

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 12th June, 2019 in the Oasis Childcare Centre, Lower Quarter, Ludgvan commencing at 7pm.



M J Beveridge
Parish Clerk
07/06/2019

AGENDA:

Page No.

1. **Apologies for absence**
 2. **Declarations of Interest in Items on the Agenda**
 3. **Dispensations**
 4. **Public Participation Period – to last no longer than 15 minutes unless agreed by the Chairman**
 5. **Minutes of the Parish Council Meeting on Wednesday 8th May, 2019** **4-9**
 6. **Councillor Reports**
 - (a) Cornwall Councillor Simon Elliott
 - (b) Chairman's report
 - (c) Other Councillors
- REPORTS FOR DECISION**
7. **Cornwall Council – Planning Applications**
 - (a) **PA19/03464** – Erection of one restaurant unit (Use Class A1/A3), including drive-through lane and means of access, provision of car parking, service yard and landscaping – Land South Of Chy-An-Mor Roundabout Chy-An-Mor Long Rock – Turley Associates BRISTOL
 - (b) **PA19/03632** – Conversion of a store to a flat – Stores At Polmor Mews Polmor Road Crowlas Cornwall TR20 8DW – Mr J Pender
 - (c) **PA19/03456** – Agricultural track – Carntiscoe Farm House Carntiscoe Road Lelant Downs TR27 6NJ – C P Richards and Son Ltd
 - (d) **PA19/03875** – Two storey side extension and conversion of garage to living accommodation – Hunrosa A30 Between Rospeath Lane And Cockwells Crowlas TR20 8DS – Mrs Laura James
 - (e) **PA19/04199** – Non material amendment in relation to decision notice PA16/09346: Substitution of a 4kW roof mounted PV array (approved PA18/09638) for a 26kW array mounted on the southern roof slope of the terminal building – Land To The North Of Chy An Mor Roundabout, Jelbert Way, Eastern Green, Penzance – Diana Mompoloki
 - (f) **PA19/03841** – Conversion, extension and rebuilding of outbuildings to form an annexe – Higher Trenowin Cottage Access Track Between Georgia Hill And Higher Trenowin Nancledra TR20 8BE – Mr James Lindon-Travers
 - (g) **PA19/04615** – Rear extension to form bedroom & extra living space – 2 Trencrom Cottage Nancledra Hill Nancledra TR20 8BD – Mr & Mrs Larter

- (h) [PA19/04612](#) – Replacement of existing garage/workshop with artist's studio – Higher Chellew Access Track To Higher Chellew Higher Trenowin Nancledra TR20 8BD – Mr Fox
- (i) [PA19/04524](#) – Application for Approval of Reserved Matters in relation to Outline Approval PA17/08019 for two new houses: Access, appearance, landscaping, layout and scale – Land Ne Of Ludgvan House Blowing House Hill Ludgvan TR20 8EG – Mr P O’Neil
- (j) [PA19/04538](#) – Alteration and extension to existing garage to form Studio – Brunnion Farm Lelant Downs TR27 6NT – Mrs Ursula Hanson

8. **Financial Regulations 2019**

Updated version approved at May meeting – for adoption. PA

9. **Clerk’s Report**

- (a) Allotments: Update on current tenancy, actions taken following inspection report and quote for shed removal of between £300 and £350 for approval.
- (b) Clerk’s Training for approval:
 - (i) Introduction to CiLCA – 8 July, 2019 – £70 + VAT
 - (ii) Planning – 16 July, 2019 – £80 + VAT
 - (iii) CiLCA Session I – 23 September, 2019 – £275 + VAT
 - (iv) CiLCA Session II – 21 October, 2019 – £275 + VAT
- (c) Accounts & Audit Working Party – meeting date to consider insurance renewal.
- (d) Employment Committee – meeting date for 6 monthly review.
- (e) Rights of Way Working Party – meeting date to consider Silver path priorities.
- (f) Website Working Party – membership and meeting date.
- (g) Attendance at Ludgvan School Annual Presentation on Thursday 18th July.
- (h) For information, report back on Local Landscape Character Assessment (LLCA) Workshop.
- (i) For information, Community Chest application for picnic table set of £500 submitted 30th May.

10. **Finance Report**

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

11. **Neighbourhood Development Plan**

- (i) Submission version of Neighbourhood Plan and next steps
- (ii) Design Statement – Update
- (iii) Affordable Housing Plan – Update on Call for Land

12. **Exclusion of the Press & Public 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) Community Governance Review – Report on Community Network event and next steps, to include evidence gathering.
- (b) New Councillor Application for consideration

13. **Highways**

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LUDGVAN PARISH COUNCIL

Chairman:

Councillor Roy Mann

Clerk to the Council:

Joan Beveridge

The Old Mill,

Nancledra,

Penzance,

Cornwall TR20 8NA

(01736) 740922

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MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY, 8TH MAY 2019, IN THE OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN.

