

# LUDGVAN PARISH COUNCIL

This is to notify you that the Monthly Meeting of Ludgvan Parish Council will be held on Wednesday 13th December, 2017 in the Oasis Childcare Centre, Lower Quarter, Ludgvan commencing at 7pm.

S. P. Hudson

S P Hudson  
Parish Clerk  
08/12/2017

## **AGENDA:**

**Page No.**

### **Public Participation Period (if required)**

1. **Apologies for absence**
2. **Minutes of the Parish Council Meeting on Wednesday 8th November 2017** 3-6
3. **Declarations of interest in Items on the Agenda**
4. **Dispensations**
5. **Councillor Reports**
  - (a) Cornwall Councillor Simon Elliott
  - (b) Chairman's report
  - (c) Other Councillors

### **REPORTS FOR DECISION**

6. **Notice of Motion**

Councillor Cartwright will propose that:  
**Due to concerns over the impact on local residents, particularly those at Chy-an-Mor, the Council instruct the Clerk to write to the Civil Aviation Authority and the relevant aircraft manufacturer to obtain information regarding the noise footprint of the helicopters to be used at the proposed Penzance Heliport.**
7. **Cornwall Council – Planning Applications - For decision**
  - (a) [PA17/10885](#) - The Croft Access Track To Georgia Farm Borea Farm And Upper Croft Todden Nancledra TR20 8LX - Single storey extension including rooflights - Mr & Mrs John Parkin
  - (b) [PA17/09294](#) - Gonew View Access Track From Carniscoe Road To Gonew Viscoe Lelant Downs TR27 6NH - Change of use of residential land to allow the siting of a caravan for holiday letting purposes - Mr Uwe Gerecke
  - (c) [PA17/10583](#) - 2 Bowls Barn Castle Road Ludgvan Penzance - Retention and alteration of garden decking. - Drs P And R Sampson
  - (d) [PA17/10093](#) - The Lodge Nancledra TR20 8LQ - Application for a Certificate of Lawfulness (existing use) for the occupation of dwelling in breach of holiday occupancy condition - Mr And Mrs Booker
  - (e) [PA17/10559](#) - 1 Chy-An-Gweal Estate Ludgvan TR20 8ET - Removal of approximately 6 metres of hedge and dropping of kerb in order to create two parking spaces. - Mr Tim Dumbleton
  - (f) [PA17/09595](#) - Howlsedhas Long Lane Ludgvan TR20 8AH - To construct a timber verandah at first floor level to the back of the house. It would have four posts set on anchors through to hand rail level. The

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anchors to be set in concrete pads 400mmx400mm A wooden hand rail with ballisters at 1.2metres high To replace the bedroom window with a sliding patio door (to match the sliding patio door immediately underneath at ground floor level which is the lounge) - Mrs J Barber	
(g) <a href="#">PA17/10394</a> - Treas Lew Gilly Lane Whitecross Cornwall - Seasonal roundhouse, self contained, with septic tank for holiday use - Mr Nick Clift	
(h) <a href="#">PA17/00033/NDP</a> - Plan proposal and Strategic Environmental Assessment submitted for Hayle Neighbourhood Development Plan - Hayle Town Council	
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# LUDGVAN PARISH COUNCIL

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**Chairman:**

Councillor Richard Sargeant

**Clerk to the Council:**

Steve Hudson

Brynmor,

St Ives Road,

Carbis Bay,

St Ives,

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**MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY, 8<sup>th</sup> NOVEMBER 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; S Miucci; D Osmand; M Squire; L Trudgeon.

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

**Public Participation Period**

The Council was addressed by the applicant of item 6(b) on the agenda.

**LPC 682 Apologies for absence**

Apologies were received from Councillors D Badcock; J Hewett

**LPC 683 Minutes of the Extraordinary Parish Council Meeting on Wednesday 11th October 2017 & the Extraordinary Meeting held on 18th October 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 684 Declarations of interest in Items on the Agenda**

None.

**LPC 685 Dispensations**

None.

**LPC 686 Presentation - 'At Your Convenience' - Long Rock Toilet Proposals**

The applicant presented the draft proposals that included a modular construction that could be added to as time progressed. It was hoped to be open next summer.

**LPC 687 Presentation - Cornwall Community Land Trust**

Andrew George outlined the work of the Trust both locally and across Cornwall. It was hoped that the Council would support local initiatives and that the work of the Trust could be linked to the development of the Neighbourhood Plan.

**LPC 688 Cornwall Council – Planning Applications - For decision;**

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

- (a) PA17/09181 - Tregarthen Barn Tregarthen Farm Long Rock Cornwall - Alterations to fenestration, Juliet balcony and timber balcony and small rear single storey extension - Mr Jason Pearce - **No objection**
- (b) PA17/09678 - Carntiscoe Workshops Carntiscoe Road Lelant Downs TR27 6NJ - Conversion of redundant farm buildings to dwelling - Mr & Mrs Paul Richards - **No objection**

- (c) PA17/09549 - Land Adjacent To St Erth Railway Station St Erth Hayle TR27 6JW - Non material amendment for the adjustment to the levels in the south car park area of the site by up to 1000mm from those indicated in the original submission in order to reduce the slope of the footpath from a gradient of up to 9% to a maximum 5% in respect of Decision Notice PA11/09753 - Mr Steve Kelleher Cornwall Council - **No objection**
- (d) PA17/09679 - St Erth Station Station Approach St Erth TR27 6JW - Application for removal of condition 15 (Kingdom Hall Gates) in respect of Decision Notice PA11/09753 - Mr Steve Kelleher Cornwall Council - **No objection**
- (e) PA17/08703 - Bowls Barn Castle Road Ludgvan Penzance - Retrospective application for the change of use of agricultural land and building to part use of the building as a commercial timber workshop and part use of the building as a domestic stable/store, part use of the land as a car parking area for use in conjunction with the commercial timber workshop and part use of the land for the keeping of horses, and the consolidation and extension of the hardstanding area around the building. - Mr Phil Osborne - **Objection - the site is not suitable for industrial use due to noise and disturbance. In addition there are already highways issues relating to large lorries.**
- (f) PA17/00029/NDP - Plan proposal submitted for St Erth Neighbourhood Development Plan - St Erth Parish Council - **No comment**

#### **LPC 689 Councillor Reports**

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

Councillor Elliott reported the following:

- i. the Tregarthen Barn planning application had been passed by Committee with no conditions;
- ii. he had met with the new Police Inspector whose priorities were drugs and anti-social behaviour;
- iii. there was to be a retrospective planning application for a static caravan in Lelant Downs;
- iv. a meeting was to be held with Cormac regarding road safety in Long Rock;
- v. there were no plans for the Bay to Bay Cycle Route to be implemented due to funding issues;
- vi. in his view the electoral boundary review should ensure that Long Rock remains part of Ludgvan and
- vii. Cornwall Council officers would be visiting the Eastern Green retail site to ensure that planning conditions in respect of planting were to be met.

(b) ***Chair:***

The Chair reported that he and the Vice-Chair had attended the CALC Conference on the Electoral Boundary Review. He stressed the importance of submitting alternative proposals if those being considered were unacceptable to the Council.

(c) ***Other Councillors:***

- (i) Councillor Mann raised issues with the Bridleway between Whitecross & Trencrom
- (ii) Councillor Branchett stated that the sand bin in Long Rock had finally been emptied of rubbish and that the computerised read out on the new bus stop was not yet working properly.
- (iii) Councillor Honess raised the flooding issues being experienced around the Tregilliowe bends and Rosevidney as well as the problems on Rosevidney Bridge caused by run-off from the fields. He also mention an inconsistency in the enforcement of the hedge cutting responsibilities of farmers. Councillor Elliott agreed to look into the matters.

#### **LPC 690 Clerks Report**

(a) **Neighbourhood Plan Update**

The Clerk reported back on positive meetings of the new Neighbourhood Development Plan Committee and s group looking to progress the Local Landscape Character

Assessment.

**LPC 691 Finance Report**

It was **RESOLVED** that:

- (a) **the Payment Schedule totalling £2,272.43 (appended) be approved for payment and be duly signed by the Chairman;**
- (b) **receipts totalling £100.29 be noted;**
- (c) **the bank reconciliations be noted;**
- (d) **the budget monitoring report be noted.**

**Treasurers Account8**  
Payments for Approval

<b>Nominal Ledger Analysis</b>									
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
08/11/2017	Henry Rich	3096	178.46			4460	140	60.00	Grass Cutting
						4200	140	118.46	Maintenance
08/11/2017	Viking Direct	3097	61.19		10.20	4070	100	50.99	Stationery
08/11/2017	Heamoor RBL	3098	35.00			4150	100	35.00	Poppy Appeal Grant
08/11/2017	Steve Hudson	3099	1,142.86			4000	100	1,073.22	November Net Pay
						4060	100	45.90	Travel
						4070	100	18.00	Office Expenses
						4070	100	5.74	Phone Reimbursement
08/11/2017	HM Reveunue & Customs	3100	139.59			4000	100	74.98	PAYE
						4010	100	64.61	Employers NI
08/11/2017	Chris Fry Garden & Rural Servi	3101	390.00			4430	140	330.00	LMP Footpaths - Gold Paths
						4430	140	60.00	LMP Footpaths - Silver Paths
08/11/2017	Cornwall Assoc Local Councils	3102	24.00		4.00	4070	100	20.00	Electoral Review Conference
15/11/2017	South West Water	DD08	14.95			4130	150	14.95	St Pauls Water
01/12/2017	South West Water	DD07	286.38			4130	130	286.38	Church Hill Water
<b>Total Payments:</b>			2,272.43	0.00	14.20			2,258.23	

## LUDGVAN PARISH COUNCIL - 13TH DECEMBER 2017

### REPORT OF THE CLERK

#### (a) Electoral Boundary Review

##### 1. *Background:*

- 1.1 The review instigated by the Boundary Commission has concluded that the number of Cornwall Councillors will be reduced to 87. This will require a reduction from 9 to 6 in the West Penwith Community Network Area.
- 1.2 A submission to the Boundary Commission must be made before February 2018 but Cornwall Council have asked for views prior to submitting their own proposals.
- 1.3 An informal Council meeting was held on 5th December to consider potential boundaries.

##### 2. *Informal Meeting:*

- 2.1 The various maps and submissions by other were considered and all suggestions to date involve the 'splitting' of Ludgvan across two or more electoral divisions.
- 2.2 It was clear from a long discussion that the constraints placed by both the minimum and maximum number of electors allowed per division and the geographic position of the parish made a solution that left the parish 'intact' difficult to establish.
- 2.3 To this end it was eventually decided that the recommendation to Council would be to submit a number of 'principles' to Cornwall Council that it was hoped would be taken into consideration and that a further discussion on boundaries prior to a submission to the Boundary Commission would take place in the New Year.

It is therefore recommended that the following be submitted to Cornwall Council:

**The current view of Ludgvan Parish Council is that in respect of any proposals that affect the parish:**

- (a) **Long Rock is a distinct community that has more in common with its neighbours to the east, Ludgvan, Crowlas and Marazion, than it does with the town of Penzance and therefore should be included in a more rural electoral division that sits outside of Penzance.**
- (b) **Suggestions that polling district ILN1 should be split are arbitrary, take no account of the intrinsic community relationship between Ludgvan & Crowlas and are merely a convenience to make the numbers for other proposals stack up. More generally it is the Council's view that every endeavour should be made to**
- (c) **maintain existing parish boundaries within one electoral division and**
- (d) **avoid electoral divisions that are part urban and part rural.**

**LUDGVAN PARISH COUNCIL - 13TH DECEMBER 2017**

**REPORT OF THE CLERK**

**(b) Local Landscape Character Assessment (LLCA)**

1. *Background*

- 1.1 The Council resolved to undertake a LLCA and has received funding from Cornwall Council and the Cornwall Wildlife Trust as well as making its own budget provision

2. *Progress*

- 2.1 An initial meeting has been held and an indicative 'character' map has been produced by Cornwall Council.
- 2.2 Permission is now sought to print laminated copies of the map and paper copies of the work sheets to facilitate the fieldwork necessary to start the remainder of the process.

It is therefore recommended that:

- (a) The Clerk be authorised to spend up to £200 from the existing budget to arrange the necessary printing.**



**LUDGVAN PARISH COUNCIL - 13TH DECEMBER 2017**

**REPORT OF THE CLERK**

**(c) Royal British Legion (RBL) Memorial Garden - Church Hill**

1. *Background*
- 1.1 Some time ago the parish council was instrumental in the creation of the RBL Garden on Church Hill and has always paid for the surrounding grass areas to be cut.
2. *The Garden*
- 2.1 At a recent meeting Councillor Honess reported that the actual garden area was starting to look neglected and suggested that our contractor be asked to include this in his regular maintenance activities.
- 2.2 A quote of £200 has been received to revitalise the garden in spring and to undertake regular maintenance thereafter.

It is therefore recommended that:

- (a) The sum of £200 be included in next year's budget.**

**LUDGVAN PARISH COUNCIL - 13TH DECEMBER 2017**

**REPORT OF THE CLERK**

**(d) Initial Budget Proposals**

1. *Background*
- 1.1 Council's are required by law to set a budget in support of their precept.
- 1.2 The precept will be set at the January meeting once final tax base figures are confirmed, in the meantime draft proposals are attached for comment.

**Members views are requested.**

	Actual 2017/18 to date	Budget 2017/18	Projection 2017/18	Budget 2018/19	Projections			
					2019/20	2020/21	2020/21	
<b>100 Administration</b>								
1076 Precept	34,487	34,487	34,487	41,414	42,242	43,087		
1080 Interest Received	2	4	4	4	4	4		
1090 Council Tax Support Grant	1,905	1,904	1,905	1,506	1,280	1,088		
1110 Other Grants	650	558	800	800	800	800		
	<b>37,044</b>	<b>36,953</b>	<b>37,196</b>	<b>43,724</b>	<b>44,326</b>	<b>44,979</b>		
<b>Administration :- Receipts</b>								
4000 Clerk's Salary	9,186	18,372	13,800	15,576	15,732	15,889		
4010 Employers NI	517	1,393	776	957	967	977		
4060 Travel	411	750	750	750	750	750		
4070 Office Expenses	914	1,250	1,250	1,250	1,250	1,250		
4080 Advertising	-	600	600	600	600	600		
4090 Subscriptions	983	950	983	1,000	1,000	1,000		
4100 Insurance	708	751	708	725	725	725		
4110 Audit Fees	350	350	350	350	350	350		
4150 S137 and Other Grants	435	700	700	700	700	700		
4160 Youth Club Grant	-	500	-	-	-	-		
4170 Christmas Trees	-	250	250	250	250	250		
4180 Deedstore	8	16	16	16	16	16		
4190 Meeting Room Hire	360	360	360	360	360	360		
4300 Website Development	60	100	60	100	100	100		
4310 Website Maintenance	856	750	856	900	900	900		
4320 Election Expenses	5,721	1,000	5,721	1,500	1,500	1,500		
4350 Software - Annual Licence	229	232	229	232	232	232		
	<b>20,738</b>	<b>28,324</b>	<b>27,409</b>	<b>25,266</b>	<b>25,432</b>	<b>25,599</b>		
<b>Administration :- Payments</b>								

	Actual 2017/18 to date	Budget 2017/18	Projection 2017/18	Budget 2018/19	2019/20	2020/21
<b>120 Long Rock Allotments</b>						
1210 Allotment Rents	-	370	370	370	370	370
	-	370	370	370	370	370
<b>Long Rock Allotments :- Receipts</b>						
4120 Maintenance	-	150	150	150	150	150
4130 Water	149	120	149	150	120	120
4140 Rents Payable	80	80	80	80	80	80
4350 Software - Annual Licence	-	24	24	24	24	24
	229	374	403	404	374	374
<b>Long Rock Allotments :- Payments</b>						
<b>130 Church Hill Allotments</b>						
1210 Allotment Rents	90	1,568	1,568	1,568	1,568	1,568
	90	1,568	1,568	1,568	1,568	1,568
<b>Church Hill Allotments :- Receipts</b>						
4120 Maintenance	739	250	1,000	400	400	400
4130 Water	286	500	350	400	500	500
4140 Rents Payable	350	700	700	700	700	700
4350 Software - Annual Licence	-	92	92	92	92	92
	1,375	1,542	2,142	1,592	1,692	1,692
<b>Church Hill Allotments :- Payments</b>						
<b>140 Amenities</b>						
1100 Footpath Grant	415	3,474	3,474	3,474	3,474	3,474
1130 Aggregate Fund Income	-	4,500	4,500	4,500	4,500	4,500
	415	7,974	7,974	7,974	7,974	7,974
<b>Amenities :- Receipts</b>						
4120 Maintenance	20	-	20	-	-	-
4200 Repairs	567	1,245	1,245	1,245	1,245	1,245
4400 St Pauls Amenity Area	512	682	682	750	750	750
4410 Churchtown Garden	158	210	210	230	230	230
4420 Aggregate Fund Expenditure	-	4,500	-	4,500	4,500	4,500
4430 Footpath Maintenance	2,210	3,474	3,474	3,474	3,474	3,474
4450 Long Rock Toilets	-	-	-	1,200	-	-
4460 Grass Cutting	240	290	290	290	290	290
4470 Green Initiatives	-	408	-	650	408	408
	3,707	10,809	5,921	12,339	10,897	10,897
<b>Amenities :- Payments</b>						

	Actual 2017/18 to date	Budget 2017/18	Projection 2017/18	Budget 2018/19	2019/20	2020/21
<b>150 St Pauls Cemetery</b>						
1200 Burial Fees	2,412	2,680	3,000	2,680	2,680	2,680
	<b>2,412</b>	<b>2,680</b>	<b>3,000</b>	<b>2,680</b>	<b>2,680</b>	<b>2,680</b>
<b>St Pauls Cemetery :- Receipts</b>						
4120 Maintenance	-	255	-	255	255	255
4130 Water	39	50	50	50	50	50
4460 Grass Cutting	788	1,120	1,120	1,230	1,230	1,230
4520 Sextons Duties	-	120	120	132	132	132
4350 Software - Annual Licence	150	154	150	154	154	154
	<b>977</b>	<b>1,699</b>	<b>1,440</b>	<b>1,821</b>	<b>1,821</b>	<b>1,821</b>
<b>St Pauls Cemetery :- Payments</b>						
<b>160 Crowlas Cemetery</b>						
1200 Burial Fees	2,100	500	2,100	500	500	500
	<b>2,100</b>	<b>500</b>	<b>2,100</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>Crowlas Cemetery :- Receipts</b>						
4460 Grass Cutting	1,103	1,470	1,470	1,620	1,620	1,620
4350 Software - Annual Licence	30	30	30	30	30	30
	<b>1,133</b>	<b>1,500</b>	<b>1,500</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>
<b>Crowlas Cemetery :- Payments</b>						
<b>200 Neighbourhood Planning</b>						
1120 Neighbourhood Planning Grant	7,346	7,346	7,346	-	-	-
	<b>7,346</b>	<b>7,346</b>	<b>7,346</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Neighbourhood Planning :- Receipts</b>						
4020 Staff/General Costs	-	5,797	4,000	13,744	2,500	2,500
4260 Grant Funded	3,713	7,346	7,346	-	-	-
4270 Other (Reserve Funded)	-	4,793	-	7,090	-	-
	<b>3,713</b>	<b>17,936</b>	<b>11,346</b>	<b>20,834</b>	<b>2,500</b>	<b>2,500</b>
<b>Neighbourhood Planning :- Payments</b>						

	Actual 2017/18 to date	Budget 2017/18	Projection 2017/18	Budget 2018/19	2019/20	2020/21
999 VAT Data						
115 VAT Refunds	1,313	-	1,313	-	-	-
	<b>1,313</b>	-	<b>1,313</b>	-	-	-
<b>VAT Data :- Receipts</b>						
515 VAT on Payments	487	-	700	-	-	-
	<b>487</b>	-	<b>700</b>	-	-	-
<b>VAT Data :- Payments</b>						
Grand Totals:- Receipts	50,720	57,391	60,867	56,816	57,418	58,071
Payments	32,359	62,184	50,861	63,906	44,366	44,533
Net Receipts over Payments	18,361	(4,793)	10,006	(7,090)	13,052	13,538
Use of Neighbourhood Plan Reserve		4,793		<u>7,090</u>		
Amended Net Receipts over Payments		-		<u>-</u>		
General Reserve	16,814		23,115		1,199.08	
Repairs & Renewals	10,941		15,441		29.77	34.54
Elections	3,000		-		35.23	35.93
Neighbourhood Planning	5,293		7,090		2%	2%
Green Initiatives	408		816		16%	
IT Equipment Reserve	700		700			
	<b>37,156</b>		<b>47,162</b>			

**LUDGVAN PARISH COUNCIL - 13TH DECEMBER 2017**

**REPORT OF THE CLERK**

**(e) Fees & Charges 2018/19**

1. *Background:*

1.1 The setting of fees and charges for the ensuing year is an important part of the budget setting process.

1.2 Currently the parish council charges for burials and allotments

2. *Allotments:*

2.1 The Allotment Working Party met on 5th December and have recommended an increase to £30 per annum.

2.2 This is primarily due to increased maintenance costs caused by tenants leaving their plots in poor states.

2.3 One way of alleviating this problem would be to introduce a deposit scheme repayable on termination provided the plot is left in a satisfactory state.

3. *Cemeteries:*

3.1 The Council 's policy is to ensure that, over the medium term, burials are not subsidised by council tax payers.

3.2 Generally fees received have matched costs and in the current year there will be an excess of income over expenditure.

3.3 There is, therefore, no driver to increase burial fees for 2018/19

It is therefore recommended that:

**(a) Rental fees for allotments from January 1st 2018 be £30 for a full plot.**

**(b) A deposit repayable at the end of a tenancy, subject to leaving the plot in a reasonable state, of £50 be introduced**

**(c) There be no change to burial fees.**

**Ludgvan Parish Council**  
**Payments for Approval**  
**Treasurers Account**

**Payments made between 01/12/2017 and 13/12/2017 Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/12/2017	South West Water	DD09	65.65		4130	120	65.65	Long Rock Water
05/12/2017	Cornwall Council	3107	23.00		4020	200	23.00	Parish Address Data
13/12/2017	Cornwall Council	3103	5,720.59		4320	100	3,000.00	330
					4320	100	2,720.59	Election Recharge
13/12/2017	Society of Local Council Clerk	3104	177.00		4090	100	177.00	SLCC Membership
13/12/2017	Chris Fry Garden & Rural Servi	3105	500.00		4430	140	500.00	LMP Footpaths
13/12/2017	Simon Rhodes	3106	873.00		4460	150	262.50	Grass Cutting/Maintenance
					4400	140	170.50	Grass Cutting/Maintenance
					4460	160	367.50	Grass Cutting/Maintenance
					4410	140	52.50	Grass Cutting/Maintenance
					4120	140	20.00	Grass Cutting/Maintenance
13/12/2017	Cornwall Council	3108	240.00	40.00	4020	200	200.00	LLCA Stage 1 Training
13/12/2017	Steve Hudson	3109	1,140.78		4000	100	1,073.42	December Net Pay
					4060	100	39.60	December Travel
					4070	100	9.76	December Phone Reimbursement
					4070	100	18.00	December Office Costs
13/12/2017	HM Reveunue & Customs	3110	139.39		4000	100	74.78	December PAYE
					4010	100	64.61	December Employers NI
<b>Total Payments</b>			<b>8,879.41</b>	<b>40.00</b>			<b>8,839.41</b>	

RICHARD SARGEANT  
CHAIR

13/12/2017



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Ludgvan Parish Council

Cashbook 1

Treasurers Account

Receipts received between 08/11/2017 and 06/12/2017

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Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amount Received</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
DC19 Banked: <b>10/11/2017</b>		<b>650.40</b>			
31	Cornwall Council	650.40	1110	100	650.40 Wind Turbine Contribution
500184 Banked: <b>27/11/2017</b>		<b>1,100.00</b>			
28	M J Rowe	500.00	1200	160	500.00 EROB (Non Res) CC/D2/10
29	Co-op Funeral Directors	500.00	1200	160	500.00 Burial (Pass) CC/D2/1
30	Badcock	100.00	1200	160	100.00 Memorial Fee CC/D2/3
500185 Banked: <b>28/11/2017</b>		<b>500.00</b>			
32	W J Winn	500.00	1200	150	500.00 Burial/EROB SPC/1/33A
<b>Total Receipts:</b>		2,250.40			2,250.40

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**Ludgvan Parish Council**

**Cashbook 2**

**Business Account**

**Receipts received between 01/11/2017 and 30/11/2017**

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**Nominal Ledger Analysis**

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amount Received</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
DC20 Banked: <b>09/11/2017</b>		<b>0.32</b>			
33 Lloyds Bank		0.32	1080	100	0.32 Interest
<b>Total Receipts:</b>		0.32	0.32		

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**Bank Reconciliation Statement as at 30/11/2017  
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	30/11/2017	11	56,988.23
			<u>56,988.23</u>
<b><u>Unpresented Cheques (Minus)</u></b>			<b><u>Amount</u></b>
08/11/2017 3098	Heamoor RBL	35.00	
08/11/2017 3101	Chris Fry Garden & Rural Servi	390.00	
08/11/2017 3102	Cornwall Assoc Local Councils	24.00	
			<u>449.00</u>
			56,539.23
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			56,539.23
		<b>Balance per Cash Book is :-</b>	<b>56,539.23</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Bank Reconciliation Statement as at 30/11/2017  
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	30/11/2017		7,522.02
			<hr/> 7,522.02
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			7,522.02
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			7,522.02
		<b>Balance per Cash Book is :-</b>	<b>7,522.02</b>
		<b>Difference is :-</b>	<b>0.00</b>

## Detailed Receipts &amp; Payments by Budget Heading 06/12/2017

## 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	34,487	34,487	0			100.0%	
1080 Interest Received	3	4	1			63.3%	
1090 Council Tax Support Grant	1,905	1,904	(1)			100.0%	
1110 Other Grants	650	558	(92)			116.6%	
Administration :- Receipts	<b>37,045</b>	<b>36,953</b>	<b>(92)</b>			<b>100.2%</b>	<b>0</b>
4000 Clerk's Salary	10,334	18,372	8,038		8,038	56.2%	
4010 Employers NI	581	1,393	812		812	41.7%	
4060 Travel	450	750	300		300	60.0%	
4070 Office Expenses	942	1,250	308		308	75.4%	
4080 Advertising	0	600	600		600	0.0%	
4090 Subscriptions	983	950	(33)		(33)	103.5%	
4100 Insurance	708	751	43		43	94.3%	
4110 Audit Fees	350	350	0		0	100.0%	
4150 S137 and Other Grants	435	700	265		265	62.1%	
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	5,721	1,000	(4,721)		(4,721)	572.1%	3,000
4350 Software - Annual Licence	229	232	3		3	98.7%	
Administration :- Indirect Payments	<b>22,017</b>	<b>28,324</b>	<b>6,307</b>	<b>0</b>	<b>6,307</b>	<b>77.7%</b>	<b>3,000</b>
<b>Net Receipts over Payments</b>	<b>15,027</b>	<b>8,629</b>	<b>(6,398)</b>				
6000 plus Transfer From EMR	3,000						
<b>Movement to/(from) Gen Reserve</b>	<b>18,027</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	149	120	(29)		(29)	124.2%	
4140 Rents Payable	80	80	0		0	100.0%	
4350 Software - Annual Licence	0	24	24		24	0.0%	
Long Rock Allotments :- Indirect Payments	<b>229</b>	<b>374</b>	<b>145</b>	<b>0</b>	<b>145</b>	<b>61.2%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(229)</b>						

## Detailed Receipts &amp; Payments by Budget Heading 06/12/2017

## 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	90	1,568	1,478			5.8%	
Church Hill Allotments :- Receipts	<b>90</b>	<b>1,568</b>	<b>1,478</b>			<b>5.8%</b>	<b>0</b>
4120 Maintenance	739	250	(489)		(489)	295.5%	
4130 Water	286	500	214		214	57.3%	
4140 Rents Payable	350	700	350		350	50.0%	
4350 Software - Annual Licence	0	92	92		92	0.0%	
Church Hill Allotments :- Indirect Payments	<b>1,375</b>	<b>1,542</b>	<b>167</b>	<b>0</b>	<b>167</b>	<b>89.2%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(1,285)</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>
4120 Maintenance	20	0	(20)		(20)	0.0%	
4200 Repairs	567	1,245	678		678	45.5%	
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	2,210	3,474	1,264		1,264	63.6%	
4460 Grass Cutting	240	290	50		50	82.8%	
4470 Green Initiatives	0	408	408		408	0.0%	
Amenities :- Indirect Payments	<b>3,706</b>	<b>10,809</b>	<b>7,103</b>	<b>0</b>	<b>7,103</b>	<b>34.3%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(3,291)</b>						
<u>150 St Pauls Cemetery</u>							
1200 Burial Fees	2,912	2,680	(232)			108.7%	
St Pauls Cemetery :- Receipts	<b>2,912</b>	<b>2,680</b>	<b>(232)</b>			<b>108.7%</b>	<b>0</b>
4120 Maintenance	0	255	255		255	0.0%	
4130 Water	39	50	11		11	78.1%	
4350 Software - Annual Licence	150	154	4		4	97.4%	
4460 Grass Cutting	788	1,120	333		333	70.3%	
4520 Sextons Duties	0	120	120		120	0.0%	
St Pauls Cemetery :- Indirect Payments	<b>977</b>	<b>1,699</b>	<b>722</b>	<b>0</b>	<b>722</b>	<b>57.5%</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>1,935</b>						

## Detailed Receipts &amp; Payments by Budget Heading 06/12/2017

## 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	2,100	500	(1,600)			420.0%	
Crowlas Cemetery :- Receipts	<u>2,100</u>	<u>500</u>	<u>(1,600)</u>			<u>420.0%</u>	<u>0</u>
4350 Software - Annual Licence	30	30	0		0	100.0%	
4460 Grass Cutting	1,103	1,470	368		368	75.0%	
Crowlas Cemetery :- Indirect Payments	<u>1,133</u>	<u>1,500</u>	<u>368</u>	<u>0</u>	<u>368</u>	<u>75.5%</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u><b>968</b></u>						
<u>200 Neighbourhood Planning</u>							
1120 Neighbourhood Planning Grant	7,346	7,346	0			100.0%	
Neighbourhood Planning :- Receipts	<u>7,346</u>	<u>7,346</u>	<u>0</u>			<u>100.0%</u>	<u>0</u>
4020 Staff Cost	223	5,797	5,574		5,574	3.8%	
4260 Grant Funded	3,713	7,346	3,634		3,634	50.5%	
4270 Other	0	4,793	4,793		4,793	0.0%	
Neighbourhood Planning :- Indirect Payments	<u>3,936</u>	<u>17,936</u>	<u>14,001</u>	<u>0</u>	<u>14,001</u>	<u>21.9%</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u><b>3,410</b></u>						
<u>999 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	527	0	(527)		(527)	0.0%	
VAT Data :- Indirect Payments	<u>527</u>	<u>0</u>	<u>(527)</u>	<u>0</u>	<u>(527)</u>		<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u><b>785</b></u>						
Grand Totals:- Receipts	51,221	57,391	6,171			89.2%	
Payments	33,899	62,184	28,285	0	28,285	54.5%	
<b>Net Receipts over Payments</b>	<u>17,321</u>	<u>(4,793)</u>	<u>(22,114)</u>				
plus Transfer From EMR	3,000						
<b>Movement to/(from) Gen Reserve</b>	<u><b>20,321</b></u>						

## Cornwall Statement of Community Involvement for Planning

November 2017



Dear Consultee,

Cornwall Council is publishing the following document for an eight week consultation period between **Monday 27<sup>th</sup> November and 5pm Monday 22<sup>nd</sup> January 2018**

- **Cornwall Statement of Community Involvement for Planning**

The document explains how Cornwall Council will involve local communities, businesses, and other interested parties when preparing planning policies and determining planning applications.

Copies of the document can be downloaded from [www.cornwall.gov.uk/communityinvolvement](http://www.cornwall.gov.uk/communityinvolvement) from Monday 27<sup>th</sup> November 2017.

### How to view the documents and comment

Hard copies or assistance with viewing the Statement of Community Involvement document will be made available for inspection upon request at the following locations:

- Cornwall Council Information Services (One Stop Shops) – for locations and opening times please see <http://www.cornwall.gov.uk/council-and-democracy/contacting-the-council/one-stop-shops/>
- Cornwall Libraries (not including micro libraries) – for locations and opening times please see <http://www.cornwall.gov.uk/default.aspx?page=24073>
- Reception at any of the main council offices in Penzance, Camborne, Pydar House Truro, New County Hall Truro, St Austell, Bodmin or Liskeard between 8am and 5pm Monday to Friday – for location information please see <https://www.cornwall.gov.uk/council-and-democracy/contacting-the-council>

Representations should be made using the provided representation form or online at [www.cornwall.gov.uk/communityinvolvement](http://www.cornwall.gov.uk/communityinvolvement)

Completed Representation Forms should be emailed to:

[localplan@cornwall.gov.uk](mailto:localplan@cornwall.gov.uk)

Or by post to:  
Local Plans Team  
Cornwall Council  
Room 3B Pydar House, Pydar Street  
Truro, Cornwall. TR1 1XU

Or by hand at any Council Office or any Cornwall Council Information Services (One Stop Shop).

Should you wish your name to be removed from our list of consultees please notify the Local Plans Team via the contact details above.



If you have any other queries regarding the consultation please contact a member of the Local Plans Team by phoning 0300 1234 151 or by emailing [localplan@cornwall.gov.uk](mailto:localplan@cornwall.gov.uk).

[www.cornwall.gov.uk](http://www.cornwall.gov.uk)



cG Parish/Town

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Cllr Simon Elliott  
Councillor for the Ludgvan Division  
30 Penare Road  
Penzance  
Cornwall  
TR18 3AJ

Cllr Geoff Brown  
Portfolio Holder for Transport  
2 Trembath Crescent  
Newquay  
Cornwall  
TR7 2DX

5<sup>th</sup> December 2017

Dear Cllr Brown,

Long Rock Traffic Issues

I recently met with Mike Peters to discuss concerns from residents in the Long Rock area regarding speeding, inconsiderate parking and access issues on Newtown Lane.

The old A30 that runs from the Newtown roundabout into Long Rock is a 60mph road until shortly before a roundabout. At this junction, there is the only exit road to the main housing area in Long Rock and speed checks have shown that people are accelerating as they exit the roundabout and see the 60mph sign. This means that they are often travelling as speed past this exit road. The growth of the Long Rock Industrial area has also seen a marked increase in traffic as people avoid the bypass and just drive through long Rock village.

The only solution here is to drop the speed limit to 30mph as soon as cars exit the Newtown roundabout.

This is also true of traffic along Newtown Lane and the seafront. Ideally these should all be 30mph zones.

There are also issues of visibility at junctions caused by parking at the roundabout in Newtown and the junction at the southern end of Newtown lane where 'twitchers' park up, obscuring the junction.

These are all long-standing issues and can be solved through a TRO and then signage / double-yellow line marking.

I am asking whether money can be made available to action these issues. To wait for a Section 106 for housing that might be built in Long Rock at some point in the future leaves the residents at risk. There have already been accidents in Long Rock at the roundabout.

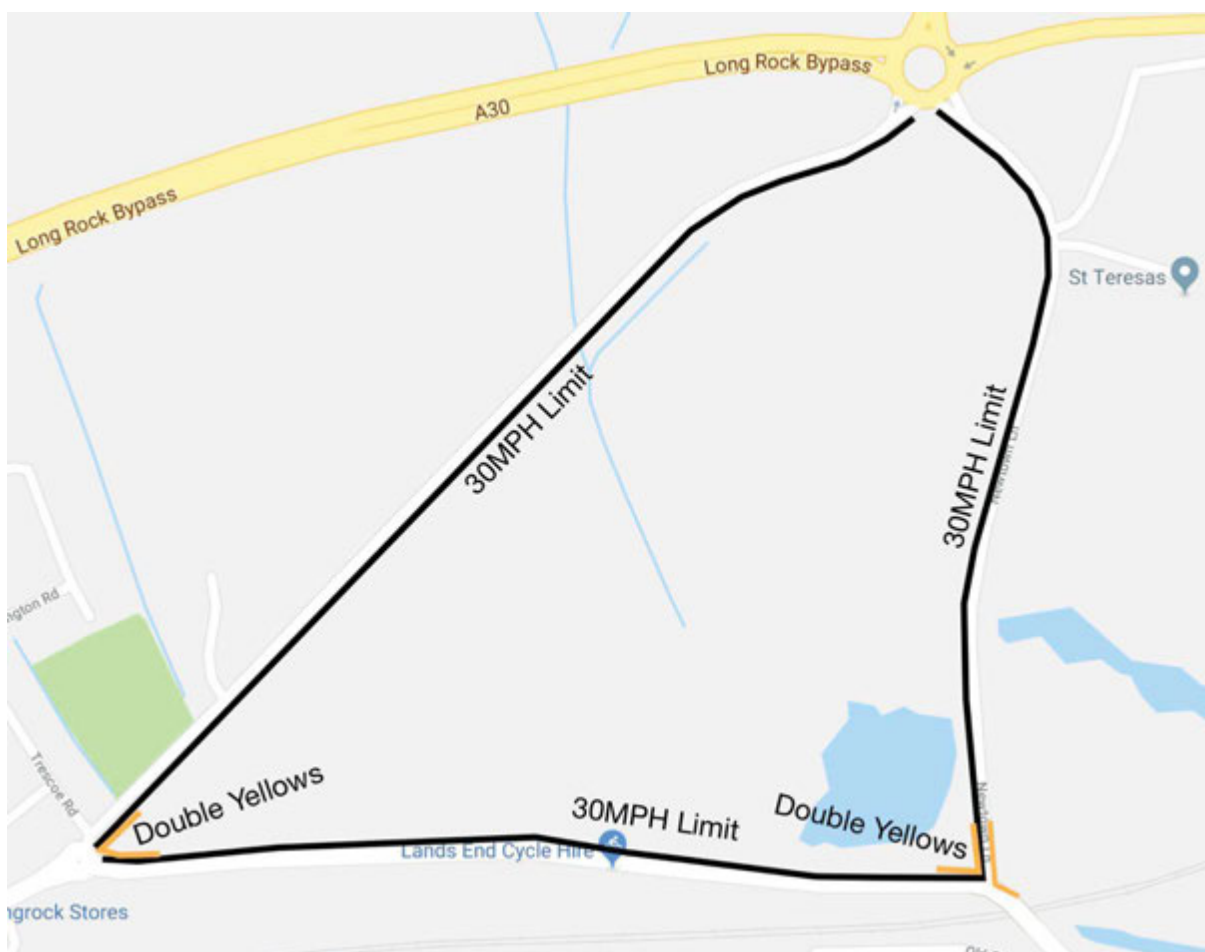
There is also a sensitive issue surrounding St Teresa's home in Newtown. At the moment the only way to push wheelchairs the 100yds down to the beach is on the busy Newtown Lane. I have asked Mike Peters for possible solutions. A 'virtual pavement' is not a safe option but

the quote for a proper pavement has come back from Cormac at an estimated £120,000. Can you find out why a relatively short pavement would cost so much? It would create a safe walking route to the beach for residents walking from Ludgvan and Newtown down to the beach, as well as giving a useful resource for the residents in St Teresa's.

I have inserted a map below to explain the area concerned,

Yours sincerely,

Simon Elliott  
Cornwall Councillor for Ludgvan



## PLANNING & HIGHWAYS ITEMS FOR INFORMATION

### Cornwall Council – Planning Decisions

- (a) PA17/08515 - Log Cabin Trencrom Lelant Downs Hayle - Erection of ancillary accommodation and associated works - Mrs Jilly Hellerman - **Refused**
- (b) PA17/08926 - 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 (revised application in relation to PA17/05762) - Mr Chris Sedgeman Chris Sedgeman Scaffold Ltd - **Approved**
- (c) PA16/09690 - Proposed extension, alterations including a balcony and juliet balconies and associated works (Previously approved PA15/04591) - Tregarthen Barn Tregarthen Farm Tregarthen Long Rock TR20 8YH - **Approved**
- (d) PA17/07607 - Polpeor Villa Wheal Kitty Road Lelant Downs Cornwall - Proposed annex for dependant - Mrs L Bree - **Refused**
- (e) PA17/09678 - Carniscoe Workshops Carniscoe Road Lelant Downs TR27 6NJ - Conversion of redundant farm buildings to dwelling - Mr & Mrs Paul Richards - **Approved**



**North Coast Cluster Group (NCCG)**

(The NCCG includes Crantock, Cubert, Newquay, Perranzabuloe, St.Agnes, St.Allen, & St Newlyn East Town and Parish Councils)

Clerk: Claire Evans  
Kensmead  
Rhubarb Hill  
Holywell Bay  
Nr Newquay  
TR8 5PT

Cornwall Councillor Adam Paynter  
Leader and Devolution Portfolio Holder  
Cornwall Council  
County Hall  
Treyew Road  
Truro  
TR1 3AY

18<sup>th</sup> November 2017

Dear Councillor Paynter,

**Lack of reasoned increase in annual Public Footpath and Street Cleaning Agreements (LMP) since 2007 - and the Statutory Duty of Cornwall Council Highway Authority to Maintain Streets, Public Footpaths and Bridleways.**

- Reference:
- a. Your letter AP/st dated 17 July 2017
  - b. NCCG letter dated 19<sup>th</sup> June 2017 (attached herewith)
  - c. NCCG letter dated 14<sup>th</sup> March 2017
  - d. Cornwall Council letter dated 4<sup>th</sup> July 2016
  - e. Your letter of 4<sup>th</sup> December 2015

Thank you for your letter in reply to our call-up letter of 19<sup>th</sup> June.

The National Minimum Wage will be increasing again from 1<sup>st</sup> April 2018.

Your Authority is requesting that all Cornwall city, town, and parish councils (including the Cluster Group Councils), provide their individual 2018/19 precept budget requests this month, or soon thereafter.

The pressure is therefore on all Cornwall city, town, and parish councils to provide precept requirements to your Authority for their anticipated spending in 2018/19, including any payment towards the completion of your Authority's statutory duties, yet they have, yet again, not been given any notice of the rate of payment within the individual LMP agreements for the coming financial (precept) year.

You will be aware that the Cluster Group has been requesting an increase in the LMP agreement rates in line with at least the National Minimum Wage, for several years now. The much smaller councils are consistently subsidising the costs to carry out your Authority's statutory duties whilst being completely in the dark regarding the amount your Authority will pay to carry out those duties.

In your letters of 4<sup>th</sup> December 2015 and 4<sup>th</sup> July 2016, we were promised a 2016 review of the rate. Shamefully, this did not take place.

In our latest letter of 19<sup>th</sup> June (Reference b, attached) we asked again for a review of the agreement rates, pointing out that the National Minimum Wage had risen by 36+% since the last rate agreement of 2007/08, and we have consistently asked for an increase by at least the National Minimum Wage for several years now.

In reply, you have told us that a review would take place in consultation with the Cornwall Association of Local Councils (CALC) in place by April 2018. As this letter was in reply to our multiple requests for a review of the agreement rate in line with the National Minimum Wage, we would believe that the rates would be part of that review.

The Cluster Group has recently contacted Sarah Mason of CALC, the CALC Chairman, also Mark Williams (the CALC lead for any review), as well as Officers Toby Lowe, Rob Andrew, and Jon James of your Authority for an update of the review. All replies received, suggest that there will be no meaningful review of the rate for 2018/19. Instead, there might be a change from the current individual annual agreement, to an individual three year agreement for each council.

For a number of our Cluster Group councils, it is now again too late for your Authority to notify them of any change in the agreement rates for their precept budgets.

Would you please confirm whether (as happened in 2015 and 2016):

1. There will be no 2017/18 review of the LMP rate for public footpaths and streets,
2. The LMP rates for 2018/19 will not be brought in line with the 36+% rise in National Minimum Wage since the last agreement in 2007/08,
3. The National Minimum Wage increase for 2018/19 will not be taken into consideration.

Yours sincerely,

Alan Percy BEM.  
Chairman, (01637) 831004  
Copy to: All Cluster Group Town & Parish Councils  
Steve Double MP, Sarah Newton MP



Mr A Percy  
Chairman  
North Coast Cluster Group

Sent by email to [alan.percy@mypostoffice.co.uk](mailto:alan.percy@mypostoffice.co.uk)

5 December 2017

Dear Mr Percy

Thank you for your letter of 18 November addressed to Cllr Paynter regarding local maintenance partnerships with Cornwall Council, which has been passed to me for consideration.

In response to your concerns, I appreciate that the funding for the maintenance of Public Rights of Way has not been reviewed for a number of years, but I wish to reassure you that Cornwall Council has made a commitment to review this. A 10% increase to the Local Maintenance Partnership rate was introduced in 2016 whilst we undertook a review of the scheme, and this will remain in place for 2018/19.

It was felt that rather than just review the Local Maintenance Partnerships (LMP) for the Rights of Way it would be beneficial to consider all the agreements we have with Town and Parish Councils and therefore Localism co-ordinated a review working alongside other Cornwall Council Services, Town and Parish Council representatives and CALC, with the aim to have one agreement which covered all partnership agreements. This piece of work is close to being concluding and we are hopeful to launch this in the New Year.

In response to the points you have raised I can comment as follows:

1. The payments made to Town and Parish Councils will be in line with the payments made for last financial year which will include the 10% increase which was made in 2016.
2. The Council will consider all factors when reviewing the rates for maintenance partnerships.
3. As above.

I apologise for the time it has taken to fully consider the rates for the LMP and Street Cleansing agreements, but I hope that you can appreciate that we have taken the opportunity to review the wider maintenance agreements we have. It is hoped that by having a single agreement in place for all schemes this will reduce the administrative burden upon Town and Parish Councils.



INVESTOR IN PEOPLE

Cornwall Council, The Exchange  
County Hall, Truro, Cornwall, TR1 3AY

Tel: 0300 1234 100 [www.cornwall.gov.uk](http://www.cornwall.gov.uk)

Yours sincerely



Paul Masters  
Strategic Director for Neighbourhoods

Tel: 01872 322121

Email: [Paul.masters@cornwall.gov.uk](mailto:Paul.masters@cornwall.gov.uk)



INVESTOR IN PEOPLE

Cornwall Council, The Exchange  
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Tel: 0300 1234 100 [www.cornwall.gov.uk](http://www.cornwall.gov.uk)





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**Your ref:**

**My ref:** AB/H/001

**Date:** 09 11 2017

Dear Haulier

### **Haulage Complaints and Quarry Rules**

I regularly attend meetings with Ludgvan Parish Council and I have recently received quite a few complaints of haulage vehicles driving through Ludgvan and Lower Quarter reportedly either speeding or having their loads unsheeted. There have also been occurrences where drivers have not been following our site rules.

It is a requirement that all loads shall be sheeted leaving the quarry and I would request that your drivers should drive considerately through the local villages.

Attached are a copy of the Quarry Rules this information needs to be given to all your drivers who may deliver or collect from the Quarry. Failure to follow these rules will result in drivers being banned and if another of your company drivers break the rules it may result in your company being banned from the site. Therefore it is in your interests that you instruct your drivers to follow the Quarry rules and to drive considerately whilst working with us.

If you have a new driver please notify us and we will arrange for him to be inducted for the site.

If you wish to discuss any of the issues raised above please contact me.

Yours sincerely




**Andy Bartle**  
**Aggregates & Recycling**  
**CORMAC Solutions Limited**  
**The Quarry**  
**Castle An Dinas**  
**Ludgvan**  
**Penzance TR208AG**  
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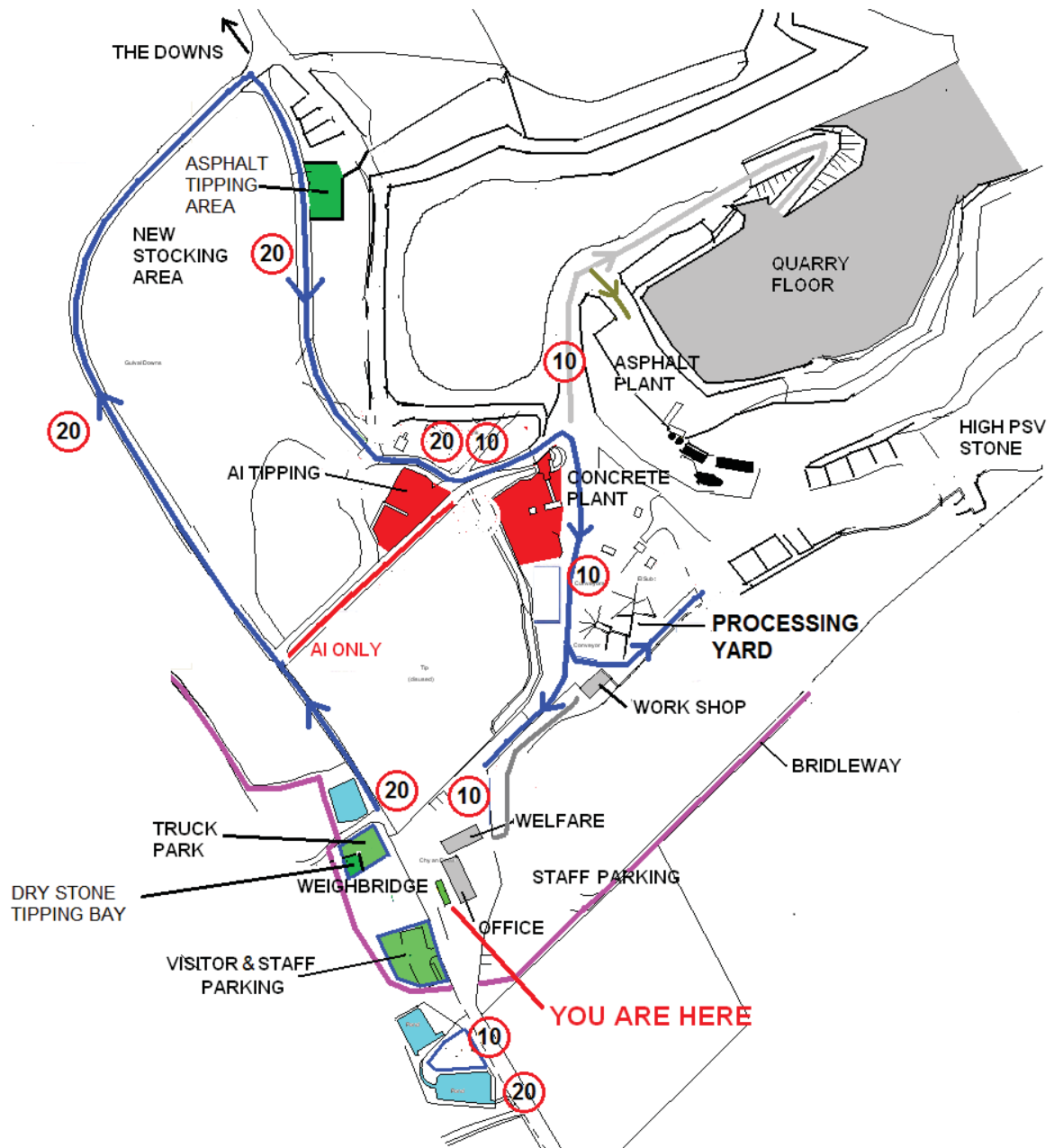
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	<h2 style="margin: 0;">LGV /HGV SITE VEHICLE RULES</h2>	<p style="margin: 0;">CQMR No. 1</p>
		<p style="margin: 0;">Page: 1 of 1</p>
		<p style="margin: 0;">Date: 10/10/17</p>
<p style="margin: 0;"><b>DO</b></p> <ul style="list-style-type: none"> <li>• STOP &amp; REPORT to Weighbridge</li> <li>• TARE in your vehicle Every Day if delivering or collecting goods</li> <li>• Switch off your engine when out of it (Take Keys Out)</li> <li>• WEAR your PPE</li> <li>• USE One Way System</li> <li>• STOP &amp; WAIT for LOADING SHOVEL IN PLANT AREA</li> <li>• MAKE EYE CONTACT with LOADING SHOVEL DRIVER IN PLANT AREA</li> <li>• WAIT FOR PERMISSION to go by</li> <li>• BE SAFE BE SEEN - Turn on your FLASHING BEACONS or HAZARD LIGHTS</li> <li>• STAY IN YOUR VEHICLE</li> <li>• Wear Your Seatbelt</li> <li>• Drive BELOW SPEED LIMITS (10mph in PROCESSING YARD and WEIGHBRIDGE AREAS)</li> <li>• DRIVE ACCORDING TO CONDITIONS (FOG, DARK etc())</li> <li>• CONCENTRATE ON DRIVING</li> <li>• STOP IN A SAFE PLACE if you need TO TAKE A CALL or speak on the radio</li> <li>• SECURE YOUR LOAD SAFELY</li> <li>• SHEET YOUR LOAD</li> <li>• Find out where to load/offload</li> <li>• USE TIPPING BAY (drystone) &amp; TIPPING AREA (Asphalt) if overloaded</li> <li>• CHECK IT IS SAFE to tip</li> <li>• CHECK IT IS SAFE to reverse</li> <li>• REPORT ANY SAFETY CONCERNS</li> <li>• FOLLOW ALL RULES</li> </ul>	<p style="margin: 0;"><b>DO NOT</b></p> <ul style="list-style-type: none"> <li>• Get out of your vehicle unless directed</li> <li>• Speed</li> <li>• Pass behind or in front of a loading shovel or dump truck whilst loading</li> <li>• Drive whilst on the phone/radio</li> <li>• Tip over an edge</li> <li>• Use a phone when Driving</li> <li>• Drive under the influence of DRINK or DRUGS</li> </ul>	
		<p style="margin: 0;"><b>Specific Training Requirements</b></p> <p style="margin: 0;">Site Induction</p>
		<p style="margin: 0;"><b>Minimum Personal Protective Equipment</b></p> <ol style="list-style-type: none"> <li>1. Hard Hat</li> <li>2. High Visibility Jacket or Waistcoat</li> <li>3. Safety Footwear</li> <li>4. Suitable Gloves</li> </ol> <p style="margin: 0;"><b>Additional PPE as required may include</b></p> <ol style="list-style-type: none"> <li>1. Eye Protection</li> <li>2. Ear protection</li> <li>3. Respiratory protection</li> </ol>

FAILURE TO FOLLOW THESE RULES MAY RESULT IN YOU BEING BANNED FROM THE QUARRY

# QUARRY TRAFFIC PLAN



**THE DOWNS**

- 20 mm
- 14 mm
- 10 mm
- 6 mm

Course Ducting

**PROCESSING YARD**

- Type 1 803
- 20-Dust
- 20 mm
- 14 mm
- 10 mm
- 6 mm

**QUARRY FLOOR**

- 6N1
- 6F2
- 50-150

## **Quarterly Planning Enforcement Report**

### **2017 Quarter 1**

#### **1 July 2017 – 30 September 2017**

##### **Introduction**

This report is prepared to summarise the level of enforcement activity for planning enforcement within Cornwall Council for the quarter 1 July 2017 – 30 September 2017. The team:

- Responds to reports concerning alleged breaches of planning control
- Represents the Council at any subsequent enforcement appeals and prosecutions
- Deals with all applications for Certificates of Lawfulness for an Existing Use/Development
- Pro-actively monitor the waste and mineral sites in Cornwall
- Pro-actively monitor Section 106 planning obligations
- Provides discretionary advice to those that have identified a problem, usually at the conveyancing stage

##### **Responding to Alleged Breaches**

###### **Validation/Registration**

Reports are made either online, via the customer contact centre, or via email to the planning enforcement mailbox. When a new report is received, the technical officers determine whether there is sufficient information to enable an officer to investigate the matter, in which case the report is validated and registered for investigation. If there is insufficient information, or the matter reported is not a breach of planning control, it will not be registered for investigation. We receive approximately 200 enquiries to enforcement every month.

We aim to provide an initial response as to whether the matter is a breach or whether it will be logged for investigation within 14 working days.

###### **New Enforcement Cases**

Once the matter has been validated because it requires further investigation, it is logged as an enforcement case and registered to an enforcement case officer to progress.

We aim to determine our course of action within 13 weeks from the date the case was registered. (Or 8 weeks for high priority cases which are immediate works to trees or immediate works to listed buildings) This does not necessarily mean that the case will be closed within that time; for example, it could be that the agreed course of action is to seek the cessation of the breach, but having made that decision there are many legal stages that we need to go through

which can take some time. However, the initial decision as to what we intend to do on the case is likely to be made within the 13 weeks. As at the end of September, 99% of the cases had an agreed course of action within the timescales.

NB. If a number of individuals report the same issue, it is still counted as a single case.

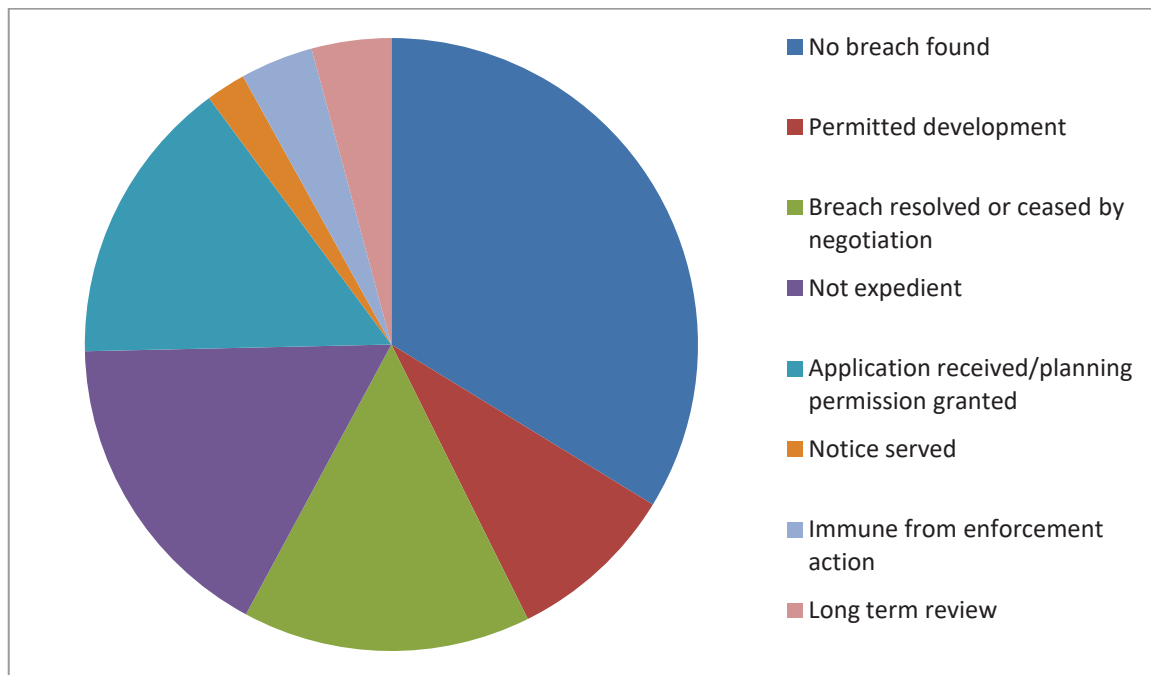
Cases received and allocated to a case officer for investigation	629
Cases closed by officers	572
Ongoing cases with officers	972

### **Enforcement Cases Closed**

We have closed 572 cases during this quarter. This can be broken down as follows:

No breach found	193
<i>Officer has found that the reported matter was not a breach of planning control</i>	
Permitted development	51
<i>Officer has found that the matter reported constituted 'permitted development', and therefore is not a breach of planning control</i>	
Breach resolved or ceased by negotiation	87
<i>Officer has negotiated a solution with the landowner/occupier to voluntarily cease the development or reduce/alter it to make it acceptable</i>	
Not expedient	96
<i>The matter is a breach of planning control, but there is no harm caused and therefore no further action can be taken</i>	
Application received / planning permission granted	87
<i>Planning permission is in place for the development, or the officer has managed to get the landowner/occupier to submit an application to retain the development</i>	
Notice served	12
<i>Formal enforcement action has been taken and a Notice has been served requiring remedial action</i>	
Immune from enforcement action	22
<i>The development has existing for such a period of time that it is now lawful, and therefore enforcement action cannot be taken (Section 171B of the Town and Country Planning Act 1990, as amended)</i>	

*The officer has agreed to allow a longer period of time for voluntary compliance, for example, taking account of personal circumstances of the occupiers or their need to explore other options to enable compliance, or to seek legal advice. Case is closed whilst such actions are undertaken, and the case officer will review it at the given date.*



**Note: There was no breach in planning regulations in 34% of the cases that were fully investigated.**

### Enforcement Notices

This quarter we have served the following formal notices:

Planning Contravention Notices 66

This is a formal questionnaire to obtain factual information

Enforcement Notices 6

This requires the unauthorised development to cease, in whole or in part, to overcome the harm caused by the development

Section 215 Untidy site notices 2

This requires works to be undertaken to untidy land or buildings to make them secure and visually acceptable

Breach of Condition Notice 3

This requires action to be taken to comply with a condition on a planning permission

Tree Replacement Notice 0

This requires action to be taken to replace protected trees that have been felled

## **Enforcement Appeals and Prosecutions**

### **Enforcement Appeals Lodged**

EN15/02471 – Willow Way, Newquay – Material change of use of land for residential purposes (including stationing of caravans, yurts and erection of buildings)

### **Enforcement Appeals Decided**

Enforcement appeals allowed 0

Enforcement appeals dismissed – notice upheld 3

EN16/01002 – Land to the west of Portholland Chapel, West Portholland, Portloe – Erection of a wooden shed and platform and associated access track – appeal dismissed and costs awarded to the Council. Compliance with the Notice is due in November 2017.

EN14/00289 – Havrak, Bodmin Road, Goonhavern – Material change of use of land for the stationing of caravans for human habitation – appeal dismissed. Compliance with the Notice is due in February 2018.

EN17/00944 – Pleasant Streams Barn, Lower Sticker, St Austell – Material change of use of land for the stationing of 5 caravans for holiday lets – appeal dismissed and costs awarded to the Council. Compliance with the Notice is due in December 2017.

### **Prosecutions/Injunctions**

**Prosecutions** 0

**Injunctions** 0

### **Certificate of Lawfulness Applications**

Total number of applications 51

Approved 27

Refused 1

Awaiting determination 21

Withdrawn 2

### **Monitor of waste and mineral sites**

The enforcement team pro-actively monitors mining and landfill sites in the County to ensure planning conditions on permissions are being adhered to. For this quarter 27 sites were visited, and following these visits a report on the findings was issued within the 18 working days target for all 27 sites.

### **Monitor of Section 106 planning obligations**

S106 agreements established for monitoring	35
Alleged breaches of s106 agreements noted for investigation	5
Cases sent to legal for litigation	4

### **Discretionary Services**

Resolving conveyancing issues	5
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*This relates to the enforcement department's expedited services, where a fee has been paid for a quick response usually to resolve a conveyancing issue.*



14 NOVEMBER 2017

## **PR16-17 | BREXIT AND LOCAL GOVERNMENT**

I am writing in response to the recent consultation on Brexit and Local Government.

The National Association of Local Councils (NALC) is the nationally recognised membership and support organisation representing the interests of around 10,000 parish and town councils and many parish meetings in England. Local (parish and town) councils are the backbone of our democracy and closest to local people, providing our neighbourhoods, villages, towns and small cities with a democratic voice and structure for taking action, contributing in excess of £3 billion of community investment to supporting and improving local communities and delivering neighbourhood level services.

We welcome the opportunity to respond to this consultation and were particularly encouraged to see that the Communities and Local Government Select Committee are looking at the transfer of powers for local government as Britain prepares for its departure from the EU. We think it is vital the local council perspective is considered in the Brexit negotiations.

The key points we would make in response to this consultation are set out below:

- Communities should be awarded more control of decisions by community proofing powers repatriated from EU, which could be devolved beyond national government and principal councils.
- Loss of EU funding for principal authorities may have a direct impact on local councils and we are calling for that to be addressed by the Government.
- Rural communities are at risk of being left behind post Brexit due to loss of EU funding and skilled workers.

As the first tier of local government, local councils are positioned at the very heart of the community and closest to those who know what is best for their community. In NALC's prospectus, we call for ultra-localism which gives communities more control of decisions by community proofing powers repatriated from the EU. We are calling for these powers to be devolved beyond national government and principal councils and straight to local councils, helping communities to help themselves. We want local councils to have more of a say

over planning, licensing, highways and housing issues through consultation, appeal powers and greater protection for neighbourhood plans.

As mentioned in the Select Committee's consultation, there has been no engagement so far, with local government in the Brexit negotiations and we think it is vital local councils are considered. As a starting point for this, we support the recent call by metro and regional mayors for them to have 'a seat at the table' in Brexit negotiations. We think this will give a voice for local government and will help achieve a good deal for our sector upon Britain's departure from the EU. We do however, highlight in our prospectus that we would like links to improve between local councils and directly elected mayors of combined authorities, police and crime commissioners and clinical commissioning groups including sharing good practice.

Last week, in the Municipal Journal, it was reported that more than 30 urban leaders have called for a Brexit 'city deal' that recognises their role in promoting growth. The signatories have complained that the UK metropolitan centres have fewer powers and investment than their EU counterparts and would like to see this change. We are supporting this call but would like to see the city deal go further and for powers and investment to reach town centres to help them prosper.

We are also particularly concerned about rural communities and the effects the implementation of the Common Agricultural Policy will have after Brexit. If the Government proves to be less generous in its subsidies to particularly small farmers then their businesses may not be viable and this could have a knock on effect on local support industries such as animal feed suppliers, farm equipment suppliers and repair and maintenance engineers to name a few. We are calling for the Government to commit to providing the same amount of subsidies to those which are currently provided.

This is not the only threat to rural communities. Brexit could mean fewer skilled workers coming to Britain. We share LGA's concerns that this may lead to a short labour supply, particularly in those rural communities. This could negatively impact rural communities and leave them behind. For Britain to thrive post Brexit we need the country to have skilled workers in every community across the country. We would like to know what the Government has in place to ensure Britain has enough skilled workers for all communities.

In NALC's prospectus for 'ultra-localism' we also call for encouragement of joint working between principal councils and local councils including supporting

onward devolution of services, introducing a new right to engage to help local councils work more equitably and effectively with principal councils and other public services consistently encourages local councils to work closely and form positive relationships with principal authorities to achieve the best results for their area. We think that if Brexit is to work for local government the relationship between local councils and principal authorities needs to continue to improve. We would like to see more meaningful consultation from principal authorities with local councils in decision making.

Loss of EU funding for local government is a particular concern to us. The Local Government Association (LGA) has stated that local areas need £8.4 billion of European Union funding replaced as part of a locally-led successor to EU regional aid after Brexit. The LGA has stated that “The EU money has been vital to create jobs, support small and medium enterprises, deliver skills, and boost local growth across the country, in all types of areas”. Local councils continue to take on more services from principal authorities with the expectation from the government for local councils to refrain from raising their precept. We fear that without the EU regional aid being replaced even more services will be thrust upon local councils with no additional support provided. We support the LGA’s call for the Government to commit to replace vital EU regeneration funding to help ensure this doesn’t happen.

We would also like to raise our concerns regarding the loss of the EU Social Fund. The EU Social Fund provides support to disadvantaged communities and provides funding for better education, employment opportunities and helps integrate those who are at risk of social exclusion back into the community. This is vital to communities across the country and we are calling on the Government to commit to replacing this funding with local community funds.

We also fear for the loss of the EU’s LEADER funding scheme which is providing £138 million to rural communities in England between 2015 and 2020. The fund is eligible to projects which support micro and small businesses, boost rural tourism, provide rural services and cultural and heritage activities and increase productivity on farms and in forestry. Oxfordshire Association of Local Councils stated that in rural communities its loss will be sorely felt.

We would welcome the chance to discuss Local Government and Brexit further with the Committee by giving oral evidence on behalf of 10,000 town and parish councils.

If you would like any more information or would like to get in touch with anyone from NALC please call **Ben Murray, Policy & Projects Officer on 020 7290 0314** or email him at [ben.murray@nalc.gov.uk](mailto:ben.murray@nalc.gov.uk).

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9 NOVEMBER 2017

## **PR15-17 | PLANNING FOR THE RIGHT HOMES IN THE RIGHT PLACES**

I am writing in response to the recent planning for the right homes in the right places consultation.

The National Association of Local Councils (NALC) is the nationally recognised membership and support organisation representing the interests of around 10,000 parish and town councils and many parish meetings in England. Local (parish and town) councils are the backbone of our democracy and closest to local people, providing our neighbourhoods, villages, towns and small cities with a democratic voice and structure for taking action, contributing in excess of £2 billion of community investment to supporting and improving local communities and delivering neighbourhood level services.

**We welcome the opportunity to respond to this consultation as we understand that one of its aims was to simplify and make more transparent the assessment of housing needs though we were disappointed by the limited reference to local (parish and town) councils.**

A summary of our key points in response to the consultation are set out below:

- Housing need should be determined at a local level and 'need' should be treated differently than 'demand'.
- Local (parish and town) councils should be consulted in a meaningful and inclusive manner at all stages of the planning process.
- We agree with the need to see an increase in the delivery of affordable housing in villages and small towns as one of the four key priorities highlighted in the Rural Coalition's policy statement, published in July 2017, setting out key principles, policies and action which the Coalition urged the Government to apply to rural communities.

**Question 1:**

**a) Do you agree with the proposed standard approach to assessing local housing need? If not, what alternative approach or other factors should be considered?**

No, we have a number of concerns with the proposed approach to assessing local housing need.

Firstly by imposing on local planning authorities a formula for calculating housing need on the approach appears to fly in the face of localism as it fails to take into account local circumstances.

Far too much emphasis is placed on housing demand over housing need. An emphasis on housing demand has already been shown to lead to disproportionate developments with high numbers of larger houses in high demand areas.

The major problems are around affordability and the distribution of housing. Simply increasing the number of houses does not and will not bring down the prices. We also support the Rural Coalition's point here that the level of rural proofing in the Department's methodology for calculating levels of housing need is unclear.

The stated intention to impose the Government figure on any Local Plan submitted to them after 31st March 2018 will result in draft plans nearing the end of the process being rushed, putting in jeopardy proper consultation and robust decision making.

We are concerned that the approach would punish those areas that have already delivered housing and load them with even more and would reward those areas that have held back from delivering housing. Historic development, other constraints and other local factors, needs to be taken into account after any other methodology is applied. It also true as the Rural Coalition have said that basing housing need levels on averaged out local authority data does nothing to make housing need assessment more local. For this reason local authorities should be asked to provide breakdowns of how they have arrived at their housing needs assessments more locally.

The approach does not take into account changes in the housing market that Brexit may cause.

The formula for calculating median earnings as part of the median affordability ratio proposed is not fit for purpose. Only looking at full time earnings of those working within a local authority when determining median earnings for a local authority has the potential to result in a misleading figure. This is especially likely in commuter towns where many residents work outside the local authority area and earn far more than those who work within it. The affordability calculation should instead be based on the ratio of house price to residence as this will take into account what people living in the area actually earn. This is especially true as lack of affordable housing is the main housing issue in most small rural areas.

**Case study 1** In Aplesey Guise parish council, Bedfordshire, a large proportion of residents work in well paid jobs in neighbouring Milton Keynes or commute to London. The very limited local employment within the parish is for example as bar staff in the local pub. To base affordability solely on those bar staff is very misleading. Using the currently envisaged data set this results in the anomaly of houses on one side of the street being classed as 10.36 times average earnings and those on the opposite side at 7.54. Using the residence based earnings the two sides of the street are 8.20 and 8.40, which seems more realistic.

Housing need should be determined at a local level through genuine consultation between planning authorities, local (parish and town) councils and community groups. It is very important that planning authorities work with local (parish and town) councils from the start of the planning process as they are more informed as to the number and type of housing that is required in their communities.

The type of settlement, employment needs, rates of unemployment, the wage range of a population, average wages, infrastructure (or lack of) and variations within each local authority all need to be taken into account when local housing need is determined.

Also, the current system allows areas to exceed local housing needs assessments without discussions around the knock-on effects on other areas. The issue must be addressed.

Brownfield sites and land that has been land banked should always be looked at before any new development is proposed on green fields, important open spaces or the green belt.

**b) How can information on local housing need be made more transparent?**

Information regarding how many homes a local area is planning for and how many homes are needed should be available in plain, clear English on an easy to navigate dedicated national planning website. The website should also set out how the housing figures have been arrived at, on what they are based, the impact on infrastructure, measures which will be taken to mitigate against any adverse effects and an explanation of what relevance the figures have for the public. The website should be updated regularly and the link should be clearly displayed on principal authority websites.

**Question 2: Do you agree with the proposal that an assessment of local housing need should be able to be relied upon for a period of two years from the date a plan is submitted?**

No, two years is too short a timescale given the length of time it takes to produce a local plan. We are also concerned that a two year period may lead to implications in relation to the effectiveness of parish council Neighbourhood plans, creating conflict. The assessment of local housing need should be able to be relied upon for a minimum of three years in order to ensure stability and prevent developer speculation. In Addition whilst we appreciated that that the proposals for allocating a housing need figure to Neighbourhood Plan and parished areas are intended to enable better local decision making, we believe it is important that the figures should reflect the need for such communities to grow to ensure their future sustainability.

**Question 3: Do you agree that we should amend national planning policy so that a sound plan should identify local housing need using a clear and justified method?**

Yes, inconsistencies in planning policy only serve to confuse or provide the ability to manipulate and are therefore undesirable. A sound understandable plan that identifies local housing need, using a clear and justified method is needed. The method should be set out in Plain English so that it can be clearly understood by members of the public. However it is important that the clear and justified method is based on actual housing needs of people needing homes in communities and not property or market criteria. It is also important that local (parish and town) councils are involved in the housing need assessment process as they have the best idea of what actual local housing need is in their areas.

The consultation implies that local authorities will once again be able to set their own development site thresholds for affordable housing. This would be most



welcome. This has been a contentious issue for developments on small rural sites, despite evidence that this is one of the main avenues for the provision of affordable housing in small rural settlement. However there is some confusion with some previous proposals to amend the NPPF and we would support the Rural Coalition's request for clarification on this issue.

**Question 5:**

**b) Do you consider that authorities that have an adopted joint local plan, or which are covered by an adopted spatial development strategy, should be able to assess their five year land supply and /or be measured for the purposes of the Housing Delivery Test, across the area as a whole?**

Yes, providing that local (parish and town) councils agree to such an approach. However the emphasis on house building should lie with developers to build out sites for which they have planning permission and not on punishing local authorities for failure to meet their 5 year land supply. The NPPF needs to be amended and clarified to prevent developers from riding roughshod over Local and Neighbourhood Plans so that the need for the 5-year land supply does not have the strength it currently has to effectively remove democratic planning policies from decision making.

**c) Do you consider that authorities that are not able to use the new method for calculating local housing need should be able to use an existing or an emerging local plan figure for housing need for the purposes of calculating five year land supply and to be measured for the purposes of the Housing Delivery Test?**

Yes, providing that it is in the local interest to do so.

**Question 7:**

**a) Do you agree with the proposed administrative arrangements for preparing the statement of common ground?**

On balance, no. As proposed, there appears to be a real risk that the public would be excluded from the process of drawing up statements of common ground. Without question, local (parish and town) councils should be statutory consultees but the matter of how other interested members of the public engage needs to also be addressed.

**b) How do you consider a statement of common ground should be implemented in areas where there is a Mayor with strategic plan-making powers?**

Through co-operation between the Mayor and planning authorities. Guidelines should be set out detailing how this should work in practice.

**c) Do you consider there to be a role for directly elected Mayors without strategic plan-making powers, in the production of a statement of common ground?**

Yes, we would expect that the Mayor would still have a view on local housing and therefore have a role in developing a statement of common ground. This could include meeting with planning authorities to facilitate working towards the statement of common ground and acting as a mediator where there are points of contention.

**Question 8: Do you agree that the proposed content and timescales for publication of the statement of common ground are appropriate and will support more effective co-operation on strategic cross-boundary planning matters?**

Yes, provided that local planning authorities are given the resources to do the task we believe that the proposed content and timescales should succeed in establishing more effective cross boundary co-operation.

**Question 9:**

**a) Do you agree with the proposal to amend the tests of soundness to include that: i) plans should be prepared based on a strategy informed by agreements over the wider area; and ii) plans should be based on effective joint working on cross-boundary strategic priorities, which are evidenced in the statement of common ground?**

Yes, providing that all parties including local (parish and town) councils are listened to and their views taken into account. There should be consensus rather than imposition of one view.

**b) Do you agree to the proposed transitional arrangements for amending the tests of soundness to ensure effective co-operation?**

Yes, providing there is national willingness to get these proposals up and running.

**Question 11:**

**a) Should a local plan set out the housing need for designated neighbourhood planning areas and parished areas within the area?**

No, the local planning authority should not be imposing housing need on neighbourhood planning areas and parished areas within the area. Local planning authorities should work with local (parish and town) councils and community groups to determine housing need for the area in question. Where there is a neighbourhood plan in place, the neighbourhood plan should set out housing need. The government should provide greater certainty that the neighbourhood plan will be upheld and it is in the process of being developed the government should provide mandatory protection for parishes from speculative development.

In our response to the Housing White Paper we said that we agreed that local planning authorities should provide neighbourhood planning groups with a housing requirement figure where this is sort.

**Case study 2: Corhampton & Meonstoke, Hampshire** is a small rural parish within the South Downs National Park. In the draft South Downs Local Plan it is not being allocated any housing target beyond what has already been granted planning approval. But the failure of market developments in recent years to deliver affordable housing specifically allocated to meet the needs of this Parish means that there is an ongoing need for more affordable housing. Quantification of that need is best assessed locally.

**b) Do you agree with the proposal for a formula-based approach to apportion housing need to neighbourhood plan bodies in circumstances where the local plan cannot be relied on as a basis for calculating housing need?**

No, a formula based approach, especially one based primarily on the earning-power of local residents and the desirability of an area, does not take into account all local circumstances. This includes rural communities which are less sustainable and poorly served by infrastructure compared with towns and the significant differences in land availability that exist depending on local constraints and ownership. Local housing need is best determined locally through local planning authorities working with community groups and local (parish and town) councils in their area. Where local planning authorities fail to share accountable and transparent evidence of housing need with local (parish and town councils) we call for the Community Infrastructure Levy to be payable as if the relevant councils had adopted a neighbourhood plan.

**Question 12: Do you agree that local plans should identify the infrastructure and affordable housing needed, how these will be funded and the contributions developers will be expected to make?**

Yes, it is absolutely imperative that this happens. Any future housing development should be underpinned with the required infrastructure to support that development, including hospitals, GP surgeries, schools, roads and additional policing. It is also vital that local (parish and town) councils are involved from the start in identifying the infrastructure and affordable housing needed. Additionally any section 106 funding received should be spent within the vicinity of the development and developers should be obliged to build the affordable housing required without the option to exchange for a financial contribution.

**Question 17:**

**a) Do you agree that local planning authorities should set out in plans how they will monitor and report on planning agreements to help ensure that communities can easily understand what infrastructure and affordable housing has been secured and delivered through developer contributions?**

Yes, in the interests of transparency and openness it is essential that planning authorities include in plans how they will monitor and report on planning agreements. This is necessary in order that local communities can more easily understand what has been secured from developers, in terms of infrastructure and affordable housing. Local planning authorities should also set out in plans how developer contributions will be managed and how they will be passed onto local (parish and town) councils.

**b) What factors should we take into account in preparing guidance on a standard approach to monitoring and reporting planning obligations?**

The need for greater involvement of communities in the whole planning process. This can be achieved through notifying local (town and parish) of any planning obligation being negotiated with the developer and inviting them to comment. Other factors that should be taken into account include deviations to the Section 106 agreement and the agreed timescale, both of which should be publicised.

**c) how can local planning authorities and applicants work together to better publicise infrastructure and affordable housing secured through new development once development has commenced, or at other stages of the process?**

Firstly through regular communication with local (town and parish) councils as they are closest to the communities they serve. Such communication should include both regular electronic communications and face to face briefings. Local planning authorities and applicants should also reach out directly to residents

through the use of social media, better websites and contributions in local newsletters and parish magazines.

**18 a) Do you agree that a further 20 per cent fee increase should be applied to those local planning authorities who are delivering the homes their communities need? What should be the criteria to measure this?**

We recognise that local planning authority resourcing is a huge issue, impacting on the ability to deliver the tasks being expected of the planning system. Given the strong focus in the Housing White Paper on further changes to the planning system in efforts to increase supply, it is more crucial than ever that measures to fund local planning authorities sustainably and support capacity building are put in place.

**18d) Are there any other issues we should consider in developing a framework for this additional fee increase?**

In order to address the issue of land banking it has been suggested to us there should be an additional fee increase where an applicant has land identified in the Local Plan that has not been developed.

**Question 19: Having regard to the measures we have already identified in the housing White Paper, are there any other actions that could increase build out rates?**

Yes, there are a number of other actions not stated in the Housing White Paper that could increase build out rates. The first would be to limit the amount of time developers can hold planning permission on land without actually building on it. Secondly the government should provide the housing industry with the political and economic certainty it needs to plan ahead. There are some private landlords/ companies, insurance groups/ mutuals, who are interested in entering the Housing Market but recent changes over Land Transfer Tax, Capital Gains, CILS make them perplexed as to what 'burden' will be imposed next. In such a situation they remain on the sidelines. Between them, they have a huge volume of funds that could be invested very quickly, if there was a degree of certainty. An increase in staff at Local Authority planning departments and more identifying of land on brownfield sites would also help increase build out rates.

Should you require any further information on this response please do not hesitate to contact Jessica Lancod-Frost, policy and development officer, on 020 7290 0317 or via email at [jessica.lancod-frost@nalc.gov.uk](mailto:jessica.lancod-frost@nalc.gov.uk)

Yours sincerely,



Cllr Sue Baxter  
Chairman of NALC

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