

# Ludgvan Parish Council

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## Agenda – 13 December 2023

### To Members of Ludgvan Parish Council:

Councillors: R Mann (Chairman), L Brindley, C Cartwright, J Mayall, L Miucci, S Miucci, J Munday, M Payne, R Porter, B Richards, J Savill, *vacancy*.

Dear Councillor

You are summoned to an ordinary meeting of Ludgvan Parish Council on **Wednesday 13 December 2023 at 6.45pm**, to be held in the **Murley Hall, Ludgvan**, for the purpose of transacting the following business.

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  
7 December 2023

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### AGENDA

#### Chairman's Announcements

AGENDA NO.	AGENDA ITEMS
LPC23.24.228	<b>Apologies for absence</b>
LPC23.24.229	<b>Election of Vice-Chair of the Parish Council</b>
LPC23.24.230	<b><u>Declarations of Interest:</u></b> <i>Members to declare disclosable pecuniary interests and non-registerable interests (including details thereof) in respect of any items on this agenda, any gifts or hospitality exceeding £25.</i>
LPC23.24.231	<b>To approve written requests for dispensation</b>
LPC23.24.232	<b>Public Speaking</b> <i>(up to 15 minutes in total)</i>
LPC23.24.233	<b>Presentation – Running a Memory Café</b>
LPC23.24.234	<b>Cornwall Councillor reports</b> - <i>To note written reports from Divisional Members circulated prior to the meeting, and to receive further update verbally at the meeting. <u>Long Rock, Marazion &amp; St Erth / Ludgvan, Madron, Gulval &amp; Heamoor / St Ives East, Lelant &amp; Carbis Bay</u></i>
LPC23.24.235	<b><u>Minutes of the meeting of the Council held on 8 November 2023</u></b>  <b>To resolve</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.

LPC23.24.236	<b>Clerk's update report</b> – <i>To receive updates and consider any actions necessary</i>	
LPC23.24.237	<b>Reports from Councillors as representatives on outside bodies</b> <ul style="list-style-type: none"><li>Meeting on 24 November with National Highways and Cornwall Council</li></ul>	
LPC23.24.238	<b>To co-opt to vacancy on the council – Crowlas Ward (1 vacancy)</b> <i>To consider applications received with the aim of co-opting to fill the vacancy on Crowlas Ward</i>	
LPC23.24.239	<b>To receive declaration of Acceptance of Office, and written agreement to observe the Council's Code of Conduct</b> – <i>If a co-option is made, then these declarations must be made before the new Councillor can join the meeting and act in the capacity as Councillor.</i>	
	<b><u>ITEMS FOR DECISION:</u></b>	
	<b>PLANNING</b>	
LPC23.24.240	<b>Planning Applications</b>	
	a)	<a href="#">PA23/08961</a> – Trembethow Manor, Lelant Downs, Hayle TR27 6NN – Construction of single-storey extension
	b)	<a href="#">PA23/07658</a> – Land North of Lanvean, Tregender Lane, Crowlas – Outline planning permission with some matters reserved for two new homes including access (all other matters reserved)
	c)	<a href="#">PA23/08480</a> – Barn East-South-East of Galowva Cottages, Crowlas TR20 8DS – Conversion of barn to form dwelling and associated works (amendments to commenced previously approved barn conversion PA15/04859)
	d)	<a href="#">PA23/08472</a> – St Ives Holiday Village, Lelant, St Ives – Removal of 5 chalets and replacement with 6 micro-lodges
	e)	<a href="#">PA23/09501</a> – Que Sera, Back Lane, Crowlas, Penzance – Proposed rear extension
	f)	<a href="#">PA23/09522</a> – Rosewartha, Crowlas, Penzance – Certificate of Lawfulness for Existing use to confirm the unfettered occupancy in respect of the self contained dwelling at Rosewartha, Little Rosevidney, Crowlas
	g)	<i>Any additional planning consultations received before 5pm, Friday 8 December.</i>
LPC23.24.241	<b>Consultation from GallifordTry – Proposed Electronic Communications Base Station Site (CS300796_00) car park adjacent to the Engine Inn in PH B3311, Crippleaze, St Ives TR20 8NF (NGR: 150037/036809)</b>	
LPC23.24.242	<b>Schedule of Payments</b> - <i>To approve the payments to be made, as set out in the schedule</i>	
	<b>PARISH ISSUES</b>	
LPC23.24.243	<b>Renewal of Clerk's subscription to the Society of Local Council Clerks</b> – <i>To approve payment of the SLCC annual subscription</i>	
LPC23.24.244	<b>Review of allotment fees</b> <i>To carry out the annual review of allotment fees</i>	
LPC23.24.245	<b>Review of burial fees</b> <i>To carry out the annual review of burial fees</i>	
LPC23.24.246	<b>Bus shelters</b> <i>To consider provision of new bus shelters, and repair and maintenance of existing shelters</i>	
LPC23.24.247	<b>To consider motion by Cllr Cartwright:</b> "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. "
LPC23.24.248	<b>To consider motion by Cllr S Miucci:</b> To instruct the Clerk to contact the owners of the field above the pavement between Gilly Lane and the post box at Whitecross, to advise of mud and water on the pavement which may be caused by field run-off, and to ask them to take steps to remedy this, to reduce or prevent water run-off from field to pavement.
LPC23.24.249	<b>To consider motion by Cllr S Miucci:</b> To instruct the Clerk to request Cornwall Council to require the landowner/s of Collurian Lane to keep the surface water drains running freely, to reduce water run-off onto the A30. If Cornwall Council or National Highways will not do this, then for the Clerk to make the request directly to the landowner/s.
LPC23.24.250	<b>Monitoring of the parish council's defibrillators</b> – <i>to consider signing up to a maintenance and inspection agreement</i>
LPC23.24.251	<b>Noticeboard for Lelant Downs</b> <i>To consider costs and designs for the installation of a new noticeboard at Lelant Downs [Cllr Savill]</i>
LPC23.24.252	<b>Bus shelter request - Castle Gate</b> <i>To receive an update and decide whether the parish council will provide a bus shelter at these two locations</i>
LPC23.24.253	<b>Repair and painting of cemetery gates</b> <i>To consider quote for works, if received</i>
LPC23.24.254	<b>Ludgvan Community Land Trust [Cllr Mayall]</b> - <i>To receive an update on the creation of a Ludgvan Community Land Trust and to agree any appropriate actions</i>
LPC23.24.255	<b>Opening up discussions with the developers at Long Rock re the community hall</b> <i>To consider when to start discussions, noting that the parish council will need to start to budget for operating the hall.</i>
	<b>PARTNERSHIP WORKING AND CONSULTATIONS</b>
LPC23.24.256	<b>Cornwall Council Community Chest applications</b> - <i>to consider making applications</i>
LPC23.24.257	<b>Joint working with Marazion Town Council</b> - <i>To receive an update on the latest joint meeting, and to agree any matters to raise at the next joint meeting</i>
	<b>ACCOUNTS AND GOVERNANCE</b>
LPC23.24.258	<b>Information report - £454 reclaimed from insurance cover, following the transfer of the Long Rock Memorial Institute charity to new trustees</b>
LPC23.24.259	<b>Review of Ludgvan Parish Council Business Plan</b> <i>To review the Business Plan to be adopted to steer the work of the council over the coming year</i>
LPC23.24.260	<b>Community Infrastructure Levy, use of funds</b> - <i>to agree potential uses for Community Infrastructure Funds received</i>
LPC23.24.261	<b>Training</b> <i>To consider requests and opportunities for training</i>
LPC23.24.262	<b>Draft Budget 2024/25</b> - <i>to review the draft budget, for recommendation to council for approval at the December meeting of the council</i>
LPC23.24.263	<b>Review of fees – allotments (from 1 Jan 2025) and burials (from 1 Apr 2024)</b> <i>To review the fees to be charged by the council</i>

LPC23.24.264	<b>Review of cemetery policy on reserving entitlement to burial plots</b> <i>To consider permitting the reserving of burial plot entitlement</i>
LPC23.24.265	<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>
LPC23.24.266	<b>Adoption of protocol for the use of the council's Multipay card</b> <i>To consider the draft protocol, for approval and adoption by the council</i>
LPC23.24.267	<b>Finance report and bank reconciliation</b> - <i>To consider and note the budget monitoring report and bank reconciliation.</i>
LPC23.24.268	<b>Correspondence/communications</b>
LPC23.24.269	<b>Agenda items for a future meeting</b> <i>i. Any items deferred from this meeting</i> <b>Repair and renovation of the chapel building at Crowlas Cemetery</b> – <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>
	<b>MATTERS FOR DECISION, INFORMATION EXCLUDED FROM THE PRESS AND PUBLIC</b>
LPC23.24.270	<b>Exclusion of the press and public</b> <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.
LPC23.24.271	<b>National Agreement – salary scales 2023/24</b> <i>To receive and approve the National Pay Award notification, and approve rate of pay and payment of backpay from 1 April 2023</i>
LPC23.24.272	<b>Review of Pension arrangements for staff</b> <i>To consider the report setting out the options for staff pension arrangements</i>
LPC23.24.273	<b>IT Support Contract</b> <i>To review quotes and agree an approved contractor for IT support.</i>
LPC23.24.274	<b>Banking compensation agreement</b> <i>To consider the update on the compensation awarded following poor banking service</i>
LPC23.24.275	<b>Damage to amenity land by St Paul's New Cemetery</b> <i>To consider the damage and decide on appropriate action to take</i>