

Ludgvan Parish Council

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Agenda – 10 May 2023

To Members of Ludgvan Parish Council:

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

Dear Councillor

You are summoned to the **annual meeting** of Ludgvan Parish Council on **Wednesday 10 May 2023 at 6.45pm**, to be held in the **Murley Hall, Ludgvan**, for the purpose of transacting the following business. *(Note that the start time of the meeting may be delayed if waiting for the Murley Hall to clear after the Annual Meeting of Electors, which precedes it.)*

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that while every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

Yours sincerely

Louise Dowe

Louise Dowe
Clerk to the Council
3 May 2023

AGENDA

Chairman's Announcements

AGENDA NO.	AGENDA ITEMS
LPC23.24.1	Apologies for absence
LPC23.24.2	Election of Chair of the Council for council year 2023/24
LPC23.24.3	Election of Vice-Chair of the Council for council year 2023/24
LPC23.24.4	Declarations of Interest: <i>Members to declare disclosable pecuniary interests and non-registerable interests (including details thereof) in respect of any items on this agenda, including any gifts or hospitality exceeding £25.</i>
LPC23.24.5	To approve written requests for dispensation
LPC23.24.6	Public Speaking <i>(up to 15 minutes in total)</i>

LPC23.24.7	Cornwall Councillor reports - <i>To note written reports from Cornwall Council Ward Members circulated prior to the meeting, and to receive further update verbally at the meeting. <u>Long Rock, Marazion & St Erth / Ludgvan, Madron, Gulval & Heamoor / St Ives East, Lelant & Carbis Bay</u></i>
LPC23.24.8	Minutes of the meeting of the Council held on 12 April 2023 <i>(to follow)</i> To resolve – that the minutes of the meetings 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.
LPC23.24.9	Clerk’s update report – to follow.
LPC23.24.10	Reports from Councillors as representatives on outside bodies
	ITEMS FOR DECISION:
LPC23.24.11	To co-opt to vacancies on the council – Crowlas Ward (1 vacancy) and Long Rock Ward (1 vacancy) <i>To consider applications received with the aim of co-opting to fill the vacancies on the council.</i>
LPC23.24.12	To receive declarations of Acceptance of Office, and written agreement to observe the Council’s Code of Conduct - <i>if co-options are made, then these declarations must be made before the new Councillors can join the meeting and act in the capacity as Councillor.</i>
	PLANNING
LPC23.24.13	Planning Applications
	a) PA23/02784 – 2 Bowglas Close, Ludgvan – Construction of ground floor and first floor rear extensions
	b) PA23/02571 – Land south east of Glen Cairn, Ludgvan TR20 8AJ – Construction of a dwelling
	c) PA23/03196 – Carntiscoe Barns, Carntiscoe Road, Lelant Downs, Hayle – Agricultural shed and associated access track
	d) <i>Any additional planning consultations received before 5pm, Friday 5 May.</i>
LPC23.24.14	Schedule of Payments - <i>To approve the payments to be made, as set out in the payments schedule</i>
LPC23.24.15	Street Trading grant application – Miss Emma Nicholas trading as ‘Wheely Good Desserts’ – Footpath opposite Marazion Marsh – LI23_001868
	ANNUAL MEETING ITEMS
LPC23.24.16	Scheme of Delegation – <i>To approve and adopt a Scheme of Delegation</i>
LPC23.24.17	Terms of Reference for committees – <i>To approve and adopt the Terms of Reference of the council’s committees and working groups</i>
LPC23.24.18	Appointment of Members to Committees and Working Groups
LPC23.24.19	Review of Standing Orders and Financial Regulations
LPC23.24.20	Review of complaints procedure
LPC23.24.21	Review of the Council’s policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation

LPC23.24.22	Review of all other Council policies
LPC23.24.23	Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972
LPC23.24.24	To agree the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council
LPC23.24.25	Appointment of representatives to outside bodies
LPC23.24.26	Review of arrangements with other local authorities, not-for-profit bodies and businesses
LPC23.24.27	Review of Asset Register
LPC23.24.28	Review of the Council's Financial Risk Assessment
LPC23.24.29	Confirmation of arrangements for insurance cover
LPC23.24.30	Review of subscriptions to other bodies
	PARISH ISSUES
LPC23.24.31	Pre-consultation feasibility report on planned improvements for highways safety <i>To consider the draft feasibility report and initial parish council views to feed back to the Highways team at Cornwall Council</i>
LPC23.24.32	Motion: that to secure the building of a new hall free of Value Added Tax our aim is to negotiate that the section 106 money and any other funding goes directly to the charity [Cllr Cartwright]
LPC23.24.33	Monitoring of the parish council's defibrillators – <i>to consider signing up to a maintenance and inspection agreement</i>
LPC23.24.34	Ludgvan Community Land Trust [Cllr Price-Jones] - <i>To receive an update on the creation of a Ludgvan Community Land Trust and to agree any appropriate actions</i>
	PARTNERSHIP WORKING AND CONSULTATIONS
LPC23.24.35	Joint working with Marazion Town Council - <i>To receive an update on the latest joint meeting with Marazion Town Council representatives, and to agree any matters to raise at the next joint meeting</i>
	ACCOUNTS AND GOVERNANCE
LPC23.24.36	Bank Signatories – <i>To approve the authorised bank signatories and any changes to be requested to the bank mandate</i>
LPC23.24.37	To receive the Internal Audit Report for the year ended 31 March 2023 – <i>to note, and to agree any resulting actions</i>
LPC23.24.38	To approve the Annual Governance Statement 2022/23 for signing by the Chair – <i>this, and the following item, is a requirement of the external audit process</i>
LPC23.24.39	To approve the Accounting Statements 2022/23 for signing by the Chair
LPC23.24.40	To approve the Annual Return for the year ended 31 March 2023 <i>to agree for the Clerk to submit the Annual Governance and Accountability Return form to auditors BDO LLP</i>
LPC23.24.41	To approve other year end audit documents: - Conflict of interest form (BDO auditors)

LPC23.24.42	To approve the Annual Community Infrastructure Levy Report 2022/2023
LPC23.24.43	Finance report and bank reconciliation - <i>To consider and note the budget monitoring report and bank reconciliation.</i>
LPC23.24.44	Correspondence/communications i. Hayle Town Council – Request for support regarding the dumping of sewage in our seas <i>Refer to email circulated on 21 April</i>
LPC23.24.45	Agenda items for a future meeting i. Any items deferred from this meeting ii. Maintenance of public rights of way – <i>to consider feedback from the council’s contractor and feedback from councillors</i> iii. Review of banking arrangements, to include opening a savings/deposit account iv. IT support contract
	MATTERS FOR DECISION, INFORMATION EXCLUDED FROM THE PRESS AND PUBLIC
LPC23.24.46	Exclusion of the press and public <i>If necessary, 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.
LPC23.24.46	s.106 obligation for a community hall in Long Rock <i>To consider an update on recent meeting with site developers and Cornwall Council, and to agree appropriate next steps</i>