

# **LUDGVAN PARISH COUNCIL**

All members of the Council are hereby summoned to attend the Monthly Meeting of Ludgvan Parish Council to be held on Wednesday 12<sup>th</sup> December, 2018 in the Oasis Childcare Centre, Lower Quarter, Ludgvan commencing at 7pm.



M J Beveridge  
Parish Clerk  
07/12/2018

## **AGENDA:**

Page No.

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

1. **Appointment of Vice-Chair**
2. **Membership: Employment and Accounts & Audit Committees**
3. **Apologies for absence**
4. **Minutes of the Parish Council Meeting on Wednesday, 14<sup>th</sup> November, 2018** 3-7
5. **Declarations of interest in Items on the Agenda**
6. **Dispensations**
7. **Councillor Reports**
  - (a) Cornwall Councillor Simon Elliott
  - (b) Chairman's report
  - (c) Other Councillors

### **REPORTS FOR DECISION**

8. **Cornwall Council – Planning Applications**
  - (a) **PA18/10421** – Application for the change of use to form two separate houses from one. – Chy-An-Bre, Canonstown, TR27 6ND – Ms Dawn Clayton
  - (b) **PA18/10722** – The construction of a new silt trap to the north of Marazion Marsh. The creation of new open water areas within the existing reedbeds to encourage new wildlife habitat sites. The provision of a new water level control device on the existing marsh outfall culvert, which is intended to prevent the marsh drying out during the summer months. – Land At Marazion Marsh, Long Rock, TR20 8LD – Mr Andy Cook
  - (c) **PA18/10626** – Proposed extensions to a single storey bungalow to form a 2-storey house and replacement garage – Kantara, Blowing House Hill, Ludgvan TR20 8AW – Mr & Mrs Ranson
  - (d) **PA18/10625** – Outline application for residential development of up to 5 dwellings (all matters reserved) – 3 Riverside Cottages, Access To Riverside Cottages, Cockwells TR20 8DB – Mr Michael Rendell
  - (e) **PA18/10816** – Farm track to link two existing farm tracks – Trembethow Farm, Lelant Downs, TR27 6NN – Richards
  - (f) **PA18/09941** – Proposed new external treatment to dwelling to include minor internal alterations. – Boscreege, Cucurrian, Ludgvan, TR20 8AP – Mr and Mrs Bagnall

- (g) **PA18/10730** – Construction of bank of solar panels at ground level in front of new house currently under construction , Bayhouse, Station Road, Long Rock TR20 9TT – Ms Julia Newham

**9. Clerk’s Report**

**8-9**

- (a) Aggregates Fund – Proposed use.
- (b) Allotments Working Party Recommendations
- (c) Employment Committee Recommendations
- (d) Cemeteries – New concrete beams
- (e) Community Garden – Tree Surgeon
- (f) Operation London Bridge
- (g) Parish Plan/Budget Priorities

**FOR INFORMATION:**

- (h) Local Government Boundary Commission - Final Recommendations on boundary changes – Ludgvan, Madron, Gulval and Heamoor/St Ives East, Lelant & Carbis Bay/Long Rock, Marazion & St Erth

Click here for **Final Recommendations PDF**

- (i) Defibrillator Training – Postponed to 2019

**10. Finance Report**

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

**11. Neighbourhood Development Plan**

- (a) Programme & support 2018/19 – January NDP Pre-Submission version sign off
- (b) Community Actions

**12. AOB including Agenda Items for Next Meeting**

**13. Correspondence**

**REPORTS FOR INFORMATION**

**14. Planning & Highways**

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**15. Correspondence**

# LUDGVAN PARISH COUNCIL

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**Chairman:**

Councillor Richard Sargeant

**Clerk to the Council:**

Joan Beveridge

The Old Mill,

Nancledra,

Penzance,

Cornwall TR20 8NA

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**MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY, 14<sup>TH</sup> NOVEMBER 2018, IN THE LUDGVAN OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN.**

**PRESENT:** Councillors: R. Sargeant (Chair); R. Mann (Vice-Chair); C Cartwright; M Parker; C Price-Jones and M Squire.

**IN ATTENDANCE:** Joan Beveridge (Clerk); Cornwall Councillor Simon Elliott.

**Public Participation Period**

Objectors to planning applications 6(a) and 6(d) on the agenda addressed Council. The applicant for the planning application 6(d) on the agenda also addressed Council.

**LPC 822 Apologies for absence**

Apologies were received from Councillors S Miucci; D Osmand and L Trudgeon.

**LPC 823 Minutes of the Parish Council Meeting on Wednesday 10<sup>th</sup> October 2018**

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

**LPC 824 Declarations of interest in Items on the Agenda**

None.

**LPC 825 Dispensations**

None.

**LPC 826 Cornwall Council – Planning Applications - For decision;**

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

- (a) PA18/09395 – Retention of structural post supporting balcony – Tregarthen Barn Tregarthen Long Rock Penzance Cornwall TR20 8YH – Mr And Mrs Richards - **Council objects to this application on the grounds that it is not in keeping with the existing building.**
- (b) PA18/08802 – Proposal to install new coastal defences along Long Rock Beach, near Penzance. The coastal defences will take the form of new rock armour. – Long Rock Beach Car Park Long Rock Penzance Cornwall TR20 8HX – Mr Alan Cook – **No objection.**

- (c) PA18/09638 – Non-material amendment (No. 1) for addition of 4kW PV array to the south slope of the roof of the terminal building to (PA16/09346) Proposed heliport comprising: a terminal building, hangar, emergency vehicle garage, helicopter landing pad and apron, operational equipment and apparatus, fuel storage facility, bunding and pipework, 269 staff and customer long-stay parking spaces, 5 drop off spaces, access from Jelbert Way, internal access roads and footways, hardstanding and servicing, emergency escape route, landscaping, surface water drainage, utility connections and pipe-laying, acoustic mitigation, associated works and infrastructure. – Land N Of Chy An Mor Roundabout Jelbert Way Eastern Green Penzance Cornwall – Ms Diana Mompoloki – **No objection.**
- (d) PA18/09328 – Outline application with all matters reserved for replacement of historic dwelling and garage and associated works. – Historic Dwelling North Of Tregarthen Farmhouse Tregarthen Long Rock Cornwall – Mr M Faulkner – **Council has no objection in principle to having a building on this site so long as the designs developed are in keeping with the site, and that all the technical issues, re flooding, drainage, sewerage etc., are fully considered by the appropriate experts.**
- (e) PA18/09335 – Two detached dwellings with integral garages – Land Adj To The Cottage Castle Gate Ludgvan Cornwall TR20 8BQ – Mr J Walker - **Council objects to this application on the grounds that it is a new development in open countryside, within an AONB, also the scale and design of the development is not appropriate to the site.**
- (f) PA18/10062 – Conversion of existing redundant barns to form five residential dwellings, with associated parking and landscaping with variation of condition 8 in respect of PA17/00221 to allow for extension, 3 additional rooflights and stainless steel flue – Tregender Farmhouse Tregender Lane Crowlas Penzance Cornwall TR20 8DQ – Mr N Brown – **No objection.**
- (g) PA18/09707 – Demolition of barn and construction of garage/workshop. – Tregender Farmhouse Tregender Lane Crowlas Penzance Cornwall TR20 8DQ – Mr & Mrs N Brown – **No objection.**
- (h) PA18/00003/SPD – Cornwall Council draft Housing Supplementary Planning document – Six week consultation period between Friday 19<sup>th</sup> October and 5 pm 30<sup>th</sup> November, 2018 – **Noted.**

## **LPC 827 Councillor Reports**

- (a) ***Cornwall Councillor Simon Elliott:***
  - (i) Noted pre-app for Long Rock site for container houses which could meet needs of homeless families requiring temporary accommodation, in light of Penwith's lack of affordable housing.
  - (ii) Noted DVLA clamp down on untaxed cars in Rospeath and Badgers Cross areas.
  - (iii) Urging speed reductions to Marazion roundabout off roads, Marazion Station and Long Rock roads.
  - (iv) Pressing for development in Long Rock to be housing rather than Industrial Estate.
- (b) ***Chair:***
  - (i) Noted recent increase in flytipping in Brunnion and Cripplesea areas.
  - (ii) Complaint of soil dumping at Ninnes Bridge reported to Planning Enforcement.