PRESENT: Councillors: Roy Mann (Chair); C Cartwright; S Elliott; J Munday; M Parker; C Price-Jones; M Squire; M Taylor; L Trudgeon.

IN ATTENDANCE: Joan Beveridge (Clerk)

LPC 915 Appointment of Chairman

Having been nominated and seconded it was **RESOLVED** that Councillor Mann be elected as Chair.

LPC 916 Appointment of Vice-Chair

Having been nominated and seconded it was **RESOLVED** that Councillor Parker be elected as Vice Chair.

LPC 917 Apologies for absence

Apologies were received from Cllr Miucci.

LPC 918 Declarations of interest in Items on the Agenda

None.

LPC 919 Dispensations

None.

LPC 920 Public Participation Period

No members of the public present.

LPC 921 Minutes of the Parish Council Meeting on Wednesday, 10th April, 2019

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

LPC 922 Councillor Reports

(a) *Cornwall Councillor Simon Elliott:*

- (i) Penzance Town Council opposed to the Cornish Hen planning application.
- (ii) Long Rock residents leafleted to gain support for reduction in speed limit.
- (iii) Rock armour works progressing well. Proposed picnic set will need a concrete base to be appropriately sited.
- (iv) Nigel Honess was presented with his Civic Award last week.

- (b) *Chair:*
 - (i) Attended Police Liaison Group meeting. Inspector Clarke retiring.
 - (ii) Attended Highways Engagement event at Scorrier. Report It website page: <https://www.cornwall.gov.uk/report-it/> allows reporting of problems, from potholes to electrical faults, but in emergency still need to telephone.
 - (iii) Highways inspections now 3 times/annum, up from single inspection/annum after receiving extra funding.
- (c) *Other Councillors:*
 - (i) Loss of Lamb & Flag polling station causing difficulties to those in Canonstow without cars now having to travel to Community Centre.
 - (ii) Request for Heather Lane/Lelant footpath to be added to cutting schedule.
 - (iii) Jordan's Cafe toilets have no running water at present.
 - (iv) Request to move one of two litter bins, to new location.
 - (v) Tidal flap into Long Rock pool has broken and sea water flooding in.
 - (vi) Clerk instructed to notify Cllr. James re (iv) and (v).

LPC 923 Cornwall Council – Planning Applications – For decision:

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

- (a) PA19/02836 – Two storey staircase extension to east elevation linked to bedroom and dressing room extension built on top of existing garage – Woodbine Cottage Crowlas Penzance Cornwall TR20 8DP – Mr Nathon Mabbet – **No objections.**
- (b) PA19/02881 – Proposed agricultural shed – Middle Ninnis Farm Ninnis Bridge Lelant Downs Hayle Cornwall TR27 6NL – Mr & Mrs Graham Quick – **No objections.**
- (c) PA19/02848 – Construction of ground floor side extensions – Elysium House 3 Parc Shady Whitecross Cornwall TR20 8BX – Miss Lydia Williams – **No objections.**
- (d) PA19/03164 – Alterations and extensions to dwelling – Gwelefan B3311 Between Badgers Cross And Nancledra Hill Castle Gate Ludgvan TR20 8BG – Mr And Mrs Jon Doolan – **No objections.**
- (e) PA19/01249 – Submission of reserved matters (access, appearance, landscaping, layout and scale) following outline approval PA17/08019 for two new houses | Land NE Of Ludgvan House Blowing House Hill Ludgvan TR20 8EG – Mr P O'Neil – **Council continues to object to this application on the grounds that it is overbearing, overlooking neighbouring properties, with surface water drainage issues. Council would look more favourably on an application for two bungalows/dormer bungalows of a more suitable size and scale, with the drainage issues having been addressed.**

LPC 924 Items to be considered under Standing Order 5(i)

- (a) *Committees and Working Parties*
The Terms of Reference were reviewed.
- (i) It was **RESOLVED** that the current Terms of Reference of the:
Accounts & Audit Working Party
Employment Committee
Allotments Working Party &
Neighbourhood Plan Committee
be re-approved.
- (ii) Councillors appointed to each Committee were reaffirmed:
Accounts & Audit Working Party – Mann, Elliott, Trudgeon
Employment Committee – Mann, Squire, Trudgeon
Allotment Working Party – Price-Jones, Miucci, Trudgeon
Neighbourhood Plan Committee – Mann, Elliott, Miucci, Price-Jones

- (iii) **New Committees/Working Parties appointed under Standing Order 4**
Community Governance Review Working Party – Mann, Elliott, Price-Jones, Taylor.
Rights of Way Working Party – Cartwright, Munday, Taylor
Website Working Party – Elliott
- (b) *Standing Orders & Financial Regulations*
The documents were considered and it was **RESOLVED** that:
Standing Orders be adopted
The amended Financial Regulations be approved
- (c) *Representation on external bodies*
None.
- (d) *Inventory of land and assets:*
The Asset Register was reviewed and it was **RESOLVED** to note that **no additions or disposals had taken place in the year.**
- (e) *Insurance:*
It was **RESOLVED** to confirm that the **Accounts & Audit Working Party** would **continue to review the adequacy of insurance cover and report to Council thereon on an annual basis.**
- (f) *Subscriptions:*
It was **RESOLVED** to continue with the following subscriptions:
Cornwall Association of Local Councils;
Campaign to Protect Rural England;
Society of Local Council Clerks.
- (g) *Policies & Procedures:*
The current policies and procedures were reviewed and it was **RESOLVED** to **reapprove the:**
Complaints Handling Procedure;
Freedom of Information & Data Protection procedures and
The Policy for dealing with the Press and Media.
- (h) *Full council meetings:*
It was **RESOLVED** that the **Council** would continue to meet at 7pm on the second **Wednesday of each month at the Oasis Centre.**

LPC 925 Clerks Report

- (a) *Risk Assessment*
It was **RESOLVED** that the **Risk Register be approved.**
- (b) *Annual Governance Statement and Statement of Accounts:*
 - (i) The Internal Audit Report was received and it was noted that no issues were raised.
 - (ii) The Annual Governance Statements were considered and it was **RESOLVED** to give positive responses to **Assertions 1-8 and that Assertion 9 is not applicable.**
 - (iii) **Financial Statements & supporting schedules were approved.**
 - (iv) **The dates set for the period of exercise of public rights are as follows:**
Announcement: Friday, 14th June, 2019
Commencement: Monday, 17th June, 2019
Ending on: Friday, 26th July, 2019
 - (v) **The Earmarked Reserves were approved.**

- (c) *Review of Direct Debits:*
It was **RESOLVED to re-approve the current Direct Debits with regards to:**
South West Water
Safe Custody – Deed Store
Information Commissioner &
NEST – Pension provider

- (d) *Review of Bank Mandate:*
The current bank mandate was reviewed and it was **RESOLVED that:**
Cllrs Mann, Trudgeon and Elliott remain as signatories
R. Sargeant be removed and Cllr Parker be added as signatory
The Clerk be added to the mandate as a non-signatory.

- (e) *Allotments Inspections and Recommendations:*
The Report was received and the recommendations **approved.**

LPC 926 Finance Report

It was **RESOLVED that:**

- (a) **the Payment Schedule totalling £4,960.13 (appended) be approved for payment and be duly signed by the Chairman;**
(b) **receipts totalling £22,096.87 be noted;**
(c) **the bank reconciliation be noted;**
(d) **the budget monitoring report be noted.**

LPC 927 Neighbourhood Development Plan

- (i) Pre-Submission Consultation under Regulation 14 deadline for comments is next Monday, 13th May at 4pm. Reminders have been sent out to those consultees yet to respond.
(ii) Draft Design Statement will be prepared by next NDP Committee meeting.
(iii) Affordable Housing Plan, Cllr. Price-Jones meeting with CCLT next week to discuss two responses following Call for Land.

Cllr. Squire left the meeting.

LPC 928 Exclusion of the Press & Public

It was **RESOLVED 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) *Community Governance Review:*
A position paper, prepared by the Community Governance Review Working Party, was discussed and the recommendations **approved.**
- (i) Towednack Parish Council has requested a meeting to discuss boundary changes. The Clerk was instructed to arrange a date.
(ii) The Clerk was instructed to arrange a meeting with St Erth's Parish Council.
(iii) A Community Network Governance Review meeting to facilitate further negotiations between Parishes is scheduled for 30th May.

LPC 929 Highways

- (i) Long Rock residents support implementation of speed restrictions.
 - Clerk instructed to write letter to Geoff Brown, Cornwall Councillor Cabinet Member for Transport.
 - Council to submit application to Highways Scheme.
- (ii) Whitecross pedestrian crossing. Highways has confirmed there is a scheme in development which will consider this need. Cllr. Elliott attending meeting on 23rd May.

LPC 930 Correspondence

- (i) Cornwall Council consultation on the renewal of the Public Spaces Production Orders relating to seasonal dogs on beach restrictions. Comments to be received by 18th June.
- (ii) Ludgvan School invitation to attend Annual Presentation on 18th July.

LPC 931 Agenda Items for Next Meeting

None.

DRAFT

Treasurers Account

Payments made between 17/04/2019 and 15/05/2019

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
17/04/2019	NEST Pension	DD04	76.91			4000	100	43.95	Employee's Contribution
						4030	100	32.96	Employer's Contribution
08/05/2019	E H Rich	3230	590.00			4120	130	30.00	Repair CH Allot Tap
						4120	150	500.00	St Pauls Cemetery Beam
						4460	140	30.00	March Grass Cut
						4460	140	30.00	April Grass cut
08/05/2019	Reach Publishing Services Ltd	3232	462.24		77.04	4270	200	385.20	Cornishman Ad Land Call
08/05/2019	Reach Publishing Services Ltd	3233	328.70		54.78	4270	200	273.92	Cornishman Ad NDP
08/05/2019	Viking Direct	3234	107.10		7.68	4070	100	61.00	Stamps - 2nd
						4070	100	38.42	Stationery + PP
08/05/2019	Viking Direct	3235	46.40		7.73	4070	100	38.67	Stationery
08/05/2019	Simon Rhodes	3236	265.00			4120	130	200.00	Gate Repair
						4120	130	65.00	Shed removal
08/05/2019	Paul Weston	3237	1,125.00			4270	200	1,125.00	NDP consultancy
08/05/2019	Viking Direct	3238	125.09		20.85	4070	100	104.24	Toner
08/05/2019	M Joan Beveridge	3239	1,479.93			4000	100	1,346.01	Clerk's Salary
						4070	100	18.00	Office costs
						4070	100	2.13	Tel Calls
						4060	100	106.20	Mileage
						4070	100	7.59	Stationery/PC
08/05/2019	HM Revenue & Customs	3240	343.61			4000	100	220.58	PAYE
						4010	100	123.03	NI
15/05/2019	South West Water	DD05	10.15			4130	150	10.15	Water - St Paul's Cemetery
Total Payments:			4,960.13	0.00	168.08			4,792.05	

Signed by:

(Chair)

Dated: 8th May, 2019

PLANNING & HIGHWAYS ITEMS FOR INFORMATION

Cornwall Council – Planning Decisions

	Details:	LPC:	CC:
PA19/01814 April 2019	Outline planning permission with some matters reserved for the erection of an unrestricted dwelling house and a septic tank. – Land Rear Of Treas Lew Gilly Lane Whitecross Cornwall TR20 8BZ – Mr R P Humpleby	No objections.	Approved 17 May 19
PA19/01725 April 2019	Retention of existing structural post and proposed extension to balcony – Tregarthen Barn Tregarthen Farm Tregarthen Long Rock Penzance Cornwall TR20 8YH – Mr & Mrs Richards	Council objects on the same grounds as before, namely that it is not in keeping with the existing building, loss of privacy & overlooking	Refused 17 May 19
PA19/01249 April 2019	Submission of reserved matters (access, appearance, landscaping, layout and scale) following outline approval PA17/08019 for two new houses – Land NE Of Ludgvan House Blowing House Hill Ludgvan TR20 8EG – Mr P O'Neil	Council objects, as the reasons for previous objections have not been addressed, regarding drainage and over-looking.	Refused 14 May 19
PA19/02663 April 2019	Certificate of lawfulness for existing of Use of land as garden for property in excess of 10 years – Whitecroft Gilly Lane Whitecross Cornwall TR20 8BZ – Mr & Mrs Veal	No comment.	Granted 22 May 19
PA19/02836 May 2019	Two storey staircase extension to east elevation linked to bedroom and dressing room extension built on top of existing garage – Woodbine Cottage Crowlas Penzance Cornwall TR20 8DP - Mr Nathon Mabbet	No objections	Approved 21 May 19
PA19/02881 May 2019	Proposed agricultural shed – Middle Ninnis Farm Ninnis Bridge Lelant Downs Hayle Cornwall TR27 6NL – Mr & Mrs Graham Quick	No objections	Approved 29 May 19
PA18/11284 March 2019	Alterations to existing building including window openings and internal alterations to create first floor to be used as storage – Rosevidney Manor Crowlas Penzance Cornwall TR20 9BX – Mr & Mrs K Whittam	Council objects to this application in that it is a new building in open countryside and is unsuitable in size, scale and position.	Approved 3 June 19
PA19/02848 May 2019	Construction of ground floor side extensions – Elysium House 3 Parc Shady Whitecross Cornwall TR20 8BX – Miss Lydia Williams	No objections	Approved 3 June 19

PLANNING & HIGHWAYS ITEMS FOR INFORMATION

PA19/03495 24 May 2019	Non-Material Amendment in relation to decision notice PA18/08802 dated 05.02.2019 (1) for: movement of one of the proposed pedestrian ramps approx 60m further west (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	No objection	Approved 31 May 19
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Enforcement:

Town & Country Planning Act 1990 - Section 174 Appeal - Bowls Barn Castle Rd Ludgvan – Timber workshop – An appeal has been made following the issuing of an enforcement notice by CC, re adverse noise effects upon nearby residents, the intensification of use of sub-standard access onto Castle Rd, etc.

Highways - Planned Roadworks:

Location:

Timing:

Location:

Timing: