

# Ludgvan Parish Council

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## Minutes – 8 December 2021

Minutes of the monthly meeting of Ludgvan Parish Council, held on Wednesday 8 December 2021 at 7.00pm at the Murley Hall, Ludgvan.

**Present:** Councillors: R Mann (Chairman), S Elliott (Vice-Chairman), A Branchett, C Cartwright,, J Munday, C Price-Jones.

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

Minute No.	AGENDA ITEMS
	<p><b>Chairman's Announcements</b></p> <p>There is an additional agenda item added at short notice due to urgency – a Cornwall Council consultation for a Street Trading Renewal application for the Layby on the A30 near Ludgvan – to be considered after the planning applications.</p> <p>Thank you to Cllr Elliott for laying the wreath on behalf of the parish council, on Remembrance Sunday.</p>
LPC21.22.194	<p><b>Apologies for absence</b> – were received from Cllr Payne (work commitments), Miucci (ill health), Trudgeon (family commitment)</p>
LPC.21.22.195	<p><b>Declarations of Interest:</b> Cllrs Branchett and Price-Jones each declared an interest in Minute 213 (allotment fees and charges), as allotment tenants, and withdrew from the meeting during consideration of this item.</p>
LPC.21.22.196	<p><b>To approve written requests for dispensation</b> - none</p>
LPC.21.22.197	<p><b>Public Speaking</b></p> <p>The agent for planning application (b) on the agenda attended and gave a brief overview of the application, then answered Members' questions.</p>
LPC.21.22.198	<p><b>Cornwall Councillor reports</b> - <i>To note written reports from Cornwall Council Ward Members circulated prior to the meeting, and to receive further update verbally at the meeting.</i></p> <p><u>Long Rock, Marazion &amp; St Erth / Ludgvan, Madron, Gulval &amp; Heamoor / St Ives East, Lelant &amp; Carbis Bay</u></p> <p>No Cornwall Councillor reports.</p>
LPC.21.22.199	<p><b>Minutes of the meeting of the Council held on 10 November 2021</b></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>
LPC.21.22.200	<p><b>Clerk's update report</b> - See separate report.</p> <p>Members noted the report.</p> <p><b>Agreed:</b></p> <p>1) for the bench at Long Rock to be removed as it is in a dangerous state of disrepair</p>

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

	2) for the clerk to seek quotes for the painting of the phone box at Whitecross, to be reported to the January meeting of the council
LPC.21.22.201	<b>Reports from Councillors as representatives on outside bodies – none</b>
LPC.21.22.202	<b>Planning Applications</b>
	(a) <a href="#">PA21/10567</a> – Land rear of grey tiles, Canonstown, Hayle – Proposal for new single storey dwelling  <b>Resolved</b> – that the application is supported, it has a good quality design, although poor access.
	(b) <a href="#">PA21/10585</a> – Castle An Dinas Quarry, Castle Gate, Ludgvan – Solar array along with associated infrastructure including electrical housing, security fencing and CCTV.  <b>Resolved</b> – that the application is supported. This is a well thought-out application, and the parish council notes that the solar array will not be placed on farmland and will generate power to be used at the quarry.
	(c) <a href="#">PA21/09841</a> – Building north of Rosevidney Barton, Rosevidney, Crowlas – Detached dwelling with integral garage.  <b>Resolved</b> - that the parish council objects to this application. The Design & Access Statement was inadequate, there was very little reference to the Ludgvan Neighbourhood Plan (only in the supporting statement, not in the Design & Access Statement), the proposed location is outside the development boundary and so a development in open countryside, and the proposed 4 bedroom house will not be suitable for local housing as it would not be affordable to most working families in the area.
LPC.21.22.203	<b>Cornwall Council consultation – Street Trading Renewal application – Mr Keith Davies – Layby on A30 near Ludgvan, Penzance LI21_005961</b>  Members considered the renewal application, details circulated prior to the meeting. It was noted that Mr Davies has traded in this layby since Cornwall Council updated its Street Trading Consent areas in 2016 (and prior to this). The latest consent was granted, subject to the standard conditions, and a condition that no items shall be allowed to be placed on the actual tarmac area of the layby.  <b>Resolved</b> – that the parish council has no objection to the application, provided that the requirement to keep the layby clear is actively enforced by Cornwall Council.
LPC.21.22.204	<b>VisionZero funding application for road signs</b>  The clerk reported that the funding application had been successful and that Cormac would carry out the work to produce and install the signs, to be funded through the parish council using the grant funds. The point of contact will be the Community Network Manager. <b>Noted.</b>
LPC.21.22.205	<b>A30 Case for Action – how to get Cornwall Council support</b>  Cllr Cartwright spoke of the report being produced for the A30 case for action and stressed that it was important for National Highways to know that the scheme was also supported by Cornwall Council as the Highways Authority for Cornwall.  <b>Resolved</b> – that this council requests our clerk to write to the chair of Cornwall Council and to the cabinet member for Highways requesting that Cornwall Council as the Highways authority for the area writes to National highways requesting that a by pass road from

	<p>Camborne to Long Rock is urgently needed in the next round of highways infrastructure works.</p>
LPC.21.22.206	<p><b>Community Speedwatch</b></p> <p>Cllr Price-Jones reported that:</p> <ul style="list-style-type: none"> <li>- speedwatch equipment, it was agreed to wait until the VisionZero work had been carried out, to see if that helps to address the current problems</li> <li>- the speedwatch team of community volunteers is getting established, there will be a further report in January. They will be focusing on Ludgvan and Longrock.</li> </ul> <p><b>Noted.</b></p>
LPC.21.22.207	<p><b>Long Rock public toilets</b></p> <p>The clerk reported that the devolution process had started, with Cornwall Council carrying out a valuation of the site to enable it to be put to the devolution panel. The process was still at a very early stage and so it was not yet known if it would be possible to be in a position to open the public toilets in 2022.</p> <p>The clerk had asked the devolution team for a dedicated point of contact and timeframe for the process. Also for information on water, electric and sewerage arrangements at the site.</p> <p><b>Noted.</b></p>
LPC.21.22.208	<p><b>Grants / defibrillators</b></p> <p>Cllr Price-Jones to report on potential grants at the next council meeting.</p> <p>With regard to the defibrillator at the Station House, Marazion, it was <b>agreed</b> that the clerk make enquiries as to whether it could be relocated to an external wall (eg on the Station House or Jordans Café), and if so, then the parish council could consider again whether to fund as a publicly accessible defibrillator.</p>
LPC.21.22.209	<p><b>Environmental Spokesperson for the parish council</b></p> <p>Cllr Price-Jones explained that the Carbon Neutral Cornwall Hive was a forum to share ideas between local organisations on environmental matters.</p> <p><b>Resolved</b> – to appoint Cllr Price-Jones as the council’s Environmental Spokesperson</p>
LPC.21.22.210	<p><b>Joint working with Marazion Town Council</b> - No update since the last meeting. <b>Noted.</b></p>
LPC.21.22.211	<p><b>Insurance – updating policy to include Long Rock Memorial Hall</b></p> <p><b>Resolved</b> – to agree to update the council’s insurance policy to include coverage for the Long Rock Memorial Hall building.</p>
LPC.21.22.212	<p><b>Appointment of Internal Auditor</b></p> <p><b>Agreed</b> – to defer this item to the January meeting.</p>
LPC.21.22.213	<p><b>Review of Fees and Charges – Allotments</b></p> <p>Cllrs Branchett and Price-Jones each declared an interest in this item, as allotment plot tenants, and withdrew from the meeting during consideration of this item.</p> <p><b>Resolved</b> – that the allotment fees will continue as £36 for the annual charge for 2022, to be revised again for 2023.</p>

LPC.21.22.214	<p><b>Budget setting 2022/2023</b></p> <p>Members considered the budget report and draft budget, circulated prior to the meeting. During discussion questions were answered by the clerk.</p> <p><b>Resolved – that</b></p> <ol style="list-style-type: none"> <li>1. Council approves the recommended additions and transfers to earmarked reserves, for the 2021/22 financial year end, noting that further adjustments may be agreed at year end;</li> <li>2. Council approves the 2022/2023 budget as set out in draft at the appendix to this report; and</li> <li>3. Council approves the proposed precept of £49,715 for the 2022/2023 financial year, and for the 2022/23 precept request to be made by the Clerk/RFO, for submission to Cornwall Council.</li> </ol>																																				
LPC.21.22.215	<p><b>Notice of Casual Vacancy</b></p> <p>The clerk reported that the notice period had ended and that there had not been a call for an election, meaning that the parish council could now fill the vacancy by co-option.</p> <p><b>Resolved – to advertise the vacancy on the parish council website and noticeboards, and to bring applications to the February meeting of the council to make an appointment.</b></p>																																				
LPC.21.22.216	<p><b>Schedule of Payments –</b></p> <p><b>Resolved - To approve the payments to be made, as set out in the schedule.</b></p> <table border="1" data-bbox="327 1021 1426 2022"> <thead> <tr> <th data-bbox="327 1021 611 1115">Payee</th> <th data-bbox="611 1021 1257 1115">Purpose</th> <th data-bbox="1257 1021 1426 1115">Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="327 1115 1426 1171"><i>Payments by online banking</i></td> </tr> <tr> <td data-bbox="327 1171 611 1227">Source for Business</td> <td data-bbox="611 1171 1257 1227">Water, St Paul's Cemetery</td> <td data-bbox="1257 1171 1426 1227">£15.65</td> </tr> <tr> <td data-bbox="327 1227 611 1317">Zurich Town &amp; Parish Insurance</td> <td data-bbox="611 1227 1257 1317">Additional cover – Long Rock Memorial Hall</td> <td data-bbox="1257 1227 1426 1317">£411.77</td> </tr> <tr> <td data-bbox="327 1317 611 1406">Society of Local Council Clerks</td> <td data-bbox="611 1317 1257 1406">Membership renewal (pro rata, full cost £234)</td> <td data-bbox="1257 1317 1426 1406">£175.50</td> </tr> <tr> <td data-bbox="327 1406 611 1597">Simon Rhodes Garden and Grounds Care</td> <td data-bbox="611 1406 1257 1597">Annual maintenance, third quarterly payment St Pauls Cemetery £288.75 Amenity Area £187.55 Crowlas Cemetery £404.25 Churchtown plot £57.75</td> <td data-bbox="1257 1406 1426 1597">£938.30</td> </tr> <tr> <td data-bbox="327 1597 611 1686">Trevena Cross Nurseries</td> <td data-bbox="611 1597 1257 1686">Christmas Trees</td> <td data-bbox="1257 1597 1426 1686">£375.00</td> </tr> <tr> <td data-bbox="327 1686 611 1776">Ludgvan Parish Church</td> <td data-bbox="611 1686 1257 1776">Murley Hall Hire (November meeting plus previous amounts outstanding)</td> <td data-bbox="1257 1686 1426 1776">£40.00</td> </tr> <tr> <td data-bbox="327 1776 611 1865">E H Rich</td> <td data-bbox="611 1776 1257 1865">Footpaths maintenance, second instalment for second cuts.</td> <td data-bbox="1257 1776 1426 1865">£1,274.13</td> </tr> <tr> <td data-bbox="327 1865 611 1921">Louise Dowe</td> <td data-bbox="611 1865 1257 1921">Clerk's salary November 2021 (Note 1)</td> <td data-bbox="1257 1865 1426 1921">£1,542.16</td> </tr> <tr> <td data-bbox="327 1921 611 1977">HMRC</td> <td data-bbox="611 1921 1257 1977">PAYE/NI month 9 (Note 3)</td> <td data-bbox="1257 1921 1426 1977">£504.08</td> </tr> <tr> <td data-bbox="327 1977 611 2022">Louise Dowe</td> <td data-bbox="611 1977 1257 2022">Clerk's expenses November 2021 (Note 2)</td> <td data-bbox="1257 1977 1426 2022">£55.51</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>Payments by online banking</i>			Source for Business	Water, St Paul's Cemetery	£15.65	Zurich Town & Parish Insurance	Additional cover – Long Rock Memorial Hall	£411.77	Society of Local Council Clerks	Membership renewal (pro rata, full cost £234)	£175.50	Simon Rhodes Garden and Grounds Care	Annual maintenance, third quarterly payment St Pauls Cemetery £288.75 Amenity Area £187.55 Crowlas Cemetery £404.25 Churchtown plot £57.75	£938.30	Trevena Cross Nurseries	Christmas Trees	£375.00	Ludgvan Parish Church	Murley Hall Hire (November meeting plus previous amounts outstanding)	£40.00	E H Rich	Footpaths maintenance, second instalment for second cuts.	£1,274.13	Louise Dowe	Clerk's salary November 2021 (Note 1)	£1,542.16	HMRC	PAYE/NI month 9 (Note 3)	£504.08	Louise Dowe	Clerk's expenses November 2021 (Note 2)	£55.51
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	NEST pension scheme	Clerk's pension November 2021	£99.22
LPC.21.22.217	<b>Finance report and bank reconciliation –</b> Resolved - to note the budget monitoring report and bank reconciliation.		
LPC.21.22.218	<b>Correspondence/communications</b> - none		
LPC.21.22.219	<b>Agenda items for a future meeting</b> <ul style="list-style-type: none"> <li><i>i. Any items deferred from this meeting</i></li> <li><i>ii. Review of Cemetery Regulations and Procedures, to consider, approve and adopt a revised set of Cemetery Regulations – January meeting</i></li> <li><i>iii. Memorial Inspection Policy, to approve policy and procedures, and to implement regular inspections of memorials in parish council-run cemeteries – January meeting</i></li> <li><i>iv. Bench Policy, to consider, approve and adopt the revised Bench Policy – January meeting</i></li> <li><i>v. Review of fees and charges - Cemeteries</i></li> <li><i>vi. Review of Emergency Scheme of Delegation (January 2022)</i></li> <li><i>vii. Crowlas Cemetery – chapel building, potential future uses – to consider future potential uses</i></li> <li><i>viii. Legal support for leasehold and transfer arrangements – to appoint a solicitor to act for the council for transfers of property, leases, etc</i></li> </ul>		
	Meeting closed: 8.00 pm	Signed by Chairman: .....	