- (iii) Flooding at Chapel Square, Crowlas. Leaves clogging drains and earth being washed down the roads during heavy rain. Also Badgers Cross drains clogged.
- (iv) Tribute paid to Cllr. Bill Maddern, St Buryan PC who died recently.
- (v) Resignations received from Cllrs Maureen Hollow and David Badcock. Chair thanked them for their service to the PC over many years.

At this point Cllr Sargeant announced his decision to step down as Chair. Also his membership of the Employment and Accounts & Audit Committees. Council thanked him for his service. Vice-Chair, Roy Mann took over the Chair. He was then formally elected to that post and a new Vice-Chair will be elected at the December meeting.

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

- (i) Cllr. Parker noted with approval that Cormac has cleared the entire path along the road bend on Marazion Marsh, making the pavement more than 2 ft wider.
- (ii) Cllr. Price-Jones gave update on Affordable Housing:
  - Re Housing Needs Survey. A letter to go out, 21<sup>st</sup> December.
  - Call for Land (draft). Process to be handled by CCLT.
  - If ready by March 2020, it would be eligible for Govt's Communities Fund.

**LPC 828 Licensing**

Clerk to circulate the link to the Licensing Act Policy Consultation for feedback.

Street Trading Applications:

- (i) Seasonal Christmas Trees, Marazion Bypass Layby – Mr C. Wilson – **No objection.**
- (ii) Wood carvings, vegetables, pickles, A30 layby near Newtown roundabout/Crowlas – Mr K. Davies – **Council strongly objects on the grounds that this layby should be used solely as a layby, not as a place for conducting trade. It is the last layby before Penzance and vehicle users need to be able to access it. It is not a safe area for conducting trade.**

**LPC 829 Clerks Report**

- (a) Allotments: Bought in noticeboards could cost up to £250. Cllr Price-Jones suggested an alternative of self-made noticeboards. Clerk to call a meeting of the Allotments Committee to discuss next year's rents.
- (b) In respect of the armistice day Poppy Wreath, Council agreed to send a donation of £35.00 to the Heamoor Royal British Legion.
- (c) In respect of the defibrillator training, places are still available.
- (d) Council agreed the clerk should submit an application to the Community Chest fund of £500 for this year and £500 for next year, in order to purchase picnic benches as part of the Long Rock Coastal Improvements Project.
- (e) LPC meeting dates for 2019 were approved.

**LPC 830 Finance Report**

It was **RESOLVED** that:

- (a) **the Payment Schedule totalling £2,142.24 (appended) be approved for payment and be duly signed by the Chairman;**
- (b) **receipts totalling £65.00 be noted;**
- (c) **the bank reconciliations be noted;**
- (d) **the budget monitoring report be noted.**

**LPC 831 Neighbourhood Development Plan**

The informal consultation period has now concluded. Feedback to be incorporated in a further draft. The NDP Committee to meet next week to discuss.

**LPC 832** 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:**  
**Council Co-option**

It was **RESOLVED to co-opt Cllr. Simon Elliott to Council.**

The Clerk to write to the remaining two applicants, to ask if they would be willing to have their applications put forward, following the Casual Vacancy period in relation to the two resignations detailed in LPC 827(v) above.

## Treasurers Account

## Payments made between 22/10/2018 and 14/11/2018

| Nominal Ledger Analysis |                               |           |              |             |       |      |        |          |                                |
|-------------------------|-------------------------------|-----------|--------------|-------------|-------|------|--------|----------|--------------------------------|
| Date                    | Payee Name                    | Reference | £ Total Amnt | £ Creditors | £ VAT | A/c  | Centre | £ Amount | Transaction Details            |
| 23/10/2018              | NEST Pension                  | DD10      | 44.48        |             |       | 4000 | 100    | 24.26    | Pension employee's contributio |
|                         |                               |           |              |             |       | 4030 | 100    | 20.22    | Pension employer's contributio |
| 14/11/2018              | Cornwall Council              | 3180      | 12.00        |             |       | 4040 | 100    | 12.00    | Planning training              |
| 14/11/2018              | Viking Direct                 | 3181      | 89.98        |             | 15.00 | 4070 | 100    | 74.98    | Stationery                     |
| 14/11/2018              | Cornwall Assoc Local Councils | 3182      | 72.00        |             | 12.00 | 4040 | 100    | 30.00    | Budget & Precepting course     |
|                         |                               |           |              |             |       | 4040 | 100    | 30.00    | Standing Orders course         |
| 14/11/2018              | SLCC Enterprises Ltd          | 3183      | 108.79       |             | 0.80  | 4070 | 100    | 103.99   | Local Council Admin book       |
|                         |                               |           |              |             |       | 4070 | 100    | 4.00     | Postage                        |
| 14/11/2018              | Rymans Stationery             | 3184      | 125.95       |             | 20.99 | 4020 | 200    | 104.96   | NDP consult draft print        |
| 14/11/2018              | M Joan Beveridge              | 3185      | 1,374.65     |             |       | 4000 | 100    | 1,286.93 | Clerk's Salary                 |
|                         |                               |           |              |             |       | 4070 | 100    | 18.00    | Office costs                   |
|                         |                               |           |              |             |       | 4060 | 100    | 63.00    | Mileage                        |
|                         |                               |           |              |             |       | 4070 | 100    | 5.32     | Tel Calls                      |
|                         |                               |           |              |             |       | 4070 | 100    | 1.40     | Postage                        |
| 14/11/2018              | HM Revenue & Customs          | 3186      | 314.39       |             |       | 4000 | 100    | 202.39   | Clerk's PAYE                   |
|                         |                               |           |              |             |       | 4010 | 100    | 112.00   | Clerk's NI                     |
| <b>Total Payments:</b>  |                               |           | 2,142.24     | 0.00        | 48.79 |      |        | 2,093.45 |                                |

Signed by: .....  
(Chair)

Dated: 14th November, 2018

**LUDGVAN PARISH COUNCIL – 12<sup>th</sup> DECEMBER, 2018**

**REPORT OF THE CLERK**

**(a) Aggregates Fund – Proposed use.**

1. *Background:*

- 1.1 In the past, the Aggregates money was unallocated. This year, Council has been requested to submit a proposal as to how it would be allocated, for use in the community interest.

It is therefore recommended that:

**Council propose to allocate these monies to the Long Rock allotments wall replacement.**

**(b) Allotments Working Party**

1. *Background:*

- 1.1 A meeting of the Allotments Working Party took place on 3<sup>rd</sup> December.
- 1.2 For the year 2018/19 there is a projected deficit of £272.00 due to the increased water usage on both sites over the exceptionally dry summer.

It is therefore recommended that:

**Council increase the rental (currently £30) by £4 per plot.**

- 2.1 A report was received of an allotment holder using barbed wire adjacent to a council pathway in contravention of the Allotment Rules governing Tenancy Agreements.
- 2.2 The Clerk has written to the plot holder, requesting that the barbed wire be removed.

**(c) Employment Committee**

1. *Background:*

- 1.1 The Committee met on 6<sup>th</sup> December. The Committee made the following recommendations:
- 1.2 That the Clerk enrol on an ILCA on-line course, which covers the core duties of the Clerk, law and procedures; finance; management and community engagement, in preparation for the formal elements of her CiLCA training at a cost of £99.00.
- 1.3 An accountant is engaged to produce the End of Year Financial Reports with the Clerk.

It is therefore recommended that:

**Council instruct the Clerk to enrol on the ILCA on-line course and engage an Accountant with knowledge of the RTS software packages to work with the Clerk to produce the End of Year Financial Reports.**

- 1.4 That training costs for the Clerk and Councillors is reflected in the budget.
- 1.5 That an improved Community Communications Strategy is developed, commencing with reports being sent to Cledry News, the Oasis and Ludgvan School newsletters, and Down Your Way (West Briton).
- 1.6 That Pre-Agenda meetings take place between the Clerk and the Chair (already started), prior to the Agenda being finalised.
- 1.7 That after January, that six monthly reviews take place on the understanding that any concerns will be addressed ASAP.
- 1.8 That a Recruitment Policy is developed.

It is therefore recommended that:

**Council approve these actions.**



**(d) Cemeteries – New concrete beams**

1. *Background:*

- 1.1 St Paul's: The present beam has one remaining plot. Crowlas: The present beam has two remaining unallocated plots.

It is therefore recommended that:

**Council instructs the Clerk to commission two new beams.**

**(e) Community Garden**

1. *Background:*

- 1.1 A large, heavy tree branch has semi-broken away and is lying over a pathway. The Sextant recommends a tree surgeon remove the branch for the safety of Community Garden users and volunteers as he is no longer able to undertake this work himself.

It is therefore recommended that:

**Council instruct the Clerk to secure the services of a Tree Surgeon to remove the branch.**

- 2.1 A group of community volunteers met on 6<sup>th</sup> December to assist the Sextant in pruning and tidying the Community Garden.

- 2.2 A list of names was recorded for insurance purposes and health & safety information distributed along with a list of the various duties that may be safely undertaken.

**(f) Operation London Bridge**

1. *Background:*

- 1.1 This is the code given for the death of HM Queen Elizabeth II, after which a period of 10 days will follow. It is recommended that all Councils prepare themselves and be mindful that pre-arranged Council events may have to be cancelled during this period.

It is therefore recommended that:

**A statement from the Chair should be prepared for posting on the website.**

**Council considers whether a specific area should be set aside for flowers, a book of condolence etc.**

**(g) Parish Plan/Budget Priorities**

1. *Background:*

- 1.1 To inform the preparation of the budget for 2019/20, monies need to be allocated towards the Council's priority objectives/projects.

It is therefore recommended that:

**Council establishes those key priorities for the coming year likely to impact the budget.**

**FOR INFORMATION:**

**(h) Local Government Boundary Commission – Final Recommendations on Boundary Changes**

To read the Final Recommendations, please click [Report](#)

**(i) Defibrillator Training – Postponed to 2019**

The Trainer became unavailable at the last minute and the training day, scheduled for 8<sup>th</sup> December had to be cancelled.

It will be rescheduled for the New Year.

# PLANNING & HIGHWAYS ITEMS FOR INFORMATION

## Cornwall Council – Planning Decisions

|                                       | Details:  | LPC:   | CC:                   |
|---------------------------------------|---|--|-----------------------|
| <b>PA18/09063</b><br>October<br>2018  | Long Lane Ludgvan TR20 8AH - Proposal<br>Single storey extension Location Wisteria<br>Cottage - Miss Heather Rogers   | No objection.  | Approved<br>12 Nov 18 |
| <b>PA18/09395</b><br>November<br>2018 | Retention of structural post supporting<br>balcony – Tregarthen Barn Tregarthen Long<br>Rock Penzance Cornwall TR20 8YH – Mr<br>And Mrs Richards  | Council objects to this<br>application on the<br>grounds that it is not in<br>keeping with the<br>existing building. | Refused<br>19 Nov 18  |
| <b>PA18/09638</b><br>November<br>2018 | Non-material amendment (No. 1) for<br>addition of 4kW PV array to the south slope<br>of the roof of the terminal building to<br>(PA16/09346) Proposed heliport<br>comprising: a terminal building, hangar,<br>emergency vehicle garage, helicopter<br>landing pad and apron, operational<br>equipment and apparatus, fuel storage<br>facility, bunding and pipework, 269 staff<br>and customer long-stay parking spaces, 5<br>drop off spaces, access from Jelbert Way,<br>internal access roads and footways,<br>hardstanding and servicing, emergency<br>escape route, landscaping, surface water<br>drainage, utility connections and pipe-<br>laying, acoustic mitigation, associated works<br>and infrastructure. – Land N Of Chy An Mor<br>Roundabout Jelbert Way Eastern Green<br>Penzance Cornwall – Ms Diana Mompoloki | No objection.  | Approved<br>16 Nov 18 |

## Planning Appeals:

|                   | Details:   | LPC:   | CC:                                      |
|-------------------|--|--|--|
| <b>PA17/09294</b> | Change of use of land to allow the<br>siting of a caravan for holiday letting<br>purposes – Gonew View, Acces Track<br>from Carntiscoe Road to Gonew<br>Viscoe, Lelant Downs – Mr Uwe<br>Gerecke | Objection the proposal is<br>i. out of keeping within the<br>AONB;<br>ii. lacks suitable amenities<br>and<br>iii. has poor access. | <b>APPEAL:<br/>25 OCT 18<br/>REFUSED</b> |

## Highways - Planned Roadworks:

Location:

Timing: