

# Ludgvan Parish Council

4 March 2020

## To Members of Ludgvan Parish Council:

Councillors: R Mann (Chairman), M Parker (Vice-Chairman), C Cartwright, S Miucci, J Munday, C Price-Jones, M Squire, M Taylor, L Trudgeon, S Elliott

Dear Councillor

This is **notice of the monthly meeting of Ludgvan Parish Council**, to be held on **Wednesday 11 March 2020 at 7.00pm** at the Oasis Child Care Centre, Lower Quarter, Ludgvan. All members of the Council are summoned to attend for the purpose of considering and resolving upon the matters set out on the agenda below.

Yours sincerely

*Louise Dowe*

Louise Dowe – Clerk to the Council

Press & Public are invited to attend.

Meetings are held in public and could be filmed or recorded by the media or members of the public

## AGENDA

### Chairman's Announcements

- |  | <u>Page(s)</u> |
|--|----------------|
| 1. <b>Apologies for absence</b><br>To <b>RECEIVE</b> any apologies   |                |
| 2. <b>Interests and Dispensations</b><br>To <b>RECEIVE</b> any declarations of interest in respect of items on the agenda. To <b>RESOLVE</b> to grant dispensations where appropriate  |                |
| 3. <b>Community Participation</b><br>Members of the public are welcome to attend the meeting and may speak at this point in the meeting. No previous notice need be given, matters should be within the remit of this council. Three minutes are allowed per speaker, at the Chairman's discretion, and a spokesperson should be nominated if a number of people attend for a particular matter. |                |
| 4. <b>Cornwall Councillor's report</b><br>To <b>NOTE</b> .   |                |

/contd.

**Chairman:** Councillor Roy Mann  
**Parish Clerk/RFO:** Louise Dowe

Email: [clerk@ludgvan.org](mailto:clerk@ludgvan.org)  
Website: [ludgvan.org](http://ludgvan.org)

**Council address :**  
Ludgvan Parish Council, 19 Carnhell Road  
Gwinear, Hayle, Cornwall TR27 5LB  
**(for correspondence only)**

5. **Council meeting minutes: 12 February 2020**

To **RESOLVE** that minutes of the meeting of the Council, as above, having been previously circulated, be taken as read, approved and signed by the Chairman as a true and correct record of the meeting.

6. **Clerk's update report**

To consider updates on previous council decision and any further actions that may be needed.

**ITEMS FOR DECISION:**

7. **Planning Applications**

To **RESOLVE** the parish council consultation response to Cornwall Council on the following planning applications:

- (a) PA20/00808 – Land West of Trencrom House, Cartiscoe Road, Lelant Downs TR27 6LL – Outline planning permission with some matters reserved: construction of two dwellings with variation of condition 3 in relation to decision notice PA18/005389
- (b) PA20/00843 – Lowena, Tregender Lane, Crowlas TR20 8DH – Extension of domestic curtilage and creation of new driveway
- (c) PA20/00320 – The Lodge, Access Track to Mount Amalebrea, Nancledra TR20 8LQ – Replacement of existing stables with new annexe
- (d) PA20/00995 – 25 Polmor Road, Crowlas TR20 8DW – Extension and alterations (to accommodate elderly family member)
- (e) PA20/01097 – Lower Ninnis Farm, Ninnis Bridge, Lelant Downs, Hayle TR27 6NL – Construction of two storey extension
- (f) PA20/01334 – Land South of Tolverth House, Poniou Way, Long Rock Industrial Estate, Long Rock - Change of use from B1 to B2.
- (g) Any other planning applications received after agenda printed, if necessary and if a consultation deadline extension is not granted.

8. **Neighbourhood Plan Referendum – Publicity**

With the referendum scheduled to be held on Thursday 2 April, to agree on publicity to encourage voter turnout, and to consider the following

**Recommendations:**

- 1. Public notice for one/two week(s) in the Cornishman (cost to be confirmed)
- 2. Increased information on the parish council website
- 3. Agree the design, printing and distribution arrangements for a referendum leaflet (costs to be confirmed)

9. **Community Governance Review – response to Cornwall Council Consultation**

This matter was resolved at the February meeting of the parish council and so this item enables an update from the Public Meeting hosted by Cornwall Council, held after the parish council meeting. To then note and consider the update and any further actions that might be agreed.

10. **Opportunity to promote the St Michael's Way**  
To **note** the planned visit from representatives of tourism authorities from A Coruña to develop links between the St Michael's Way pilgrim route and the Camino Inglés route; and to **agree** parish council representatives for the visit and/or associated events.
11. **Appointment of Internal Auditor**  
To **resolve** to appoint an internal auditor for the 2019/2020 financial year.
- Approval of Parish Logo**  
To **approve** the parish logo, and to implement by inclusion on letterhead and website, and for notification to Ludgvan School.
12. **Administration matters:**
- (a) **Confirmation of appointment of Clerk, and associated approvals, including authorization for bank mandate**
  - (b) **Office phone** – To approve the purchase of a mobile phone and sim-only contract
  - (c) **SLCC Subscription**
  - (d) **Parish Council Website** (Councillor Elliott)
  - (e) **Councillors Emails**
13. **Consultations for decision**  
(if any)
14. **Correspondence for decision**  
(if any)
15. **Accounts:**
- 1) **Schedule of payments**  
(the updated version will be tabled prior to, or at the meeting)  
To **RESOLVE** to approve the payments to be made.  
Any queries to be directed to the Clerk before the meeting.
- Finance Report:**
- 2) **Bank reconciliation** – to **RESOLVE** to approve the bank reconciliation
  - 3) **Receipts** – to **NOTE** the receipts schedule
  - 4) **Budget monitoring** – to **NOTE** the report
16. **Reports from Council representatives – meetings held since the previous meeting of the Council:**
- (a) Public meeting held by Cornwall Council – Community Governance Review
  - (b) Bi-monthly meeting with operators of Castle An Dinas Quarry
  - (c) Rights of Way Working Group
  - (d) Allotments inspection
  - (e) CNP meeting

(f) Reports from individual councillors

19. **Agenda items for a future meeting**

a) Parish councillor vacancies, and parish councillor vacancy policy

20. **Exclusion of the press and public**

*If necessary*, to consider passing the following resolution:

**RESOLVED** – that in accordance with s.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business.

**CONFIDENTIAL ITEMS FOR DECISION**

21. **Clerk's contract and terms and conditions of employment**

**AGENDA ITEMS FOR INFORMATION ONLY**

Info. 1 **Planning decisions made by Cornwall Council on planning applications considered at the parish council meeting held on 12 February 2020**

Info. 2 **Planning Appeal decisions notified by Cornwall Council**

Info. 3 **Items of correspondence not requiring a decision:**

# LUDGVAN PARISH COUNCIL

**Chairman:**  
Councillor Roy Mann

www.ludgvan.org

**Clerk to the Council:**  
Louise Dowe  
19 Carnhell Road  
Gwinear, Hayle,  
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## **MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 12 FEBRUARY 2020, IN THE OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN**

**PRESENT:** Councillors R Mann (Chairman), M Parker (Vice-Chairman), S Miucci, J Munday, C Price-Jones, M Squire (until 8.59pm) and M Taylor

**OFFICERS ATTENDING:** Joan Beveridge (Clerk – retiring), Louise Dowe (Clerk – minute taking)

### **LPC 1073 Apologies for absence**

Apologies were received from Councillors C Cartwright, S Elliott and L Trudgeon.

### **LPC 1074 Declarations of interest in items on the agenda**

None.

### **LPC 1075 Dispensations**

None.

### **LPC 1076 Public participation period**

3 members of the public.

Concerns were raised regarding dangerous traffic at Ludgvan Square and the frequency of vehicles (including lorries) mounting and driving along the pavement opposite the church, avoiding other vehicles on the road. It was noted that there had been a previous assurance by the local MP to install bollards to help protect pedestrians in this area.

There were calls for the speed of traffic through Ludgvan, especially large vehicles, to be better controlled. A request was made for the lorries to and from the quarry to be restricted from driving through Ludgvan at times around the start and end of the school day.

### **LPC 1077 Minutes of the Parish Council meeting on Wednesday 8 January 2020**

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

### **LPC 1078 Matters to note**

The Clerk reported that:

- The (footpaths) Local Maintenance Partnership terms for 2020/2021 had been accepted by the parish council, and that Cornwall Council had been notified
- The parish council's agreement to the community building at Long Rock had been confirmed with Cornwall Council
- At Tolverth Field the works had been completed, with the exception of the gravel which was due to be carried out in the near future
- The camera for identifying heat loss from properties had been purchased
- The next rights of way walk would be held on 17 February

**LPC 1079 Cornwall Councillor Report**

It was noted that there was no report as Cllr. Elliot had sent his apologies for this meeting.

**LPC 1080 Cornwall Council – Planning Applications**

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

- (a) PA19/11293 – Construction of conservatory, addition of bedroom window – The Holding House, Tren Crom Road, Lelant Downs, Hayle TR27 6NU – Mr A Paroissien – **Council observation: No objection to the conservatory, but request that proposed materials should be replaced with more sustainable materials.**
- (b) PA19/06874 – Erection of a dwelling (amended design) (2) – Land South East of Glen Cairn, Ludgvan TR20 8AJ – Mr G Penrose – **Council observation: the Council objects as before, with concerns that the proposed development is likely to result in overlooking, with loss of privacy to neighbouring properties.**
- (c) PA20/00389 – Erection of four detached dwellings, two with integral garages and two with separate car ports – Rosevidney Barton Road between Lane to Tregilliowe Farm and Gitchell Lane, Rosevidney, Crowlas TR20 9AZ – Mr Hosking – **Council observation: Objection: call for improvements to the road access in view of extra traffic, a highway safety consideration; and request that the external materials to be used should be more sympathetic to the adjacent Listed Buildings (opposed to the use of plastic cladding, and the stone used should match the materials of existing buildings at this location)**
- (d) **Appeals**

The planning appeal decisions from Cornwall Council, were noted.

**LPC 1081 Finance Report**

It was **RESOLVED** that:

- (a) The Payment Schedule totalling £3,772.50 (appended) be approved for payment and be duly signed by the Chairman;
- (b) Receipts totalling £1,599.00 be noted;
- (c) The bank reconciliation be noted;
- (d) The budget monitoring report be noted.

**LPC 1082 Dark Skies Project**

The Clerk reported that town and parish councils had been asked to support the Dark Skies Project proposal. Proposed benefits such as tourism, reduction in light pollution and improving the living environment were noted. Involvement in the initiative could include awareness raising of options for residential lighting.

**RESOLVED that a letter of support be sent to the Dark Skies Project.**

**LPC 1083 Clerk's Report**

- (a) Appointment of new Clerk

The Chairman welcomed the new Clerk, Louise Dowe, to the meeting and it was reported that the handover process was underway.

- (b) Community Halls

Long Rock – proposed new community hall

The proposed Community Hall as part of the housing development at Long Rock had been confirmed to have been accepted by the parish council, this acceptance had been communicated to Cornwall Council.

### Long Rock Memorial Institute

Efforts were underway to move forward with bringing the Memorial Hall at Long Rock back into better repair. It was noted that this was a building which could have a significant community benefit and there had been initial talks between the parish council and the Chairman of the Trustees of the hall. Despite a meeting request no progress had been made. Cllr Taylor had drafted a letter to the Trustees, this was read at the meeting. It was noted that should the Trustees be willing to hand over the property to the parish council, there would be financial and other resource implications to the parish council.

**RESOLVED – that the draft letter read at the meeting be sent to each of the Trustees, once finalised with the dates etc required to complete it, and for it to include a request for the Trustees to let the parish council know of their intentions for the building.**

(c) Community Chest application

The camera had been purchased with the intention of helping identify heat loss in properties to enable property owners to take steps to reduce wasted heating energy. It was noted that further consideration would be needed to decide how to bring the heat loss camera into use, to be a matter for discussion at a later meeting.

(d) Tolverth Field Repairs

Update given earlier in the meeting.

(e) Parish Logo

Drafts of the new parish council logo were presented at the meeting. Of the three examples given, the original was preferred, with a request that the wording should be symmetrical.

It was **AGREED** that more work would be carried out on the logo, to be brought back to the next meeting for decision.

### **LPC 1084** Community Governance Review

(a) Joint meeting with St Erth Parish Council and proposed response to Cornwall Council

The original consultation response from the parish council had used the railway line as an indicative proposed boundary, to unite the communities of Canon's Town and Rose-an-Grouse within the Ludgvan Parish. St Erth Parish Council had submitted an alternative proposal to realign the parish boundaries at this location.

A meeting between representatives of Ludgvan and St Erth Parish Council's had been held on Wednesday 5 February with the aim of identifying a proposed parish boundary which both councils could agree to. It had been noted at that meeting that it was understood from Cornwall Council that it was likely that a proposal supported by both parishes was more likely to be approved. Without agreement, Cornwall Council would likely need to carry out further review.

St Erth Parish Council had sent a revised draft proposal based on St Erth Parish Council having influence over the two industrial estates (existing, and proposed), and included dwellings on the Lelant Downs road, making allowance for the proposed bypass.

During discussion, Councillors agreed that as a parish council they should make decisions based on existing road networks and buildings, and with a focus on keeping communities within single electoral wards. It was noted that the proposal from St Erth Parish Council would split the properties on either side of the road at Lelant Downs.

Building on the principle of the council's original proposal, and with a clear emphasis on communities and bringing people together, it was **RESOLVED to submit as the council's consultation response a revised boundary which would follow the original proposal (bringing in properties from both sides of the road)**

**and to follow the railway branch-line to the roundabout, bringing in a small number of additional Rose-an-Grouse properties.**

- (b) Public Consultation on Thursday 20 February – Stage 3 of the Community Governance Review

The public consultation event was noted, and the Chairman advised that he intended to attend.

**LPC 1085 Allotment updates**

- (a) Vacancies

An update was given on the number of vacant plots

- (b) Monthly inspection re plot LR#7A

Cllr Mann reported that there had been no improvement to the plot, but that this was not unexpected in view of the weather this month. A further update to be given at the next meeting.

**LPC 1086 Auto Speed Watch Roadside Units**

It was reported that the speed watch system originally proposed was not approved by Devon and Cornwall Police and so it would not be sensible for the council to purchase that system. Another system (details yet to be advised) had been approved by the police and so there will be no action until further update received by Cllr Price-Jones.

**LPC 1087 Parish Council Website**

This item was deferred to the next meeting in the absence of Cllr. Elliot. A suggestion was made that the website include a welcome phrase in the Cornish language, Cllr Munday offered to contact the officer at Cornwall Council who could provide such wording.

**LPC 1088 Community Emergency Plans**

- (a) It was reported that there was further work to be carried out by ward members, an update to be given to the next meeting. It was noted that the community resources might be within the parish, but not in each ward, and so this would be built into the final documents for each ward.

An example of a 'yellow hand' alert system for vulnerable people was suggested to be incorporated into the community emergency plans.

It was noted that there had been flooding recently in Long Rock.

- (b) Volunteer flood warden taster training workshops – 17 March, Hayle

Noted.

**LPC 1089 Climate Emergency**

- (a) Working party – update to be given at next meeting.

- (b) Cornwall Council Climate Change Roadmap Development Planning Document – consultation events

Noted.

**LPC 1090 Neighbourhood Development Plan (NDP)**

The Clerk reported that the NDP had been signed off by the Examiner and was due to be put to Referendum, although the referendum date was yet to be set.

**LPC 1091 Promotional Leaflet**

It was noted that a leaflet to all households to promote turnout for the NDP referendum was advised, and that funding for this had been received from Cornwall Council. A leaflet would be drafted by Cllr Elliot and the Clerk.



**LPC 1092 Design Statement**

The final draft of the Ludgvan Parish Council *Parish Design Statement* was presented to the council and it was **RESOLVED to approve the Parish Design Statement.**

The Council thanked Cllr Price-Jones for all the work put into researching and developing the principles, and for producing this document.

**LPC 1093 Affordable Housing Plan**

Cllr. Price-Jones reported that a letter had been received from the Cornwall CLT, advising that there were two potential housing sites and that these would be progressed if viable.

The update was noted.

**LPC 1094 Training**

Code of Conduct training would be available at Camborne (Dolcoath Offices) on 18 March (1.30pm to 3.30pm). Training to be attended by Cllrs Taylor and Munday, also the Clerk to attend.

**LPC 1095 Highways, Bridleways and Footpaths**

(a) LMP 2020/2021

Funding from last year has been received.

Confirmation that the parish council will maintain again in 2020/2021 has been sent.

(b) St Michael's Way – RoW Inspection final section (3): Ludgvan to Gulval

The Rights of Way Group had walked the Ludgvan to Gulval section, noting that the section from Gulval Church to the beach felt hazardous in view of traffic. An alternative route would be walked by the group on 17 February.

(c) Complaint of dangerous traffic in Ludgvan Square

Members considered correspondence received, and the representation by members of the public earlier in the meeting.

**RESOLVED:**

- i. **Photo showing tyre marks on the pavement to be sent to the Police and to Highways (Cornwall Council) to raise concern and ask that action be taken to prevent this happening in future**
- ii. **Cornwall Councillors Elliot (as ward member) and Brown (as portfolio holder) be alerted to these highway safety concerns and requested to take action**
- iii. **A reminder be sent to the MP to request an update on the assurance that the potential for bollards (to engineer out the traffic) would be looked into**
- iv. **At the next quarry meeting, parish council representatives to raise the following issues:**
  - a. **The need to stop lorries riding the pavements**
  - b. **The need to ensure that all lorries leaving the quarry have fully covered their loads (understood to be a legal requirement)**
  - c. **The need to ensure that all lorries adhere to speed limits, and speeds appropriate to the road conditions**
  - d. **Request that lorries avoid travelling past Ludgvan School during school times (circa 9am and 3.30pm)**
  - e. **Note concerns raised that lorry drivers had been reported to have been verbally abusive to pedestrians and ask that action be taken to stop this happening in future.**

**LPC 1096 For Information**

- The parish council representative at a recent meeting of Cornwall Council's Licensing Panel reported that they felt that they had been treated poorly by the panel chairman. Councillors

expressed concern at this update and it was **AGREED to consider submitting a code of conduct complaint.**

- The public toilet adjacent to Jordan's Café at Marazion was thought to be operating unhygienically as there was no running water or soap, with concerns also at their general cleanliness. It was **RESOLVED to report concerns to Cornwall Council and request that action be taken to ensure a good level of public toilet provision at this location.**
- The Chairman reported that he had attended the Marazion Civic Service, an enjoyable service and well-attended.
- Cllr Squire reported that due to an introduction of parking charges, the Remembrance Day running club event might not be able to raise money for the Royal British Legion and the children's running club in future.
- Cllr Mann had attended the Community Network Panel meeting and reported that the cycle Tour of Britain would only pass through a small section of the Ludgvan Parish (Lelant Downs).
- Cllr Squire advised that as part of their community involvement work, Premier Inn would be holding community events. It was agreed to approach Premier Inn management to ask if councillors from neighbouring parishes could participate in their community events. Cllr Mann agreed to seek further information on this.

**LPC 1097 Correspondence**

- (a) Appointment to Cornwall Council's Standards Committee – noted
- (b) 2020 Off-Street Parking Order consultation (Cornwall Council) – it was noted that individual councillors could consider and respond to the online consultation.

**LPC 1098 Agenda items for next meeting**

- Cllrs emails – the need to ensure that all emails were fully functioning

Cllr. Squire left the meeting at this point – 8.59pm

**LPC 1099 Planning and Highways – for information**

Cllr Munday reported on the Rose-an-Grouse / Canon's Town roadworks : overgrowing bushes had been cut back to make it safer for pedestrians, just as roadworks had hanged to the other side of the road. There would be a month's delay due to additional works needed on services to properties.

**LPC 1100 Correspondence – for information**

The circulated correspondence was noted.

**LPC 1101 Thanks – Retiring Clerk**

The Chairman thanked Joan Beveridge for all that she had done for the council during her term as Clerk to the parish council and wished her well for her retirement.

Meeting closed: 9.02 pm

Chairman