2 Who can be the DPO**

Article 37(6) of the GDPR provides that the DPO may be an employee or external to the organisation, fulfilling the tasks on the basis of a service contract.

Where an employee is chosen as the DPO, there is nothing to prevent that individual from also performing other roles at the organisation, provided such roles do not affect his ability to adequately perform the role of DPO. The appointment of an internal DPO may also raise confidentiality and conflict of interest issues, and it will be important for organisations to develop policies and procedures to manage any such issues.

If the DPO is external, his function can be exercised based on a service contract with an individual or an organisation. Where an external DPO is selected, it will be able to form productive relationships with internal stakeholders and colleagues in order to perform the DPO role adequately.

#### **3.3 Qualifications**

Article 37(5) of the GDPR provides that the DPO shall have expert knowledge of data protection law and practices. This should be proportionate to the type of processing that the organisation carries out, taking into consideration the level of protection the personal data requires. In the case of a public authority, the DPO should have sound knowledge of the organisation's administrative rules and procedures.

The DPO's relevant skills and expertise should ideally include:

- expertise in national and European data protection laws and practices including an in-depth understanding of the GDPR;
- understanding of the processing operations carried out;
- understanding of information technologies and data security;
- knowledge of the business sector and the organisation and
- ability to promote a data protection culture within the organisation

#### **3.4 Resource requirements**

Article 38(2) of the GDPR provides that depending on the nature of the processing operations and the activities and size of the organisation, the following resources should

be provided to the DPO:

- active support of the DPO's function by senior management ;
- sufficient time for DPOs to fulfil their tasks;
- adequate support in terms of financial resources, infrastructure (premises, facilities, equipment) and staff where appropriate;
- official communication of the designation of the DPO to all staff;
- access to other services within the organisation so that DPOs can receive essential support, input or information from those other services and
- continuous training.

**4. Conclusion:**

4.1 It is clear from the information above that a step change in terms of expertise and resourcing in respect of the Council's Data protection responsibilities is imminent, to that end it is **RECOMMENDED that:**

- (a) **Council notes the changed requirements;**
- (b) **authorises the Clerk to undertake any necessary research and training required;**
- (c) **that he liaises with other Council's locally in respect of their intentions regarding the appointment of a DPO and**
- (d) **reports back on progress at regular intervals.**

**BACKGROUND PAPERS: NALC LEGAL BRIEFING L03-17 & L04-17**

## Agenda Item 9(a) Payments for approval

Date	Reference	Payee Name		Total	VAT
25/07/2017		37 Safe Custody	DD04	<b>7.50</b>	
09/08/2017		38 Simon Rhodes	3075	25.00	
09/08/2017		39 Rialtas Business Solutions Ltd	3076	490.80	81.80
09/08/2017		40 mh-p internet ltd	3077	127.18	21.20
09/08/2017		41 Viking Direct	3078	87.30	14.55
09/08/2017		43 Steve Hudson	3079	1,165.50	
09/08/2017		44 HM Revenue & Customs	3080	139.39	
15/08/2017		42 South West Water	DD05	11.55	
		<b>Total Payments:</b>		<b>2,054.22</b>	<b>117.55</b>

Nominal Ledger Analysis			
Code	Cost Centre	Amount	Transaction Detail
4180	100	7.50	Deed store
4120	130	25.00	Allotment Path Strimming
4350	100	116.00	Planning Software
4350	150	150.00	Cemetery Software
4350	160	30.00	Cemetery Software
4350	100	113.00	Accountancy software
4310	100	105.98	Domain renewal & hosting
4070	100	72.75	Stationery
4000	100	1,073.42	August Net Pay
4060	100	56.70	August Travel
4070	100	17.38	August Phone Reimbursement
4070	100	18.00	August Office Expenses
4000	100	74.78	August PAYE
4010	100	64.61	August NI
4130	150	11.55	St Pauls Water Charge
		<b>1,936.67</b>	

SIGNED: ..... 9th August 2017

CHAIRMAN

## Treasurers Account

Receipts received between 10/07/2017 and 03/08/2017

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
DC11	Banked: <b>10/07/2017</b>	<b>19.25</b>						
016	O'Dee	19.25			1210	130	19.25	Allotment Rent CH020
DC12	Banked: <b>11/07/2017</b>	<b>12.00</b>						
017	Shaw	12.00			1200	150	12.00	Additonal Inscription
500179	Banked: <b>21/07/2017</b>	<b>950.00</b>						
014	Wakfer Funeral Directors	100.00			1200	150	100.00	Memorial Permit SPC/1/31A
015	Claridge	850.00			1200	150	850.00	Burial, Memorial & EROB
<b>Total Receipts:</b>		981.25	0.00	0.00			981.25	

## Business Account

Receipts received between 09/07/2017 and 09/08/2017

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
DC13	Banked: <b>10/07/2017</b>	<b>0.32</b>						
018	Lloyds Bank	0.32			1080	100	0.32	Interest
<b>Total Receipts:</b>		0.32	0.00	0.00			0.32	

**Bank Reconciliation Statement as at 03/08/2017  
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	31/07/2017	0	40,406.03
			<hr/> 40,406.03
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			40,406.03
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			40,406.03
		<b>Balance per Cash Book is :-</b>	<b>40,406.03</b>
		<b>Difference is :-</b>	<b>0.00</b>



**Bank Reconciliation Statement as at 31/07/2017  
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	31/07/2017		7,520.76
			<hr/> 7,520.76
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			7,520.76
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			7,520.76
		<b>Balance per Cash Book is :-</b>	<b>7,520.76</b>
		<b>Difference is :-</b>	<b>0.00</b>

## Detailed Receipts &amp; Payments by Budget Heading 03/08/2017

## 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	17,244	34,487	17,244			50.0%	
1080 Interest Received	1	4	3			31.8%	
1090 Council Tax Support Grant	952	1,904	952			50.0%	
1110 Other Grants	0	558	558			0.0%	
Administration :- Receipts	<b>18,197</b>	<b>36,953</b>	<b>18,756</b>			<b>49.2%</b>	<b>0</b>
4000 Clerk's Salary	5,741	18,372	12,631		12,631	31.2%	
4010 Employers NI	323	1,393	1,070		1,070	23.2%	
4060 Travel	266	750	484		484	35.5%	
4070 Office Expenses	570	1,250	680		680	45.6%	
4080 Advertising	0	600	600		600	0.0%	
4090 Subscriptions	806	950	144		144	84.9%	
4100 Insurance	708	751	43		43	94.3%	
4110 Audit Fees	150	350	200		200	42.9%	
4150 S137 and Other Grants	100	700	600		600	14.3%	
4160 Youth Club Grant	0	500	500		500	0.0%	
4170 Christmas Trees	0	250	250		250	0.0%	
4180 Deedstore	8	16	9		9	46.9%	
4190 Meeting Room Hire	360	360	0		0	100.0%	
4300 Website Development	60	100	40		40	60.0%	
4310 Website Maintenance	856	750	(106)		(106)	114.1%	
4320 Election Expenses	0	1,000	1,000		1,000	0.0%	
4350 Software - Annual Licence	229	232	3		3	98.7%	
Administration :- Indirect Payments	<b>10,177</b>	<b>28,324</b>	<b>18,147</b>	<b>0</b>	<b>18,147</b>	<b>35.9%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>8,020</b>						
<u>120 Long Rock Allotments</u>							
1210 Allotment Rents	0	370	370			0.0%	
Long Rock Allotments :- Receipts	<b>0</b>	<b>370</b>	<b>370</b>			<b>0.0%</b>	<b>0</b>
4120 Maintenance	0	150	150		150	0.0%	
4130 Water	63	120	57		57	52.3%	
4140 Rents Payable	40	80	40		40	50.0%	
4350 Software - Annual Licence	0	24	24		24	0.0%	
Long Rock Allotments :- Indirect Payments	<b>103</b>	<b>374</b>	<b>271</b>	<b>0</b>	<b>271</b>	<b>27.5%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(103)</b>						
<u>130 Church Hill Allotments</u>							
1210 Allotment Rents	76	1,568	1,492			4.8%	
Church Hill Allotments :- Receipts	<b>76</b>	<b>1,568</b>	<b>1,492</b>			<b>4.8%</b>	<b>0</b>

## Detailed Receipts &amp; Payments by Budget Heading 03/08/2017

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4120 Maintenance	709	250	(459)		(459)	283.5%	
4130 Water	0	500	500		500	0.0%	
4140 Rents Payable	0	700	700		700	0.0%	
4350 Software - Annual Licence	0	92	92		92	0.0%	
Church Hill Allotments :- Indirect Payments	<b>709</b>	<b>1,542</b>	<b>833</b>	<b>0</b>	<b>833</b>	<b>46.0%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(633)</b>						
<u>140 Amenities</u>							
1100 Footpath Grant	415	3,474	3,059			11.9%	
1130 Aggregate Fund Income	0	4,500	4,500			0.0%	
Amenities :- Receipts	<b>415</b>	<b>7,974</b>	<b>7,559</b>			<b>5.2%</b>	<b>0</b>
4200 Repairs	173	1,245	1,072		1,072	13.9%	
4400 St Pauls Amenity Area	171	682	512		512	25.0%	
4410 Churchtown Garden	53	210	158		158	25.0%	
4420 Aggregate Fund Expenditure	0	4,500	4,500		4,500	0.0%	
4430 Footpath Maintenance	1,220	3,474	2,254		2,254	35.1%	
4460 Grass Cutting	150	290	140		140	51.7%	
4470 Green Initiatives	0	408	408		408	0.0%	
Amenities :- Indirect Payments	<b>1,766</b>	<b>10,809</b>	<b>9,043</b>	<b>0</b>	<b>9,043</b>	<b>16.3%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(1,351)</b>						
<u>150 St Pauls Cemetery</u>							
1200 Burial Fees	1,812	2,680	868			67.6%	
St Pauls Cemetery :- Receipts	<b>1,812</b>	<b>2,680</b>	<b>868</b>			<b>67.6%</b>	<b>0</b>
4120 Maintenance	0	255	255		255	0.0%	
4130 Water	24	50	26		26	48.2%	
4350 Software - Annual Licence	150	154	4		4	97.4%	
4460 Grass Cutting	263	1,120	858		858	23.4%	
4520 Sextons Duties	0	120	120		120	0.0%	
St Pauls Cemetery :- Indirect Payments	<b>437</b>	<b>1,699</b>	<b>1,262</b>	<b>0</b>	<b>1,262</b>	<b>25.7%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>1,375</b>						
<u>160 Crowlas Cemetery</u>							
1200 Burial Fees	500	500	0			100.0%	
Crowlas Cemetery :- Receipts	<b>500</b>	<b>500</b>	<b>0</b>			<b>100.0%</b>	<b>0</b>
4350 Software - Annual Licence	30	30	0		0	100.0%	
4460 Grass Cutting	368	1,470	1,103		1,103	25.0%	
Crowlas Cemetery :- Indirect Payments	<b>398</b>	<b>1,500</b>	<b>1,103</b>	<b>0</b>	<b>1,103</b>	<b>26.5%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>102</b>						

## Detailed Receipts &amp; Payments by Budget Heading 03/08/2017

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>200</u> <u>Neighbourhood Planning</u>							
1120 Neighbourhood Planning Grant	0	7,346	7,346			0.0%	
Neighbourhood Planning :- Receipts	<u>0</u>	<u>7,346</u>	<u>7,346</u>			<u>0.0%</u>	<u>0</u>
4020 Staff Cost	0	5,797	5,797		5,797	0.0%	
4260 Grant Funded	0	7,346	7,346		7,346	0.0%	
4270 Other	0	4,793	4,793		4,793	0.0%	
Neighbourhood Planning :- Indirect Payments	<u>0</u>	<u>17,936</u>	<u>17,936</u>	<u>0</u>	<u>17,936</u>	<u>0.0%</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>						
<u>999</u> <u>VAT Data</u>							
115 VAT Refunds	1,313	0	(1,313)			0.0%	
VAT Data :- Receipts	<u>1,313</u>	<u>0</u>	<u>(1,313)</u>				<u>0</u>
515 VAT on Payments	418	0	(418)		(418)	0.0%	
VAT Data :- Indirect Payments	<u>418</u>	<u>0</u>	<u>(418)</u>	<u>0</u>	<u>(418)</u>		<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u>895</u>						
Grand Totals:- Receipts	<u>22,313</u>	<u>57,391</u>	<u>35,078</u>			<u>38.9%</u>	
Payments	<u>14,006</u>	<u>62,184</u>	<u>48,178</u>	<u>0</u>	<u>48,178</u>	<u>22.5%</u>	
<b>Net Receipts over Payments</b>	<u>8,306</u>	<u>(4,793)</u>	<u>(13,099)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>8,306</u>						

[REDACTED]

Dear Steve,

I write to 1. introduce your Council to the work of our CLT and to 2. inform you about a proposed housing need survey for a project in Nancledra which may be extended to include residents of Ludgvan Parish.

We believe there is no better time than now for Cornish communities to shape and design a project to meet the housing need of local families in their area. Cornwall Community Land Trust is a charitable body which has succeeded in building or enabling over 200 homes to meet local housing need since it was established 9 years ago. Our projects are usually small – averaging 8 houses – and are community-led.

Having established ourselves and the various models of development which have met a need for rented and sub-market sale homes to meet local need – perpetuity - and with growing support from local communities, development partners, housing associations and others - we are now building the organisation to take on more projects and to produce more affordable homes for locals.

As you know, Cornwall's Local Plan has been adopted; a record number of communities have commenced Neighbourhood Development Plans; confidence has been generated through a proven track record of a wide range of Community Land Trust housing projects across Cornwall; an excellent working relationship between the local authority, housing associations and local CLTs now exists; a successful and proven environment for ethical investors has grown; unfortunately, there is an inescapable persistence of high levels of housing need; and there is a provision of new funding – especially the new Community Housing Fund – to help bridge the viability gap on many schemes which local communities wish to bring forward. We therefore believe there is **no better time than now** for local communities to work on new projects to help meet local housing need.

We are on site this year with another 34 homes (mostly for rent but also shared ownership) in two projects. In both cases this has been the product of working in partnership with Parish Councils at Wendron and Duloe. In each case the Parish Council set up Local Housing Working Parties to lead and design the project. With our professional support we have jointly guided these projects to the point of construction and completion later this year/early 2018. Others are coming along well. Perhaps Ludgvan Parish might be amongst the next?

I enclose a copy of our information leaflet which tells you more about what we do and the standards we have set for the Trust when helping communities meet their needs. I also enclose a press cutting following the launch of our latest scheme at St Teath last autumn.

If it was felt appropriate we would be pleased to meet Ludgvan Parish Council to explain more and, if there is an interest, to explore whether there may be opportunities to establish a project to meet local need in Long Rock, Ludgvan/Crowlas, the Canonstown area or elsewhere in the Parish.

My second purpose in writing to you is out of courtesy following a decision of Cornwall Council's Affordable Housing Team (AHT) that a need survey for a housing project we are assisting with on neighbouring land at Nancledra might include a survey of the whole of Ludgvan Parish.

The background to this project is long and complex and I'd be pleased to explain more if the Council is interested. Suffice it to say however, that this project has proven to be far from straight forward and Cornwall CLT's plans have met with mixed success so far. Nevertheless, our Board has resolved not to walk away from this project but to continue to work to find the best solution for the community of local families in housing need.

To this end – and in response to a strong expression from local people - a local Nancledra Housing Working Party has been established (with the support of Cornwall CLT) after Towednack Parish Council, which had originally proposed and invited CCLT to lead this project has since chosen not to continue with it. The Working Party has taken on the project to advise and guide it and to review the need (through a further survey to update the evidence), sites and development options. Without prejudging the outcome of tasks yet to be completed however, it seems likely that such a scheme will be at a small scale - ie less than 10 dwellings.

At the time of the original housing need survey in 2012 Towednack Parish Council had agreed with Cornwall Council that there should be a limit to the extent of the area of benefit; i.e. that it should be within an area approximately 1 mile from Nancledra as well as the whole of Towednack Parish itself. This therefore included a portion of NW Ludgvan Parish. At the time this was agreed (before either our Development Manager or I became involved in the CLT and therefore in this project) I assume Ludgvan Parish Council had been informed and consulted by either of the two Councils. I attach a copy of the relevant map agreed by the Councils, showing the area in question.

However, the Council's AHT has now informed me that if we wish to update our need survey we cannot undertake a survey of just part of a Parish – the whole of Ludgvan Parish would have to be included or not at all, ie including those parts of the Parish which have little or no association with Nancledra.

This matter has not yet been finally resolved. It is of course possible we will simply agree not to survey any of Ludgvan Parish rather than to include the whole of it. On the other hand, if Ludgvan were included we feel it would be better to see this as an opportunity rather than as a problem. In fact, if your Parish Council wish to be fully involved in this and to receive reports of the progress and outcome etc. I'm sure the Housing Working Party would be delighted to share this with Ludgvan Parish Council. Indeed, it may provide the Council with useful information upon which to decide whether or not it wishes to proceed with a project of its own of the type described above.

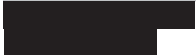
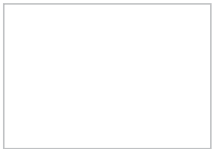
Either way it is the intention of the Housing Working Party to proceed with the survey in early September as a primary facilitator is Nancledra Primary School (see link to their site which makes reference to this <http://www.nancledra.cornwall.sch.uk/> ) which has already prepared parents to anticipate the survey.

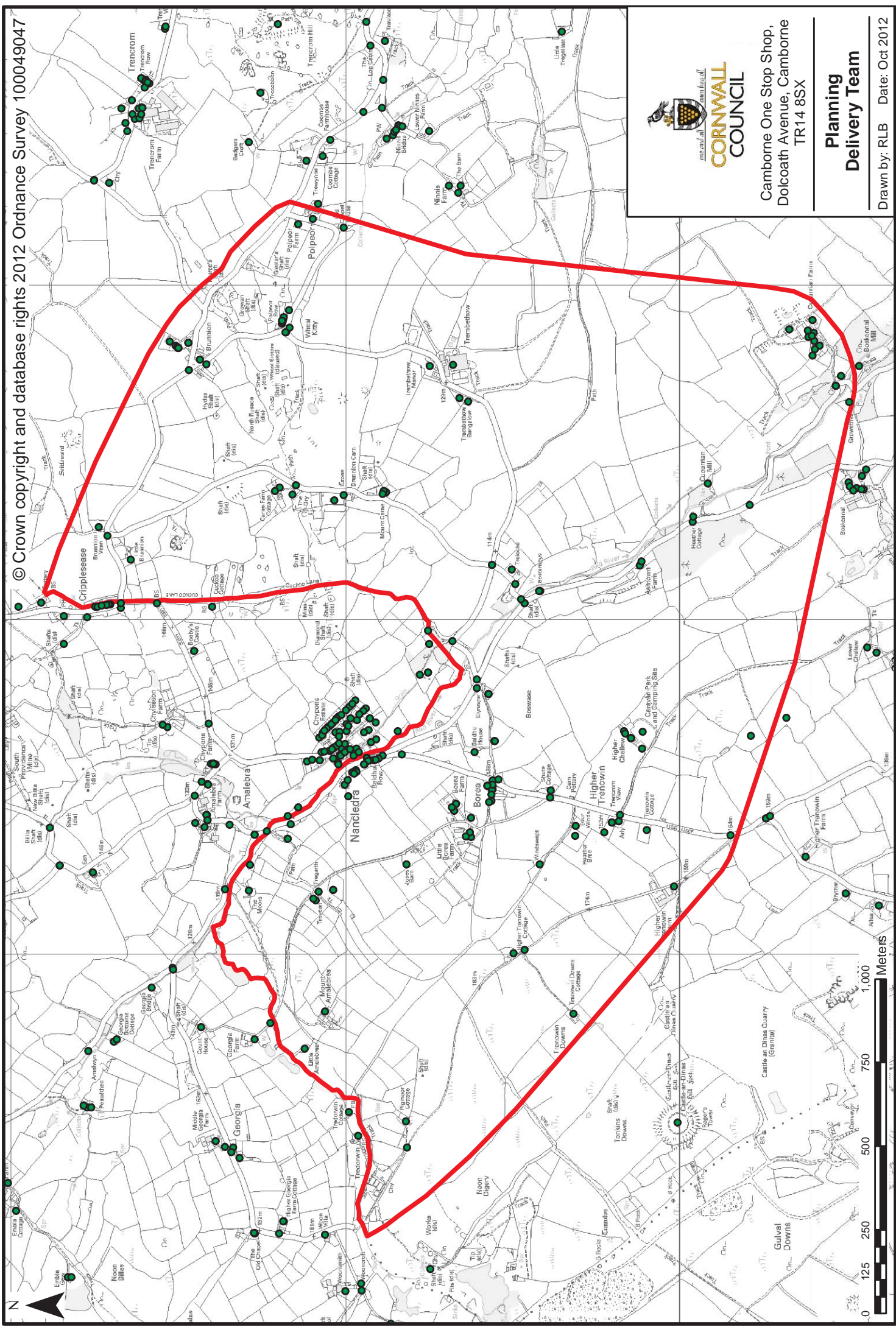
If the Council would like to discuss either of these matters with us or if it has any questions or comments please do not hesitate to contact me.

I look forward to hearing from you in due course.

With all good wishes.

Yours sincerely,





**CORNWALL**  
COUNCIL

Camborne One Stop Shop,  
Dolcoath Avenue, Camborne  
TR14 8SX

**Planning**  
**Delivery Team**

Drawn by: RLB Date: Oct 2012

# INFORMATION SHEET: CORNWALL COMMUNITY LAND TRUST

## Helping the Community take the lead to get homes for locals forever

**Cornwall Community Land Trust was set up in 2007 by local people. It is a community-led organisation which works to:**

- Establish and support local Community Land Trusts (12 so far in Cornwall); and
- To build permanently affordable homes to meet the long-term needs of Cornish communities.

Cornwall one of the most successful areas for Community Land Trusts (CLTs), part of a movement of over 175 across the country.

Cornwall CLT has helped to build or enable nearly 200 homes to meet local need since it was established.

### WHAT IS CORNWALL CLT?

Cornwall CLT is a charitable Community Land Trust and is registered society under the Co-operative and Community Benefit Society Act 2014. It is governed by a Board of volunteers elected by Cornwall CLT's shareholders at each Annual General Meeting. It emerged from a project established by Cornwall Rural Housing Association in 2006 and, after formerly registering, began its first project work in 2008.

### What do local Community Land Trusts do?

A CLT is a community-led organisation which provides land and buildings to meet the long term needs of its community. This includes building affordable homes for locals. These have been successfully delivered by local Community Land Trusts in Delabole, Luxulyan, St Minver, St Ewe, Gorran, Pendeen and St Just-in-Roseland. Community Land Trusts don't just meet local housing need. Some have re-opened local pubs, started a community-owned bakery or, like Lands' End Peninsula Community Land Trust, established a community farm (at Bosavern).

Community Land Trusts are practical organisations with a strong track record of delivery: providing long-term and permanent community answers to local concerns and opportunities.

In addition, Cornwall CLT has developed homes for locals where a local CLT could not be set up, in Nancledra, Blisland, St Teath (phase 1), The Lizard, Blunts and on the Isles of Scilly.

### Who is a CLT for?

Membership of CLTs is open to everyone in the community of benefit (village, parish, town, area); so everyone gets a say on what happens.





## What happens to the profits?

All CLTs are “not-for-profit” organisations. Of course any well run body should aim to make a surplus rather than a loss. But surpluses must be reinvested in the local community, instead of being paid as dividends or profit.

## What happens when the CLT project is over?

The CLT is a long-term steward of buildings and assets. They hold them in trust for the community so that homes and other assets are available for the whole community forever. This way, it is not just the first generation that reaps the rewards.

## What plans has Cornwall CLT for the future?

Cornwall CLT is building on its successful beginnings and has now set an ambitious programme for the future.

Cornwall CLT aims to help more communities build more homes, helping more local families who would otherwise be struggling to find an afford a home of their own. Cornwall CLT’s housing projects will be:

- ✓ **Community-led** – the community in the driving seat by either setting up a CLT or driving the project with Cornwall CLT taking the risk on their behalf.
- ✓ **Homes for locals forever** – meeting a local housing need in perpetuity.
- ✓ **Homes that provide low-cost living** – aiming for low-carbon homes, slashing the cost of living for residents.
- ✓ **Decent homes with good space standards** – Cornwall CLT is proud to build homes fit for local families; we aspire to have space standards above the Government guidance level.
- ✓ **Genuinely affordable** – to sell at less than two-thirds of market price and rent never more than four-fifths of market rent.
- ✓ **Working with nature** – working in partnership with Cornwall Wildlife Trust, making sure schemes mitigate environmental impact and, where possible, enhance nature conservation standards.

## CONTACT CLT

Cornwall CLT is run by housing and community development professionals – former MP and housing campaigner, Andrew George (Director); Charter Surveyor, Helen Downing (Development Manager); Senior Housing Professional and Chartered Surveyor, Alan Fox (voluntary Company Director); and former Senior Planner, Phil Randall (Board Chair).

**If you believe that Cornwall CLT can help your community please get in contact:**

**E: [info@cornwallclt.org](mailto:info@cornwallclt.org) t: 01872 243554**

**CORNWALL LAND  
COMMUNITY TRUST**



# Young families receive the keys to their new homes at St Teath

THE opening of Briar Close, St Teath, has welcomed the Cornwall CLT scheme to the community, shedding a positive light on affordable housing for young families in the future.

On Tuesday, August 23, members of Cornwall CLT, KMD Developments, councillors, residents and spectators came along to attend the grand opening of the newly developed Briar Close in St Teath, which has been developed through the Cornwall CLT affordable housing scheme.

This scheme has helped first time buyers and young families to buy their first home locally, meaning those who feared they'd have to move further afield to be able to buy a home, can settle in the area they've committed their

work and family lives to. Of the eight homes in Briar Close, two are yet to be completed, and sales are currently going through the scheme, and through the St Teath parish, including Delabole and St Minver, there are approximately 63 CLT homes.

There are now 18 more communities that are in the early stages of adopting this affordable housing scheme, many of whom will take it on. Andrew added: "We want to scale up more, because, ultimately, we want more families to be happy because of their home, like in St Teath. We're keen to let people know more about the work we do, so if people are interested and want to get in contact with us about it, they can go about it in the correct way."

Most of the residents in Briar Close are young couples and families, who have strong connections to the local community. For example, Jo and Matt Mountain, who have family and friends in St Teath and nearby Wadebridge, and who work in the St Teath area.

Cornwall CLT director, Andrew George, told the *Post*: "These houses are bigger, better and more secure for the young families and couples that have moved in, and they all seem very

happy."

Cornwall CLT is nearing the 200 mark for houses created throughout the county through the scheme, and in the St Teath parish, including Delabole and St Minver, there are approximately 63 CLT homes.

There are now 18 more communities that are in the early stages of adopting this affordable housing scheme, many of whom will take it on. Andrew added: "We want to scale up more, because, ultimately, we want more families to be happy because of their home, like in St Teath. We're keen to let people know more about the work we do, so if people are interested and want to get in contact with us about it, they can go about it in the correct way."

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Pictures:  
Adrian Jasper

TOP: A job well done, the builders of KMD Developments are pictured outside one of the new builds in Briar Close.

ABOVE: Keziah and Ben Mainwaring are pictured with their baby in their new home.

LEFT: Members of Cornwall CLT are pictured, along with builders, councillors and residents, who gathered for the opening of Briar Close in St Teath by some of the youngest residents living in the close, Jack Jasper and Mason Mountain.

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# CORNWALL ASSOCIATION OF LOCAL COUNCILS

Unit 1/1a, 1 Riverside House, Heron Way, Newham, Truro, Cornwall TR1 2XN

*Serving the parish and town councils of Cornwall*

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## LOCAL GOVERNMENT BOUNDARY REVIEW CORNWALL COUNCIL

Cornwall Council is the subject of a local government boundary review on the number of seats (size) of the unitary authority. This process has been instigated because of the number of variances in electoral division sizes and elector/population. It is an external process being applied to Cornwall Council and the final outcome will be announced in 2018 and used for elections in 2021.

### Boundary Review Process to date

Cornwall Council initially submitted proposals for 115 members, but this was rejected by the Boundary Commission who gave a clear steer that the number should be below 105.

The CALC facilitated an Inquiry Day in early January which took evidence and considered what would be an appropriate size for Cornwall Council. The Independent Inquiry Day recommended 85 – 95 seats, with the higher number reflecting the rural/urban representation.

In February 2017 Cornwall Council made its final submission for 99 members, being the best fit for retaining whole parish boundaries and existing community network areas.

In June 2017 the Local Government Boundary Commission for England announced that its initial view was that the size should be 87 seats, but it also offered a second short consultation on three questions

- i) Do you think that 87 is the right number of councillors to be able to take decisions effectively? Why or why not?
- ii) Would a council size of 87 enable the Council to represent the interests of all Cornwall's communities?
- iii) If you don't agree that Cornwall should be represented by 87 councillors, what would your alternative number be and why?

The closing date for this mini consultation is August 7, 2017 and the Boundary Commission is very keen to hear the views of the parish and town councils in Cornwall to these questions with evidence where available.

### LGBCE Timetable

Date	Action
July 25, 2017	Cornwall Council confirms submission to final consultation
August 7, 2017	Closing date of consultation on number of Councillors
September – December, 2017	Public consultation on new division boundaries
March – May 2018	Public consultation on draft recommendations
July 2018	Publication of final size

## **What is Cornwall Council doing now?**

Cornwall Council's Electoral Review Panel has considered the initial recommendation of the Boundary Commission and continues to work up the mapping of the impact of the size of Cornwall Council and the impact on the divisional map. It continues to compare sizes of 87 and 99 to see how this would impact on whole parish boundaries and community network areas.

The mapping is based on three key requirements:

- Respects parish boundaries
- Respects existing community network areas
- Respects geographical features including major roads, rivers and estuaries and other barriers

Cornwall Council has circulated a number of links to documents and information at community network and parish level.

On July 11<sup>th</sup>, 2017 the Electoral Review Panel maintained its view that there should be 99 seats on the unitary authority. It therefore recommended to full council that the response to the secondary consultation should restate the previous submission of 99 seats.

## **What can you do now?**

The closing date for the consultation is August 7<sup>th</sup>, 2017 and it is essential that local councils respond direct to the Boundary Commission with their responses to the three questions. It is important that any response is well evidenced; the additional consultation period is looking for clear data and sound justification if it is to be persuaded to increase its stated number of 87.

The CALC has been attending meetings of the Electoral Review Panel and has been active in promoting the consultation opportunity but the Executive Committee has agreed that it would be inappropriate for the Association to submit any view in its own right. Therefore our role has been to advertise and signpost member councils to engage with the process and respond.

## **What Next?**

Cornwall Council has started to look at the individual division boundaries and map the layout for both 99 seats and 87 seats. The new map of the divisions will be based on the forecast electorate for Cornwall in 2023 (449,650). For example, if the final decision is a size of 87 seats, the starting point for electors/division will be 5168 +/- 10% with some additional room for manoeuvre if required.

Once the Boundary Review of Cornwall Council is completed, Cornwall Council will undertake a community governance review of the parish and town council boundaries. Unlike the national review, the final decisions on the parish boundaries will rest with Cornwall Council. It has been acknowledged by members of the Electoral Review Panel that where there is a conflict on boundaries created by the divisional boundary of the Cornwall Councillor.

I would strongly recommend that every local council identifies one or two members who will undertake to read the paperwork and attend briefing meetings in due course. It is important that your council is aware of the detail and the progress of this work which may ultimately have a significant impact on your area.

## **CALC Conference and Boundary Commission Workshop**

The Annual Conference of the Cornwall Association of Local Councils will be held on Saturday October 14<sup>th</sup>, 2017 at New County Hall, Truro. Working with the Electoral Review Panel, the morning is dedicated to the Boundary Review of Cornwall Council and the Community Governance Review of Cornwall's parishes. The Boundary Commission for England is visiting Cornwall in October and is keen to meet with local councils. We have issued an invitation to attend the conference and participate in the event. I hope your council will ensure that it attends and takes part in the event to be better informed and engaged in the process.

Sarah Mason  
County Executive Officer  
Cornwall Association of Local Councils

[Redacted]

Dear Mr Hudson (Ludgvan Parish Council)

**Complaint to Cornwall Council**

I write with reference to your letter dated 18 July 2017

Your letter has been forwarded to the Feedback Officer for the Planning Service to log as a formal complaint to our corporate complaints system, our ref 101003321898

I can advise the reason for the delay in issuing the decision was because further letters of objection were submitted by [Redacted] raising new issues, which had to be investigated and assessed within the report.

Having looked at the way the protocol was carried out with regard to this application, it is felt that the decision to discuss with the Divisional Member was correct given the objection maintained by the Parish Council, however, it is noted that you were not given the additional 5 days to try and resolve matters first and that you were not advised of the outcome of the meeting with the Divisional Member. Therefore, we would like to apologise for this oversight and will be reminding officers of the need to follow the protocol and to update local councils of the outcome of such meetings with divisional members in future.

This forms the Council's initial response to your complaint. Please take the opportunity to view the response and let me know if you have any comments ie have we answered all the issues raised? If you wish to comment on the response please do so in writing (email or hard copy) to [egdfeedback@cornwall.gov.uk](mailto:egdfeedback@cornwall.gov.uk) or addressed to Room 117, St Austell One Stop Shop, 39 Penwinnick Road, St Austell, PL25 5DR. Any comments returned will be reviewed prior to a final response being issued.

Kind Regards

[Redacted]

[Redacted]

Room 117, St. Austell One Stop Shop, Penwinnick Road, St. Austell, PL25 5DR

Please let us know if you need any particular assistance from us, such as facilities to help with mobility, vision or hearing, or information in a different format.

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**LUDEVAN PARISH COUNCIL MEETING  
9TH AUGUST 2017  
ITEMS FOR INFORMATION**

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

- (a) PA16/09525 - Boskennal Mill Access To Boskennal Mill And Cucurrian Farm Cucurrian Ludgvan - Change of use and redevelopment of dis-used farm building to dwelling. - Mr Robert Whitfield - **Approved**
- (b) PA17/03351 - The Range Long Rock Penzance Cornwall - Advert consent for 2No internally illuminated with LED flex face signs, 1No internally illuminated with LED built up Perspex logo, 15No non illuminated slim frame flex face signs and 1No double sided, non illuminated post sign. - CDS Superstores International Ltd - **Approved**
- (c) PA17/02285 - Barn Tolver Water House Tolver Long Rock - Use of building as ancillary annexe accommodation and farm office - Mr David Nicholls - **Approved**
- (d) PA17/04926 - Unit 2B Main Access To Long Rock Industrial Estate Long Rock Industrial Estate Long Rock - Application for change of use of land and building for purposes within Classes B1, B2, B8 and Sui Generis (taxi operating centre and parking) - Mount Lidden Limited - **Approved**
- (e) PA17/05237 - Trembethow Farm Lelant Downs Hayle Cornwall - Proposed agricultural shed - Mr Paul And John Richards - **Approved**
- (f) PA17/05154 - 3 Tregender Road Crowlas Penzance Cornwall - Rear extension, garage extension and loft conversion with dormer and balcony roof window. - Mr Glyn Belt - **Approved**
- (g) PA17/02957 - Trewynne Coombe Ninnbridge Road Lelant Downs TR27 6NW - Demolition of an existing single storey dwelling and replace with a two storey dwelling. Conversion of existing, single storey building to two storey kitchen and living room to be linked to the main dwelling at first floor level with an access walkway. - Mr Christopher Woodruffe - **Refused**
- (h) PA17/05645 - 60 Godolphin Road Long Rock TR20 8JP - Demolition of existing and erection of new conservatory - Mr And Mrs Chappell - **Approved**

**Cornwall Council - Planning Enforcement, Appeals etc.**

- (a) EN17/01286 - Gonew View Lelant Downs Hayle Cornwall TR27 6NH - Alleged stationing of a mobile home which is being used as holiday let - **Pending Consideration**
- (b) EN17/01456 - 10 Trescoe Road Long Rock Penzance Cornwall TR20 8JZ - Alleged construction of a high wall over 1m in height to the front of the property- **Pending Consideration**

**Other items for information**

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic

Location: Griggs Quay, Hayle

Timing: 29th August 2017 to 30th August 2017 (22:00 to 0600)

Contact: Dyer and Butler, Tel: 02380 742222