

# Ludgvan Parish Council

Tel: 07928 813 653

Email: clerk@ludgvan.org.uk

## Minutes – 9 December 2020

Minutes of the meeting of Ludgvan Parish Council held at 7.00pm on Wednesday 9 December 2020, a remote meeting held via Zoom.

**Councillors present:** R Mann (Chairman), M Parker (Vice-Chairman), N Badcock, A Branchett, S Elliott, S Miucci, J Munday, C Price-Jones, M Taylor, L Trudgeon.

MINUTE NO.	AGENDA ITEMS
	<b>Chairman's Announcements</b> – The Chairman welcomed all present to the meeting.
LPC155	<b>Apologies for absence</b> – were received from Cllrs N Osborne and M Squire.
LPC156	<b>Declarations of Interest</b>  Cllrs Branchett and Price-Jones declared an interest in LPC174 as allotment holders. They were removed to the 'waiting room' facility in the Zoom meeting, for the duration of this item.
LPC157	<b>To approve written requests for dispensation</b> – None.
LPC158	<b>Public Speaking</b>  <u>The applicant attended to speak in support of PA20/02118</u> – Penrose Nurseries, Back Lane, Canonstow and a request to change the materials to be used. Members asked whether they had considered marble chippings to fit the character of other premises in the area.  <u>The applicant and agent attended to speak in support of PA20/10046</u> – Varfell Farm, Varfell Lane, Longrock. They spoke of the importance of workers on site for the business, and referred to planning policies and the steps that they had taken to adhere to planning policies in the application. Flowers on the farm are picked by hand, and local pickers are taken on where possible. Local recruitment proves challenges and results in a shortfall. The existing accommodation has been endorsed by local agencies and aims to house workers in a safe and secure way. Councillors asked: <ul style="list-style-type: none"><li>- where the proposed mains drainage of sewerage would be discharged. The applicant advised that the sewer connection is at Ludgvan, following discussion with South West Water</li><li>- Has it been clarified that the previous planning permission was implemented or had it lapsed? The agent advised that the information given with the first pre-application enquiry had been based on what was known at the time. There are caravans on site that date back to the 2010 grant of planning permission. This is common ground with Cornwall Council planners.</li></ul>

	<ul style="list-style-type: none"> <li>- How far will pickers travel to other work locations from Varfell Farm? The applicant advised that the majority of the land-base was in West Cornwall, mostly between Drift and Leedstown, some land-spread as far as Newquay, with other accommodation serving the Newquay area</li> <li>- Is there an intention to create a holiday park on the site? The application was confirmed not to include creation of a holiday park</li> <li>- The application seeks additional caravans on the site. The applicant advised that it was expected that there would be a planning condition of 4 persons per caravan.</li> <li>- Can cllrs be assured that the site will be well-managed and no noise nuisance to neighbours? The applicant advised that measures were in place to manage the site and wellbeing, and so there should be no increase in noise from the site.</li> </ul> <p><u>The agent attended to speak in support of PA20/09839</u> – St Michaels Retail Park, Eastern Green, Penzance. He referred to the briefing note circulated prior to the meeting The application was for Food Warehouse (part of the Iceland group) to relocated to Unit 2. The application seeks for a condition to be varied, and for the physical works for a full planning application, and increase in car parking spaces.</p> <p>Cllrs asked if another review would be carried out to establish the potential impact on shops in Penzance high street.</p> <p>The chairman thanked the speakers for attending.</p>
LPC159	<p><b>Cornwall Councillor report</b></p> <p>C.Cllr Elliott reported:</p> <p>Newtown junction, was scheduled for works by Cormac within a 10 week window. The double yellow lines have been extended and so it will be a wider set than asked for, but has been delayed.</p> <p>Works are underway on the cycle path between Penzance and Marazion Station. The section between Marazion Station and Rose-an-Grouse will not proceed as agreement could not be reached between Marazion Town Council and land owners. An alternative route had been suggested by Cllrs Elliott and Mann, but this had not been followed up. The works will be of a high standard, and the ‘pebble’ seating already installed in Penzance is impressive.</p> <p>The welfare of residents at the Newtown encampment continues to be an issue and agencies are working with the residents on a range of complex needs. The concerns of Longrock residents are being taken into account, including the concerns that had been raised by local walkers. Land ownership will play a part in determining the way forward. Cllr Elliott advised that if anyone feels threatened, then threatening or anti-social behaviour would be a police matter.</p> <p>An amendment was made to the proposal on the cap of earnings for free school meals entitlement. C.Cllr has requested a report on how the whole Cornwall Council system is affecting food poverty issues. There are a number of schools working with local suppliers to provide fresh local produce to families with free school meals vouchers. Thornes have, as they have throughout the covid emergency, been really helpful with this initiative.</p> <p>Castle Gate has been visited as a new garage has opened, considerably improving the site and should not greatly impact traffic on the road.</p>

	<p>Varfell Farm has been visited and will inform discussion on the application on the agenda.</p> <p>In response to questions, Cllr Elliott agreed to check whether there are numerous camper vans at Longrock car park which might be affecting parking there, and also agreed to check on the proposed surfacing to be used in the works.</p> <p>The housing development in Longrock will generate section 106 funding for traffic improvements in Longrock first, and the remainder to go to other areas. The s.106 plan is for the village to have 20mph and 30mph speed limits, and for changes in the road layout which will encourage lorries to avoid the village.</p> <p>With regard to the proposed Crowlas bypass, Cllr Elliott noted his frustration that there had been further comment on social media that the parish council was opposed to this improvement, as this was not the case. As previously minuted, the parish council is supportive of the principle of a Crowlas bypass.</p>
LPC160	<p><a href="#">Minutes of meeting of the council held on 11 November 2020</a></p> <p><b>Resolved</b> - that the minutes of the meeting of the council, as above, having been circulated, be taken as read, approved and signed by the Chairman as a true and accurate record of the meeting.</p>
LPC161	<p><b>Clerk's update report</b></p> <p>Members considered the update report circulated prior to the meeting.</p> <p><b>Resolved</b> – that the report is noted.</p> <p>An updated item from the report was considered:</p> <p>i. LPC150 – Street trading renewal application. Cornwall Council had arranged a hearing to be held on Wednesday 16 December and a parish council representative was invited to attend.</p> <p><b>Resolved</b> – that a parish council representative would not attend, and note that the most relevant party to attend would be Highways England.</p>
LPC162	<p><b>Planning Applications</b></p>
	<p>(a) <a href="#">PA20/09288</a> – 3 Riverside Cottages, Cockwells, Penzance TR20 8DB – Reserved matters application for access, appearance, landscaping, layout and scale following outline approval PA18/10625 for residential development.</p> <p><b>Resolved</b> - that the council has concerns regarding how this application aligns with the emerging Ludgvan Neighbourhood Plan and notes the consultee comment regarding the need for a Contaminated Land Assessment. Recommend that a decision be deferred pending an update on the design statement, compliance with the Neighbourhood Plan, and the submission of a Contaminated Land Assessment.</p>
	<p>(b) <a href="#">PA20/09611</a> – Trees Dale Lodge, Rose An Grouse, Canonstown, Hayle TR27 6JJ – Certificate of Lawfulness for the existing use of part of building to self-contained unfettered dwelling.</p>

		<b>Resolved</b> – that the parish council has no evidence to offer, and has concerns that the property may have been uninhabitable for the past 7 years.
	(c)	<p><a href="#">PA20/10046</a> – Varfell Farm, Varfell Lane, Longrock TR20 8AQ – Change of use of land for siting of 49 caravans for seasonal agricultural workers and conversion of open store to form amenity building and associated works without compliance with conditions 3, 4 and 7 of application no. PA10/05296 dated 18/11/10</p> <p><b>Resolved</b> – that the application is supported</p> <ol style="list-style-type: none"> <li>1. it is requested that this application is referred to the West Area Planning Sub-Committee for decision.</li> <li>2. Should the application be approved, then the following matters should be subject to condition: <ol style="list-style-type: none"> <li>a. Siting of caravans – it is hoped that the caravans will be located in a way that will enhance the welfare of the occupants</li> <li>b. Management of the site and supervision to ensure welfare for site residents and to avoid noise nuisance etc for neighbours (on-site management requested.)</li> <li>c. A maximum residency of 4 adults per caravan</li> <li>d. A landscaping and planting plan to be submitted, to ensure that the site is pleasant for occupants and minimises disruption to neighbouring properties, and to enhance the natural habitat, and use of native species. Where possible to work with Cornwall Council to make use of renewable energy potential</li> <li>e. Need a strategy for vehicle movements to and from the site, to reduce impact on the local roads</li> <li>f. No increase in overall lighting impact from the site</li> </ol> </li> </ol>
	(d)	<p><a href="#">PA20/06979</a> – Strawberry Fields, Crowlas, TR20 8BH – Retention and completion of 14 dwellings and associated works with variation of condition 1 in relation to Decision Notice PA17/03201</p> <p><b>Resolved</b> – that the parish council does not support the application.</p>
	(e)	<p><a href="#">PA20/10118</a> – Jim-Eny, Castle Road, Ludgvan – Removal of part of the existing boundary wall to increase the existing vehicular access to improve entrance and egress to improve highway safety.</p> <p><b>Resolved</b> – that the application is supported.</p>
	(f)	<p><a href="#">PA20/10073</a> – Land adjacent to Unit 2A, Plot 1 Rospeath Industrial Estate, Crowlas TR20 8DU – Construction of industrial storage unit</p> <p><b>Resolved</b> – that the application is supported.</p>
	(g)	<p><a href="#">PA20/10074</a> – 1 Bowglas Close, Ludgvan TR20 8HH – Proposed new entrance extension and access</p> <p><b>Resolved</b> – that the application is supported provided that there is a condition imposed, that the south-east side of the development should have better screening on the side facing the garden of the neighbouring property (eg a shoulder height obscure glass screen).</p>

	(h)	<p><a href="#">PA20/08765</a> – The Lodge, Nancledra - Construction of two storey extension, replacement of single storey elements, alterations to roof structure, general refurbishment and associated works.</p> <p><b>Resolved</b> – that it is noted that this application has been withdrawn.</p>
	(i)	<p><a href="#">PA20/02118</a> – Penrose Nurseries, Back Lane, Canonstown TR27 6NF – Construction of a new dwelling house with a vaulted ceiling living/dining room with feature trusses before a gallery in front of the mezzanine bedroom, study and bathroom.</p> <p><b>Resolved</b> – that the application is supported, the preferred external material for the wall cladding is shingle. It will look appropriate and is a more sustainable material.</p>
	(j)	<p><a href="#">PA20/09839</a> – St Michaels Retail Park, Eastern Green, Penzance TR18 3FH – Extension to Unit 2, removal of internal mezzanine (Unit 2 only) and reconfiguration of parking area and associated works. Increase in floor area permitted to be used for sale of food.</p> <p><b>Resolved</b> – that the change of use element of the application is not supported. It will be detrimental to existing local shops and the food retail outlets in the town centre. The unit should continue under the A1 use class. There are town centre discount supermarkets and so there should not be an out of town discount food offer. It is requested that this application is called in to planning committee.</p>
LPC163	<p><b>Reopening High Streets Safely – funding</b></p> <p>Feedback from the Cornwall Development Company was that the funding application submitted by this council would not be eligible as the funding was to be used for facilities in the public realm.</p> <p>The application had been re-worked on the basis of:</p> <ul style="list-style-type: none"> <li>- A covid-19 safety advisory sign at the entrance to the industrial estate</li> <li>- Post-mounted hand sanitising stations to be located at key locations in the public realm (and grassed) areas of the industrial estate</li> <li>- Freestanding signs to be located alongside the hand sanitising stations, giving covid-19 safety advice.</li> </ul> <p>When discussing this item, Members felt that the adjustments to the funding bid, necessary to meet the eligibility criteria, had diminished the potential benefit of the scheme. In view of the resource impact to implement the scheme, the lack of real benefit to the area and the potential for the funds to be better used elsewhere, it was <b>Resolved</b> – not to re-submit the grant application.</p>	
LPC164	<p><b>Potential Parish Newsletter</b></p> <p>Cllr Elliott set out his thoughts on the benefits that could be brought to the community through a parish newsletter, noting that the Heamoor Herald was produced locally, was funded through advertising and delivered by local volunteers. The likely costs would be in the region of £350 per month.</p> <p>It would be necessary for some seed funding for a first edition (£500 suggested), and the need to find people in the community to act as editors to put a publication together and to seek revenue through advertisers, along with a delivery network of local volunteers (eg 25 volunteers to deliver to around 100 houses each).</p>	

