

Ludgvan Parish Council

Minutes – 10 April 2024

Minutes of the meeting of Ludgvan Parish Council held on Wednesday 10 April 2024 at 6.45pm at the Murley Hall, Ludgvan.

Councillors present: Councillors: R Mann (Chairman), R Porter (Vice-Chair), L Brindley, L Miucci, S Miucci, J Munday, S Oliver, J Savill

In Attendance: C.Cllrs A George, J Martin. 3 members of the public.

Officer support: Clerk/RFO

Minute No.	AGENDA ITEMS
	<p>Chair's Announcements</p> <p>The Chair announced the resignation of Jonathan Mayall from the Crowlas Ward, and expressed their thanks for the work he had carried out for the council.</p>
LPC23.24.380	<p>To record absences and receive apologies for absence</p> <p>Absent: Cllr Richards, Cartwright,</p> <p>Apologies received from: Cllrs Richards, Cartwright,</p>
LPC23.24.381	<p><u>Declarations of Interest:</u></p> <p>Cllr Munday declared an interest in Minute 389 (b) (Planning applications) as a neighbour to the application site, and withdrew from the meeting during consideration of this item.</p>
LPC23.24.382	<p>To approve written requests for dispensation – None</p>
LPC23.24.383	<p>Public Speaking</p> <p>A speaker spoke in objection to planning application b) on the agenda (62 Heather Lane), setting out their concerns including the proposal being overbearing and unneighbourly and issues with land stability, further to the concerns having previously been circulated to Councillors by email.</p> <p>A local resident attended to ask why the parish council had not granted funding to the Jubilee Pool scheme for free swims for under 16s from the parish and set why they thought the parish council should have agreed to the funding. They stated their understanding that the contribution had been requested on the basis of quarterly installments and would be based on actual usage. The Chair stated that a written response would be provided.</p>
LPC23.24.384	<p>Cornwall Councillor reports</p> <p>C.Cllr Andrew George reported:</p> <ul style="list-style-type: none"> - review of highway improvements on the A30, the next meeting will be on 17 April, and thanked the Clerk for clerking these meetings - the public consultation on the proposed highways improvements for Ludgvan and Crowlas is planned to start in June. There has been an updated traffic movements survey and a greater emphasis on enforcement to try to resolve issues caused by parking. Requests raised by the parish council were being considered, however a second flashing warning sign at the western approach would not be possible

	<p>- the Community Speedwatch initiative is available to the parish council, or community volunteers, to join</p> <p>Questions:</p> <p>i) in advance of next week’s A30 meeting, is there any chance of Highways England putting in their own vehicle activated speed signs?</p> <p>ii) Future of Hayle Harbour in view of the development having been handed over to administrators. Will Cornwall Council be able to do anything to help save this historic part of Cornwall? C.Cllr George explained that the next step will be to see who comes forward to take on the development site. At the moment the potential involvement of Cornwall Council would be limited.</p> <p>Cllr John Martin reported:</p> <ul style="list-style-type: none"> - The new waste service is being rolled out in other areas of Cornwall. There have been difficulties where a collection was previously dealt with on a communal basis. Collection days are likely to change. - Updated on planning committee actions at Cornwall Council - Next week’s meeting will include items on loss of farmland for solar farms. Also how to address the absence of dental care provision for children of school age. <p>Questions:</p> <p>i) The improvements needed to social care. Ongoing.</p>
LPC23.24.385	<p><u>Minutes of the meeting of the Council held on 13 March 2024</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>
LPC23.24.386	<p>Clerk’s update report</p> <p>The Clerk reported on quotes being sought and work being actioned. Noted.</p>
LPC23.24.387	<p>Committee meeting minutes – None</p>
LPC23.24.388	<p>Reports from Councillors as representatives on outside bodies</p> <p>A reminder that the election for the Police Crime Commissioner would be held on 2 May 2024.</p>
LPC23.24.389	<p>Planning Applications</p>
	<p>a) <u>PA24/00003/NDP</u> – Penzance Neighbourhood Development Plan</p> <p>Resolved – Application supported.</p>
	<p>b) <u>PA24/02295</u> – 62 Heather Lane, Canonstown, Hayle – To construct a double garage with store above</p> <p>Cllr Munday declared an interest in this item as neighbour to the application site, and withdrew from the meeting during this item.</p> <p>Resolved – that the parish council strongly objects to the application. It is considered to be an inappropriate development, overdevelopment due to its size, and would be overbearing and unneighbourly. The parish council is in agreement with the neighbour objections to this application, on the Cornwall Council planning portal. If the development were to be considered acceptable, a condition should be imposed to ensure the use of the garage would be incidental to the main dwelling. If the officer</p>

		recommendation is for approval, the parish council position would be to request that the application is called to committee for decision.																					
	c)	<p>PA24/02087 – Land North of The Old Dairy, A30 between Rospeath Lane and Newtown Roundabout, Crowlas TR20 8AB – Demolition and replacement of stable building</p> <p>Resolved – that the parish council objects to the application. The increased footprint of the building is seen as an overdevelopment for the site. The site is understood to be on a flood plain. If approved, a condition is requested that the building be used only for private equestrian use.</p>																					
	d)	<p>PA24/02276 – Tolver Water House, Long Rock, Penzance – Storage shed for agricultural use.</p> <p>Resolved – that the parish council supports the application, provided that it is approved by the County Land Agent.</p>																					
LPC23.24.390	<p>National Community Land Trust Network – annual subscription</p> <p>Members noted that without suitable available land identified in the parish, the work of the Ludgvan Community Land Trust was limited and there was not currently the need for support from the National CLT.</p> <p>Resolved – not to renew the annual subscription to the National Community Land Trust Network.</p>																						
LPC23.24.391	<p>Direct Debit for annual payroll subscription</p> <p>The Clerk explained that it was no longer possible for BrightPay to invoice for the council to pay by online bank payment, and that the credit card application was still being processed.</p> <p>RESOLVED to set up an annual Direct Debit to BrightPay to pay for the annual payroll subscription</p>																						
LPC23.24.392	<p>Renewal of Annual Subscription – Cornwall Association of Local Councils</p> <p>RESOLVED to renew the Parish Council’s annual subscription to CALC.</p>																						
LPC23.24.393	<p>Schedule of Payments</p> <p>Resolved - to approve the payments to be made, as set out in the schedule</p> <table border="1" data-bbox="284 1451 1449 2018"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount payable (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>To be paid by online banking payment</i></td> </tr> <tr> <td>Ludgvan Parish Church</td> <td>Murley Hall Hire (13 March meeting)</td> <td>£24.00</td> </tr> <tr> <td>Ludgvan Parish Church</td> <td>Murley Hall Hire (19 March WG meeting)</td> <td>£5.00</td> </tr> <tr> <td>Cornwall ALC Ltd</td> <td>Training (Code of Conduct, LB, SO) Inv 2324-669</td> <td>£48.00</td> </tr> <tr> <td>St Aubyn Estates</td> <td>Rent for allotment field, Long Rock – 29.9.23 – 24.3.24 Inv S13309</td> <td>£40.00</td> </tr> <tr> <td>Cornwall ALC Ltd</td> <td>Training [Trusts and Trusteeship – 28 February and 13 March – L Brindley] Inv 2324-721</td> <td>£72.00</td> </tr> </tbody> </table>		Payee	Purpose	Amount payable (inc VAT)	<i>To be paid by online banking payment</i>			Ludgvan Parish Church	Murley Hall Hire (13 March meeting)	£24.00	Ludgvan Parish Church	Murley Hall Hire (19 March WG meeting)	£5.00	Cornwall ALC Ltd	Training (Code of Conduct, LB, SO) Inv 2324-669	£48.00	St Aubyn Estates	Rent for allotment field, Long Rock – 29.9.23 – 24.3.24 Inv S13309	£40.00	Cornwall ALC Ltd	Training [Trusts and Trusteeship – 28 February and 13 March – L Brindley] Inv 2324-721	£72.00
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	Cornwall ALC Ltd	Training [Social Media Skills – L Brindley] [Emotional Intelligence & Resilience – L Brindley] Inv 2324-749	£72.00
	Cornwall ALC Ltd	Annual membership Inv 2425_076 CALC £839.80 + VAT NALC £199.93, zero rated	£1,207.69
	Rialtas Business Solutions Ltd	Alpha Software annual support and maintenance licence 1/4/24 to 31/3/25 Inv. SM29779	£230.40
	Rialtas Business Solutions Ltd	Cemeteries Software and Memorial Module, annual support and maintenance 1/4/24 to 31/3/25 Inv SM29780	£494.40
	Rialtas Business Solutions Ltd	Allotments software annual support and maintenance 1/4/24 to 31/3/25 Inv SM29781	£230.40
	Staff costs, including pension, PAYE, NIC		£3,198.67
	Louise Dowe	Clerk's expenses March 2024 (Note 2)	£109.85
	<i>To be paid by Direct Debit</i>		
	Thesaurus Software (BrightPay payroll)	BrightPay – payroll annual subscription	£94.80
LPC23.24.320	Ludgvan Community Land Trust - No update.		
LPC23.24.322	Joint working with Marazion Town Council – <i>No update</i>		
LPC23.24.323	<p>Report from the website and social media working group</p> <p>Members considered the notes circulated prior to the meeting, in the reports bundle and the further notes sent to Cllrs following the main reports pack.</p> <p>Replacement of Councillor ipads: this item had been included in the listing on the agenda in error, it had not been in the original remit of the social media working group. Deferred discussion on this topic to a later date, pending IT advice.</p> <p>Social media – the questions put to the Council were whether it was agreed to continue with Facebook being the Council's sole social media platform for the time being, and whether the Council agrees to appoint Cllr Oliver as a Councillor admin for the Council's Facebook page, to work alongside the Clerk on updating Facebook, for community content.</p> <p>It was agreed that the Council will continue with its Facebook page as the only social media platform, as a good way of signposting to information on the Parish Council website. It was noted that there was also the potential for the council's social media and website to be used in a more engaging way. Cllr Oliver volunteered to become a Councillor admin for the Council's Facebook page, in order to post community information and to better communicate the Council's work and achievements.</p> <p>Resolved – that Cllr Oliver is appointed to take on an admin role for news and events on the Parish Council's Facebook page, and to review this situation in 3 months time.</p>		

	<p>Updating the front page of the website:</p> <p>It was suggested that the front page of the Parish Council website could be made more engaging for users. Further suggestions: to better convey the history of the area; to make the Council more accessible and better portray the council as a working organisation providing facilities for the local community; better communicate the work and achievements of the Council.</p> <p>A suggested design for a new home page was circulated and Members viewed examples of other parish council websites.</p> <p>It was noted that to change the design theme of the whole website would incur costs which would need to first be presented in full to Council for decision. A first step was agreed: for the Clerk to make changes to the homepage of the website in line with the suggested new format, and for this to be reviewed at either the May or June meeting of the Council.</p>
LPC23.24.324	<p>Bank Signatories</p> <p>The Council was advised that the two Parish Councillors who had recently resigned from the council were also bank signatories, and so there was a need to appoint two replacement bank signatories. Cllr Porter also reported that it had proved difficult to get set up with online banking with Lloyds, and noted suggestions that when others had experienced similar difficulties it had taken a visit to a branch to get the issue resolved. Logging in through the browser rather than the banking app was also suggested.</p> <p>Resolved – to update the bank mandate to remove signatories Michael Payne and Jonathan Mayall, and to add signatory Lydia Brindley.</p>
LPC23.24.328	<p>Training <i>To consider requests and opportunities for training</i> None.</p>
LPC23.24.330	<p>Finance report and bank reconciliation</p> <p>RESOLVED - To receive the budget monitoring report and bank reconciliation.</p>
LPC23.24.331	<p>Review of Parish Council Financial and Management Risk Assessment</p> <p>Agreed to defer this item to the May meeting of the council.</p>
LPC23.24.332	<p>Correspondence/communications</p> <p>1) Email from a resident of Ludgvan Churchtown regarding traffic management in The Square, Ludgvan Churchtown</p> <p>Agreed for the Clerk to respond to advise that the parish council has pressed Cornwall Council for action and that the next step will be for the Highways public consultation which is understood to be scheduled for June 2024.</p> <p>2) Email from a resident of Tolverth Lane, Long Rock, regarding parking and dog fouling</p> <p>Agreed to ask Cornwall Council’s enforcement teams to patrol the area to enforce issues relating to car parking and dog fouling.</p> <p>3) Email from a resident – asking for clarification of the council’s decision not to award a grant to Jubilee Pool for free summer swims for under 16s</p>

	<p>Agreed that the draft statement of the Parish Council’s position be approved to be posted on the Parish Council website and sent in response to this correspondence and other similar emails received.</p> <p>4) Site meeting at Morva Reach – 18 April at 2pm, attending: Cllrs Mann, Porter, Brindley and Munday, and also invited representative from Long Rock Allotments and a representative from St Aubyns Estates Noted.</p> <p>5) Pre-planning request for informal meeting – new owner of the former public toilets, Long Rock Beach</p> <p>Agreed – to arrange a daytime meeting for Parish Councillors to discuss in general the site and to give observations on local factors.</p>		
LPC23.24.333	<p>Agenda items for a future meeting</p> <ul style="list-style-type: none"> i. Any items deferred from this meeting ii. Review of Ludgvan Parish Council Business Plan iii. CIL – use of funds iv. 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> v. Provision for the hard of hearing – June vi. Crowlas Cemetery chapel use – Cllr L Miucci – May vii. Solar panels (including tariff for export) and/or underfloor heating for Community Hall – May viii. IT support contract 		
LPC23.24.334	<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>		
LPC23.24.335	<p>IT Support Contract</p> <p>Deferred to the next meeting, pending receipt of quotes.</p>		
LPC23.24.336	<p>Appointment of contractor for rights of way maintenance – to consider quotes received and to RESOLVE to award the contract for rights of way maintenance, and to consider a 3-year contract term.</p> <p>Resolved – to award the rights of way maintenance contract on a 3 year basis. Delegated to the Clerk in consultation with Chair and Vice-Chair to decide on contractor upon receipt of three quotes.</p>		
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