

LUDGVAN PARISH COUNCIL

This is to notify you that the Monthly Meeting of Ludgvan Parish Council will be held on Wednesday 14th March, 2018 in the Oasis Childcare Centre, Lower Quarter, Ludgvan commencing at 7pm.

S. P. Hudson

S P Hudson
Parish Clerk
09/03/2018

AGENDA:

Page No.

Public Participation Period (if required)

1. **Apologies for absence**
2. **Minutes of the Parish Council Meeting on Wednesday 14th February 2018 & the Extraordinary Meeting held on 22nd February 2018** 3 - 7
3. **Declarations of interest in Items on the Agenda**
4. **Dispensations**
5. **Presentation from Cornwall Wildlife Trust**
6. **Councillor Reports**
 - (a) Cornwall Councillor Simon Elliott
 - (b) Chairman's report
 - (c) Other Councillors

REPORTS FOR DECISION

7. **Cornwall Council – Planning Applications - For decision**
 - (a) [PA18/01230](#) - Tregarthen Barn Tregarthen Farm Tregarthen Long Rock TR20 8YH - Alterations to previously approved balcony - Mr C Richards
 - (b) [PA18/00939](#) - Commercial Building At Trenowin Farm Ludgvan Cornwall TR20 8BL - Conversion, extension and change of use of a commercial building to two dwelling houses. -Mr Chris Trehwella
 - (c) [PA18/01485](#) - Hogus House Church Hill Ludgvan TR20 8EZ - T1,T2,T3 Bay - reduce height to 1.5m to allow regeneration at lower level. T4 Bay-Halve number of stems. T5 Myrtle remove lower branches interfering with rhododendron. - Mr T J A Ash
 - (d) [PA18/01613](#) - Splattenridden Road Between Carntiscoe Road And Lelant Lelant Downs TR27 6LH - Agricultural storage shed - C P Richards and Son Ltd
 - (e) [PA18/02162](#) - 4 Treassowe Riding Castle Road Ludgvan TR20 8XQ - Replacement Conservatory - Mr And Mrs Gardiner
 - (f) [PA18/01998](#) - Hillside Blowing House Hill Ludgvan Cornwall - Proposed Shower Room and Lobby Extension for disabled Access - Mrs Yasmin Muhammed
8. **Clerk's Report**
 - (a) Appointment of new Clerk.
 - (b) General Data Protection Regulation

	Page No.
9. <u>Finance Report</u>	
(a) Payment Schedule for approval	8
(b) Receipts	9 - 10
(c) Bank Reconciliations	11 - 12
(d) Budget Monitoring Report	13 - 15
10. <u>Neighbourhood Development Plan</u>	
(a) Programme & support 2018/19	16 - 17
(b) 'Community Actions'	18 - 19

LUDGVAN PARISH COUNCIL

Chairman:

Councillor Richard Sargeant

Clerk to the Council:

Steve Hudson

Brynmor,

St Ives Road,

Carbis Bay,

St Ives,

Cornwall TR26 2SF

(01736) 799637

clerk@ludgvan.org.uk

www.ludgvan.org.uk

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY, 14th FEBRUARY 2018, IN THE LUDGVAN OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN.

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

IN ATTENDANCE: Steve Hudson (Clerk)

Public Participation Period

The applicant for planning item 6(d) explained some changes to the proposals that had been submitted.

A representative of the applicant for item 6(a) was present and answered a number of questions posed by councillors.

LPC 715 Apologies for absence

Apologies were received from Councillors J Hewett; D Osmand; M Squire

LPC 716 Minutes of the Parish Council Meeting on Wednesday 10th January 2018 & the Extraordinary Meeting held on 1st February 2018

The minutes were **approved as a true and correct record of the meetings and duly signed by the Chairman.**

LPC 717 Declarations of interest in Items on the Agenda

Councillor Cartwright declared a non-registerable interest as Chair of the Ludgvan Bypass Now Campaign in items 7(e) and 10.

Councillors Badcock & Honess declared an interest in item 6(b) and left the room during the discussion and vote.

LPC 718 Dispensations

Councillor Cartwright was granted a dispensation to speak but not vote on the items in question

With Councillors consent the Chair brought forward the two planning agenda items where members of the public had commented.

LPC 719 Cornwall Council – Planning Applications - For decision;

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

- (a) PA17/11846 - Tremenheere Sculpture Garden Tolver Long Rock Cornwall - New artists studio/workshop. New visiting artists cabin. Change of use from agricultural land to sculpture garden - Dr Neil Armstrong Tremenheere Sculpture Garden - **No objection**
- (b) PA16/09346 - Penzance Heliport

The debate centred around environmental impacts, particularly noise and it was proposed

and seconded that *the Council objects to the planning application on the grounds of adverse environmental impacts.*

A vote was taken and lost by 5 votes to 3

It was then proposed that **No objection** be submitted and this was carried by 5 votes to 3, Councillors Branchett & Cartwright asked that their names be recorded as having votes against the proposal

LPC 720 Councillor Reports

(a) Cornwall Councillor Simon Elliott:

- i. In respect of the Electoral Review an error in respect of the numbers had led to last minute changes in Cornwall Council's submission that were detrimental to the parish;
- ii. Widespread flooding were still unresolved and it was suggested that a letter be sent to the Transport Portfolio holder and Chief Executive of Cornwall Council;
- iii. In respect of numerous traffic issues the advice received has been to bring them all together into one Traffic Revision Order to reduce both costs and the administrative burden;
- iv. There was to be a meeting with Network Rail and Cornwall Council to discuss future use of the old rail depot at Long Rock.

(b) Chair:

The Chair stated that both meetings he had attended were agenda items so would save his comments until then.

LPC 721 Cornwall Council – Planning Applications - For decision:

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

- (a) PA17/12289 - Rosevidney Barton Rosevidney Crowlas Penzance - Change of use from disused pig building to overnight holiday accommodation. - Mr Edwin Hosking - **Objection, the building is not worthy of retention and requires replacement thus making it a new development**
- (b) PA18/00150 - Jessamine, Rose An Grouse, Canonstown Hayle - Proposed vehicle access and creation of new parking area. - Mr Bradley Rogers - **No objection**
- (c) PA18/00284 - Chy-Kernyk Vellanoweth Ludgvan Penzance - Application for a self contained domestic annex with holiday use restriction. - Mr And Mrs M Salisbury - **No objection**
- (d) PA18/00654 - 9A Church Hill Ludgvan Penzance Cornwall - Replacement of timber garden shed with accommodation pod - Mr And Mrs G Moore - **Objection, this represents new development in the open countryside**
- (e) PA18/00751 - Tregellas West Cockwells Penzance Cornwall - Replace roof on garage/barn - Mr Paul Newport - **No objection**

LPC 722 Clerks Report

(a) Cornwall Community Land Trust

It was **RESOLVED that:**

- (i) **the Council is happy to be kept informed in respect of the Nancledra development and**
- (ii) **Would be happy to work with the CCLT should a suitable site within the parish be identified.**

(b) Boundary Review

Following detailed discussions it was **RESOLVED that a submission be made that supports the Cornwall Council 88 Division proposal.**

(c) Risk Assessment and Review of Internal Controls

It was **RESOLVED that:**

the Health & Safety Policy be approved;
the Risk Register attached be approved;

the review of the effectiveness of internal controls be approved.

(d) General Data Protection Regulation

It was **RESOLVED** that the Accounts & Audit Working Party consider the Council's current position in respect of the 12 Step Guide and to make the necessary recommendations for action to Council.

(e) A30 update

The Clerks update was noted.

(f) Churchtown Amenity Area

It was **RESOLVED** that subject to a suitable risk assessment the offer by a group of volunteers to assist at the Churchtown amenity site be accepted.

(g) St Michaels Way Challenge

It was **RESOLVED** to award a grant of £100.

(h) Canonstown Bus Stop

A discussion around the various problems at the westbound bus stop took place and it was **RESOLVED** to contact all agencies in an attempt to get some resolution.

(i) Local Maintenance Partnership

Given the poor response received by other councils to advertisements placed it was **RESOLVED** that the Clerk contact interested parties direct.

LPC 723 Finance Report

It was **RESOLVED** that:

- (a) the Payment Schedule totalling £6,253.15 (appended) be approved for payment and be duly signed by the Chairman;**
- (b) receipts totalling £2,412.30 be noted;**
- (c) the bank reconciliations be noted;**
- (d) the budget monitoring report be noted.**

LPC 724 Correspondence

St Michaels Way Footbridge

Councillor Branchett undertook to approach the Ramblers to see if they were prepared to fund repairs.

Cornwall Wildlife Trust - Hayle Estuary Nitrate Reduction

It was **RESOLVED** to invite the CWT to address the next meeting.

Correspondence from Coastline Housing and Cornwall Council, in respect of the Off-Street Parking Order were noted.

LPC 725 Neighbourhood Development Plan

The Clerk reported back on the Neighbourhood plan Committee's meeting on 12th February and following discussion it was **RESOLVED** that:

- (a) the Aims & Objectives Workshop Report be noted;**
- (b) the Consultation Strategy be approved;**
- (c) the Aims & Objectives contained in the Consultation Report be agreed as the basis for policy development and**
- (d) the 'community actions' contained in the report be progressed by the Parish Council**

LPC 726 Urgent Action under Standing Order 25

The action taken was noted.

PAYMENTS FOR APPROVAL 14/02/2018

		Nominal Ledger Analysis						
Date	Payee	Ref	£ Total	£ VAT	A/c	Centre	Amount	Transaction Detail
25/01/2018	Safe Custody	DD12	7.50		4180	100	7.50	Custody Fees
14/02/2018	Trevenna Cross Nurseries	3115	290.00	48.33	4170	100	241.67	Christmas Trees
14/02/2018	SLCC Enterprises Ltd	3116	42.00	7.00	4070	100	35.00	Webinar Data Protection
14/02/2018	Viking Direct	3117	37.07	6.18	4020	200	30.89	Stationery
		3117	43.06	7.18	4020	200	35.88	Stationery
		3117	135.02	13.17	4070	100	121.85	Stationery
14/02/2018	Henry Rich	3118	506.63		4460	140	90.00	RBL Grass Cutting
					4120	130	60.00	Allotment Strimming
					4120	160	356.63	Crowlas Cemetery Beam
14/02/2018	Simon Rhodes	3119	973.00		4460	150	262.50	St Pauls Cemetery
					4460	160	367.50	Crowlas Cemetery
					4400	140	170.50	Churchtown Amenity Area
					4410	140	52.50	Churchtown Garden
					4520	150	120.00	Sexton Duties
14/02/2018	Headland Printers	3120	1,060.80	176.80	4020	200	884.00	Consultation Printing
		3120	1,194.00	199.00	4020	200	995.00	NDP Postcard & postage
14/02/2018	Steve Hudson	3121	1,372.46		4000	100	1,233.49	Net Pay February
					4060	100	82.80	Mileage
					4070	100	10.03	Phone reimbursement
					4070	100	18.00	Office Costs
					4070	100	28.14	Petty Cash
14/02/2018	HM Reveunue & Customs	3122	247.37		4000	100	150.25	February PAYE
					4010	100	97.12	February NI
14/02/2018	Prepared Media Ltd	3123	120.00	20.00	4080	100	100.00	Job Advert
15/02/2018	South West Water	DD11	14.38		4130	150	14.38	St Pauls Water
01/03/2018	South West Water	DD10	209.86		4130	130	209.86	Church Hill Allotments
		Total	6,253.15	477.66			5,775.49	

Signed: Richard Sargeant
Chair
14/02/2018

LUDGVAN PARISH COUNCIL

Chairman:

Councillor Richard Sargeant

Clerk to the Council:

Steve Hudson

Brynmor,

St Ives Road,

Carbis Bay,

St Ives,

Cornwall TR26 2SF

(01736) 799637

clerk@ludgvan.org.uk

www.ludgvan.org.uk

MINUTES OF THE EXTRAORDINARY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY, 22nd FEBRUARY 2018, IN THE LUDGVAN OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN.

PRESENT: Councillors; R Sargeant (Chair); R Mann (Vice-Chair); D Badcock; C Cartwright; M Hollow; N Honess; S Miucci; L Trudgeon.

IN ATTENDANCE: Steve Hudson (Clerk)

Public Participation Period

None.

LPC 727 Apologies for absence

Apologies were received from Councillors; A Branchett; J Hewett; D Osmand; M Squire

LPC 728 Declarations of interest in Items on the Agenda

None.

LPC 729 Dispensations

None.

LPC 730 Exclusion of the Press & Public

It was **RESOLVED** that:

under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, 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) Staff Recruitment

The Clerk reported that six applications had been received and three enquiries had been received since the closing date.

Following discussion and perusal of the applications it was **RESOLVED** that:

- (i) the 'late' applications not be considered unless no appointment was made;**
- (ii) all six applicants would be interviewed;**
- (iii) all Councillors, who wished to, could take part in the interview process;**
- (iv) authority to make an appointment be delegated to the Chair & Vice Chair in conjunction with the interview panel and**
- (v) authority to agree a start date and make arrangements for a handover period with the existing Clerk be delegated to the Chair & Vice Chair.**

Treasurers Account

Payments made between 02/03/2018 and 14/03/2018

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt		VAT	A/c	Centre	£ Amount	Transaction Details
14/03/2018	Mounts Bay Rotary Club	3124	100.00			4150	100	100.00	Grant
14/03/2018	Paul Weston	3125	3,712.50			4260	200	3,712.50	NDP Consultancy
14/03/2018	Savills (UK)	3126	350.00			4140	130	350.00	Church Hill Allotment Rent
14/03/2018	Viking Direct	3127	98.35		16.39	4070	100	81.96	Stationery
14/03/2018	Local World Limited	3128	1,000.80		166.80	4080	100	834.00	Job Advertisement
14/03/2018	Rialtas Business Solutions Ltd	3129	139.20		23.20	4350	120	24.00	Allotment Software
						4350	130	92.00	Allotment Software
14/03/2018	Steve Hudson	3130	1,150.11			4000	100	1,073.42	March Salary
						4060	100	39.60	March Travel
						4070	100	11.09	Phone Reimbursement
						4070	100	18.00	Office Expenses
						4070	100	8.00	Petty Cash
14/03/2018	HM Reveunue & Customs	3131	139.39			4000	100	74.78	March PAYE
						4010	100	64.61	March NI
Total Payments:			6,690.35	0.00	206.39			6,483.96	

Richard Sargeant Chair
14/03/2018

Treasurers Account

Receipts received between 07/02/2018 and 07/03/2018

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>
DC42	Banked: 07/02/2018	-30.00						
92	Brownfield	-30.00			1210	130	-30.00	CH20 (correct misposting)
DC42	Banked: 07/02/2018	30.00						
92	Brownfield	30.00			1210	130	30.00	Correction
DC42	Banked: 07/02/2018	30.00						
92	Brownfield	30.00			1210	130	30.00	Allotment CH08
500189	Banked: 15/02/2018	30.00						
86	Brooks	30.00			1210	130	30.00	Allotment CH02
DC38	Banked: 20/02/2018	30.00						
88	Mexico Inn (Parsons)	30.00			1210	130	30.00	Allotment CH41
DC39	Banked: 21/02/2018	26.00						
89	Bryant	26.00			1210	120	26.00	Allotment LR09B
DC40	Banked: 05/03/2018	30.00						
90	O'Dee	30.00			1210	130	30.00	Allotment CH20
500190	Banked: 07/03/2018	26.00						
500190	Waters	26.00			1210	120	26.00	Allotment LR08
Total Receipts:		172.00	0.00	0.00			172.00	

Business Account

Receipts received between 07/02/2018 and 07/03/2018

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>
DC42	Banked: 07/02/2018	30.00						
92	Brownfield	30.00			1210	130	30.00	Allotment CH08
DC42	Banked: 07/02/2018	-30.00						
92	Brownfield	-30.00			1210	130	-30.00	CH20 (correct misposting)
DC42	Banked: 07/02/2018	30.00						
92	Brownfield	30.00			1210	130	30.00	CH20 (Correct Correction)
dC42	Banked: 07/02/2018	-30.00						
92	Brownfield	-30.00			1210	130	-30.00	CH20 Correction 2
DC41	Banked: 09/02/2018	0.32						
91	Lloyds Bank	0.32			1080	100	0.32	Interest
Total Receipts:		0.32	0.00	0.00			0.32	

**Bank Reconciliation Statement as at 28/02/2018
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	28/02/2018		45,399.08
			<hr/> 45,399.08
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			45,399.08
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			45,399.08
		Balance per Cash Book is :-	45,399.08
		Difference is :-	0.00

**Bank Reconciliation Statement as at 28/02/2018
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	28/02/2018		7,522.97
			<u>7,522.97</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			7,522.97
<u>Receipts not Banked/Cleared (Plus)</u>			
07/02/2018 DC42		-30.00	
07/02/2018 DC42		30.00	
07/02/2018 dC42		-30.00	
			<u>-30.00</u>
			7,492.97
		Balance per Cash Book is :-	7,522.97
		Difference Excluding Adjustments is :-	-30.00
<u>Adjustments to Reconciliation</u>			
07/02/2018 DC42	Correction wrong cashbook	-30.00	
			<u>-30.00</u>
		Unreconciled Difference is :-	<u>0.00</u>

Detailed Receipts & Payments by Budget Heading 07/03/2018

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			87.0%	
1090 Council Tax Support Grant	1,905	1,904	(1)			100.0%	
1110 Other Grants	1,030	558	(472)			184.7%	1,030
	37,425	36,953	(472)			101.3%	1,030
Administration :- Receipts							
4000 Clerk's Salary	14,014	18,372	4,358		4,358	76.3%	
4010 Employers NI	808	1,393	585		585	58.0%	
4060 Travel	599	750	151		151	79.8%	
4070 Office Expenses	1,302	1,250	(52)		(52)	104.2%	
4080 Advertising	934	600	(334)		(334)	155.7%	
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	535	700	165		165	76.4%	
4160 Youth Club Grant	0	500	500		500	0.0%	
4170 Christmas Trees	242	250	8		8	96.7%	
4180 Deedstore	15	16	1		1	93.8%	
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%	
	27,716	28,324	608	0	608	97.9%	3,000
Administration :- Indirect Payments							
Net Receipts over Payments	9,710	8,629	(1,081)				
6000 plus Transfer From EMR	3,000						
6001 less Transfer To EMR	1,030						
Movement to/(from) Gen Reserve	11,680						
<u>120 Long Rock Allotments</u>							
1210 Allotment Rents	472	370	(102)			127.6%	
	472	370	(102)			127.6%	0
Long Rock Allotments :- Receipts							
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	24	24	0		0	100.0%	
	253	374	121	0	121	67.6%	0
Long Rock Allotments :- Indirect Payments							
Movement to/(from) Gen Reserve	219						

Detailed Receipts & Payments by Budget Heading 07/03/2018

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
130 Church Hill Allotments							
1210 Allotment Rents	1,440	1,568	128			91.9%	
Church Hill Allotments :- Receipts	1,440	1,568	128			91.9%	0
4120 Maintenance	799	250	(549)		(549)	319.5%	
4130 Water	496	500	4		4	99.2%	
4140 Rents Payable	700	700	0		0	100.0%	
4350 Software - Annual Licence	92	92	0		0	100.0%	
Church Hill Allotments :- Indirect Payments	2,087	1,542	(545)	0	(545)	135.3%	0
Movement to/(from) Gen Reserve	(647)						
140 Amenities							
1100 Footpath Grant	415	3,474	3,059			11.9%	
1130 Aggregate Fund Income	4,500	4,500	0			100.0%	4,500
Amenities :- Receipts	4,915	7,974	3,059			61.6%	4,500
4120 Maintenance	20	0	(20)		(20)	0.0%	
4200 Repairs	567	1,245	678		678	45.5%	
4400 St Pauls Amenity Area	682	682	0		0	100.0%	
4410 Churchtown Garden	210	210	0		0	100.0%	
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	330	290	(40)		(40)	113.8%	
4470 Green Initiatives	0	408	408		408	0.0%	
Amenities :- Indirect Payments	4,019	10,809	6,790	0	6,790	37.2%	0
Net Receipts over Payments	896	(2,835)	(3,731)				
6001 less Transfer To EMR	4,500						
Movement to/(from) Gen Reserve	(3,604)						
150 St Pauls Cemetery							
1200 Burial Fees	2,912	2,680	(232)			108.7%	
St Pauls Cemetery :- Receipts	2,912	2,680	(232)			108.7%	0
4120 Maintenance	0	255	255		255	0.0%	
4130 Water	53	50	(3)		(3)	106.9%	
4350 Software - Annual Licence	150	154	4		4	97.4%	
4460 Grass Cutting	1,050	1,120	70		70	93.8%	
4520 Sextons Duties	120	120	0		0	100.0%	
St Pauls Cemetery :- Indirect Payments	1,373	1,699	326	0	326	80.8%	0
Movement to/(from) Gen Reserve	1,539						

Detailed Receipts & Payments by Budget Heading 07/03/2018

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>160</u> <u>Crowlas Cemetery</u>							
1200 Burial Fees	2,812	500	(2,312)			562.4%	
Crowlas Cemetery :- Receipts	<u>2,812</u>	<u>500</u>	<u>(2,312)</u>			<u>562.4%</u>	<u>0</u>
4120 Maintenance	357	0	(357)		(357)	0.0%	
4350 Software - Annual Licence	30	30	0		0	100.0%	
4460 Grass Cutting	1,470	1,470	0		0	100.0%	
Crowlas Cemetery :- Indirect Payments	<u>1,857</u>	<u>1,500</u>	<u>(357)</u>	<u>0</u>	<u>(357)</u>	<u>123.8%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>955</u>						
<u>200</u> <u>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/Other	3,769	5,797	2,028		2,028	65.0%	
4260 Grant Funded	7,425	7,346	(79)		(79)	101.1%	
4270 Reserve Funded	401	4,793	4,392		4,392	8.4%	401
Neighbourhood Planning :- Indirect Payments	<u>11,595</u>	<u>17,936</u>	<u>6,341</u>	<u>0</u>	<u>6,341</u>	<u>64.6%</u>	<u>401</u>
Net Receipts over Payments	<u>(4,249)</u>	<u>(10,590)</u>	<u>(6,341)</u>				
6000 plus Transfer From EMR	401						
Movement to/(from) Gen Reserve	<u>(3,848)</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	1,232	0	(1,232)		(1,232)	0.0%	
VAT Data :- Indirect Payments	<u>1,232</u>	<u>0</u>	<u>(1,232)</u>	<u>0</u>	<u>(1,232)</u>		<u>0</u>
Movement to/(from) Gen Reserve	<u>80</u>						
Grand Totals:- Receipts	<u>58,635</u>	<u>57,391</u>	<u>(1,244)</u>			<u>102.2%</u>	
Payments	<u>50,132</u>	<u>62,184</u>	<u>12,052</u>	<u>0</u>	<u>12,052</u>	<u>80.6%</u>	
Net Receipts over Payments	<u>8,504</u>	<u>(4,793)</u>	<u>(13,297)</u>				
plus Transfer From EMR	<u>3,401</u>						
less Transfer To EMR	<u>5,530</u>						
Movement to/(from) Gen Reserve	<u>6,374</u>						

LUDGVAN PARISH COUNCIL - 14TH MARCH 2018

REPORT OF THE CLERK

(a) Neighbourhood Development Plan - Programme & support 2018/19

1. *Background:*

- 1.1 Council has previously agreed a project timetable attached as Appendix 1.
- 1.2 Progress against the plan to date has been good due, primarily, to the substantial input from the Council's consultant.
- 1.3 The initial support agreed has now come to an end and in order to ensure that the Neighbourhood Development Plan is completed as agreed it is necessary to consider a further package of support.

2. *Ongoing Support:*

- 2.1 A further quotation has been received for the provision of 18 days support at a cost of £8,100 which would get the Plan to the submission stage.
- 2.2 There is a budget for next year of £13,676 and in addition it is estimated that there will be approximately £7k in the NDP Earmarked Reserve (albeit that £1,600 of that relates to the Local Landscape Character Assessment)
- 2.3 Financial Regulations require that competitive quotes are obtained however in the interests of consistency and recognising that a competitive process was initially undertaken it would seem sensible to suspend Financial Regulations in this instance and accept the quotation provided from the current provider.

It is therefore **RECOMMENDED that:**

the quotation for £8,100 for ongoing Neighbourhood Plan support is accepted and due to the need for consistency Financial Regulations relating to contracts are waived in this instance as allowed by Financial Regulation 11.1(e)

**Ludgvan Neighbourhood Plan
Project Plan Proposal**

Ludgvan Project Plan Overview																	
	Se17	Oc17	No17	De17	Ja18	Fe18	Ma18	Ap18	Ma18	Ju18	Ju18	Au18	Se18	Oc18	No18	De18	Ja19
Getting Started pre-July 2017																	
Identify Issues	C2																
Vision & Objectives					C3												
Generate Options																	
Prepare Draft Plan								C4									
Consultation & Submission													C5	C5			
Independent Examination																	
Referendum & Adoption																	

Consultation Points:

C2 - survey of local needs & aspirations

C3 - consult on vision & objectives

C4 – informal consultation on 1st Version of Plan

C5 – (Reg. 14) consultation on Pre-submission of Plan

C6 – Referendum – 2019 NB. This is the responsibility of the local planning authority

LUDGVAN PARISH COUNCIL - 14TH MARCH 2018

REPORT OF THE CLERK

(b) 'Community Actions'

1. *Background:*

- 1.1 Following the recent public consultation events the results were collated and analysed by the Council's consultant.
- 1.2 The purpose of this analysis was to guide the refinement of the aims and objectives, to make them effective as the basis for the next stage of plan-making. i.e. policy writing. It also provided the opportunity to separate out those matters that cannot be addressed by a planning policy but are, nevertheless important to the community. These were listed as 'Community Actions' that should be referred to the Parish Council for further consideration.
- 1.3 At its last meeting the Council discussed the Consultation Report and based on the recommendation from the Neighbourhood Plan Committee resolved that **the 'community actions' contained in the report be progressed by the Parish Council.**
- 1.2 These actions are appended.

2. *Traffic Issues:*

- 2.1 Following advice from Cornwall Councillor Elliott at the last meeting it would seem sensible, and more cost effective, to try and bring all traffic related issues under one Traffic Revision Order.
- 2.2 Identifying the issues and potential solutions is a not insubstantial task and it is suggested that this is delegated to the Roads Committee to pursue.

3 *Housing:*

This is best left until after the housing policy options are agreed for the Neighbourhood Plan as that will determine the level and type of evidence required.

4. *Cancer Services:*

- 4.1 This is clearly an issue that goes well beyond the boundaries of the parish and it is suggested that raising the item as part of the Community Network Panel meetings and endeavouring to get the relevant health professionals to attend would be the best way forward.

5. *Sport & Recreation:*

- 5.1 In respect of the cycling network it would seem sensible to find out the latest thinking and any proposals that may come forward from Cornwall Council's Transport team.
- 5.2 In respect of the Mexico Crossing the first task would seem to be gaining an understanding of what the residents of Long Rock would like to see.

6. *A30 Bypass:*

Two Neighbourhood Plan consultations have demonstrated a large majority of respondents being in favour of a bypass, albeit that the majority was somewhat reduced second time around.

The Councils policy is that (Minute LPC 653)

- i. **the Council supports the principle of, and the current research being undertaken in respect of, a bypass that includes the stretch of road between St Erth and Newtown roundabouts;**
- ii. **defers any consideration of routes until Highways England and their partners have completed their research and seek the Councils views.**

Given the above mentioned support, the previous reluctance of Highways England to allow us to consult publically on a published scheme of improvements and to avoid any confusion surrounding the Neighbourhood Development Plan it would not be sensible to undertake any further consultation on the bypass.

Any supportive statement in the Neighbourhood Plan will by necessity need to reflect where Highways England are with their Road Investment Strategy processes and in particular where, if anywhere, an A30 bypass including the stretch through the parish sits within that process.

Thus any statement to be included in the Neighbourhood Plan should await 'further developments' before being drafted.

7. *Promote Local Companies:*

There would appear to be little scope for the Parish Council to promote local companies given its relatively small resources.

It could however, adopt a policy of using local companies where they are able to demonstrate value for money. In addition there is provision for a digital directory on the website.

Any other suggestions from Members would be welcomed.

It is therefore **RECOMMENDED that:**

- (i) traffic issues in the parish are identified and solutions sought for inclusion in a single Traffic Revision Order, this work to be undertaken by the Roads Committee;**
- (ii) any exploration of housing need is deferred until Housing Policy Options in the Neighbourhood Development Plan;**
- (iii) local access to cancer services is put forward as an agenda item on for the Community Network Panel;**
- (iv) Cornwall Council are approached to ascertain their current thinking on cycling routes in and around the parish;**
- (v) residents of Long Rock are asked their views on a 'new' Mexico Crossing;**
- (vi) any supportive statement to be included in the Neighbourhood Plan in respect of an A30 bypass is drafted near to time of submission so it can reflect the national position in respect of the scheme;**
- (vii) the Council adopts a policy of supporting local businesses when procuring services provided value for money can be demonstrated and tests the appetite of local businesses to be included on the website directory.**