

# Ludgvan Parish Council

## Minutes – 12 July 2023

**Minutes of the monthly meeting of the Ludgvan Parish Council, held on Wednesday 12 July 2023 at 6.45pm at the Murley Hall, Ludgvan.**

**Present:** Councillors R Mann (Chairman), C Price-Jones (Vice-Chairman), C Cartwright, J Mayall, L Miucci, S Miucci, J Munday, R Porter, B Richards, J Savill.

**Cornwall Councillor attendance:** C.Cllr J Martin (Apologies from C.Cllrs George and Taylor)

**Officer support:** Clerk/RFO

Minute No.	AGENDA ITEMS
	<p><b>Chairman's Announcements</b> The Chair announced the resignation of Andrew Segal, from his role as a parish councillor due to other commitments.</p> <p>The Chair also stated that there would be a second announcement later in the meeting in private session as it included confidential information.</p>
LPC23.24.75	<b>Apologies for absence</b> – were received from Cllr Payne.
LPC23.24.76	<b><u>Declarations of Interest:</u></b> No declarations of Interest were made.
LPC23.24.77	<b>To approve written requests for dispensation</b> None
LPC23.24.78	<b>Public Speaking</b> There were no requests for public speaking.
LPC23.24.79	<p><b>Presentation – Forest for Cornwall Project Officer, Urban Communications Team</b></p> <p>The Project Officer gave an informative presentation, including:</p> <p>Benefits of trees, for the environment and the benefits to people and communities. Tree planting is one of the steps being taken to help mitigate climate change.</p> <p>Relatively low level of tree coverage in Cornwall. Target areas for improvement include Penzance and St Ives.</p> <p>Aware of the need to achieve a balance, working to increase tree coverage in urban areas, working to overcome reluctance from some, and improving uptake of tree planting.</p> <p>Working with communities in Penzance, Redruth and Newquay, identifying sites for tree planting – Cornwall Council, local council, and social housing developments.</p> <p>Working to achieve sustainability in tree planting, and so the input of local communities is valuable in helping the trees to establish in the first few years.</p> <p>Recording and mapping new planting across Cornwall. Much is on Cornwall Council land, for example county farm land. Anyone who has planted a tree since 2019 can log their tree on the Cornwall Council website.</p> <p>Original aim was to plant 8,000 hectares across Cornwall, however the new aim is to get the right tree in the right place for the right reason, with sustainability and active management being built into the overall project.</p> <p>Forest for Cornwall will give advice on any sort of planting, large or small. Happy to give advice on tree planting to farmers, eg to fill difficult corners, provide shade for livestock, etc.</p>

	<p>Funding for small planting schemes available from Forest for Cornwall (eg school projects). They can help with plans for tree planting (eg checking for underground services), and help to support with looking after trees after they have been planted – advice.</p> <p>Schemes include: Tree Guardian Scheme; Back Forest Garden Scheme (given trees for a community to give away to local residents), Landmark Tree Scheme, and Cornwall Climate and Nature Crowdfunder (eg match-funding from Cornwall Council for money raised locally).</p> <p>Process in place for planting on Cornwall Council assets, ask for permission using the form.</p> <p>Forest for Cornwall are working with Newquay to try to get tree planting on National Highways land.</p> <p>Free packs for community groups, however there is little say over which trees are in the pack.</p> <p>Questions:</p> <ul style="list-style-type: none"> <li>- Ludgvan Amenity area – could they advise on whether more trees could be planted – Yes</li> <li>- Could Forest for Cornwall help with a planting plan? - yes.</li> </ul>
LPC23.24.80	<p><b>Cornwall Councillor reports</b></p> <p>Cllr Martin, Long Rock, Marazion &amp; St Erth</p> <ul style="list-style-type: none"> <li>- Reported on the first Community Area Partnership meeting</li> <li>- Procurement, asked whether the CAP could help with procurement of defibrillators, VAS devices (traffic speed), training (eg working on the highway). The idea was supported, and it may be possible to link with the Cornwall Council procurement department.</li> <li>- Economic Growth and Development scrutiny committee – interviewed some of the portfolio holders in detail. (car park charges, affordable housing for local people, performance of Cornwall Council)</li> <li>- Carrying out site visits, believe that planning applications need site visits, not desktop review.</li> </ul>
LPC23.24.81	<p><a href="#"><u>Minutes of the meeting of the Council held on 14 June 2023</u></a></p> <p><b>Resolved</b> – 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.</p>
LPC23.24.82	<p><b>Clerk's update report</b> – noted.</p>
LPC23.24.83	<p><b>Reports from Councillors as representatives on outside bodies</b></p> <p>Cllr Porter, inaugural meeting of the new Community Area Partnership.</p> <ul style="list-style-type: none"> <li>- Representative wanted for Highways and Transport Panel – Cllr Price-Jones volunteered.</li> <li>- Finance Panel, representatives wanted</li> <li>- Spoke to a councillor from Towednack Parish Council, they would be willing to support a combined parish sign between the parishes</li> <li>- St Erth parish council may be willing to work together to achieve savings on defibrillator monitoring</li> </ul> <p>Cllr Savill reported on the Police advocacy group updates.</p> <p>Cllr Munday reported on the A30 Action Group, the funds being held have been requested to be returned to each of the original funders. This is currently being decided by those running the A30 Action Group.</p>

LPC23.24.84	Planning Applications														
	a)	<a href="#">PA23/04609</a> – Trembethow Manor, Lelant Downs, Hayle TR27 6NN – Single storey extension  <b>Resolved</b> – that the application is supported.													
	b)	<a href="#">PA22/10719</a> – Blue Horizon, Castle Gate, Ludgvan TR20 8BG – Change of use of land for haulage business, construction of Portal Frame Workshop, retention of stable block and retention of storage container for use in connection with business  <b>Resolved</b> – that the parish council objects to this application. The council remains concerned that the proposal will increase the heavy vehicle movement in this area, already an issue in this locality. Noise nuisance is a concern, for neighbouring residential and business premises. The proposal is considered inappropriate in the AONB, and is considered an overdevelopment.													
	c)	<a href="#">PA23/04749</a> – Managers Office, St Ives Holiday Village, Lelant, St Ives – Application for tree works in a Tree Preservation Order (TPO): Safety works to Ash, Turkey Oak, Sycamore, Birch and Sweet Chestnut and Pine trees.  <b>Resolved</b> – application supported, and the parish council requests that for each tree felled, it is replaced with another appropriate tree, with plans to manage the new trees, with a planning condition to cover the tree replacement requirement.													
	d)	<a href="#">PA23/04896</a> – 2 Tregender Hill, Tregender Lane, Crowlas – Refurbishment, single-storey side extension & first floor extension with small roof terrace  <b>Resolved</b> – that the parish council objects to the application for the following reasons: contrary to Ludgvan Neighbourhood Plan LUD 5a, 6b – the proposed development is not appropriate in scale and is out of character with the existing settlement; contrary to Ludgvan Neighbourhood Plan LUD 8 – the proposed development does not protect existing natural features (including mature Sycamore tree) and does not enhance biodiversity, particularly the impact on trees and hedges. Concerns also that the vehicular access to the site is not suitable, with poor visibility and not suitable for vehicles entering and leaving the site, in view of the road conditions in this area, traffic movements and the concerns that already exist for traffic safety in this area.													
	e)	<a href="#">PA23/04957</a> – 28 Chy-an-Gweal Estate, Ludgvan – Construction of Ground Floor Extension to Form Annex for Dependent Relative  <b>Resolved</b> – to support the application.													
LPC23.24.85	Schedule of Payments														
	<b>Resolved</b> - to approve the payments to be made, as set out in the payments schedule														
		<table><tr><th>Payee</th><th>Purpose</th><th>Amount payable (inc VAT)</th></tr><tr><td colspan="3">Retrospective approval – payment made before date of meeting</td></tr><tr><td>GBM Digital Technologies Ltd</td><td>Microsoft 365 Business standard – 13 licences</td><td>£1,716.00</td></tr><tr><td colspan="3">Online bank payments</td></tr></table>	Payee	Purpose	Amount payable (inc VAT)	Retrospective approval – payment made before date of meeting			GBM Digital Technologies Ltd	Microsoft 365 Business standard – 13 licences	£1,716.00	Online bank payments			
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	National Allotment Society	Annual membership subscription 2023/24	£66.00
	Simon Rhodes Garden and Grounds Care	Ann. Maint, 1 <sup>st</sup> quarter. St Paul's (£303.18), Amenity (£196.92), C cemetery (£424.46), Churchtown (£60.63)	£985.19
	TheFreeMac Ltd	Updating of Cllr ipads	£60.00
	Webmate	Domain renewal (Ludgvan.org.uk) 25.8.23 – 24.8.24 Inv. 509119	£10.20
	Ludgvan Parish Church	Murley Hall Hire (14 June meeting)	£24.00
	Simon Rhodes Garden and Grounds Care	Burial of ashes, Crowlas Cemetery, 19 June	£25.00
	Wellers Hedleys	Professional charges and disbursements – legal support, managing Trusteeship, LRMI Charity	£880.00
	Cornwall ALC Ltd	Code of Conduct Training (BR, LM)	£48.00
	Ludgvan Parish Church	Murley Hall Hire (10 July meeting)	£16.00
	Viking Direct	Stationery inv. 2715333	£37.31
	Louise Dowe	Clerk's salary June	£1,857.72
	HMRC	PAYE/NI month 4 <b>[22<sup>nd</sup> of month]</b>	£634.54
	Louise Dowe	Clerk's expenses June 2023	£59.45
	<i>Direct Debits</i>		
	NEST pension scheme	Clerk's pension June 2023	£127.84
	Source for Business	Water, Church Hill allotments (paid on 1 June)	£343.99
	Source for Business	Water, St Paul's Cemetery (paid on 13 June)	£17.77
	Source for Business	Water, Long Rock allotments (paid on 3 July)	£57.56
LPC23.24.86	<p><b>Church Hill allotments – Badger Set</b> <i>To consider steps that the parish council may take to protect the interests of the badger/s and the allotment tenants</i></p> <p>Members considered the report and noted an update, that with allotment plots having been cleared, it was apparent that there was not a new badger set in the allotment sites as had been suspected, and that the sett remains in its original position.</p> <p><b>Agreed</b> – no action needs to be taken.</p>		
LPC23.24.87	<p><b>Monitoring of the parish council's defibrillators</b> – <i>to consider signing up to a maintenance and inspection agreement</i></p> <p>Members considered the quote received from a local company and noted that there were elements of the quote which were unclear. Discussion included whether there were other</p>		

	<p>options for monitoring the defibrillators and updating their status to the Circuit (online central hub for public defibrillator information).</p> <p>It was also agreed to review the locations of the defibrillators, noting that the Station House is currently closed, and that outside of school hours the defibrillator at the school is not accessible.</p> <p><b>Agreed</b> – to bring this matter back for further consideration at a future meeting of the council.</p>
LPC23.24.88	<b>Ludgvan Community Land Trust</b> - Deferred to next meeting.
LPC23.24.89	<p><b>Maintenance of public rights of way</b></p> <p>The response from Cornwall Council to the issues reported was <b>noted</b>.</p> <p>The bridge repairs were on Cornwall Council's list of works, although the scheduling of the works was not known.</p> <p><b>Agreed:</b> The gate in need of repair is to be inspected by parish councillors who will send details through to the Clerk, for more detailed report to Cornwall Council, in order that the landowner can be contacted. Cllrs Savill and Munday to action.</p>
LPC23.24.90	<p><b>Potential use of Aggregate Fund 2023/24</b> – <i>to consider a proposed use of the Aggregate Fund, to be the basis of application for this financial year</i></p> <p><b>Resolved</b> – to request funding be directed to the Long Rock Playing Field to help their fundraising toward replacement and repair of ageing play equipment.</p>
LPC23.24.91	<p><b>Potential use of CIL funds</b> – <i>to agree potential uses for Community Infrastructure Funds received</i></p> <p>It was noted that the CIL funds need to be used within five years of being granted to the parish council. Discussion on potential uses included the idea that funds could be used for defibrillators (new, and maintenance) (eg Murley Hall, shop at Crowlas, other locations, to be considered).</p> <p><b>Agreed</b> to consider options for use of CIL funds in more detail at a future meeting.</p>
LPC23.24.92	<p><b>Community Levelling Up Funding</b></p> <p>Members received the advice from the project officers in the Good Growth team at Cornwall Council and considered re-submitting an application to seek funding for the project to bring about improvements to the Crowlas Cemetery.</p> <p><b>Resolved</b> – to apply again to the Community Levelling Up funding, for the Crowlas Cemetery project, and to seek advice from the Good Growth team on the application.</p>
LPC23.24.93	<p><b>Public Spaces Protection Order (Dogs) – consultation by Cornwall Council</b></p> <p>The Clerk updated Members on the response received from Cornwall Council, wanting the parish council to provide more information to support the request for areas in the parish to be included in the Cornwall PSPO (Dogs), and whether the parish council would be able to provide enforcement.</p> <p><b>Agreed</b> to send a response to say that there have been complaints about dogs from local residents and inclusion in the PSPO will enable signage to be put in place which will make it clear what is and what is not permitted, and will encourage responsible behaviour. The parish</p>

	council has no capacity for enforcement at the moment and so any enforcement would need to be provided by Cornwall Council, as in other areas.
LPC23.24.94	<b>Joint working with Marazion Town Council</b> – no update.
LPC23.24.95	<b>Appointment of Bank Signatory</b> - <i>following the resignation as a parish councillor of one of the bank account signatories, a replacement signatory to be appointed.</i>  There were no volunteers to take up this role, and so <b>deferred</b> to the next meeting of the council.
LPC23.24.96	<b>Training</b>  Members considered the request and <b>Resolved</b> – to approve the training and costs.
LPC23.24.97	<b>Motion: “Ludgvan Parish Council seeks to transfer the trusteeship of the Long Rock Memorial Institute charity to the residents of Long Rock, as soon as possible”</b> [Cllr Munday]  Cllr Munday noted that the Council as Corporate Trustee will be discussing this matter at a separate meeting, and also thought it should be made clear as a parish council that the parish council endorses the moves to transfer the trusteeship of the charity  <b>Resolved</b> - Ludgvan Parish Council seeks to transfer the trusteeship of the Long Rock Memorial Institute charity to the residents of Long Rock, as soon as practically and legally possible.
LPC23.24.98	<b>Motion: “The clerk to Ludgvan Parish Council does no further work on behalf of the LRMI trust other than is strictly necessary to expedite the transfer of the trusteeship of LRMI charity to the residents of Long Rock”</b> [Cllr Munday]  Following brief discussion, it was <b>Resolved</b> - The clerk to Ludgvan Parish Council does no further work on behalf of the LRMI trust other than is strictly necessary to expedite the transfer of the trusteeship of LRMI charity to the residents of Long Rock
LPC23.24.99	<b>Council Scheme of Delegation</b>  Members considered the draft policy circulated prior to the meeting. <b>Resolved</b> – to approve and adopt the Council Scheme of Delegation.
LPC23.24.100	<b>Planning Policy for 5 Day Protocol</b>  Members considered the draft policy circulated prior to the meeting. <b>Resolved</b> – to approve and adopt the Planning Policy for 5 Day Protocol.
LPC23.24.101	<b>Committee Terms of Reference</b>  <b>Resolved</b> – to approve and adopt the Terms of Reference for the Employment Committee.
LPC23.24.102	<b>Review of banking arrangements, to include opening a savings/deposit account</b>  <b>Agreed</b> that this item will be deferred to the September meeting of the Council.
LPC23.24.103	<b>Finance report and bank reconciliation</b>  <b>Resolved</b> – to note the budget monitoring report and bank reconciliation.
LPC23.24.104	<b>Correspondence/communications</b>  i. <b>West Cornwall HealthWatch – Urgent Treatment Centre at West Cornwall Hospital</b> <i>To consider the letter and proposed motion from West Cornwall Healthwatch</i>

	<p><b>Resolved</b> – that this council believes a 24/7 Urgent Treatment Centre at West Cornwall Hospital is vital to the people of West Cornwall and the many thousands of visitors to the area each year, and also to relieve pressure on an already overstretched Emergency Department at Royal Cornwall Hospital in Truro. We call on the Cornwall and Isles of Scilly Integrated Care Board and Royal Cornwall Hospitals NHS Trust to reinstate the night service at the Urgent Treatment Centre at West Cornwall Hospital as a matter of urgency. <b>Letter to be sent.</b></p> <p><i>ii.</i>     <b>Marazion Town Council</b> – Letter to St Aubyn Estates, supporting calls for the railway bridge to be repainted, and unauthorised advertising boards to be removed from Network Rail land</p> <p><b>Resolved</b> – to send a letter of support, to Marazion Town Council and St Aubyn Estates.</p> <p>Railway station booking office consultation – <b>Resolved</b> to write to object to the closure of the booking offices in general and particularly at Penzance and St Erth.</p> <p>Other correspondence received – Penwith Moors, now a SSSI – Cllr Munday highlighted that there are now five areas in the parish which are SSSI. <b>Noted.</b></p>	
LPC23.24.105	<p><b>Agenda items for a future meeting</b></p> <p><i>i.</i>     Any items deferred from this meeting</p> <p><i>ii.</i>    August – planning and payments.</p> <p><i>iii.</i>   Monitoring of the council’s defibrillators</p> <p><i>iv.</i>    Review of banking arrangements, to include opening a savings/deposit account – <i>to consider options available and to decide on an appropriate savings/deposit account</i></p> <p><i>v.</i>     IT support contract</p>	
LPC23.24.106	<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>	
LPC23.24.107	<p><b>Chairman’s announcement</b></p> <p>The Chair gave advice to Councillors on acceptable use of social media in relation to the Councillor’s code of conduct.</p>	
	Meeting closed: 9.16 pm	Signed by Chair: .....