

Ludgvan Parish Council

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Minutes – 12 October 2022

Minutes of the monthly meeting of Ludgvan Parish Council, held on Wednesday 12 October 2022 at 6.45pm at the Murley Hall, Ludgvan

Present: Councillors: R Mann (Chairman), C Cartwright, J Mayall, S Miucci, J Munday, R Porter, C Price-Jones, A Segal

Cornwall Councillor/s attending: C.Cllr A George (apologies from C.Cllrs Taylor and Sheffield-Wong)

Officer support: Clerk/RFO to the parish council

Minute no.	AGENDA ITEMS
	Chairman's Announcements – the Chairman welcomed all to the meeting.
LPC22.23.150	Apologies for absence – were received from Cllrs Branchett (other commitment), Elliott (attending another meeting), Payne (attending a graduation ceremony).
LPC22.23.151	Declarations of Interest: None.
LPC22.23.152	To approve written requests for dispensation – none.
LPC22.23.153	Public Speaking - none.
LPC22.23.154	<p>Cornwall Councillor reports –</p> <p>Written update reports had been received from the ward members for Long Rock, Marazion & St Erth and for St Ives East, Lelant & Carbis Bay</p> <p><u>Ludgvan, Madron, Gulval & Heamoor</u> – C.Cllr George gave an update which included:</p> <ul style="list-style-type: none"> - Waiting for the outcome of funding bids for highway improvements in the parish - The CC Health and Social Care Overview and Scrutiny Committee were working on integrating health and social care provision in the county, a challenging project. It was important to achieve increased capacity in social care and nursing homes, to relieve the pressure on Treliske, and the increase in avoidable deaths and life limiting conditions through delays in ambulances being able to bring patients to A&E - A recent visit to the new 33 bed nursing home on the old Bolitho site, it was good to see the new nursing care beds being provided in a modern, purpose built facility, albeit that there were nursing care beds being lost in other areas locally <p>C.Cllr George answered questions relating to the need to relieve the pressure on the NHS in Cornwall, concern at the stop-start approach to rebuilding the mother and baby unit at Treliske, delays in providing the a new outpatient facility at West Cornwall Hospital, and the number of helicopter flights over areas of the parish.</p>

LPC22.23.155	<p><u>Minutes of the meeting of the Council held on 28 September 2022</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>
LPC22.23.156	<p>Clerk's update report</p> <p>The report circulated prior to the meeting was noted.</p> <p>Updates at the meeting:</p> <ul style="list-style-type: none"> - The new manager of the heliport had offered the chance for cllrs to visit the heliport, suggesting late November, when the new operator would be in place - The addition of Cllr Porter as bank signatory had not yet been completed by the bank, the clerk had asked that this request be escalated as delays had been caused by the bank - A meeting with the quarry would be arranged for a date in November - Road improvements (February meeting, Minute 255) – Cllr Price-Jones was arranging to meet with Aecom and it was hoped that the highway improvement scheme would be completed by March 2024. - Cllr Mayall would circulate the response received from South West Water following concerns raised at sea water quality at Long Rock, with SWW representative to review the information used in a recent SWW report. Further update from SWW to follow.
LPC22.23.157	<p>Reports from Councillors as representatives on outside bodies</p> <p><u>Calls to re-open a railway station at Marazion</u></p> <p>Cllr Munday reported that a meeting with the ward member and MP had been planned but was being rescheduled. A report would be given once the meeting had been held. Noted.</p> <p><u>Stakeholders meeting – Penzance Heliport</u></p> <p>Cllr Mann reported on the stakeholders meeting held the previous day. They had been introduced to the new Chief Executive and the new heliport manager. Both were keen to develop good communications with local residents. The neighbouring resident who had raised her concerns at the last parish council meeting had attended the stakeholders meeting, given details of her complaints and the data collected, and the management at the heliport had answered many questions at the meeting, with an offer to meet with her to go through the rest of the issues in detail at a later date.</p> <p>Records were kept of all flights for six years. Cornwall Council were understood to be monitoring the operation of the heliport, in line with the planning permission granted.</p> <p>It was reported that all flights operated by the commercial operator at the heliport were within the stated noise limits and followed the flight paths agreed in the planning permission.</p> <p>The previous operators had not scheduled sufficient winter maintenance and so the main helicopter had been replaced by two others over the summer, while maintenance was carried out. This should not be the case in future years.</p> <p>The new operators would be using two 9-seater helicopters, with similar sound levels to the current helicopters. There would be a maximum of 17 round trips per day. Noted.</p>
LPC22.23.158	<p>To co-opt to vacancy on the council – Lelant Ward (1 vacancy)</p> <p>No applications received.</p>

LPC22.23.159	Planning Applications																												
	(a)	<p>PA22/08711 – Land rear of Gopreva, Lelant Downs, Hayle – Outline planning permission for up to two dwellings with all matters reserved, except for access.</p> <p>Resolved – that the parish council objects to this application. Concern that there is no Design & Access Statement. There is poor access to the site. No information was given on the proposed materials to be used. Development on this site would be considered to be development in the countryside.</p>																											
	(b)	<p>PA22/05109 – White Hart Inn, Church Hill, Ludgvan TR20 8EY – Listed Building Consent to build a new all-weather timber canopy structure with translucent roof for outdoor dining.</p> <p>Resolved – that the parish council supports the proposed structure but has concerns at the potential for increased noise nuisance for local residents, especially when there is music played outdoors.</p>																											
	(c)	<p>PA22/05108 – White Hart Inn, Church Hill, Ludgvan TR20 8EY – Proposed new all-weather timber canopy structure with translucent roof, laying of hard paving with gravel interspersed to replace existing timber decking and extension of service-storage space to provide additional space.</p> <p>Resolved – that the parish council supports the proposed structure but has concerns at the potential for increased noise nuisance for local residents, especially when there is music played outdoors.</p>																											
	(d)	<p>PA22/08369 – Land at Mushroom Farm, Long Rock, Penzance – Certificate of Lawfulness for continued occupation in excess of 10 years in breach of 1/92/P/0782/FA Condition 3</p> <p>No evidence to offer.</p>																											
LPC22.23.160	<p>Schedule of Payments</p> <p>Resolved - to approve the payments to be made, as set out in the payments schedule</p> <table border="1" data-bbox="306 1323 1428 1912"> <thead> <tr> <th data-bbox="306 1323 671 1406">Payee</th> <th data-bbox="671 1323 1161 1406">Purpose</th> <th data-bbox="1161 1323 1428 1406">Total payable (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="306 1406 1428 1462"><i>To be paid by online bank payments:</i></td> </tr> <tr> <td data-bbox="306 1462 671 1518">PKF Littlejohn LLP</td> <td data-bbox="671 1462 1161 1518">External audit fee 2021/22</td> <td data-bbox="1161 1462 1428 1518">£360.00</td> </tr> <tr> <td data-bbox="306 1518 671 1574">Ludgvan Parish Church</td> <td data-bbox="671 1518 1161 1574">Murley Hall Hire (October meeting)</td> <td data-bbox="1161 1518 1428 1574">£24.00</td> </tr> <tr> <td data-bbox="306 1574 671 1659">Louise Dowe</td> <td data-bbox="671 1574 1161 1659">Clerk's salary September 2022 (Note 1)</td> <td data-bbox="1161 1574 1428 1659">£1,606.24</td> </tr> <tr> <td data-bbox="306 1659 671 1715">HMRC</td> <td data-bbox="671 1659 1161 1715">PAYE/NI month 7 (Note 3)</td> <td data-bbox="1161 1659 1428 1715">£489.52</td> </tr> <tr> <td data-bbox="306 1715 671 1800">Louise Dowe</td> <td data-bbox="671 1715 1161 1800">Clerk's expenses September 2022 (Note 2)</td> <td data-bbox="1161 1715 1428 1800">£64.97</td> </tr> <tr> <td colspan="3" data-bbox="306 1800 1428 1856"><i>To be paid by Direct Debit</i></td> </tr> <tr> <td data-bbox="306 1856 671 1912">NEST pension scheme</td> <td data-bbox="671 1856 1161 1912">Clerk's pension, September 2022</td> <td data-bbox="1161 1856 1428 1912">£101.59</td> </tr> </tbody> </table>		Payee	Purpose	Total payable (inc VAT)	<i>To be paid by online bank payments:</i>			PKF Littlejohn LLP	External audit fee 2021/22	£360.00	Ludgvan Parish Church	Murley Hall Hire (October meeting)	£24.00	Louise Dowe	Clerk's salary September 2022 (Note 1)	£1,606.24	HMRC	PAYE/NI month 7 (Note 3)	£489.52	Louise Dowe	Clerk's expenses September 2022 (Note 2)	£64.97	<i>To be paid by Direct Debit</i>			NEST pension scheme	Clerk's pension, September 2022	£101.59
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LPC22.23.161	<p>DMMO Consultation – Claimed addition of Restricted Byways and upgrade of existing Public Footpath 45 Towednack to a Restricted Byway at Nancedra in the parishes of Towednack and Ludgvan (WCA 671, 672 & 673)</p> <p>Members considered the Definitive Map Modification Order consultation.</p> <p>Resolved – that the parish council has no evidence to offer in relation to this consultation.</p>
LPC22.23.162	<p>Raised planters in Long Rock</p> <p>Members considered an offer from Cornwall Council for the parish council to take on responsibility for four raised planters in Long Rock. When discussing this item it was noted that the planters could be maintained either by volunteers, if there were local people or businesses willing to take this on, or by asking the grounds contractor to quote to increase their contract.</p> <p>Resolved – that this item be deferred to the next meeting, to give time to make enquiries locally, to establish whether any local volunteers or businesses would be willing to carry out maintenance such as weeding, and perhaps occasional planting.</p>
LPC22.23.163	<p>Sewage Pollution at Long Rock beach – complaint to South West Water</p> <p>Cllr Mayall gave an update on the latest response from South West Water, that they were checking the information published in a recent report and would send a further response once they had reviewed this information. South West Water had advised that water quality in the area remained good. Councillors referred to anecdotal experience that this summer the water quality had seemed worse than in recent years. Cllr Mayall advised that he would circulated the emailed correspondence received from SWW.</p> <p>Agreed that the situation would be kept under review at the next meeting.</p>
LPC22.23.164	<p>Future use of phone box at Whitecross</p> <p>Cllr Miucci noted that the former phone box had been painted and was now in a good condition. It was agreed that a suitable use for the phone box would be for a noticeboard and book swap.</p> <p>Resolved – that the council’s footpaths/handyman contractor be asked to provide a quote for installing 3 shelves and a noticeboard in the phone box.</p>
LPC22.23.165	<p>Lottery funding application – Crowlas Cemetery project</p> <p>Agreed – to defer this item to the next meeting, to consider in relation to the Levelling Up fund application process, details of which were expected from Cornwall Council in the coming days.</p>
LPC22.23.166	<p>Maintenance of Cemetery Gates - <i>To consider and agree a plan to paint the cemetery gates – St Paul’s Cemetery and Crowlas Cemetery</i></p> <p>Noting that the cemetery gates at Crowlas and St Paul’s (Ludgvan) cemeteries needed to be treated for rust and painted, but that no quotes had been received in response to the invitation to quote to local painters, it was</p> <p>Agreed – that the kind offer of Cllrs Branchett and Mayall to paint the gates would be taken up. Expense of materials to be paid by the parish council. Noting that there were a number of sets of gates, this item to be reviewed at the next meeting as it might not be feasible to all to be covered under voluntary work.</p>

LPC22.23.167	<p>Ludgvan Community Land Trust</p> <p>Cllr Price-Jones reported that the Ludgvan Community Land Trust had been set up and registered. It would take time to get fully up and running as there were online training courses and sources of information to work through, and this was underway. There would need to be two sub-groups set up, one for funding and the other for the work to secure land and build housing. The Ludgvan CLT was not yet in a position to call for land. It was noted the Cllr Mayall is also willing to help get the Ludgvan CLT up and running.</p> <p>Councillors thanked Cllr Price-Jones for his efforts to date, in getting the Ludgvan CLT set up, and the work that is involved in progressing to the next stage.</p>
LPC22.23.168	<p>Community Speedwatch Update</p> <p>Cllr Segal reported that there were delays in getting set up on the Speedwatch system and that it now seemed that the best way forward would be to start the application process again, to avoid any glitches. Noted.</p>
LPC22.23.169	<p>Update on proposed Long Rock traffic improvements</p> <p>No report.</p>
LPC22.23.170	<p>Planning rules</p> <p>Cllr Cartwright made a proposal to amend the Ludgvan Parish Design Statement: <i>‘at page 16 remove the words “Existing building lines shall be respected and no new development shall exceed two storeys.”</i> He questioned the definition of the word ‘storeys’ as used in the design statement.</p> <p>During the discussion it was noted that the Ludgvan Parish Design Statement is a supplementary paper to the Ludgvan Neighbourhood Plan, it had been written and adopted by the parish council, and so it was within the purview of the parish council to make amendments to it.</p> <p>It was noted that the intention of the design statement had been to avoid three-storey houses which would alter the roof-line of settlements, but that the use of roof-space as living space in a two-storey property would be acceptable, if possible in line with building regulations.</p> <p>Resolved – that the wording on page 16 of the Ludgvan Parish Design Statement be amended to read: ‘Existing building lines shall be respected and no new development shall exceed two storeys, however loft conversions or habitable rooms in the loft may be allowed.’</p>
LPC22.23.171	<p>Joint working with Marazion Town Council</p> <p>No update.</p>
LPC22.23.172	<p>Arrangements for binding of the Condolence Book</p> <p>Agreed – to defer this item to the next meeting, pending quotes from local companies.</p>
LPC22.23.173	<p>Conclusion of Audit 2021/2022</p> <p>Members noted the external audit completion letter from PKF Littlejohn and the publication of the Notice of Completion of Audit.</p>

