

# Ludgvan Parish Council

Tel: 07928 813 653

Email: clerk@ludgvan.org.uk

## Minutes – 10 November 2021

Minutes of the monthly meeting of Ludgvan Parish Council, held on Wednesday 10 November 2021 at 7.00pm at the Murley Hall, Ludgvan.

**Present:** Councillors: R Mann (Chairman), S Elliott (Vice-Chairman), C Cartwright, J Munday (until 8pm), R Porter, C Price-Jones.

**Officer support:** Clerk to the Parish Council

AGENDA NO.	AGENDA ITEMS
	<b>Chairman's Announcements</b>
LPC21.22.194	<b>Apologies for absence</b> – were received from Cllrs Branchett, Miucci, Payne, Richards, Trudgeon.
LPC.21.22.195	<b>Declarations of Interest:</b> - None
LPC.21.22.196	<b>To approve written requests for dispensation</b> – None
LPC.21.22.197	<b>Public Speaking</b>  An objector spoke on planning application b) on the agenda noting that the track claimed to be development land was referred to as agricultural land in a 2017 application, and that the proposed development would be highly visible from Whitecross.  An objector spoke on planning applications c) and d) on the agenda, stating concerns that the proposals were out of keeping with the area, parking was already a problem in the area, an extension was proposed over existing drains, concerns that it might be used as a home office.
LPC.21.22.198	<b>Cornwall Councillor reports -</b>  <u>Long Rock, Marazion &amp; St Erth</u> – C.Cllr Sherfield-Wong to attend the next meeting  <u>Ludgvan, Madron, Gulval &amp; Heamoor</u> – Cllr George had sent his apologies and had emailed an update, read out to the meeting <ul style="list-style-type: none"><li>- the Transport department and Cormac will arrange a meeting soon to prepare the scoping work for traffic management proposals for both Ludgvan Churchtown and Lower Quarter</li><li>- support for moves to address local housing need and the potential to explore new solutions</li><li>- planning enforcement questions can be put to ward members, for example if no action appears to be taken after enforcement concerns reported online</li><li>- encouraged parish councils to prepare ideas for use of the highways budget for the local area</li><li>- able to offer an update on the current crisis in Cornwall's NHS and hospitals</li><li>- concern that Cornwall Council staff face a period of serious uncertainty due to the staffing review being carried out.</li></ul> <u>St Ives East, Lelant &amp; Carbis Bay</u> – C.Cllr Taylor: <ul style="list-style-type: none"><li>- Chancellor had mentioned Cornwall in the budget statement, and there would be match funding to cover the loss of SPF European funding</li></ul>

	<ul style="list-style-type: none"> <li>- Cornwall Council is working on the devolution deal for housing, seeking more control and the ability to charge a premium on second homes and to get holiday lets licensed, in hotspot areas in Cornwall</li> <li>- Housing, making a difference in providing new affordable housing. Potential sites for affordable homes to be emailed to Cllr Taylor. Working with registered affordable housing providers, building for low cost rental/shared ownership</li> <li>- NHS ambulance crisis in Cornwall, people are urged to use other options to release the pressure on Treliske</li> <li>- Heather Lane – had met with parish councillors Elliott and Munday</li> <li>- Cornwall Council budget was being drafted, presenting serious challenges including a staffing review for which letters had gone to all staff</li> <li>- in response to a request on s.106 funds for the Ludgvan area, <b>Cllr Taylor agreed to establish the status of s.106 funds and to update the parish council</b></li> <li>- In response to a question, not supportive of a tourist tax for Cornwall</li> <li>- Community Network budgets will be allocated through the individual ward members, not the Community Network area, and so will be a fairer system.</li> </ul>
LPC.21.22.199	<p><a href="#"><u>Minutes of the meeting of the Council held on 13 October 2021</u></a></p> <p><b>To resolve</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>
LPC.21.22.200	<p><b>Clerk’s update report</b></p> <p>The update report had been circulated prior to the meeting, and was <b>noted</b>.</p>
LPC.21.22.201	<p><b>Reports from Councillors as representatives on outside bodies</b></p> <p><u>A30 Action Group</u> – Cllr Elliott reported that the recent Directors meeting had been positive and the payment to the traffic consultant had been signed off. There had been good feedback to the business survey. The report was in draft form and was looking promising, National Highways seemed receptive at this stage. The support of the parishes and Cornwall Council will be needed, along with the support of senior officers at Cornwall Council. C.Cllr Taylor stated that she would convey this to Nigel Blackler.</p>
LPC.21.22.202	<p><b>Calls for a railway station at Marazion</b></p> <p>Cllr Munday reported that the funding application to the Ideas Fund had not been successful but had been supported by Network Rail. It was still believed that the proposal had merit, in reducing traffic to the area and in view of the number of visitors to Marazion, the beach and St Michael’s Mount.</p> <p><b>Resolved</b> – to write to the three Cornwall Council ward members for the parish (copied to Marazion Town Council and the MP) to ask that the ward members take up the project (eg with applications to the Levelling Up Fund and the Union Connectivity Fund at the end of the year).</p>
LPC.21.22.203	<p><b>Planning Applications</b></p>
	<p>(a) <a href="#"><u>PA21/09608</u></a> – Trees Dale Cottage, Rose An Grouse, Canonstown, Hayle TR27 6JJ – Certificate of lawfulness for existing use in respect of the use of building as self-contained dwelling</p>

		<b>Resolved</b> – no comment, no evidence to offer. Note that this application is in St Erth parish, following boundary review.
	(b)	<a href="#">PA21/09592</a> – Land North West of Hannaville, Gilly Lane, Whitecross TR20 8BZ – Application for outline planning permission with all matters reserved for proposed construction of single dwelling  <b>Resolved</b> – objection. The proposed development would result in building into the open countryside, outside the curtilage of the existing settlement, with a risk of setting a precedent for nearby green spaces. The location of the site would make the development highly visible.
	(c)	<a href="#">PA21/09915</a> – 2 Bowglas Close, Ludgvan TR20 8HH – Single storey rear extension  <b>Resolved</b> – to object to the application. Extensive development is proposed at this site, including significant impact on the foul drainage. The proposal is out of keeping with the character of the area. There is already a shortage of parking in the area and this development would further exacerbate this problem. In the application there is no reference to the Ludgvan Neighbourhood Plan or the Ludgvan Design Statement, nor to the other current application at 2 Bowglas Close.
	(d)	<a href="#">PA21/09914</a> – 2 Bowglas Close, Ludgvan TR20 8HH – Conversion and extension of existing garage to form an annexe for holiday use  <b>Resolved</b> – to object to the application. Extensive development is proposed at this site, including significant impact on the foul drainage. The proposal is out of keeping with the character of the area. There is already a shortage of parking in the area and this development would further exacerbate this problem. In the application there is no reference to the Ludgvan Neighbourhood Plan or the Ludgvan Design Statement, nor to the other current application at 2 Bowglas Close.
	(e)	<a href="#">PA21/10257</a> – Mounts View, 9A Church Hill, Ludgvan – Alteration to vehicular access, extending parking area and pavement crossover.  <b>Resolved</b> – objection to the proposal to extend the dropped kerb as this would take away valuable on-street parking which is needed in the local area. The extended parking area within the site is acceptable.
	(f)	<a href="#">PA21/10519</a> – Westholme, A30 between Whitecross and The Lamb and Flag, Canonstown TR27 6ND – Proposed summer house replacing existing timber shed  <b>Resolved</b> – objection, the proposed development is considered to be out of scale with neighbouring properties and there is concern that this appears to be creating additional residential accommodation.
	(g)	<a href="#">PA21/05586</a> – Trevean, Eglos Road, Ludgvan TR20 8HQ – Proposed two storey extension and flat roof balcony  <b>Resolved</b> – objection. The first floor element will overlook neighbouring properties, including bedroom windows. There is no design and access statement. The conservatory will emit light pollution. The proposal does not comply with the Parish Design Statement. The extension is not in keeping with the existing property.
LPC.21.22.204	<b>Affordable Housing</b> – <i>no update available.</i>	
LPC.21.22.205	<b>Planned new housing at Long Rock</b> – <i>update had been included in the Clerk's update report – noted.</i>	

*Minutes are in draft form until approved at the following meeting of the council.*

LPC.21.22.206	<p><b>Traffic Survey and Update following site meeting with Highways (19 August) – Lorries through Ludgvan Square and traffic/parking at the school and Crowlas crossroads.</b></p> <p>It was <b>noted</b> that the survey and reports had been put to Cornwall Council and that C.Cllr George would notify the parish council with an update on the feasibility study in due course.</p>
LPC.21.22.207	<p><b>VisionZero funding application for road signs</b></p> <p>Members noted that there had been a small window of opportunity to submit a funding application for road safety signs, and <b>agreed to approve</b> the application which had been made.</p> <p>If successful, and if possible, a request was made for the signs to include messages to encourage motorists to let other motorists out of side roads.</p>
	<p>Cllr Munday left the meeting at this point.</p>
LPC.21.22.208	<p><b>Long Rock public toilets</b></p> <p>Cllr Porter updated on a recent Teams meeting with the Long Rock ward member and community network manager. This matter was progressing slowly at Cornwall Council and needed to be put to the Asset Management Group to be ratified by members before transfer, likely to be in the spring.</p> <p>The Clerk had had a similar update from officers.</p> <p><b>Agreed</b> to contact C.Cllr Taylor to ask for this matter to be progressed with some urgency, with the aim of having public toilets in place for the 2022 season.</p>
LPC.21.22.209	<p><b>Crowlas Cemetery – repair and maintenance of walls</b></p> <p>Members thanked Cllr Porter for the work he had carried out to repair the render on the walls.</p> <p><b>Resolved</b> – to seek quotes from local builders/hedgers for the repairs to the lower boundary wall – replacing stones.</p>
LPC.21.22.210	<p><b>Update from Cormac on the Coastal Path works (Marazion to Long Rock)</b></p> <p>Members noted the update received from Cormac, and noted also the positive feedback received about the new path improvements.</p>
LPC.21.22.211	<p><b>Community Speedwatch</b></p> <p>Cllr Price-Jones reported that there was the requisite number of volunteers in place for the Speedwatch scheme and had spoken to a fellow parish councillor Dick Cole, to ask for advice following the successful schemes at St Dennis and St Enoder. Any information will be sent through to the clerk.</p>
LPC.21.22.212	<p><b>Long Rock Traffic Survey</b></p> <p>Cllr Elliott reported that Penzance Town Council is to be a pilot area for a town-wide Twenty is Plenty scheme, with the greatest cost to be the Traffic Regulation Order. It was suggested that Ludgvan Parish Council could submit areas to be included in the TRO consultation and share the costs. Specific areas: Long Rock; and the stretch of road from Marazion Station to the Range / proposed new housing estate.</p> <p>During discussion:</p>

	<ul style="list-style-type: none"> <li>- around 2 and a half years ago Cllr Elliott had visited all businesses on the industrial estate and had good survey results from this.</li> <li>- In a survey of residents at that time, 100% of residents were in favour of reducing speed in Long Rock</li> <li>- There could be scope to specify articulated or 40 tonne HGV's route/speed</li> <li>- Potential for 20mph through the village and 30mph from the village on to any other road.</li> <li>- A road change, changing priorities on the road from the industrial estate could be funded through s.106 funds</li> </ul> <p><b>Resolved</b> – to write to the Community Network Manager, Long Rock ward member, C.Cllr Philip Desmonde and officers Rupert Spencer, Mike Peters and Ian Findler to ask that Ludgvan parish be included in the Penzance Twenty is Plenty TRO consultation, and to circulate a copy of the plan showing areas to be consulted on in this parish.</p>
LPC.21.22.213	<p><b>Climate Literacy</b></p> <p>Cllr Price-Jones had provided a detailed report following the recent climate literacy training he had attended.</p> <p><b>Resolved</b> – that Cllr Price-Jones will provide advice for residents on the parish council website, to be sent to the clerk to upload after having consulted with councillors.</p>
LPC.21.22.214	<p><b>Defibrillator at The Station House, Marazion</b></p> <p><i>To consider the parish council taking on responsibility for the ongoing maintenance of the defibrillator at The Station House, Marazion</i></p> <p>Following discussion, it was <b>Resolved</b> – that the parish council would not take on the maintenance of the defibrillator at The Station House, as it was located indoors and not widely available to the public.</p> <p>Cllr Price-Jones advised that the Football Association gave grants to local football teams for defibrillators. <b>Agreed</b> – that Cllr Price-Jones would research this as an option and report back to council at a later date.</p>
LPC.21.22.215	<p><b>Christmas Trees for the Parish</b></p> <p><i>To agree the purchase of 3 Christmas Trees for the parish (Lelant Downs, Long Rock and Ludgvan Community Centre)</i></p> <p><b>Resolved</b> – that three trees be purchased from Trevena Cross Nurseries, for delivery to the three locations in the parish.</p>
LPC.21.22.216	<p><b>Joint working with Marazion Town Council</b></p> <p>Cllr Porter reported on a local Teams meeting also attended by representatives from Marazion Town Council, and asked about steps which could be taken regarding the parking along the road by the garage, an issue which had been considered previously.</p>
LPC.21.22.217	<p><b>Survey of local councils – response to C.Cllr Barry Jordan</b></p> <p>Members noted the response to the consultation drafted by Cllr Price-Jones and commented on by a number of councillors, and thanked him for the work put into pulling together a detailed response.</p> <p><b>Resolved</b> – that an Environment Spokesperson will be appointed at the next council meeting.</p>

LPC.21.22.218	<p><b>CIL payments October 2021</b></p> <p><b>Resolved</b> - to note the receipt of CIL payments, the guidance for CIL expenditure and the requirements for reporting to Cornwall Council on CIL spend</p>																														
LPC.21.22.219	<p><b>Appointment of Internal Auditor</b></p> <p><i>Deferred to the next meeting.</i></p>																														
LPC.21.22.220	<p><b>Review of Fees and Charges</b></p> <p><i>Deferred to the next meeting, noting that the burial fees may need to be increased, taking into account the additional costs to the council in providing the concrete beams for headstones.</i></p>																														
LPC.21.22.221	<p><b>Budget setting 2022/2023</b></p> <p>Members considered the draft budget, prepared by the clerk and circulated to councillors for their input.</p> <p><b>Resolved</b> – to add an earmarked reserve of £10,000 for the Long Rock hall (whether a grant to the charity, or fitting out the new hall), and to bring the updated draft budget to the December meeting of the council for decision.</p>																														
LPC.21.22.222	<p><b>Notice of Casual Vacancy</b></p> <p><b>Noted</b> - the publication of the Notice of Casual Vacancy in the Crowlas Ward.</p>																														
LPC.21.22.223	<p><b>Release of documents from Safe Custody Agreement with Lloyds Bank</b></p> <p>The clerk reported that in the archives there was a safe custody document, indicating that there was an envelope with document/s held at Lloyds Bank.</p> <p><b>Resolved</b> – that the council agrees that the document/s held in safe custody at Lloyds Bank, Hayle, can be released to the clerk with the authorisation of the council, with a written instruction to the bank to be signed by the parish council Chairman, Cllr Roy Mann.</p>																														
LPC.21.22.224	<p><b>Schedule of Payments</b> - <i>To approve the payments to be made, as set out in the schedule appended to this agenda.</i></p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>Payments by online banking</i></td> </tr> <tr> <td>EH Rich</td> <td>Fencing at Long Rock Memorial Institute <b>To be paid from council or charity funds?</b></td> <td>£339.18</td> </tr> <tr> <td>EH Rich</td> <td>Footpaths maintenance, second cuts</td> <td>£1,368.70</td> </tr> <tr> <td>Penzance British Legion</td> <td>Donation for wreath for Remembrance Sunday (quote ref: TAE04) (s.137)</td> <td>£25.00</td> </tr> <tr> <td>Louise Dowe</td> <td>Clerk's salary October 2021 (Note 1)</td> <td>£1,542.36</td> </tr> <tr> <td>HMRC</td> <td>PAYE/NI month 8 (Note 3)</td> <td>£503.88</td> </tr> <tr> <td>Louise Dowe</td> <td>Clerk's expenses October 2021 (Note 2)</td> <td>£55.58</td> </tr> <tr> <td colspan="3"><i>Payments by Direct Debit</i></td> </tr> <tr> <td>NEST pension scheme</td> <td>Clerk's pension October 2021</td> <td>£99.22</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>Payments by online banking</i>			EH Rich	Fencing at Long Rock Memorial Institute <b>To be paid from council or charity funds?</b>	£339.18	EH Rich	Footpaths maintenance, second cuts	£1,368.70	Penzance British Legion	Donation for wreath for Remembrance Sunday (quote ref: TAE04) (s.137)	£25.00	Louise Dowe	Clerk's salary October 2021 (Note 1)	£1,542.36	HMRC	PAYE/NI month 8 (Note 3)	£503.88	Louise Dowe	Clerk's expenses October 2021 (Note 2)	£55.58	<i>Payments by Direct Debit</i>			NEST pension scheme	Clerk's pension October 2021	£99.22
Payee	Purpose	Amount (inc VAT)																													
<i>Payments by online banking</i>																															
EH Rich	Fencing at Long Rock Memorial Institute <b>To be paid from council or charity funds?</b>	£339.18																													
EH Rich	Footpaths maintenance, second cuts	£1,368.70																													
Penzance British Legion	Donation for wreath for Remembrance Sunday (quote ref: TAE04) (s.137)	£25.00																													
Louise Dowe	Clerk's salary October 2021 (Note 1)	£1,542.36																													
HMRC	PAYE/NI month 8 (Note 3)	£503.88																													
Louise Dowe	Clerk's expenses October 2021 (Note 2)	£55.58																													
<i>Payments by Direct Debit</i>																															
NEST pension scheme	Clerk's pension October 2021	£99.22																													

*Minutes are in draft form until approved at the following meeting of the council.*

LPC.21.22.225	<p><b>Finance report and bank reconciliation</b></p> <p><b>Resolved</b> – to note the budget monitoring report and bank reconciliation.</p>
LPC.21.22.226	<p><b>Use of Microsoft Teams</b></p> <p>Cllr Elliott advised that he is happy to help get groups set up on Teams, to help facilitate remote meetings of working groups, sharing of documents, etc. with guest accounts able to be created, for example to enable the tenant representatives on the allotments working group to participate online. The groups to be set up by the clerk.</p> <p>This approach was <b>Agreed</b>.</p>
LPC.21.22.227	<p><b>Correspondence/communications</b></p> <p>Members noted an email received from Cllr Miucci:</p> <p><i>To Ludgvan Parish Council:</i>  <i>As I was unable to respond at the last Meeting, I have sent the following message to all Councillors.</i></p> <ul style="list-style-type: none"> <li>• <i>Firstly, thank you to Councillor Cartwright for his apology to me.</i></li> <li>• <i>Secondly, it has been brought to my attention that some Councillors are unsure of the correct pronunciation of my name and have asked me how it should be said. Although spelt Miucci, it is pronounced "Mew-chee". I hope this helps.</i></li> <li>• <i>Thirdly, if anyone has problems with locating the Register of Interests, it can be found on the Cornwall Council website, or via a link from the Clerk.</i></li> <li>• <i>Fourthly, I would request that this message is recorded in the minutes of tonight's meeting (November 10th, 2021).</i></li> </ul> <p><i>With all good wishes.</i>  <i>Councillor Stephanie Miucci</i></p>
LPC.21.22.228	<p><b>Agenda items for a future meeting</b></p> <ol style="list-style-type: none"> <li><i>i. Any items deferred from this meeting</i></li> <li><i>ii. Budget setting for 2022/2023</i></li> <li><i>iii. Review of Cemetery Regulations and Procedures, to consider, approve and adopt a revised set of Cemetery Regulations</i></li> <li><i>iv. Memorial Inspection Policy, to approve policy and procedures, and to implement regular inspections of memorials in parish council-run cemeteries.</i></li> <li><i>v. Bench Policy, to consider, approve and adopt the revised Bench Policy</i></li> <li><i>vi. Grants / defibrillators Cllr Price-Jones</i></li> <li><i>vii. Review of Emergency Scheme of Delegation (January 2022)</i></li> <li><i>viii. Appointment of Environment Spokesperson</i></li> </ol>
LPC.21.22.229	<p><b>Exclusion of the press and public</b></p> <p><b>Resolved</b> - 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>

LPC.21.22.230	<p><b>Legal support for leasehold and transfer arrangements</b></p> <p>This item was <b>deferred</b> to a later meeting, to enable quotes to be sought, noting that solicitors may need further information which may become available when devolution talks have progressed.</p>	
LPC.21.22.231	<p><b>Crowlas Cemetery – chapel building, potential future uses</b></p> <p>As there had been no expressions of interest received, it was <b>Agreed</b> to defer this item to the next meeting, to be considered in terms of the council carrying out the repair works and deciding on a suitable future use of the building.</p>	
	<p><u>Meeting closed: 8.56 pm</u></p>	<p><u>Signed by Chairman: .....</u></p>