	<p>The format of a parish publication was considered, with the format followed by other local areas seen as a blueprint, ie to encourage local editors and volunteers to get a publication up and running.</p> <p><b>Resolved</b> – that the parish council would be supportive of a local group (including editors and delivery volunteers) to set up and run a parish newsletter. If a group were to come forward, then the parish council would be willing to consider underwriting the first edition. A seed funding maximum of £500 would be acceptable.</p> <p>Councillors agreed to get word out via newsletters and social media, to encourage the start up of a parish newsletter.</p>
LPC165	<p><b>Litter bin for road from Roundabout Garage to Newtown Roundabout</b></p> <p>Cllr Branchett raised the need for a litter bin to be placed on the road from Roundabout Garage to Newtown Roundabout, noting that with increasing housing there will be an increased need for a litter bin. It was suggested that a large litter bin could be located where the old phone box had been sited. It was likely that if Cornwall Council would not provide a bin, then the parish might decide to purchase a bin and pay for ongoing emptying.</p> <p><b>Resolved</b> – to ask Cornwall Council to provide a large litter bin at this location.</p>
LPC166	<p><b>Allotments</b></p> <p><b>i. Longrock Allotment inspections</b></p> <p>Members noted the report, including updates on inspections of plots at Longrock (1 full plot un-worked, two half-plots little-worked, and one full plot with fruit trees and overgrown grass). It was agreed that the Church Hill allotments inspections would be reported to the Allotments Working Group.</p> <p><b>Resolved</b> – that the letters to tenants be sent, as set out in the report, also a reminder letter to the plot-holder of the plot with fruit trees.</p> <p><b>ii. Longrock, trees overhanging boundary</b></p> <p><b>Resolved</b> – that the situation be noted. When overhanging tree branches are cut by allotment tenants, the cut branches will be returned to the landowner side of the boundary wall.</p> <p><b>iii. Longrock Allotments, boundary wall/fencing</b></p> <p><b>Resolved</b> – that quotes be sought for wire fencing to rise above the existing wall, to be erected using posts on the allotments side of the all. Steel posts and wire mesh, to achieve a 6ft boundary.</p>
LPC167	<p><b>Long Rock public toilets</b></p> <p>It was noted that there had been interest by a third party and so this item was deferred to the next scheduled meeting of the council.</p>

LPC168	<p><b>Longrock Memorial Hall</b></p> <p>Members considered the progress on the transfer of responsibility for the Longrock Memorial Hall, from the existing trustees. The clerk advised that paperwork had been provided by the trustees and that once sorted through, relevant documents would be forwarded to the solicitor advising on this matter. It was noted that the Memorial Boards had been removed by Cllr Branchett for safe keeping.</p> <p>The Trustees had two existing bank accounts, and the clerk had requested that they be transferred to the parish council, it was likely difficult to open new accounts as many banks were currently limiting their business. The Trustees had expressed a wish for half of the funds to be gifted to the Longrock Playing Field Association. It was agreed that all funds should be transferred to the council and also that there would be a need to check whether this was permissible under the charity's rules.</p>
LPC169	<p><b>Traffic survey update</b></p> <p>Cllr Price-Jones reported that the detailed traffic analysis has been deferred to the new year, due to the second coronavirus lockdown and associated delays.</p>
LPC170	<p><b>Joint working with Marazion Town Council</b></p> <p>Members noted the joint meeting that had been held. The response from Network Rail regarding the potential to re-open Marazion Station was noted and it was <b>agreed</b> to discuss at the next meeting with Marazion Town Council representatives later in the week.</p>
LPC171	<p><b>Parish Design Statement update</b></p> <p><b>Agreed</b> that this item be deferred to the next scheduled meeting of the council.</p>
LPC172	<p><b>Affordable housing update</b></p> <p>Councillor Price-Jones reported that he had met with Cornwall CLT regarding land at Ludgvan Leaze. The offer was declined and so there was a new call for land issued. Further update to be given next month.</p>
LPC173	<p><b>Request for repair of bench – Longrock</b></p> <p>Cllr Mann to report to next meeting.</p>
LPC174	<p><b>Review of council fees and charges</b></p> <p><b>i. Allotment rents      ii. Burial fees</b></p> <p>Cllrs Branchett and Price-Jones each declared an interest in item i (Allotment rents) as allotment tenants, and were removed to the 'waiting room' facility in Zoom, for the duration of this item.</p> <p><b>i Allotment rents</b></p> <p><b>Resolved</b> – that</p> <ol style="list-style-type: none"> <li>1. An increase of plot rents to £36 per annum from 1 January 2021 is recommended</li> </ol>

	<p>2. The allotment fee schedule to include the £50 refundable deposit charged to all new allotment tenants.</p> <p><b>ii Burial Fees</b>  <b>Resolved</b> - that</p> <ol style="list-style-type: none"> <li>1. The fee schedule for burials be updated to reflect SI 1064 (as detailed in the report), permitting free burials for those under 18 years or over 24 weeks gestation</li> <li>2. A new fee of £25 be introduced, for transfer of ownership of an Exclusive Right of Burial.</li> </ol>															
LPC175	<p><b>Aggregate Fund – request for 2021/22</b></p> <p>Members were reminded that the 2020/21 aggregate funding was to put towards repair works on the Crowlas Cemetery wall. A structural survey had been commissioned by the council and its findings had been circulated to councillors.</p> <p><b>Agreed</b> that the boundary wall report would be considered at the January meeting of the council.</p> <p><b>Resolved</b> – to apply for the £4,500 for Aggregate Funding 2021/22, to also be put to the repairs to the Crowlas Cemetery wall.</p>															
LPC176	<p><b>Budget and precept 2021/2022</b></p> <p>Members considered the draft budget and precept for the financial year 2021/2022.</p> <p>There was initial discussion on the draft budget, including:</p> <ul style="list-style-type: none"> <li>• Concerns at the proposed level of funds for the Longrock public conveniences, though agreed that it was a matter of public health.</li> <li>• With the Mexico crossing closed, the existing location of the public toilets now seems in the wrong place.</li> <li>• The beach is an asset for the parish and there is an expectation from people that they should have a public toilet facility.</li> <li>• Realistically, the existing location is the only viable option, and the parish council would need to take on the responsibility as Cornwall Council are not running public toilets.</li> </ul> <p><b>Resolved</b> – that the budget and precept 2021/22 be deferred to the January meeting of the council.</p>															
LPC177	<p><b>Schedule of Payments</b>  <b>Resolved</b> – that the payments set out in the schedule be approved for payment.</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount payable</th> </tr> </thead> <tbody> <tr> <td colspan="3">Online bank payments:</td> </tr> <tr> <td>Rialtas Business Solutions</td> <td>Allotments mobile inspection app integration support</td> <td>£90.00</td> </tr> <tr> <td>H Rich</td> <td>Concrete beams (3) St Paul’s Cemetery</td> <td>£1,500</td> </tr> <tr> <td>Simon Rhodes, Garden and Grounds Care</td> <td>Third quarterly payment for annual maintenance: - St Paul’s cemetery £288.75</td> <td>£938.30</td> </tr> </tbody> </table>	Payee	Purpose	Amount payable	Online bank payments:			Rialtas Business Solutions	Allotments mobile inspection app integration support	£90.00	H Rich	Concrete beams (3) St Paul’s Cemetery	£1,500	Simon Rhodes, Garden and Grounds Care	Third quarterly payment for annual maintenance: - St Paul’s cemetery £288.75	£938.30
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			- Amenity area £187.55 - Crowlas cemetery £404.25 Churchtown plot £57.75	
	PKF Littlejohn LLP		External audit – limited assurance review of Annual Governance & Accountability Return for year ended 31/03/20	£360.00
	Cornwall ALC		Virtual finance training session (VAT)	£36.00
	Cornwall ALC		Nimble e-learning – Freedom of Information (Cllr C P-J)	£16.80
	L Dowe		Clerk's salary (November)	£1,492.96
	L Dowe		Clerk's expenses (November)	£35.45
	HMRC		PAYE tax and NI (November)	£0
	Simon Rhodes Garden and Grounds Care		Repair to bench at Cockwells	£327.85
	SLCC		Annual subscription, pro-rated. (Ludgvan PC share of £234)	£190.00
	Santa's Fields Christmas Trees		Supply and delivery, 3 x Christmas Trees	£300
	Direct debit payments:			
	South West Water	Water, Longrock Allotments		£78.31
	NEST pension scheme	Pension contribution (November)		£99.22
LPD178	<b>External Audit Report</b>  Noted with thanks to the clerk.			
LPC179	<b>Finance report and bank reconciliation</b>  <b>Resolved</b> – that the reports be received and noted.			
LPC180	<b>Correspondence</b>  1. Cornwall Council notice of planning appeal re: PA19/09309 – Land south east of Evergreen Lodge, Back Lane, Canonstown TR27 6NF – Construction of 5 dwellings with garages on vacant field ( <i>circulated by email to all councillors, 2 December</i> ) <b>Noted</b> . 2. Derek Thomas MP – a copy of the draft Case for Action for the A30 and invitation to attend a meeting for local stakeholders on 10 December. <b>Cllr Elliott will attend as C.Cllr and so can report back, and will raise any comments emailed through to him prior to the meeting.</b>			
LPC181	<b>Agenda items for a future meeting</b> 1. Footpaths – review of LMP cutting scheme, including recommendations from cllrs on additional work or other potential amendments to the scheme. 2. Membership of footpaths working group – Cllr Branchett volunteered to join the group.			
	Meeting closed: 10.20pm		Signed by Chairman: .....	