

Ludgvan Parish Council

Minutes – 8 November 2023

Minute of the monthly meeting of Ludgvan Parish Council held on Wednesday 8 November 2023 at 6.45pm in the Murley Hall, Ludgvan.

Councillors present: Councillors: R Mann (Chairman), L Brindley (until 9.00pm), J Mayall, J Munday (until 9.00pm), R Porter, B Richards, J Savill

Cornwall Councillor Divisional Members attending: C.Cllrs A George, J Martin, L Taylor.

Officer support: Clerk/RFO to the Parish Council

Minute No:	AGENDA ITEMS
	<p>Chairman's Announcements</p> <p>The order of agenda items will be altered.</p> <p>Agenda item 215, the motion proposed by Cllr Cartwright, will follow on after agenda item 202 (improvements needed to the A30 through Ludgvan Parish) as these two items refer to the same issue.</p> <p>Following the resignation of the former Vice-Chair, the election of a new Vice-Chair missed this agenda but will be included on the December agenda for the formal vote to take place. I will be inviting nominations at this meeting, and for the person nominated to be acting Vice-Chair until the formal vote is taken in December.</p> <p>The notice of casual vacancy, following the resignation of Clive Price-Jones, resulted in no calls for a by-election and so the vacancy can be filled by co-option at the December meeting if applications are received. There will be an additional agenda item, to confirm arrangements for advertising the vacancy.</p> <p>There has been evidence of rough sleeping at the Crowlas Cemetery, and so we have an additional agenda item to consider the appropriate action to take, in view of the need to address this promptly.</p> <p>And finally, an additional agenda item to agree the purchase of Christmas Trees for three locations in the parish – this is a regular agenda item at this time of year, overlooked at the time of setting the agenda, but cannot be postponed until the December meeting.</p>
LPC23.24.191	Apologies for absence were received from Cllrs S Miucci, L Miucci, M Payne, C Cartwright.
LPC23.24.192	<p><u>Declarations of Interest:</u></p> <p>Cllr Porter declared an interest in planning application d) Land south of Elm Cottage, as neighbour to the application site, and withdrew from the meeting during that application.</p>
LPC23.24.193	To approve written requests for dispensation - None
LPC23.24.194	<p>Public Speaking</p> <p>On behalf of the applicants, speakers spoke in support of planning applications a) and b) on the agenda, and their intention to work a smallholding at the site, stating that it is an isolated property, with one neighbour, a Listed Building and land to manage, with outbuildings. Plans follow a pre-application. Farmhouse will remain a single dwelling, no intention for further dwellings. Existing outbuildings to be refurbished for additional space. Storage barn</p>

	<p>application, storage for machinery to service the land. Barn size has been addressed by the County Land Agent. The footprint of the outbuildings will remain the same, plans show some increase in height for an outbuilding. Apex is below the main building. The annex is intended to be ancillary to the main dwelling. Some outbuildings to be removed as they have been a cause of damp to the Listed Building.</p>
LPC23.24.195	<p>Presentation – Red Planning Ltd – planning pre-application, Canon’s Town</p> <p>The agent for the pre-application attended to set out the background for the proposed development. Questions were raised: access onto the A30, and whether there would be any element of affordable housing.</p>
LPC23.24.196	<p>Cornwall Councillor reports</p> <p><u>Long Rock, Marazion & St Erth</u> C.Cllr J Martin:</p> <ul style="list-style-type: none"> - Meeting at St Erth Parish Council, they will raise issues to be raised with National Highways Regional Manager at the next meeting - Working Group of the Economic Development Overview and Scrutiny Committee, on how Cornwall Council can help support sustainable tourism, including community resources such as public conveniences. A two-day in depth scrutiny process. Seven recommendations to be made to Cornwall Council. Question asked: will there be a registration requirement for all accommodation providers? <p><u>Ludgvan, Madron, Gulval & Heamoor</u> C.Cllr A George:</p> <ul style="list-style-type: none"> - Declared an interest, as Chief Executive of the Cornwall Community Land Trust. Noted the significant increase in numbers of people on the housing register and the difficulties for Community Land Trusts and local people in getting affordable housing schemes built. - Referred to the meeting with the Regional Manager, National Highways – looking at issues along the route, and links with local highways routes. Waiting for a date for a follow up meeting. No funding available for infrastructure improvements along the A30 trunk road through the parish. However, if CIL or s.106 funds can be used, this could be an option to bring works forward. - Hand rail at Trethorne Court. Complex, not Cornwall Council land. Trying to navigate through the legality of it. Officers in the council are looking at the potential to install a hand rail. Good to note that all neighbours are in favour of the hand rail, and nobody knows whether there is a landowner that might object. - Traffic / pedestrian issues from Churchtown to Lower Quarter, Highways Manager has a meeting with the Cormac team working on the feasibility work. There may be an update to next meeting. <p><u>St Ives East, Lelant & Carbis Bay</u> C.Cllr L Taylor:</p> <ul style="list-style-type: none"> - On Cornwall Council website, free activity events for young children - Cornwall Fire and Rescue celebrated 75 years - Cornwall Local Plan, to be renewed in about 14 months time, and so there will be a call for sites for development, in readiness for the new Local Plan - Housing allocations and housing need, the housing register will be reviewed. Approximately 25,000 people on the housing people. 4% are offered housing. Need to protect the local connection requirement. Need for provision of more affordable housing, Cornwall Council to take the lead on this, and asked that this be taken into account in planning applications.

	<ul style="list-style-type: none"> - Celebrating neurodiversity. Focus on children with dyslexia and early intervention for children with SEND requirements. <p>Questions from Members:</p> <ul style="list-style-type: none"> - Question to C.Cllr Taylor, with the high numbers of road traffic fatalities in Cornwall, what is Cornwall Council doing to address this? Will they be analysed with a view to addressing the problem? Response: awaiting outcomes of police investigations. Education for drivers, especially youngsters. Acknowledge that some roads have a greater history of fatalities and incidents with serious injury. 	
LPC23.24.197	<p><u>Minutes of the meeting of the Council held on 11 October 2023</u></p> <p>Resolved – 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>	
LPC23.24.198	<p>Clerk's update report - Noted.</p>	
LPC23.24.199	<p>Reports from Councillors as representatives on outside bodies</p> <ul style="list-style-type: none"> - Update on proposed highways improvements for Long Rock <i>[Cllr Richards]</i> <p>Cllr Richards reported on a recent meeting with Cornwall Council Highways, where they set out the draft proposals for the improved road layout through Long Rock. The proposals include a change to the junction of the industrial estate, to direct motorists to turn right out of the junction, with a bus lane to the left. The proposals aim to be safer for pedestrians and cyclists. Traffic calming to narrow the road towards the mini roundabout. Bus stop adjustment with increased space for pedestrians. Pedestrian crossing to be raised. Signage to be reviewed, to direct to the industrial estate via the bypass. Potential changes to the roundabout to slow approaching traffic. Car parking on pavements, an enforcement issue. Requested the road to Newtown Roundabout to be reduced to 40mph, to join the 20mph zone – where the new housing development is to be built – 60mph not appropriate. Kerbs, to be made safe for wheelchairs and mobility scooters. The plans are being reviewed, aiming for public consultation in March 2024, with works likely in October 2024, for approximately 3 months. No walking route between the new housing development and Ludgvan School.</p> <ul style="list-style-type: none"> - Report on recent meeting with National Highways – A30 improvements needed <i>[Cllrs Mann, S Miucci, L Miucci, Cartwright, Brindley]</i> <p>Members noted the report circulated prior to the meeting.</p>	
LPC23.24.200	<p>Planning Applications</p>	
	a)	<p>PA23/07260 – Ninnis Farm, Ninnis Bridge, Lelant Downs, Hayle – Listed Building Consent for extensions, alterations and associated works</p> <p>Resolved – no objection.</p>
	b)	<p>PA23/07259 – Ninnis Farm, Ninnis Bridge, Lelant Downs, Hayle – Extensions, alterations and associated works</p> <p>Resolved – no objection.</p>
	c)	<p>PA23/07987 – Land North of Chy An Brea, Castle Gate, Ludgvan – Application for Permission in Principle for the erection of maximum 2 bungalow dwellings.</p>

		Resolved – to object to the application. Concern at safety of the access onto the road, visibility splays appear to be insufficient. The change of use of land from agricultural land to a linear development is not considered appropriate at this location. The proposed development appears to be outside the settlement boundary.
	d)	PA23/08224 – Land South of Elm Cottage, Crowlas TR20 8DS – Application for Permission in Principle for between 3 and 7 new dwellings Resolved – No objection, provided that access is approved by Highways. Concerns at the proposed access to the site with the increased number of vehicle movements for residential dwellings.
	e)	PA23/08542 – Ash Farm, Castle Road, Ludgvan – Certificate of Lawfulness for existing use in respect of the retention of buildings Resolved – the parish council has no evidence to offer.
	f)	PA23/06793 – Land North of the Old Dairy, Crowlas, Penzance TR20 8AB – Demolition and replacement of stable building Resolved – objection, too significant an increase in the footprint of the building, proximity to the flood plain. Request that if the application is approved, for a condition to require that the building is used only for private equestrian use

LPC23.24.201

Schedule of Payments**Resolved** – To approve the payments to be made, as set out in the schedule

Payee	Purpose	Amount (inc VAT)
<i>To be paid by online bank payments</i>		
Ludgvan Parish Church	Murley Hall Hire (11 October meeting)	£24.00
Freemac Ltd	Fix of 2 x ipads	£60.00
Ludgvan Parish Church	Murley Hall Hire (20 October, A30 meeting)	£16.00
EH Rich	LMP rights of way cutting, second cuts	£3,691.56
Simon and Rebecca Rhodes, Garden & Grounds Care	Annual maintenance, second quarterly payment	£985.19
Viking Direct	New printer, plus stationery	£279.38
Booths Printing Ltd	Condolence book – binding	£80.00
Cornwall ALC Ltd	Planning training (JS) 10 October	£36.00
Royal British Legion	Donation – wreath for Remembrance 2023	£25.00
Louise Dowe	Clerk's salary October	£1,857.72
HMRC	PAYE/NI month 8	£634.54
Louise Dowe	Clerk's expenses October 2023	£68.23
<i>To be paid by Direct Debit</i>		
NEST pension scheme	Clerk's pension October 2023	£127.84

		Source for Business	Water - New St Paul's Cemetery 28.7.23 to 10.10.23	£4.00	
LPC23.24.202	Improvements needed to the A30 through Ludgvan Parish <i>To consider the update report and to agree the parish council's position with regard to its role in the process</i> Noted.				
LPC23.24.203	To consider motion by Cllr Cartwright: "In accordance with section 59c of the Community Infrastructure Regulations 2010, Ludgvan Parish Council agrees to allocate £15,000, out of the £40,000 Community Infrastructure levy funds already received, to Road safety works suggested by National Highways and to other new Infrastructure on the A30 trunk road through The Parish. " Deferred to next meeting in the absence of Cllr Cartwright.				
LPC23.24.204	Memory Café for Ludgvan parish <i>To invite a speaker to the December meeting, to see how memory cafes can work in local communities [Cllrs Savill and S Miucci]</i> Cllr Savill reported that one of the organisers of the Hayle Memory Café would be willing to come and talk at the December meeting of the council to explain how they run theirs, potential funding available etc. There could be the potential for organisations in the parish to set up a memory cafe. Agreed to invite the speaker to the December meeting.				
LPC23.24.205	Monitoring of the parish council's defibrillators – to consider signing up to a maintenance and inspection agreement Members considered the quotes received for maintenance of defibrillators. It was noted that it was difficult to match up any of the packages on offer to the requirements of the council. There was also a need for further information, such as the recommended frequency and type of maintenance that should be carried out, above the monthly monitoring checks. It was agreed to seek further information for consideration at the December meeting of the council: <ul style="list-style-type: none"> - To check with Ludgvan School, that an arrangement for the school to continue to be responsible for the defibrillator at the school, and able to seek financial input to maintain it from the parish council in the form of grant application - To ask the managers at Jordans café if they would be willing for the defibrillator currently at the Station House to be relocated to the outside wall of the café - To seek further advice from the Ronnie Richards Memorial Charity and from Duchy Defibrillators regarding maintenance requirements and to explore the potential for a suitable local solution for a maintenance package - To develop a checklist for volunteers to use, for monthly checks of the defibrillators. 				
LPC23.24.206	Bench and noticeboard for Lelant Downs <i>To consider costs and designs for the replacement of bench, and installation of a new noticeboard at Lelant Downs [Cllr Savill]</i> Members received the report on the recent work carried out to clear the vegetation from around the bench, and initial work to make it safe for users. It was agreed for the wood to be painted, slats to be fixed, and the metal to be repainted when the weather was fair. Noticeboard – a recommendation to be brought to the next meeting.				

LPC23.24.207	<p>Bus shelter requests (Castle Gate and Whitecross) <i>To receive an update and decide whether the parish council will provide a bus shelter at these two locations</i></p> <p>Members considered the report circulated prior to the meeting and noted that a quote had been requested from Cornwall Council's preferred supplier. Once the quote has been received a grant application will be submitted to Cornwall Council. A three bay shelter was likely to be the appropriate size.</p> <p>An update will be brought to the December meeting.</p>
LPC23.24.208	<p>Repair and painting of cemetery gates <i>To consider quote for works, if received</i></p> <p>This item had been discussed earlier in the meeting.</p>
LPC23.24.209	<p>Ludgvan Community Land Trust [Cllr Mayall] - <i>To receive an update on the creation of a Ludgvan Community Land Trust and to agree any appropriate actions</i></p> <p>Deferred to next meeting.</p>
LPC23.24.210	<p>Presentation on Self Build Affordable Housing [Cllr Mayall]</p> <p>Cllr Mayall reported on the need to increase the supply of affordable homes in Cornwall. There are an increasing number of people in need of affordable housing, due to the dramatic increase in costs of housing in the area. Affordable housing on a small scale enables local people to live and build locally.</p> <p>Some land in the parish had been identified, however under planning it was not likely to be allocated as a rural exception site. An initial plan had been worked up, to install the foundations and basic utilities, to enable the dwellings to be built by self-builders. Costs of planning and initial set up is prohibitive for an affordable housing self-build. Funding is available through various routes, and potential support from the Cornwall Community Land Trust.</p> <p>Cllr Munday left the meeting at this point.</p> <p>Cllr Brindley left the meeting at this point.</p> <p>Cllrs Mayall and Porter agreed to continue to work on this, in a working group capacity.</p> <p>Noted.</p>
LPC23.24.211	<p>Cornwall Council Community Chest applications - <i>to consider making applications</i></p> <p>Deferred to next meeting.</p>
LPC23.24.212	<p>Long Rock redundant toilet building and adjoining land – Notification from Cornwall Council <i>To consider notification and send parish council response on whether to support the sale</i></p> <p>Resolved – to advise Cornwall Council that the parish council has no objection to plans to dispose of the redundant toilet building and adjoining land.</p>
LPC23.24.213	<p>Nomination of Vice-Chair (acting Vice-Chair until December meeting of the Council)</p> <p>Resolved – to appoint Cllr Savill as Acting Vice-Chair until the December meeting.</p>
LPC23.24.214	<p>Advertisement of the vacancy for the Crowlas Ward, to be filled by co-option</p> <p>Agreed – to advertise the vacancy on the website and noticeboards, applications to be considered at the December meeting.</p>
LPC23.24.215	<p>Crowlas Cemetery – security improvements</p>

	<p>Members considered the update, noting that there had been signs of rough sleeping at the chapel building in the cemetery. It was agreed that this was not appropriate and that the building should be secured and the person/s rough sleeping should be signposted to sources of help for accommodation and other relevant support. StreetLink had been notified and had previously visited the location and left contact details (no rough sleeper present), and since then another notice with helpline numbers had been printed and would be put in place for a week before the property was secured.</p> <p>Resolved – to make the information on sources of help for rough sleepers available for a week, and then to secure the building.</p>
LPC23.24.216	<p>Purchase of parish Christmas Trees 2023</p> <p>Resolved to purchase three 12ft Christmas Trees (£120 each), to be delivered to the Ludgvan Community Centre, Mexico Inn at Long Rock, and to the usual people at Lelant Downs, to be put up and decorated. Source from Keskeys, or Trevena Cross.</p>
LPC23.24.217	<p>Joint working with Marazion Town Council – No update</p>
LPC23.24.218	<p>Review of Ludgvan Parish Council Business Plan <i>To review the Business Plan to be adopted to steer the work of the council over the coming year</i></p> <p>Deferred to next meeting.</p>
LPC23.24.219	<p>Community Infrastructure Levy, use of funds - <i>to agree potential uses for Community Infrastructure Funds received</i></p> <p>Deferred to next meeting.</p>
LPC23.24.220	<p>Draft Budget 2024/25</p> <p>It was agreed that the draft budget will be circulated prior to the December meeting of the council, to enable councillors to give their views in advance as part of the budget setting process.</p>
LPC23.24.221	<p>Review of fees – allotments (from 1 Jan 2025) and burials (from 1 Apr 2024)</p> <p>Deferred to next meeting</p>
LPC23.24.222	<p>Appointment of Bank Signatory - <i>following the resignation as a parish councillor of one of the bank account signatories, a replacement signatory to be appointed.</i></p> <p>Deferred to next meeting.</p>
LPC23.24.223	<p>Review of banking arrangements, to include opening a savings/deposit account</p> <p>After considering the report circulated prior to the meeting, and the verbal update from the Clerk at the meeting, it was</p> <p>Resolved – to:</p> <ol style="list-style-type: none"> 1. Retain the Treasurer Account with Lloyds Bank, for everyday receipts and payments 2. Open a current account with Unity Trust Bank and to transfer £10,000 of council funds to the Unity Trust Bank current account in the first instance (current account level to remain under £100,000 to avoid additional transaction fees) 3. Open a Corporate Multipay account with Unity Trust Bank, to be linked to the current account with Unity Trust Bank, with a transaction limit of £500 per month

	<p>4. Open an instant access savings account with Unity Trust Bank, with an opening deposit of £100,000, monies to be drawn from the opening balance for the current account</p> <p>5. The bank signatories to be the same for all accounts (Cllrs Mann, Porter, S Miucci, M Payne and one other (to be appointed), and Clerk/RFO as administrator for each account.</p> <p>6. A protocol for use of the Corporate Multipay card to be presented to the December meeting of the council for approval, along with any changes to Financial Regulations which might be needed, on the basis of allowing the Clerk to make purchases of items up to the value of £100 using the Multipay card (when invoicing is not an option), and for payments of between £100 and £500 to be made on the Multipay card, authorisation to be sought in advance from the Chair and Vice-Chair.</p>	
LPC23.24.224	Finance report and bank reconciliation – Noted the budget monitoring report and bank reconciliation.	
LPC23.24.225	Correspondence/communications Local resident – traffic through The Square, Ludgvan (<i>previously circulated, 28 Oct</i>) Noted.	
LPC23.24.226	Agenda items for a future meeting <ul style="list-style-type: none"> i. Any items deferred from this meeting ii. Appointment of Vice-Chair of the parish council iii. Budget setting – 2024/2025 iv. Review of pension arrangements for staff v. National agreement – salary scales 2023/24 vi. Repair and renovation of the chapel building at Crowlas Cemetery - <i>to receive an update and agree on the next actions to take, including: Asbestos Management Plan; Funding application/s (National Lottery Heritage Fund)</i> 	
LPC23.24.227	IT Support Contract <i>To review quotes and agree an approved contractor for IT support.</i> Deferred to future meeting.	
	Meeting closed: 9.25pm	Signed by Chair: