

# Ludgvan Parish Council

Tel: 07928 813 653

Email: [clerk@ludgvan.org.uk](mailto:clerk@ludgvan.org.uk)

## Minutes – 11 May 2022

Minutes of the annual meeting of the Ludgvan Parish Council, held on Wednesday 11 May 2022 at 7.00 pm at the Murley Hall, Ludgvan.

**Present:** Councillors: R Mann (Chairman), S Elliott (Vice-Chairman), A Branchett, C Cartwright, J Mayall, S Miucci, J Munday, R Porter, A Segal.

**Cornwall Councillor attendance:** C.Cllr L Taylor

**Officer support:** Clerk/RFO to the parish council

Minute No.	AGENDA ITEMS
LPC.22.23.1	<b>Election of Chairman of the Council for council year 2022/23</b> <b>Resolved</b> – that Cllr Roy Mann will be Chairman of the Council for 2022/2023.
LPC.22.23.2	<b>Election of Vice-Chairman of the Council, for council year 2022/23</b> <b>Resolved</b> – that Cllr Simon Elliott will be Chairman of the Council for 2022/2023.
LPC.22.23.3	<b>Apologies for absence</b> – were received from Cllrs Price-Jones (work commitment), Payne (work commitment).
LPC.21.22.4	<b>Declarations of Interest:</b> - None.
LPC.21.22.5	<b>To approve written requests for dispensation</b> - None
LPC.21.22.6	<b>Public Speaking</b> - None
LPC.21.22.7	<b>Cornwall Councillor reports</b> <u>St Ives East, Lelant &amp; Carbis Bay</u> C.Cllr Taylor's update report included: <ul style="list-style-type: none"><li>- calls for a Crowlas bypass would be considered at the May meeting of the Cabinet</li><li>- households on Bands A – D who pay council tax by direct debit had received their £150 utility energy rebate, and the rebate payments were now being rolled out to those eligible who paid by cash or standing order</li><li>- government funding to help children who receive free school meals had been received, payments to families of £80 per child would be made</li><li>- pleased to support the Ludgvan Jubilee events, and a reminder that the Community Chest fund for the year was open for applications</li><li>- 'Meet the Leader' events would be held across Cornwall, the first to be in Penzance</li><li>- Cornwall Council was continuing its application for the County Deal</li></ul> Questions from Members:

	<p><b>Benches removed from Long Rock</b> – originally funded through £1,000 Community Chest and a contribution from the parish, the benches at Long Rock had been removed as part of the recent cycleway improvements. Requests had already been made to Cornwall Council for the benches to be returned to the parish for re-use, or, if they have been disposed of, for the parish to be paid the money to enable like for like benches to be purchased and installed elsewhere in the parish. Cllr Taylor undertook to follow up this request.</p> <p><b>Long Rock – walkabout with Cornwall Council ward member</b> Cllr Branchett was trying to arrange with Cllr Sherfield-Wong to have a walkabout in Long Rock, to help raise local matters of concern.</p> <p><b>Devolution of Long Rock beach public toilets</b> – Cllr Taylor undertook to remind officers and see what can be done to help move this devolution project forward. The parish council advised that as there will be an officer cost to Cornwall Council, then political pressure may need to be applied.</p> <p><b>Pods for homeless people</b> – It was asked whether the rumoured housing pods for homeless people off the Newtown Roundabout reflected actual plans. Cllr Taylor advised that this was an option being pursued. Cllrs raised concern that the site was isolated, not on any bus routes, and not a suitable location.</p> <p><u>Ludgvan, Madron, Gulval &amp; Heamoor</u></p> <p>C.Cllr George had sent his apologies, offering update report by email instead, and asking for any updates on highways safety works and what he can do on behalf of the parish council to move this forward. Also a reminder that Community Chest funding applications for the year were open.</p>
LPC.21.22.8	<p><a href="#"><b>Minutes of the meeting of the Council held on 13 April 2021</b></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>
LPC.22.23.9	<p><b>Clerk’s update report</b> – see separate report</p> <p>Members noted the report circulated prior to the meeting.</p> <p>It was noted that the new bench had been installed at Long Rock, and that there had already been good feedback. Cllrs expressed their appreciation to the local contractor who had carried out the installation work.</p> <p>The Clerk reported that the three-part pest control treatment at Church Hill allotments had been carried out, but that there had been further complaints at rats in neighbouring properties since the treatment. It was <b>agreed</b> that at this stage there would be no further rat control work at the site, the site to be monitored for a few month, the expectation being that rats disperse in the summer months, and to ask allotment tenants to take more care to discourage rats on their allotments.</p>
LPC.22.23.10	<p><b>Reports from Councillors as representatives on outside bodies</b> None.</p>
LPC.21.22.11	<p><b>To co-opt to vacancy on the council – Lelant Ward (1 vacancy)</b></p> <p>As there had been no applications received, it was <b>Agreed</b> to defer this item to the next meeting.</p>

LPC.21.22.12	<b>Planning Applications</b>	
	(a)	<p><a href="#">PA22/02139</a> – Hogus House, Church Hill, Ludgvan, Penzance TR20 8EZ – TPO treeworks to 6 x sycamores, 1 x elm, 2 x holly, 1 x ash.</p> <p><b>Resolved</b> – no objection.</p>
	(b)	<p><a href="#">PA22/03574</a> – Chy An Brea, B3311 between Badgers Cross and Nancedra Hill, Castle Gate, Ludgvan – Change of Use of land for stationing of 3 shepherds huts and re-siting of container for use as meeting room, education centre and tea room for educational visits to farm.</p> <p><b>Resolved</b> – application supported.</p>
	(c)	<p><a href="#">PA22/03790</a> – Sports field and land at Long Rock, Long Rock – Reserved matters application for approval of landscaping details following outline consent <a href="#">PA19/06270</a> dated 29/10/2021</p> <p><b>Resolved</b> – that the parish council is supportive of much of the planting, provided that changes are made to the landscaping proposals in line with the following:</p> <ul style="list-style-type: none"> <li>- the hedges need to be planted with native hedging, such as Damson and Blackthorn</li> <li>- the parish council should have an input on the planting around the community hall, any areas which the parish council will maintain in future</li> <li>- trees need to be hardy and able to withstand the salt-air environment (eg Monterey Pines rather than oak)</li> <li>- planting should have longevity (eg geraniums will not last more than a season in this environment)</li> <li>- importantly, planting needs to take into account the nearby SSSI and so avoid planting that could spread and affect this important habitat.</li> </ul>
	(d)	<p><a href="#">PA22/03789</a> – Sports field and land at Longrock, Long Rock TR20 8JQ – Outline planning application for proposed residential development of 154 dwellings, to include access, layout, scale and appearance with landscaping reserved with variation of Condition 3 in respect of decision notice PA19/06270 dated 28.10.21. Application reference number <a href="#">PA19/06270</a>. Date of Decision 29/10/21.</p> <p>Condition Number: Condition 3 and associated plan list</p> <p>Condition Removal: To secure amendments to the approved layout and dwelling design. Remove reference to the approved plan list on PA19/06270 and include reference to the amended plans referred to on the submitted drawing list.</p> <p><b>Resolved</b> – that the parish council reserves comment on this application until the following concerns have been addressed (set out below). The parish council invites the applicant to meet with the parish council to discuss. Concerns:</p> <ul style="list-style-type: none"> <li>- the proposed community building is too small to accommodate the range of uses anticipated for it, and being located elsewhere on the site could be preferable</li> <li>- the parish council would be willing to discuss with the applicant alternative options for the provision of the community building, including alternative locations either on-site or off-site</li> </ul>

	<p>- the parish council considers that the trigger for the s.106 obligation should be implemented at the 50% occupancy stage, not moved back to the 75% occupancy stage.</p> <p>Cllr Branchett requested that it be recorded in the Minutes that he raised concern that the proposed community hall was not of sufficient size and location within the site to be a suitable community building.</p>
	<p>(e) <a href="#">PA22/04201</a> – Vellanoweth Cottage, road between Angwinack and Lower Quarter, Vellanoweth, Ludgvan – Partial demolition of existing conservatory and flat roof. Construction of flank extension.</p> <p><b>Resolved</b> – that the parish council objects to the application. The design is not considered to be in keeping with the existing building and there are concerns that the proposed extension has a roof height which appears higher than the roof height of the main building.</p>
LPC.21.22.13	<p><b>Bank Signatories</b></p> <p><b>Resolved</b> – that as there had been no change in Council Chairman and Vice-Chairman, bank signatories remain the same and so no change is needed to the bank mandate.</p>
LPC.21.22.14	<p><b>To receive the Internal Audit Report for the year ended 31 March 2022</b></p> <p>Members considered the internal audit report, circulated prior to the meeting.</p> <p><b>Resolved</b> – that the Internal Audit report 2021/22 be received and noted, and that thanks be passed on to Barbara Gorau for the professional internal audit process that she had carried out.</p>
LPC.21.22.15	<p><b>To approve the Annual Governance Statement 2021/2022 for signing by the Chairman</b></p> <p><b>Resolved</b> – that the council approves the Annual Governance Statement 2021/22 and authorises signature by the Chairman.</p>
LPC.21.22.16	<p><b>To approve the Accounting Statements 2021/2022 for signing by the Chairman</b></p> <p><b>Resolved</b> – that the council approves the Accounting Statements and authorises signature by the Chairman.</p>
LPC.21.22.17	<p><b>To approve the Annual Return for the year ended 31 March 2022</b></p> <p><b>Resolved</b> – that the council instructs the clerk to submit the Annual Governance and Accountability Return (AGAR) to external auditors, PKF Littlejohn.</p>
LPC.21.22.18	<p><b>To approve a Reserves Policy (a requirement identified in the audit process)</b></p> <p>Members considered the draft Reserves Policy circulated prior to the meeting.</p> <p><b>Resolved</b> – that the Reserves Policy is adopted.</p>
LPC.21.22.19	<p><b>Review the order of agenda and meeting end-times</b></p> <p>Members considered the proposal circulated with the report papers before the meeting, and agreed that a 2 hour limit on meeting times would help to focus discussion and would be more comfortable for those attending, noting that beyond 2 hours there should be comfort breaks / refreshments.</p> <p><b>Resolved</b> – that in future, meetings would:</p>

	<ol style="list-style-type: none"> <li>1) have a start time of 6.45pm</li> <li>2) be limited to 2 hours, and so time-specific items to be included earlier in the agenda</li> <li>3) for a meeting to extend beyond 2 hours will require agreement, by a vote of councillors present.</li> </ol>																																	
LPC.21.22.20	<p><b>Appointments to <a href="#">Committees, Working Groups</a> and Outside Bodies</b></p> <p><b>Resolved</b> - All committee, working group and outside bodies memberships remain the same as previous year, except Speedwatch (Cllr Price-Jones stepping down, Cllr Segal may join).</p>																																	
LPC.21.22.21	<p><b>Schedule of Payments</b></p> <p><b>Resolved</b> - to approve the payments to be made, as set out in the schedule appended to this agenda.</p> <table border="1" data-bbox="343 712 1449 1339"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>To be paid by online banking payment</i></td> </tr> <tr> <td>Simon Rhodes Garden and Grounds Care</td> <td>Overgrowth clearance at Crowlas Chapel Sexton works at SPC and Crowlas cemeteries</td> <td>£174.00</td> </tr> <tr> <td>Barbara Gorau</td> <td>Internal Audit fee 2021/22</td> <td>£160.00</td> </tr> <tr> <td>Ludgvan Parish Church</td> <td>Murley Hall Hire (April meeting)</td> <td>£24.00</td> </tr> <tr> <td>Louise Dowe</td> <td>Clerk's salary April 2022</td> <td>£1,552.83</td> </tr> <tr> <td>HMRC</td> <td>PAYE/NI month 2</td> <td>£416.39</td> </tr> <tr> <td>Louise Dowe</td> <td>Clerk's expenses April 2022</td> <td>£68.56</td> </tr> <tr> <td colspan="3"><i>Direct debits</i></td> </tr> <tr> <td>NEST pension scheme</td> <td>Clerk's pension April 2022</td> <td>£101.59</td> </tr> <tr> <td>Source for Business</td> <td>Water – Church Hill Allotments</td> <td>(£1,750.80) New bill awaited.</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>To be paid by online banking payment</i>			Simon Rhodes Garden and Grounds Care	Overgrowth clearance at Crowlas Chapel Sexton works at SPC and Crowlas cemeteries	£174.00	Barbara Gorau	Internal Audit fee 2021/22	£160.00	Ludgvan Parish Church	Murley Hall Hire (April meeting)	£24.00	Louise Dowe	Clerk's salary April 2022	£1,552.83	HMRC	PAYE/NI month 2	£416.39	Louise Dowe	Clerk's expenses April 2022	£68.56	<i>Direct debits</i>			NEST pension scheme	Clerk's pension April 2022	£101.59	Source for Business	Water – Church Hill Allotments	(£1,750.80) New bill awaited.
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LPC.21.22.22	<p><b>Ludgvan Horticultural Show 2022</b></p> <p>After considering the invitation from the Show organisers for the parish council to be involved once again in this annual event, it was</p> <p><b>Resolved</b> – that</p> <ol style="list-style-type: none"> <li>1. the council agrees to contribute Mole Valley Farmers vouchers to the Ludgvan Horticultural Society show: <ol style="list-style-type: none"> <li>a) £10 Most Improved Allotment (judged by Horticultural Society Committee)</li> <li>b) £10 Vegetable Top Tray (judged by Horticultural Society Committee)</li> <li>c) £15 Best Allotment (first prize)</li> <li>d) £10 Best Allotment (second prize)</li> <li>e) £5 Best Allotment (third prize); and</li> </ol> </li> </ol>																																	

	2. 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	
LPC.22.23.23	<b>Community Speedwatch update</b> <i>Deferred to next meeting.</i>	
LPC.22.23.24	<b>Update on Long Rock traffic improvements</b> Cllr Elliott reported that the consultation was expected in May. Noted.	
LPC.22.23.25	<b>Update on Crowlas 30mph improvements</b> No further update available – noted.	
LPC.22.23.26	<p><b>Update from the A30 Action Group</b></p> <p>It was noted that in view of the competition for funds and the need to try to get the St Erth to Newtown A30 route review prioritized, it would be necessary that a consistent message is given, that an alternative route is needed.</p> <p><b>Resolved</b> – that the clerk is instructed to write to George Eustice MP to make him aware of the parish council’s position statement on the A30 and to seek his support in helping to ensure that this becomes a priority for National Highways and Cornwall Council.</p>	
LPC.21.22.27	<p><b>Agenda items for a future meeting</b></p> <ul style="list-style-type: none"> <li>i. Adoption of a Social Media Policy</li> <li>ii. Any other matters deferred from this meeting, or agreed at this meeting</li> </ul>	
LPC.21.22.28	<p><b>Exclusion of the press and public</b></p> <p><b>To Resolve:</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.21.22.29	<p><b>Repairs to the chapel building at Crowlas Chapel</b></p> <p><i>To consider any quotes received for the repair works, to receive the asbestos report, and to agree any actions necessary.</i></p> <p>The clerk reported on the difficulties in sourcing quotes from builders, despite having sent invitations to quote directly to a number of local builders, and advertising the contract online, on Contracts Finder. Where responses had been received, the majority had explained that they would not be available to work for a number of months, and that quotes were not given for works that far in advance due to escalating costs of materials.</p> <p>One quote had been received, and a second company had visited the site and was expected to be sending through a quote soon.</p> <p>It was <b>Agreed</b> – that the clerk will send the tender documents to councillors for information.</p> <p>It was also <b>Agreed</b> – that the clerk will send councillors copies of the asbestos survey and that quote that had been received to date.</p>	
	Meeting closed: 8.25 pm	Signed by Chairman: .....