LPC22.23.174	<p>Review of Standing Orders and Financial Regulations</p> <p><u>Standing Orders</u></p> <p>Members considered the revised version of Standing Orders, based on the NALC issued 2022 revision of the Model Standing Orders and including the Ludgvan parish-specific elements in the council's existing standing orders.</p> <p>Resolved – that council approves and adopts the September 2022 version of Standing Orders.</p> <p><u>Financial Regulations</u></p> <p>The clerk had reviewed the current version of the council's Financial Regulations, noting that they were based on the current model Financial Regulations (2019 edition).</p> <p>Resolved – that the council approves and adopts the following amendments to be made to the council's Financial Regulations:</p> <p style="padding-left: 40px;">At paragraph 3.2, insert 'where appropriate' at the beginning of the sentence.</p> <p style="padding-left: 40px;">At paragraph 4.1, increase the expenditure authority limit for the Clerk, in conjunction with chair of council or chair of relevant committee, to below £500 (replacing £250).</p>
LPC22.23.175	<p>Social Media Policy</p> <p>The council had recently started actively using social media. After considering the draft policy circulated prior to the meeting, it was</p> <p>Resolved – that the council approves and adopts the Social Media Policy.</p>
LPC22.23.176	<p>Absence Policy</p> <p>Members noted that it was good practice to have an absence policy in place, and after considering the draft policy circulated prior to the meeting, it was</p> <p>Resolved – that the council approves and adopts the Absence Policy.</p>
LPC22.23.177	<p>Dignity at Work Policy</p> <p>Having signed up to the Civility and Respect Pledge, one of the requirements is for the council to adopt a Dignity at Work Policy. After considering the draft policy circulated prior to the meeting, it was</p> <p>Resolved – that the council approves and adopts the Dignity at Work Policy.</p>
LPC22.23.178	<p>Finance report and bank reconciliation</p> <p>Resolved – to note the finance report and bank reconciliation.</p>
LPC22.23.179	<p>Correspondence/communications – none</p>
LPC22.23.180	<p>Agenda items for a future meeting</p> <ul style="list-style-type: none"> <i>i.</i> Any items deferred from this meeting <i>ii.</i> Budget and precept setting (November meeting)
LPC22.23.181	<p>Exclusion of the press and public</p> <p>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.</p>

LPC22.23.182	<p>Repairs to the chapel building at Crowlas Cemetery - <i>To consider quotes received for the repair works</i></p> <p>The clerk reported that numerous local building firms had been invited to quote for the works to repair the chapel building at Crowlas Cemetery, and that the opportunity had been advertised on the online platform, Contracts Finder. An overview was given of the quotes received.</p> <p>It was noted that it was hoped to secure grant funding towards the total cost of the works and so a contract would not be confirmed at this stage, however the preferred contractor would be advised that they had been selected in order to open discussion on potential start and completion dates for the repair works.</p> <p>Of the two quotes on the shortlist, the lower quote was agreed as the quote to be accepted, provided that detailed checks of the quote against the original specification were satisfactory. On this basis, it was</p> <p>Resolved – that</p> <ol style="list-style-type: none"> 1) at this stage the preferred contractor would be notified in order to open discussion on potential start and completion dates, but decision on commissioning of works to be reserved until grant funding applications had been decided; and 2) the decision on the preferred contractor to be deferred to the clerk in consultation with Cllrs Price-Jones, Mann and Porter, to enable detailed checking of the quote against the specification of works. 	
	Meeting closed: 8.25 pm	Signed by Chairman: