

Ludgvan Parish Council

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Minutes – 16 June 2021

Minutes of the monthly meeting of Ludgvan Parish Council, held on Wednesday 16 June 2021 at 7.00pm at the Murley Hall, Ludgvan.

Present: Councillors R Mann (Chairman), S Elliott (Vice-Chairman), C Cartwright, J Munday, R Porter, M Squire, L Trudgeon

In attendance: Clerk to the parish council.

Minute NO.	AGENDA ITEMS
	Chairman's Announcements The Chairman welcomed all attending.
LPC21.22.26	Apologies for absence – were received from Cllrs Branchett, Miucci, Price-Jones.
LPC.21.22.27	Declarations of Interest: None
LPC.21.22.28	To approve written requests for dispensation - None
LPC.21.22.29	Public Speaking - None
LPC.21.22.30	Cornwall Councillor reports The Council noted written reports from Cornwall Council Ward Members circulated prior to the meeting.
LPC.21.22.31	<u>Minutes of the meeting of the Council held on 19 May 2021</u> 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.
LPC.21.22.32	Clerk's update report Members considered the report circulated prior to the meeting. The following points were discussed: <ul style="list-style-type: none">- noted the update on noise nuisance from motorbikes- the A30 Group has agreed to become a company limited by guarantee- Cllr Mann reported that he has made contact with the family who had placed the bench at Long Rock, now in need of repair. There will be a further report back to council when a response has been received Resolved – that the report be noted.
LPC.21.22.33	Reports from Councillors as representatives on outside bodies Cllr Munday reported that the A30 Group has agreed to become a company limited by guarantee, this would facilitate payments by contributing councils to pay for the consultants report. Resolved – that Cllrs Munday, Cartwright and Elliott will represent the parish council at A30 Group meetings.

LPC.21.22.34	<p>To co-opt to vacancies on the council – Lelant Ward (2 vacancies) and Long Rock Ward (1 vacancy)</p> <ul style="list-style-type: none"> i. To interview the candidates for co-option to fill the three vacancies for ward councillors on the parish council ii. To consider filling the current vacancies in the Lelant Ward and the Long Rock Wards by co-option <p>Applications received by 9 June 2021:</p> <ul style="list-style-type: none"> - Rod Porter (Long Rock Ward) <p>Following a brief presentation to the council and answering of cllrs questions, it was:</p> <p>Resolved – to co-opt Rod Porter as a parish councillor for the Long Rock ward; and to continue to advertise the remaining two vacancies for councillors.</p>
	PLANNING
LPC.21.22.35	Planning Applications
	<p>(a) PA21/02839 – Lower Trenowin Farm, Road from B3311 to Angwinack, Ludgvan TR20 8BL – Listed Building consent for the removal of loose paint, apply bag rub lime render and paint with breathable hydrophobic paint.</p> <p>Resolved – no comment from the parish council.</p>
	<p>(b) PA21/04476 – Land north of Tregarthen Farm, Tregarthen, Longrock, Penzance – Conversion of redundant farmhouse to form a self-contained residential unit.</p> <p>Resolved - Application supported. However the parish council agree that there is a sound basis for many of the concerns raised by objectors, including those relating to drainage, flooding, access and parking, and so request that permission only be granted if all these issues have been satisfactorily addressed.</p> <p>It is requested that the report on nesting bird should be carried out again - it should have been carried out during the nesting season.</p> <p>The parish council also asks that the application should only proceed if Highways are fully supportive.</p>
	<p>(c) PA19/07888 – Summerhill Cottage, Nancledra Hill, Nancledra TR20 8AY - Extension and alterations including balcony and associated works.</p> <p>Resolved – the application is not supported as the proposal is considered to be overbearing and out of character with surrounding properties. The parish council asks if Towednack Parish Council have also been consulted.</p>
	<p>(d) PA21/02877 – Enterprise Rent A Car, The Forecourt, Road from Eastern Green to Roundabout East of Godolphin Villa, Longrock TR20 8HZ – Proposed alterations to existing building with external works, orangery extension and associated works.</p> <p>Resolved – application supported.</p>
	<p>(e) PA21/04949 – Trelegoe, Eglos Road, Ludgvan – Construction of parking area, external improvements.</p> <p>Resolved – Application supported.</p>

	(f) PA21/01246 – The Corner Shop, Road between A30 and Lower Quarter, Crowlas TR20 8ED – Demolition of existing dwelling and construction of two self build dwellings, landscaping and associated works (revised scheme). Resolved – application supported.
LPC.21.22.36	Publicity for the Neighbourhood Plan Referendum In line with a previous council decision, a leaflet had been drafted based on introducing the newly elected council and informing parish residents that the NDP referendum will be held on 15 July, and encouraging people to vote. Resolved – that the leaflet, with minor amendments, be printed and mailed out to all households in the parish.
	PARISH ISSUES
LPC.21.22.37	Speed monitoring devices for Lower Quarter, Ludgvan [Cllr Price-Jones] Members considered the parish council buying-in speed monitoring at this location. It was noted that there could be options to alter the design of the road to reduce speed through engineering. The preference for speed monitoring devices was the ‘thank you’ type sign that flashes a number representing the speed of the vehicle. Agreed – that this would be an agenda item for the next meeting, when Cllr Price-Jones will be present and able to update and/or propose a resolution.
LPC.21.22.38	Varfell Farms – Community Liaison Group The council considered appointing representatives to attend Varfell Farm’s community liaison group meetings. Resolved – that Cllrs Elliott, Porter and Trudgeon will attend Varfell Farm’s community liaison group meetings.
LPC.21.22.39	Phone box at Whitecross – future use [Cllr Miucci] Agreed – that this item be deferred until the next scheduled meeting of the council.
LPC.21.22.40	Memorial Bench at Long Rock bench Noted that as reported earlier in the meeting, a response was awaited and would be reported to a later meeting of the council.
LPC.21.22.41	Footpaths Review <i>To review the footpath network and the LMP Agreement with Cornwall Council, with the potential to request changes for the 2022 season</i> Agreed – that this item be deferred to the next meeting when council would consider the need for a full review.
LPC.21.22.42	Long Rock public toilets Cllr Elliott reported that Cornwall Council had commenced a valuation/tender process but that this had been delayed. There had been interested parties willing to take on the running of the public toilets in conjunction with business opportunities on the site. Cllr Porter offered to speak to the relevant Estates officer at Cornwall Council, and will update to the next meeting.

LPC.21.22.43	<p>Affordable Housing</p> <p>Agreed – to defer this item to the next meeting.</p>
LPC.21.22.44	<p>Traffic Survey</p> <p>Agreed – to defer this item to the next meeting.</p>
LPC.21.22.45	<p>Chy An Mor, Longrock – pedestrian safety and littering</p> <p>Members considered a request from a local resident for improvements to the Chy an Mor area. The complaint was primarily against cyclists and the hazards they posed for pedestrians, and also against littering. The littering was not considered to be significant.</p> <p>Resolved – to ask the Cornwall Council ward member to address the issue raised relating to cyclists, through widening the pavement to enable dual use.</p>
LPC.21.22.46	<p>Ludgvan Horticultural Show 2021</p> <p>Resolved – that</p> <ol style="list-style-type: none"> 1) the council agrees to contribute Mole Valley Farmers vouchers to the Ludgvan Horticultural Society show: <ol style="list-style-type: none"> a. £10 Most Improved Allotment (judged by Horticultural Society Committee b. £10 Vegetable Top Tray (judged by Horticultural Society Committee c. £15 Best Allotment (first prize) d. £10 Best Allotment (second prize) e. £5 Best Allotment (third prize); and <p>the chairman (with clerk as scribe) visits the allotment sites before the Horticultural Show date, for the chairman to judge the best kept parish council allotment</p>
LPC.21.22.47	<p>Community Emergency Plans</p> <p>As previously agreed by council, the Community Emergency Plans had been started by councillors and since put on hold. Councillors considered how to restart this work. It was noted that the in-depth emergency plans were becoming superseded by advances in technology and the ever-increasing use of smart phones and social media, enabling rapid and targeted recruitment of community volunteers at very short notice.</p> <p>Resolved – that a list of contacts for buildings suitable for use in an emergency would be compiled and circulated to all councillors.</p>
LPC.21.22.48	<p>Double yellow lines to the station pub, Long Rock [Cllr Branchett]</p> <p>Members considered the need to remedy the incomplete double yellow lines.</p> <p>Resolved – to ask the Cornwall Council ward member and community link officer to action this as an urgent matter.</p>
LPC.21.22.49	<p>Planned new housing at Long Rock [Cllrs Branchett and Price-Jones]</p> <p>Agreed – to defer this item to the next meeting.</p>
	<p>PARTNERSHIP WORKING AND CONSULTATIONS</p>
LPC.21.22.50	<p>Joint working with Marazion Town Council</p> <p>No update, no meetings held recently.</p>
	<p>ACCOUNTS AND GOVERNANCE</p>

LPC.21.22.51	<p>Adoption of Financial Regulations</p> <p>Following brief consideration, it was</p> <p>Resolved – that the revised Financial Regulations, as approved at the September 2020 meeting of the council, be formally adopted.</p>																																										
LPC.21.22.52	<p>Schedule of Payments</p> <p>Resolved – that the payments to be made, as set out in the schedule, are approved for payment.</p> <table border="1" data-bbox="284 465 1465 1444"> <thead> <tr> <th data-bbox="284 465 659 544">Payee</th> <th data-bbox="659 465 1070 544">Purpose</th> <th data-bbox="1070 465 1465 544">Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="284 544 1465 584"><i>Payments by online banking</i></td> </tr> <tr> <td data-bbox="284 584 659 801">Simon Rhodes garden and grounds care</td> <td data-bbox="659 584 1070 801">Annual maintenance, first quarterly payment St Paul's Cemetery £288.75 Amenity Area £187.55 Crowlas Cemetery £404.25 Churchtown plot £57.75</td> <td data-bbox="1070 584 1465 801">£938.30</td> </tr> <tr> <td data-bbox="284 801 659 875">Simon Elliott</td> <td data-bbox="659 801 1070 875">Refund of expense incurred – advert for councillor vacancies</td> <td data-bbox="1070 801 1465 875">£20</td> </tr> <tr> <td data-bbox="284 875 659 909">Louise Dowe</td> <td data-bbox="659 875 1070 909">Clerk's salary May 2021</td> <td data-bbox="1070 875 1465 909">£1,493.56</td> </tr> <tr> <td data-bbox="284 909 659 943">HMRC</td> <td data-bbox="659 909 1070 943">PAYE/NI month 2</td> <td data-bbox="1070 909 1465 943">£552.68</td> </tr> <tr> <td data-bbox="284 943 659 976">Louise Dowe</td> <td data-bbox="659 943 1070 976">Clerk's expenses May 2021</td> <td data-bbox="1070 943 1465 976">£74.60</td> </tr> <tr> <td data-bbox="284 976 659 1010">Viking</td> <td data-bbox="659 976 1070 1010">Stationery</td> <td data-bbox="1070 976 1465 1010">£56.21</td> </tr> <tr> <td data-bbox="284 1010 659 1104">Webmate</td> <td data-bbox="659 1010 1070 1104">Domain renewal</td> <td data-bbox="1070 1010 1465 1104">£7.50, corrected to £9.00 (inc VAT)</td> </tr> <tr> <td data-bbox="284 1104 659 1182">Sync</td> <td data-bbox="659 1104 1070 1182">Office365 licence renewals (expires on 14 July 2021)</td> <td data-bbox="1070 1104 1465 1182">£1,260.00</td> </tr> <tr> <td colspan="3" data-bbox="284 1182 1465 1223"><i>Payments by Direct Debit</i></td> </tr> <tr> <td data-bbox="284 1223 659 1335">Source for Business</td> <td data-bbox="659 1223 1070 1335">Water, Longrock Allotments 6/1/20 to 10/5/21 (credit applied, water charge: £59.60)</td> <td data-bbox="1070 1223 1465 1335">£4.81</td> </tr> <tr> <td data-bbox="284 1335 659 1368">NEST pension scheme</td> <td data-bbox="659 1335 1070 1368">Clerk's pension May 2021</td> <td data-bbox="1070 1335 1465 1368">99.22</td> </tr> <tr> <td data-bbox="284 1368 659 1444">Information Commissioners Office</td> <td data-bbox="659 1368 1070 1444">Annual data protection fee</td> <td data-bbox="1070 1368 1465 1444">£35.00</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>Payments by online banking</i>			Simon Rhodes garden and grounds care	Annual maintenance, first quarterly payment St Paul's Cemetery £288.75 Amenity Area £187.55 Crowlas Cemetery £404.25 Churchtown plot £57.75	£938.30	Simon Elliott	Refund of expense incurred – advert for councillor vacancies	£20	Louise Dowe	Clerk's salary May 2021	£1,493.56	HMRC	PAYE/NI month 2	£552.68	Louise Dowe	Clerk's expenses May 2021	£74.60	Viking	Stationery	£56.21	Webmate	Domain renewal	£7.50, corrected to £9.00 (inc VAT)	Sync	Office365 licence renewals (expires on 14 July 2021)	£1,260.00	<i>Payments by Direct Debit</i>			Source for Business	Water, Longrock Allotments 6/1/20 to 10/5/21 (credit applied, water charge: £59.60)	£4.81	NEST pension scheme	Clerk's pension May 2021	99.22	Information Commissioners Office	Annual data protection fee	£35.00
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LPC.21.22.53	<p>Finance report and bank reconciliation</p> <p>Resolved - to note the budget monitoring report and bank reconciliation.</p>																																										
LPC.21.22.54	<p>Council Priorities / Business Plan including the effect of devolution on towns and parishes and the potential for partnership working with neighbouring parishes.</p> <p>After considering the report, and discussion at the meeting, it was</p> <p>Resolved – that a business plan will be drafted by the clerk along with working group members (Cllrs Munday and Porter, and possibly councillors not present at this meeting), and that the council is willing to work with Madron Parish Council to purchase and use speed cameras, should this prove to be possible and a benefit to both councils.</p>																																										
LPC.21.22.55	<p>Correspondence/communications – noted that these were circulated prior to the meeting, when first received.</p>																																										

LPC.21.22.56	<p>Agenda items for a future meeting</p> <ul style="list-style-type: none"> i. Review of Cemetery Regulations ii. Review of Emergency Scheme of Delegation (September at the latest) iii. Helicopter noise (the company operating out of Long Rock are now using a mix of helicopters, including the SigorskyS92 and so Planning (Peter Bainbridge) and Environmental Health to be asked to confirm whether the helicopters are operating within the permitted noise levels. 	
MATTERS FOR DECISION, INFORMATION EXCLUDED FROM THE PRESS AND PUBLIC		
LPC.21.22.57	<p>Exclusion of the press and public</p> <p><i>To resolve:</i> 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.</p>	
PROJECTS		
LPC.21.22.58	<p>Longrock Memorial Hall</p> <p>Members noted the content of the report, and agreed that the priority at this stage is to complete the transfer of the hall to the parish council.</p>	
LPC.21.22.59	<p>Crowlas Cemetery – repair of boundary wall, chapel structure and new drainage</p> <ul style="list-style-type: none"> i. <i>To consider appointing a consultant structural engineer to produce designs, drawings, calculations and technical specifications,</i> ii. <i>to consider the project management of the proposed works, and</i> iii. <i>to agree the steps to be taken to put the above works out to tender.</i> <p>Members considered the report and during the following discussion it was suggested that the works could be achieved with less need for professional surveyor input, and instead the skills of a local traditional builder.</p> <p>To help assess the best way forward, it was Agreed – that Cllrs Porter, Elliott and Mann would meet with the clerk on site to carry out a site visit.</p>	
	Meeting closed: 8.50pm	Signed by Chairman: