

Ludgvan Parish Council

Minutes – 11 March 2020

Minutes of the **monthly meeting of Ludgvan Parish Council**, held on **Wednesday 11 March 2020 at 7.00pm** at the Oasis Child Care Centre, Lower Quarter, Ludgvan.

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

Members of the public attending: Two members of the public attended.

Officer attending: Parish Clerk

	<p><u>Chairman’s Announcement</u> An additional confidential item was included on the agenda as a matter of urgency – Minute 22/19-20</p>
LPC1102, re-numbering starts: 1/19-20	<p>Apologies for absence –were received from Cllr Cartwright.</p>
2/19-20	<p>Interests and Dispensations None.</p>
3/19-20	<p>Community Participation The applicants for planning application PA20/00320 spoke about their proposed development and their aim for sustainable living on the site.</p>
4/19-20	<p>Planning Applications RESOLVED the parish council consultation responses to Cornwall Council on the following planning applications:</p> <ul style="list-style-type: none"> (a) PA20/00808 – Land West of Trecrom 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. RESOLVED: Concerned at reported mineshaft in the vicinity and potential instability of the site, request further investigations – request that the application be deferred. (b) PA20/00843 – Lowena, Tregender Lane, Crowlas TR20 8DH – Extension of domestic curtilage and creation of new driveway. RESOLVED: Objection, concern at the loss of the hedgerow and trees, also concern at the increase in domestic curtilage as a loss of an important wildlife habitat. (c) PA20/00320 – The Lodge, Access Track to Mount Amalebrea, Nancledra TR20 8LQ – Replacement of existing stables with new annexe. RESOLVED - Application supported, keeping the same footprint, existing building is already visible from the footpath, and supportive of the sustainable aims of the applicants. In keeping with the Ludgvan parish design statement. (d) PA20/00995 – 25 Polmor Road, Crowlas TR20 8DW – Extension and alterations (to accommodate elderly family member). RESOLVED: Application supported, there appears to be no significant loss in parking provision, supportive of the provision for

	<p>assisted living. Having visited the site, the proposal appears acceptable and in keeping. Request that the parish design statement is adhered to, for the external finish.</p> <p>(e) PA20/01097 – Lower Ninnis Farm, Ninnis Bridge, Lelant Downs, Hayle TR27 6NL – Construction of two storey extension. RESOLVED: Application supported.</p> <p>(f) PA20/01334 – Land South of Tolverth House, Poniou Way, Long Rock Industrial Estate, Long Rock - Change of use from B1 to B2. RESOLVED: Application supported.</p>
5/19-20	<p>Cornwall Councillor’s report Cllr Elliott reported that:</p> <ul style="list-style-type: none"> • a number of highways issues were being addressed, including potholes in Long Lane – requested that they be dealt with. Meeting with James Hardy and Highways on 25 March, to resolve outstanding highways works needed. • a meeting with the MP and Highways England regarding A30 and enforcing the 30mph speed limit. • Viewed the proposed Long Rock housing development, met with the planning officer (Chantal McLennon). The pavilion is in such a poor state of repair, that there was a question over the condition that it might be handed over to the parish council. Discussions were underway with Cornwall Council for a transfer of land and funds to the parish council, to enable the building of a village hall. Arrangements would be included in the s.106 agreement, and would be a fundamental element of any planning permission granted • The visit of representatives from the Spanish pilgrim’s route had been deferred as a precaution in view of the coronavirus risk.
6/19-20	<p>Council meeting minutes: 12 February 2020 RESOLVED that the 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.</p>
7/19-20	<p>Clerk’s update report The update report was noted, and the following actions agreed, arising from matters set out in the report:</p> <ol style="list-style-type: none"> 1. Planning application PA19/06874 – appreciate that efforts made to change, agree to disagree. 2. Long Rock memorial hall – it was reported that one of the trustees had died. The CC Community Link Officer was aware that there could be an issue if the number of trustees had fallen below a workable level, and was looking into the matter. Noted. 3. Governance review – the clerk’s report was noted, and it was understood that if there was no boundary review at this stage, it was likely to be reviewed again in coming years, as further development takes place. (Cllr Elliott explained that he would abstain from voting on this matter as a Cornwall Councillor as it was not a ward councilor matter, and to avoid being viewed as having prejudged the matter when this item came to the vote at Cornwall Council). RESOLVED – to submit the parish council response as agreed at the previous meeting. 4. Allotments – agreed that allocation of allotments be an administrative matter and needn’t be reported to council. Agreed to delegate the administration of the allotments to the Clerk in consultation with the council Chairman and Vice-Chairman.

	<p>5. Community Emergency Plans – work was ongoing, and it was noted that in view of the risk of viral pandemic, this element might also need to be included in future community emergency plans.</p> <p>6. Lorries through Ludgvan village – noted that Highways had plans to trial kerbside bollards.</p> <p>7. Public toilets at Marazion – noted that the cleanliness issues had been addressed.</p>
8/19-20	<p>Neighbourhood Plan Referendum – Publicity It was noted that in view of the referendum scheduled to be held on Thursday 2 April it was necessary to agree on publicity to encourage voter turnout. It was noted that already the NDP information had been moved to the front page of the parish council website, to give it a more visible profile.</p> <p>RESOLVED – that the Clerk design posters to encourage voter turnout for the NDP referendum, and that Cllr Elliott to print and send to Cllrs to display around the parish.</p>
9/19-20	<p>Community Governance Review – response to Cornwall Council Consultation This matter had been resolved at the February meeting of the parish council and so this item enabled an update from the Public Meeting hosted by Cornwall Council, held after the parish council meeting. The update was noted.</p>
10/19-20	<p>Opportunity to promote the St Michael’s Way Members noted that the planned visit had been cancelled due to the coronavirus risk.</p>
11/19-20	<p>Appointment of Internal Auditor RESOLVED to appoint David Gallie as internal auditor for the 2019/2020 financial year.</p>
12/19-20	<p>Approval of Parish Logo Having revised the proposed parish logo in response to feedback at the previous meeting, final designs were considered and it was RESOLVED – to approve ‘option 3’ as the parish logo, and to implement its use by inclusion on letterhead and website, and for notification to Ludgvan School.</p>
13/19-20	<p>Administration matters:</p> <p>(a) Confirmation of appointment of Clerk, and associated approvals, including authorisation for bank mandate RESOLVED – that the appointment of Louise Dowe as Clerk to Ludgvan Parish Council is confirmed, and that it is confirmed that as Clerk Louise Dowe is authorised to be the officer point of contact for banking purposes and to be added to the banking mandate for administration of the bank account.</p> <p>(b) Office phone – To approve the purchase of a mobile phone and sim-only contract RESOLVED – that</p> <ol style="list-style-type: none"> 1. an office mobile phone be purchased (model proposed costs circa £90) 2. for a sim-only contract with GiffGaff (costing £6 per month); and 3. for an annual payment to the Clerk of £72 to cover the monthly cost of the sim-only contract, as an approved expense. <p>(c) SLCC Subscription RESOLVED – that the council will pay £242 annual subscription for the Clerk’s membership of the Society of Local Council Clerks (noting the potential for this amount to be reduced due to the Clerk’s work for another local council)</p> <p>(d) Parish Council Website Update – the Clerk has been trained on the website use and so is able to keep it updated. Noted.</p>

	<p>(e) Councillors Emails</p> <p>It was understood that the majority of the council gmail addresses were working well. Cllr Elliott agreed to help set up Cllr Taylor's, and unless any more issues were raised, then all councillors would be able to access their council emails separately from any personal emails.</p>
14/19-20	<p>Consultations for decision</p> <p>None.</p>
15/19-20	<p>Correspondence for decision</p> <p>Long Rock public toilets – agreed to respond and advise that the question needed to be directed to Cornwall Council as they own and manage the public toilets enquired about. Tree Warden – noted.</p>
16/19-20	<p>Accounts:</p> <p>1) Schedule of payments RESOLVED to approve the payments listed.</p> <p>RESOLVED – for a cheque to the clerk to cover expense of the purchase of the laptop (a purchase only possible by card payment)</p> <p>Finance Report:</p> <p>2) Noted that a finance report was not available.</p>
17/19-20	<p>Reports from Council representatives – meetings held since the previous meeting of the Council:</p> <p>(a) Public meeting held by Cornwall Council – Community Governance Review</p> <p>(b) Bi-monthly meeting with operators of Castle An Dinas Quarry – as set out in the Clerk's update report.</p> <p>(c) Rights of Way Working Group – walked from Ludgvan Church on short route to Marazion. One or two signs missing, through the marsh and to the edge of the parish.</p> <p>(d) Allotments inspection – Cllr Mann had visited earlier in the day</p> <p>(e) CNP meeting - next meeting on 19 March</p> <p>(f) Affordable Housing Working Party – Cllr Price-Jones reported that there had been some progress on both plots of land, in discussions with the community land trust. Also, it was planned to meet with UK Community Works (an affordable housing initiative) to see what they could offer, noting that they could provide advice on renewable energy sources. Noted the new Cornwall Council supplementary planning documents on affordable housing. Noted with interest that Penzance Town Council are requiring solar panels to be included on developments over 5 dwellings and facing south. Ground source heat pumps were options also worth considering for inclusion.</p> <p>(g) Reports from individual councillors</p> <p>a. Cllr Parker – Long Rock barrier – public to call Network Rail if issue / delay</p> <p>b. Cllr Parker - Sand in pipe at Long Rock – to be reported to Cormac (it's not monitored) – will need the public to notify when they notice. Cllr Parker agreed to report it.</p> <p>c. Cllr Miucci – difficulties with Marazion/Long Rock roundabout, motorists often go into the wrong lane. No action.</p>

18/19-20	Agenda items for a future meeting a) Parish councillor vacancies, and parish councillor vacancy policy (next meeting) b) Noticeboards (future meeting)	
19/19-20	Coronavirus In view of concerns at the spread of coronavirus to the UK and the risk to the council's business continuity, it was RESOLVED that if decisions could not be made by the council due to coronavirus, then authority be delegated to the Clerk in consultation with the Chairman and Vice-Chairman.	
20/19-20	Exclusion of the press and public 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.	
21/19-20	Clerk's contract and terms and conditions of employment Members considered the amendments suggested, and RESOLVED – that the clerk's contract, terms and conditions as set out be approved, with the exception of the pension provision, to be brought to the next meeting for decision.	
22/19-20	Code of conduct issue A question was raised about a code of conduct matter. The Clerk undertook to seek advice.	
	Meeting Closed: 9.25pm	Signed by Chairman: