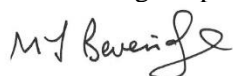


LUDGVAN PARISH COUNCIL

This is to notify you that the Monthly Meeting of Ludgvan Parish Council will be held on Wednesday 11th April, 2018 in the Oasis Childcare Centre, Lower Quarter, Ludgvan commencing at 7pm.



M J Beveridge
Parish Clerk
06/04/2018

AGENDA:

	Page No.
Public Participation Period (if required)	
1. <u>Apologies for absence</u>	
2. <u>Minutes of the Parish Council Meeting on Wednesday 14th March 2018</u>	2-5
3. <u>Declarations of interest in Items on the Agenda</u>	
4. <u>Dispensations</u>	
5. <u>Councillor Reports</u>	
(a) Cornwall Councillor Simon Elliott	
(b) Chairman's report	
(c) Other Councillors	
<u>REPORTS FOR DECISION</u>	
6. <u>Cornwall Council – Planning Applications</u>	
(a) PA18/01806 - Bowls Barn Castle Road Ludgvan Penzance - Retrospective application for the change of use of agricultural land and building - Mr Philip Osborne	
7. <u>Clerk's Report</u>	
(a) NDP Task Groups	
(b) SLCC membership	
(C) Bank Mandate	
8. <u>Finance Report</u>	
(a) Payment Schedule for approval	6
(b) Receipts	7-8
(c) Bank Reconciliations	9-10
(d) Budget Monitoring Report	11-13
9. <u>Exclusion of the Press & Public</u>	
To consider passing the following resolution: that under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified in the following item.	
(a) Footpath Maintenance Tenders	
<u>REPORTS FOR INFORMATION</u>	
10. <u>Planning & Highways</u>	14

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 MARCH 2018, IN THE LUDGVAN OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN.

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

IN ATTENDANCE: Steve Hudson (Outgoing Clerk); Joan Beveridge (Incoming Clerk); Cornwall Councillor Simon Elliott.

Public Participation Period

An objector to planning application 7(a) on the agenda outlined the planning policy and material planning matter issues that affected the proposal.

The applicant in respect of planning application 7(b) provided some background on the site and previous applications.

Cornwall Councillor Simon Elliott expressed his surprise that an amendment to the plans for item 7(a) had come forward so soon after the approval at the planning committee and went on to say that proposed amendments to the National Planning Policy Framework would favour the proposal put forward in application 7(b)

LPC 731 Apologies for absence

Apologies were received from Councillors D Badcock; D Osmand.

LPC 732 Minutes of the Parish Council Meeting on Wednesday 14th February 2018 & the Extraordinary Meeting held on 22nd February 2018

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

LPC 733 Declarations of interest in Items on the Agenda

Councillor Cartwright declared a non-registerable interest as Chair of the Ludgvan Bypass Now Campaign in item 10(b).

LPC 734 Dispensations

Councillor Cartwright was granted a dispensation to speak but not vote on items 10(b).

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

LPC 735 Presentation from Cornwall Wildlife Trust

Stuart Coleman from the Cornwall Wildlife Trust gave a very informative presentation on the work being undertaken to reduce nitrate pollution in Hayle Estuary and answered a number of questions from Members.

LPC 736 Cornwall Council – Planning Applications - For decision:

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

- (a) PA18/01230 - Tregarthen Barn Tregarthen Farm Tregarthen Long Rock TR20 8YH - Alterations to previously approved balcony - Mr C Richards - **Objection , loss of privacy and overlooking.**
- (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 - **No objection**

LPC 737 Councillor Reports

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

- i. He had provided a grant to local schools to pursue a Cornish Language and Heritage project;
- ii. He and Councillor Branchett had met with Network Rail to discuss proposals for the re-development the old Long Rock rail depot and stressed the need to include something about the site in the Neighbourhood Plan.
- iii. Flooding continues to be a massive issue, this item stimulated a long and wide ranging debate on the causes, where responsibility lays and the potential solutions to such problems.

(b) ***Chair:***

The Chair welcomed Joan Beveridge the new Clerk and thanked the current Clerk for his hard work and assistance whilst in post.

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

Councillor Mann reported that a new drainage system was to be laid as part of the St Erth Multi Modal Transport Hub project;

Councillor Branchett reported that:

- i. the Ramblers won't fund the bridge repair but they would look into their REACT team taking on the project;
- ii. there was a danger of losing the funding for the St Michael's Way if action wasn't taken soon. The Clerk reminded Members that despite best efforts the Ramblers themselves had failed to provide the necessary documentation to allow Cornwall Council to undertake a risk assessment;
- iii. the sand box near Mounts Bay Vets and the footbridge was, once again full of dog bags.

Councillor Cartwright stated that Highways England estimated that road usage through Crowlas would increase by 41% should all the building included in the Penzance Development Plan Document come to fruition and that the Council should oppose it at the Planning Hearings. The Clerk explained that the opportunity to register to speak at these sessions had expired and whilst Members were at liberty to attend it was unlikely they would be heard.

LPC 738 Cornwall Council – Planning Applications - For decision:

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

- (a) 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 - **No objection**
- (b) PA18/01613 - Splattenridden Road Between Carniscoe Road And Lelant Lelant Downs TR27 6LH - Agricultural storage shed - C P Richards and Son Ltd - **No objection**
- (c) PA18/02162 - 4 Treassowe Riding Castle Road Ludgvan TR20 8XQ - Replacement Conservatory - Mr And Mrs Gardiner - **No objection**
- (d) PA18/01998 - Hillside Blowing House Hill Ludgvan Cornwall - Proposed Shower Room and Lobby Extension for disabled Access - Mrs Yasmin Muhammed - **No objection**

LPC 739 Clerks Report

(a) Appointment of new Clerk.

Following the interview process it was necessary for Council to formally ratify the delegated decision to appoint Joan Beveridge as Clerk. It was duly **RESOLVED that: the Clerk be appointed on the SCP Range 24-30 paid pro-rata for 22.5 hours per week with effect from 14th March 2018.**

(b) General Data Protection Regulation

The Clerk explained the requirements in respect of only holding data for as long as is necessary and referred to the large amount of old files in the Councils storage cabinet. It was **RESOLVED that the Clerk be authorised to arrange the confidential shredding of old paperwork that was no longer required.**

LPC 740 Finance Report

It was **RESOLVED that:**

- (a) **the Payment Schedule totalling £6,690.35 (appended) be approved for payment and be duly signed by the Chairman;**
- (b) **receipts totalling £172.32 be noted;**
- (c) **the bank reconciliations be noted;**
- (d) **the budget monitoring report be noted.**

LPC 741 Neighbourhood Development Plan

(a) Programme & support 2018/19

The Clerks report was discussed and in order to ensure that a Neighbourhood Plan could be delivered within the agreed timescale it was **RESOLVED that:**

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

(b) 'Community Actions'

The suggested courses of action were discussed and following clarification in respect of the timing of a suitable comment in respect of the support for a bypass it was **RESOLVED 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.**

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

Payments made between 01/04/2018 and 11/04/2018

Nominal Ledger Analysis

<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>
03/04/2018	South West Water	DD01	51.14			4130	120	51.14	Long Rock Allotments Water
11/04/2018	St Aubyns Estates	3132	40.00			4140	120	40.00	Long Rock Allotments - Rent
11/04/2018	Campaign Protect Rural England	3133	36.00			4090	100	36.00	Subscription - Annual
11/04/2018	mh-p internet ltd	3134	900.00		150.00	4310	100	750.00	Website management
11/04/2018	Henry Rich	3135	272.72			4460	140	30.00	Grass cutting
						4200	140	81.00	Bench installation
						4120	130	161.72	CH Allotments maintenance
11/04/2018	Cornwall Assoc Local Councils	3136	903.63		106.29	4090	100	797.34	Subscription - Annual
11/04/2018	HM Revenue & Customs	3137	125.78			4000	100	70.59	April PAYE
						4010	100	55.19	NI
11/04/2018	M Joan Beveridge	3138	1,034.98			4000	100	1,016.98	Clerks Salary
						4070	100	18.00	Office costs
11/04/2018	Steve Hudson	3139	747.19			4000	100	679.49	Clerks Salary
						4060	100	55.80	Mileage
						4070	100	11.90	Telephone Charges
Total Payments:			4,111.44	0.00	256.29			3,855.15	

Signed by:

(Chair)

Dated: 11th April, 2018

Treasurers Account

Receipts received between 09/03/2018 and 31/03/2018

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>
DC 43	Banked: 15/03/2018	2,210.00						
93	Cornwall Council	2,210.00			1100	140	2,210.00	LMP grant
Total Receipts:		2,210.00	0.00	0.00			2,210.00	

Business Account

Receipts received between 09/03/2018 and 31/03/2018

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>
DC 44	Banked: 09/03/2018	0.29						
94	Lloyds Bank	0.29			1080	100	0.29	Interest
Total Receipts:		0.29	0.00	0.00			0.29	

**Bank Reconciliation Statement as at 31/03/2018
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	31/03/2018		40,864.87
			<hr/> 40,864.87
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
14/03/2018 3124 Mounts Bay Rotary Club		100.00	
			<hr/> 100.00
			40,764.87
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			40,764.87
		Balance per Cash Book is :-	40,764.87
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/03/2018
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	31/03/2018		7,523.26
			<u>7,523.26</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			7,523.26
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			7,523.26
		Balance per Cash Book is :-	7,523.26
		Difference Excluding Adjustments is :-	0.00
<u>Adjustments to Reconciliation</u>			
07/02/2018 DC42	Correction wrong cashbook	-30.00	
07/02/2018	Correction previous adjustment	30.00	
			<u>0.00</u>
		Unreconciled Difference is :-	<u>0.00</u>

Detailed Receipts & Payments by Budget Heading 04/04/2018

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Administration							
1076 Precept	0	41,414	41,414			0.0%	
1080 Interest Received	0	4	4			0.0%	
1090 Council Tax Support Grant	0	1,506	1,506			0.0%	
1110 Other Grants	0	800	800			0.0%	
Administration :- Receipts	0	43,724	43,724				0
4000 Clerk's Salary	1,767	15,576	13,809		13,809	11.3%	
4010 Employers NI	55	957	902		902	5.8%	
4060 Travel	56	750	694		694	7.4%	
4070 Office Expenses	30	1,250	1,220		1,220	2.4%	
4080 Advertising	0	600	600		600	0.0%	
4090 Subscriptions	833	1,000	167		167	83.3%	
4100 Insurance	0	725	725		725	0.0%	
4110 Audit Fees	0	350	350		350	0.0%	
4150 S137 and Other Grants	0	700	700		700	0.0%	
4170 Christmas Trees	0	250	250		250	0.0%	
4180 Deedstore	0	16	16		16	0.0%	
4190 Meeting Room Hire	0	360	360		360	0.0%	
4300 Website Development	0	100	100		100	0.0%	
4310 Website Maintenance	750	900	150		150	83.3%	
4320 Election Expenses	0	1,500	1,500		1,500	0.0%	
4350 Software - Annual Licence	0	232	232		232	0.0%	
Administration :- Indirect Payments	3,491	25,266	21,775	0	21,775	13.8%	0
Movement to/(from) Gen Reserve	(3,491)						
120 Long Rock Allotments							
1210 Allotment Rents	0	450	450			0.0%	
Long Rock Allotments :- Receipts	0	450	450			0.0%	0
4120 Maintenance	0	150	150		150	0.0%	
4130 Water	51	150	99		99	34.1%	
4140 Rents Payable	40	80	40		40	50.0%	
4350 Software - Annual Licence	0	24	24		24	0.0%	
Long Rock Allotments :- Indirect Payments	91	404	313	0	313	22.6%	0
Movement to/(from) Gen Reserve	(91)						
130 Church Hill Allotments							
1210 Allotment Rents	0	1,620	1,620			0.0%	
Church Hill Allotments :- Receipts	0	1,620	1,620			0.0%	0

Detailed Receipts & Payments by Budget Heading 04/04/2018

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4120 Maintenance	162	400	238		238	40.4%	
4130 Water	0	400	400		400	0.0%	
4140 Rents Payable	0	700	700		700	0.0%	
4350 Software - Annual Licence	0	92	92		92	0.0%	
Church Hill Allotments :- Indirect Payments	162	1,592	1,430	0	1,430	10.2%	0
Movement to/(from) Gen Reserve	(162)						
<u>140 Amenities</u>							
1100 Footpath Grant	0	4,000	4,000			0.0%	
1130 Aggregate Fund Income	0	4,500	4,500			0.0%	
Amenities :- Receipts	0	8,500	8,500			0.0%	0
4200 Repairs	81	1,245	1,164		1,164	6.5%	
4400 St Pauls Amenity Area	0	750	750		750	0.0%	
4410 Churchtown Garden	0	430	430		430	0.0%	
4420 Aggregate Fund Expenditure	0	4,500	4,500		4,500	0.0%	
4430 Footpath Maintenance	0	4,000	4,000		4,000	0.0%	
4450 Long Rock Toilets	0	1,200	1,200		1,200	0.0%	
4460 Grass Cutting	30	290	260		260	10.3%	
4470 Green Initiatives	0	650	650		650	0.0%	
Amenities :- Indirect Payments	111	13,065	12,954	0	12,954	0.8%	0
Movement to/(from) Gen Reserve	(111)						
<u>150 St Pauls Cemetery</u>							
1200 Burial Fees	0	2,680	2,680			0.0%	
St Pauls Cemetery :- Receipts	0	2,680	2,680			0.0%	0
4120 Maintenance	0	255	255		255	0.0%	
4130 Water	0	50	50		50	0.0%	
4350 Software - Annual Licence	0	154	154		154	0.0%	
4460 Grass Cutting	0	1,230	1,230		1,230	0.0%	
4520 Sextons Duties	0	132	132		132	0.0%	
St Pauls Cemetery :- Indirect Payments	0	1,821	1,821	0	1,821	0.0%	0
Movement to/(from) Gen Reserve	0						
<u>160 Crowlas Cemetery</u>							
1200 Burial Fees	500	500	0			100.0%	
Crowlas Cemetery :- Receipts	500	500	0			100.0%	0
4350 Software - Annual Licence	0	30	30		30	0.0%	

Detailed Receipts & Payments by Budget Heading 04/04/2018

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4460 Grass Cutting	0	1,620	1,620		1,620	0.0%	
Crowlas Cemetery :- Indirect Payments	0	1,650	1,650	0	1,650	0.0%	0
Movement to/(from) Gen Reserve	500						
<u>200 Neighbourhood Planning</u>							
4020 Staff Cost/Other	0	13,676	13,676		13,676	0.0%	
4270 Reserve Funded	0	7,090	7,090		7,090	0.0%	
Neighbourhood Planning :- Indirect Payments	0	20,766	20,766	0	20,766	0.0%	0
Movement to/(from) Gen Reserve	0						
<u>999 VAT Data</u>							
515 VAT on Payments	256	0	(256)		(256)	0.0%	
VAT Data :- Indirect Payments	256	0	(256)	0	(256)		0
Movement to/(from) Gen Reserve	(256)						
Grand Totals:- Receipts	500	57,474	56,974			0.9%	
Payments	4,111	64,564	60,453	0	60,453	6.4%	
Net Receipts over Payments	(3,611)	(7,090)	(3,479)				
Movement to/(from) Gen Reserve	(3,611)						

PLANNING & HIGHWAYS ITEMS FOR INFORMATION

Cornwall Council – Planning Decisions

- (a) PA18/01230 - Tregarthen Barn Tregarthen Farm Tregarthen Long Rock TR20 8YH - Alterations to previously approved balcony - Mr C Richards – **Refused**
- (b) PA17/12289 - Rosevidney Barton Rosevidney Crowlas Penzance - Change of use from disused pig building to overnight holiday accommodation. - Mr Edwin Hosking – **Approved**
- (c) PA18/00906 50 Polmor Road Crowlas Penzance Cornwall TR20 8DW Certificate of lawfulness for proposed construction of new extension. FYI **Granted**
- (d) 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 – **Approved**
- (e) PA17/09121 - Brunnion Vean, Brunnion Road Lelant Downs TR20 8NF - Reconstruction of barn to adjoin new part single storey and rear 2 storey extension with dormer. New Solar PV panels. - Mr & Mrs Trevorrow - **Approved**
- (f) panels. - Mr & Mrs Trevorrow - **Approved**
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 – **Approved**
- (g) PA18/00150 - Jessamine, Rose An Grouse, Canonstown Hayle - Proposed vehicle access and creation of new parking area. - Mr Bradley Rogers – **Approved**
- (h) PA18/00751 - Tregellas West Cockwells Penzance Cornwall - Replace roof on garage/barn - Mr Paul Newport – **Approved**
- (i) PA18/00654
Replacement timber garden shed – We objected - LUDGVAN AGREED TO DISAGREE

Highways