

Ludgvan Parish Council

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Minutes – 10 February 2021

Minutes of the meeting of Ludgvan Parish Council held at 7.00pm on Wednesday January 2021, a remote meeting held via Zoom.

Councillors present: R Mann (Chairman), M Parker (Vice-Chairman), N Badcock, A Branchett, S Elliott, J Munday, N Osborne, C Price-Jones, M Squire (until 9.10pm), M Taylor, L Trudgeon

Officer present: Parish Clerk

AGENDA NO.	AGENDA ITEMS
	Chairman's Announcements – the Chairman welcomed everyone to the meeting.
LPC205	Apologies for absence - were received from Cllr S Miucci.
LPC206	Declarations of Interest: Cllr Taylor declared an Interest in Minute LPC212(b) (planning application – The Lodge), as a neighbour to the application site, and withdrew from the meeting (<i>moved to the Zoom waiting room</i>) during consideration of this item. Cllr Osborne declared an Interest in Minute LPC214 (footpaths), as a relative of the contractor, and withdrew from the meeting (<i>moved to the Zoom waiting room</i>) during consideration of this item.
LPC207	To approve written requests for dispensation – None.
LPC208	Public Speaking The applicants for PA21/00065 (The Lodge, Nancledra) attended and spoke in support of their planning application. The revised plans included design statement, reference to the Ludgvan Neighbourhood Plan, a reduction in glazing and provision for reducing light from the building. The intention for the site was for a sustainable development, sensitive to the local environment. The proposals included environmentally friendly elements, including a car charging point. Cornwall Councillor Linda Taylor spoke, noting that under the new ward boundaries, the ward in which she would be standing for election would have an area within the Ludgvan Parish, and so she asked to attend parish council meetings as one of the ways in which she would keep up with local issues. Councillors flagged up that a key issue in the area is the potential dualling of the A30.
LPC209	Cornwall Councillor report Councillor Elliott reported:

	<ul style="list-style-type: none"> - Planning committee meeting on Monday was attended by Cllr Price-Jones who spoke on two applications (Varfell Farm and Boskennal Farm) - Varfell – was a contentious issue, called to committee in view of level of public concern. The committee agreed a 10-year limit on the planning permission. There will in future be a need for Varfell Farm to consult with local residents. Locally there have been some concerns raised regarding social distancing – this will be looked into by the covid-safe team at Cornwall Council. It was noted that local concerns had been based on the number of people on site and how they would operate safely, and impact on the local roads. There was no question about migrant labour, it is widely appreciated that there is not the capacity in the local workforce to carry out the flower-picking work at the farm. There has been a loss of local jobs as the supporting roles have been transferred to a location out of Cornwall. Rather than a benefit to Cornwall, the site will bring a wider horticultural benefit. Landscaping was included as a condition. - Boskennal Farm – disappointingly the Ludgvan Neighbourhood Plan was used to counteract the views put forward by the parish council. - There had been flooding in Longrock in the recent heavy rainfall. Residents had asked whether preventative steps could be taken in future, councillors considered a reported sluice gate and the clearing of the culvert by the Mexico Inn. In other areas neighbouring the parish, there had been areas flooded and it highlighted that there is little being done to keep rural roads clear in times of flooding. It was acknowledged that the rain had been extreme, but that it is likely to become more normal as the climate changes. - There was some concern that the flood advice from Cormac had been that they clear drains and put out signs. The Fire Service could pump water out of houses. The Environment Agency could help with watercourse questions. Cornwall Council are treating rural roads as ‘managed decline’. This was seen as a concern as residents in rural areas need good roads access. - A tree planting scheme at Morvah included provision for keeping water on the moors. - Suggested that the council should write to Cornwall Council to demand that the rural roads are maintained, and that drains should be cleared before periods of heavy rainfall. <p>Cllr Squire raised concern that the footbridge on the public footpath from Vellanoweth Lane had collapsed, the clerk undertook to report this to Cornwall Council to request repair.</p>
LPC210	<p><u>Minutes of meeting of the council held on 13 January 2021</u></p> <p>Resolved – 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>
LPC211	<p>Clerk’s update report</p> <p>Members noted the report circulated prior to the meeting, and the following points were raised:</p> <ul style="list-style-type: none"> - Richard Gowan was due to provide a specification for works at Crowlas Cemetery (boundary wall and Chapel structure). It was suggested that he should also be appointed to oversee the works. - The White Cross at Whitecross – noted that the council’s contractor had been asked to carry out the paint removal and limewashing work

	- Footpaths review – to be circulated in the next few weeks.
LPC212	Planning Applications
(a)	<p>PA20/10450 – Land off Lower Quarter, Lower Quarter, Ludgvan, Penzance TR20 8EQ – Construct a tarmac road to form an access to a ground mounted transformer, used only by Western Power Distribution with a locked gate.</p> <p>Considerations: questioned the right of public passage over the land (by foot and vehicular); discussed the removal of shrubbery and trees and the preparation of a hardcore base ready for the access road and questioned whether planning permission was needed for this work; noted that a wood fence would replace the shrubbery around the red boundary line; noted that land ownership was not a planning consideration.</p> <p>Resolved – to request a deferral, insufficient information on how the access will operate in practice and whether there will be any adverse impact on the public highway.</p>
(b)	<p>PA21/00065 – The Lodge, Access Track to Mount Amalebrea, Nancledra TR20 8LQ – Demolition of existing dwelling and construction of new dwelling and associated works.</p> <p>Councillor Taylor declared an Interest in this item as a neighbour to the property, and withdrew from the meeting during its consideration (<i>moved to the Zoom waiting room</i>)</p> <p>Councillors noted that the applicants have taken into account the previous comments of the parish council, and that there was provision for lessening the impact of light pollution through use of black-out blinds.</p> <p>Resolved – that the application be supported.</p>
(c)	<p>PA21/00498 – 10 Bowglas Close, Ludgvan TR20 8HH – Construction of ground floor extensions & associated works</p> <p>No design and access statement. No drawings of the existing property and so the proposal is not at all clear.</p> <p>Resolved - that a deferral be requested, more information is needed: there is no design and access statement. Drawings of the existing layout is needed, in order to understand what extension works are planned. There is insufficient information on the proposed development in relation to neighbouring properties (siting and design).</p>
(d)	<p>PA20/07375 – Parcel of land located south west of The Range (also described as land east of entrance to Longrock Industrial Estate, Poniou Lane, Longrock – Construction of 9no commercial buildings</p> <p>Resolved – to object to the application. There is not considered to be any operational need for the proposed additional access and so the application cannot be supported in its current form. However the parish council are supportive of the proposal to create additional small commercial units.</p>
(e)	<p>PA20/11117 - 1 New Row, Access to Little Borea, Nancledra – proposed first floor extensions.</p> <p>Revised plans had been received, setting out a change in the propose finish from slate to render, keeping the design as originally proposed.</p> <p>Resolved – to support this application, as amended.</p>

LPC213	<p>Longrock Memorial Hall</p> <p>The Chairman advised that this item would be considered as a confidential item later in the meeting.</p>
LPC214	<p>Footpaths</p> <p>Cllr Osborne declared an Interest in this item (as a relative to the contractor), and withdrew from the meeting (<i>moved to the Zoom waiting room</i>) for the duration of this item.</p> <p>The council had received the annual LMP footpath maintenance agreement. There was discussion on whether to put the footpath contract out for quotes. It was noted that it takes time to build up the local knowledge which helped ensure that the paths were cut in the right way at the right time.</p> <p>Resolved – to commission Mr Rich to continue with the footpaths contract for the coming year, and to agree to the LMP Agreement for 2021/2022.</p>
LPC215	<p>Long Rock public toilets</p> <p>It was noted that there was local interest from a couple wishing to take on the running of the public toilets at Longrock. Cllr Elliott offered to contact relevant Cornwall Council officers to open up discussions on how this could be moved forward.</p>
LPC216	<p>Arrangements for council meetings, the Annual Electors Meeting 2021 and the 2021 parish council elections</p> <p>Members considered the report which set out considerations in relation to the arrangements needed for forthcoming meeting. It was noted that the temporary legislation which enabled remote meetings would cease from 7 May 2021, at which time councils would need to return to physical meetings.</p> <p><u>Returning to physical meetings after 7 May 2021</u></p> <p>Considered:</p> <ul style="list-style-type: none"> - Could there be a potential for hybrid meetings? - Remote meetings increase inclusivity in relation to who can be a councillor and who can attend meetings, opening up local democracy. - A return to physical meetings would meant that cllrs shielding or isolating would be unable to attend and vote at meetings, staff and members of the public could also be unable to attend. <p>Resolved – to write to the MP to raise concern that the lifting of the legislation permitting remote meetings, in May 2021 would be too soon, in view of the current uncertainty regarding covid. The council considers at this stage that it is better to keep options open and for remote meetings to continue to be able to be held.</p> <p>Resolved – to hold the Annual Electors meeting on Wednesday 24 March 2021</p>

	<p>Resolved – to hold the Annual Council meeting on Wednesday 19 May 2021 – Annual Council meeting.</p> <p>Resolved – to hold an additional meeting of the Council on Wednesday 28 April 2021.</p>
LPC217	<p>Review of Grants Policy</p> <p>Following the review of the Grants Policy at the previous meeting, Cllrs had requested further review, setting out clear guidance in relation to grant applications from churches.</p> <p>Resolved - to remove the existing paragraph related to grant applications from churches, and replace with the wording as set out in the report.</p>
LPC218	<p>Land Registry Survey</p> <p>It was noted that a survey had been circulated by NALC and the Land Registry, relating to the registration of local council land.</p> <p>Resolved – that the clerk will respond to the survey.</p>
LPD219	<p>Parish Design Statement</p> <p>Cllr Price-Jones reported that work is progressing on the review of the Parish Design Statement. The policy was being reviewed against other (approved) parish design statements, and taking into account how the Ludgvan document was used recently at the Cornwall Council planning committee, and so reviewing to make sure that the wording of the document achieves the outcomes that the parish council wishes to see. For example, to specify design and use of materials which would not be considered acceptable.</p> <p>The Parish Design Statement was aimed to be reviewed in readiness for the Neighbourhood Plan referendum.</p>
LPC220	<p>Affordable Housing</p> <p>Cllr Price-Jones reported that progress was delayed due to covid-19 restrictions. One potential area of land had not proved possible to proceed with. It was likely that another call for land would be issued soon.</p>
LPC221	<p>Traffic Survey</p> <p>Cllr Price-Jones reported that there was no action on the traffic survey during lockdown. Clive has received comments, concerns at additional lorry movements.</p> <p>Cllr Elliott advised that parking by the garage at Crowlas was enforced by Cornwall Council patrols. Cllrs were reminded that instances of illegal parking can be reported online via the Cornwall Council website.</p> <p>Discussed the need for monitoring traffic speed through Crowlas, and noted concern at the speed of traffic, parking of lorries, and parking on the pavement.</p>

LPC222	<p>Community Emergency Plans</p> <p>It was noted that there had been sub-groups working on this before 2020.</p> <p>Agreed – that this would be an agenda item after the May elections, for Cllrs to review and complete.</p> <p>Cllr Squire left the meeting at this point (9.10pm)</p>																																	
LPC223	<p>Joint working with Marazion Town Council</p> <p>An update was given on the latest meeting, including discussion on the application for feasibility funding for the reopening of Marazion Station, and the potential to enter into a Service Level Agreement for dog fouling and parking enforcement (may be looked at in more detail after the lockdown restrictions are lifted).</p> <p>With regard to the funding application for the reopening of a station at Marazion, it was</p> <p>Resolved – that Cllrs Munday, Elliott, Parker and Badcock work with Marazion Town Council to submit the application by 5 March.</p> <p>It was noted that there would need to be an element of local funding, Cllrs suggested that there was potential to raise money from businesses. This was raised as an issue, so that the council is aware that the application will be submitted on the basis that the parish councils may have to bankroll £12,500 which may or may not be part-funded by businesses. A suggested contribution level to be brought to the March council meeting to ratify (retrospectively) – in view of timescales.</p> <p>Agreed – to proceed with the grant application on this basis.</p>																																	
LPC224	<p>Schedule of Payments</p> <p>Resolved – that the payments set out in the schedule be approved for payment.</p> <table border="1" data-bbox="288 1272 1426 2009"> <thead> <tr> <th data-bbox="288 1272 671 1350">Payee</th> <th data-bbox="671 1272 1257 1350">Purpose</th> <th data-bbox="1257 1272 1426 1350">Amount (inc. VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="288 1350 1426 1391"><i>Payments by online banking</i></td> </tr> <tr> <td data-bbox="288 1391 671 1641">Simon Rhodes Gardens & Grounds Care</td> <td data-bbox="671 1391 1257 1641">Annual maintenance (4th quarterly payment) - St Paul's Cemetery £288.75 - Amenity Area £187.55 - Crowlas Cemetery £404.25 - Churchtown plot £57.75 Annual maintenance of British Legion amenity area, Church Hill £100.00</td> <td data-bbox="1257 1391 1426 1641">£1,038.30</td> </tr> <tr> <td data-bbox="288 1641 671 1715">M Johnson</td> <td data-bbox="671 1641 1257 1715">Refund of allotment deposit (£50), less the £36 rent on remaining plot still held</td> <td data-bbox="1257 1641 1426 1715">£14.00</td> </tr> <tr> <td data-bbox="288 1715 671 1789">Cornwall ALC Ltd</td> <td data-bbox="671 1715 1257 1789">Virtual training session (18 February, Internal Controls, clerk to attend)</td> <td data-bbox="1257 1715 1426 1789">£36.00</td> </tr> <tr> <td data-bbox="288 1789 671 1830">L Dowe</td> <td data-bbox="671 1789 1257 1830">Clerk's salary (January) (note 1)</td> <td data-bbox="1257 1789 1426 1830">£1,492.96</td> </tr> <tr> <td data-bbox="288 1830 671 1870">L Dowe</td> <td data-bbox="671 1830 1257 1870">Clerk's expenses (January) (note 2)</td> <td data-bbox="1257 1830 1426 1870">£26.00</td> </tr> <tr> <td data-bbox="288 1870 671 1910">HMRC</td> <td data-bbox="671 1870 1257 1910">PAYE tax and NI (January) (note 3)</td> <td data-bbox="1257 1870 1426 1910">£552.85</td> </tr> <tr> <td colspan="3" data-bbox="288 1910 1426 1951"><i>Payments by Direct Debit</i></td> </tr> <tr> <td data-bbox="288 1951 671 1991">SWW</td> <td data-bbox="671 1951 1257 1991">Water at Church Hill allotments</td> <td data-bbox="1257 1951 1426 1991">£184.11</td> </tr> <tr> <td data-bbox="288 1991 671 2031">NEST pension scheme</td> <td data-bbox="671 1991 1257 2031">Pension contribution (January)</td> <td data-bbox="1257 1991 1426 2031">£99.22</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc. VAT)	<i>Payments by online banking</i>			Simon Rhodes Gardens & Grounds Care	Annual maintenance (4 th quarterly payment) - St Paul's Cemetery £288.75 - Amenity Area £187.55 - Crowlas Cemetery £404.25 - Churchtown plot £57.75 Annual maintenance of British Legion amenity area, Church Hill £100.00	£1,038.30	M Johnson	Refund of allotment deposit (£50), less the £36 rent on remaining plot still held	£14.00	Cornwall ALC Ltd	Virtual training session (18 February, Internal Controls, clerk to attend)	£36.00	L Dowe	Clerk's salary (January) (note 1)	£1,492.96	L Dowe	Clerk's expenses (January) (note 2)	£26.00	HMRC	PAYE tax and NI (January) (note 3)	£552.85	<i>Payments by Direct Debit</i>			SWW	Water at Church Hill allotments	£184.11	NEST pension scheme	Pension contribution (January)	£99.22
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	Noted – that receipts (allotment rents) of £1,434 had been received in January 2021.
LPC225	Finance report and bank reconciliation Resolved – to note the finance report and bank reconciliation.
LPC226	Correspondence - None
LPC227	Agenda items for a future meeting <ul style="list-style-type: none"> i. Footpaths review – recommendations for changes to the LMP schedule for 2022 ii. Suggested priorities for the incoming council (agenda item for the April meeting) iii. Burials training, and Membership of the Institute of Cemetery and Crematorium Management iv. Community Emergency Plan (first meeting after the Annual Meeting)
	MATTERS FOR DECISION, INFORMATION EXCLUDED FROM THE PRESS AND PUBLIC
LPC228	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.
	<u>CONFIDENTIAL ITEMS FOR DECISION</u>
LPC228	Longrock Memorial Hall The clerk's report set out matters related to the transfer of property, transfer of management arrangements, banking arrangements, and funds held. Resolved – that the council agrees the principle of the transfer of the property to the Official Custodian. Resolved – that the council notes the update on the transfer of management. Resolved – that the clerk is instructed to open a community/charity bank account in the name of the Longrock Memorial Hall, with signatories to match the signing arrangements of the parish council. Bank account to be opened on the basis of: first preference – Lloyds Bank. Natwest, if the signing arrangements can work, or a fallback of Unity Bank. With regard to the request from the current Trustees for the proposed use of 50% of the funds, this was considered in the context that there will be costs to be covered, whether the funds should remain with the asset, potential site clearance and utilities costs, whether permitted under charity law. Resolved – the council will be taking on the liability of a derelict building and ground, and so there are many uncertainties and unknown potential liabilities. This will incur the use of funds, with costs unknown at this stage. For these reasons, the council need to act with prudence and so cannot commit to making the requested payment to the Longrock Playing Field upon transfer.

LPC229	Re-admission of the Press and Public Resolved – that the press and public be re-admitted to the meeting.	
LPC230	Community Chest application for funding This item was included due to urgency – the deadline for expenditure from the Community Chest fund in this financial year. C.Cllr Elliott advised that there was £500 remaining in the community chest. Funds of £330 had already been set aside for the Long Rock Playing Field Association. Resolved – to submit an application for £500 for the Oasis Centre, to help with their fundraising for food parcels, clothes, food - direct help to local families.	
	Meeting closed: 10.04pm	Signed by Chairman: