

Ludgvan Parish Council

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Agenda – 8 May 2024

To Members of Ludgvan Parish Council:

Councillors: R Mann (Chairman), R Porter (Vice-Chair), L Brindley, L Miucci, S Miucci, J Munday, S Oliver, B Richards, J Savill, *three vacancies*.

Dear Councillor

You are summoned to the **annual meeting** of Ludgvan Parish Council on **Wednesday 8 May 2024 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 Clifton

Clerk to the Council

1 May 2024

AGENDA

Chair's Announcements

AGENDA NO.	AGENDA ITEMS
LPC24.25.1	To record absences and receive apologies for absence
LPC24.25.2	Election of Chair of the Council for council year 2024/2025
LPC24.25.3	Election of Vice-Chair of the Council for council year 2024/2025
LPC24.25.4	<u>Declarations of Interest:</u> <i>a) All Councillors are reminded to keep their Register of Interests up to date (available online at: https://www.cornwall.gov.uk/people-and-communities/community-area-partnerships/penwith/)</i> <i>All Councillors must declare any interest i.e. Disclosable Pecuniary Interest (DPI), Other Registerable Interest (ORI) or Non-Registerable Interest (NRI), in items on the agenda and the nature of the interest. In keeping with the Council's Code of Conduct, Members must leave the meeting during the discussion relating to the item in which the interest has been declared unless a dispensation has been requested by the Member and granted by the Council.</i>
LPC24.25.5	To approve written requests for dispensation
LPC24.25.6	Public Speaking (<i>up to 15 minutes in total</i>)

LPC24.25.7	Cornwall Councillor reports - <i>To receive reports from Cornwall Council ward members on their work relevant to Ludgvan parish.</i>
LPC24.25.8	Minutes of the meeting of the Council held on 10 April 2024 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.
LPC24.25.9	Clerk’s update report – <i>To receive updates and consider any actions necessary</i>
LPC24.25.10	Committee meeting minutes – <i>To note the minutes and resolutions made, of the Committee meeting/s: Planning Committee – no meetings held since last council meeting</i>
LPC24.25.11	Reports from Councillors as representatives on outside bodies
	<u>ITEMS FOR DECISION:</u>
LPC24.25.12	To co-opt to vacancy on the council – Lelant Ward (1 vacancy) <i>To consider applications received with the aim of co-opting to fill the vacancy on the council.</i>
LPC24.25.13	To receive Declaration of Acceptance of Office, and written agreement to observe the Council’s Code of Conduct – <i>if a co-option is made, then this declaration must be made before the new Councillor can join the meeting and act in the capacity as Councillor.</i>
	PLANNING
LPC24.25.14	Planning Applications
	a) PA24/02829 – Pelistry Cottage, Church Hill, Ludgvan, Penzance – Application for a Lawful Development Certificate for an existing use of a former garage as a detached residential annex comprising a mixture of living and storage space.
	b) PA24/02306 – Longrock Bus Depot, Poniu Road, Long Rock TR20 8HX – Improvements to Longrock bus depot facilities to provide bus and staff car parking, bus washing and refuelling and relocation of existing welfare and offices portable buildings and provision of new toilet cabin facilities
	c) PA24/02996 – St Erth Refuse Transfer Station and Household Waste Recycling Centre, Treloweth Lane, St Erth – Proposed redevelopment of St Erth Refuse Transfer Station (RTS) to include an extension to the existing waste transfer building, the provision of new external bays (for glass and clinical waste) and external enclosed bays (for wood wastes), associated infrastructure (eg. provision of weighbridge etc), reversing the traffic flow through the RTS facility and changes to operating hours of the RTS and HWRC (see planning statement for further details). The application site boundary also includes the Household Waste Recycling Centre (HWRC) with non compliance with condition 3 and 14 in relation to decision notice PA20/05624 dated 16.04.2021 without compliance with Conditions 3, 7, 8 and 20 of decision notice PA22/02903 dated 22.11.2022
	d) <i>Any additional planning consultations received before 5pm, Friday 3 May.</i>
LPC24.25.15	Planning Appeals PA23/07987 – Land North of Chy An Brea, Castle Gate, Ludgvan TR20 8BG
LPC24.25.16	Schedule of Payments - <i>To approve the payments to be made, as set out in the schedule</i>
	PARISH ISSUES

LPC24.25.17	Community Hall at Morva Reach – <i>to decide whether the parish council wishes to pay for additional works – solar PV – and to consider potential to export excess electricity to the national grid</i>
LPC24.25.18	To consider motion by Cllr L Miucci: The council to consider asking Coastline Housing, if the proposed development at Crowlas goes ahead, could services (electricity, water and sewage) be made available for the parish council to connect to, to enable the chapel building at Crowlas Cemetery to be refurbished with the potential for a wider range of uses.
LPC24.25.19	Grant application – YMCA Cornwall
	ANNUAL MEETING ITEMS
LPC24.25.20	Scheme of Delegation – <i>To review the Scheme of Delegation</i>
LPC24.25.21	Terms of Reference for committees – <i>To review the Terms of Reference of the council's committees and working groups</i>
LPC24.25.22	Appointment of Members to Committees and Working Groups
LPC24.25.23	Review of Standing Orders and Financial Regulations
LPC24.25.24	Review of complaints procedure
LPC24.25.25	Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation
LPC24.25.26	Review of all other Council policies
LPC24.25.27	Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972
LPC24.25.28	To agree the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council
LPC24.25.29	Appointment of representatives to outside bodies
LPC24.25.30	Review of arrangements with other local authorities, not-for-profit bodies and businesses
LPC24.25.31	Review of Asset Register
LPC24.25.32	Review of the Council's Financial Risk Assessment
LPC24.25.33	Confirmation of arrangements for insurance cover
LPC24.25.34	Review of subscriptions to other bodies
LPC24.25.35	PARTNERSHIP WORKING AND CONSULTATIONS
LPC24.25.36	Joint working with Marazion Town Council - <i>To receive an update on the latest joint meeting, and to agree any matters to raise at the next joint meeting</i>
	ACCOUNTS AND GOVERNANCE
LPC24.25.37	Bank Signatories – <i>To approve the authorised bank signatories and any changes to be requested to the bank mandate</i>
LPC24.25.38	To receive the Internal Audit Report for the year ended 31 March 2023 – <i>to note, and to agree any resulting actions</i>
LPC24.25.39	To approve the Asset Register as at 31.03.2024 – <i>to consider and approve the updated Asset Register</i>

LPC24.25.40	To approve the Annual Governance Statement 2022/23 for signing by the Chair – this, and the following item, is a requirement of the external audit process
LPC24.25.41	To approve the Accounting Statements 2022/23 for signing by the Chair
LPC24.25.42	To approve the Annual Return for the year ended 31 March 2023 to agree for the Clerk to submit the Annual Governance and Accountability Return form to auditors BDO LLP
LPC24.25.43	To approve other year end audit documents: Conflict of interest form (BDO auditors)
LPC24.25.44	To approve the Annual Community Infrastructure Levy Report 2023/2024
LPC24.25.45	Training <i>To consider requests and opportunities for training</i>
LPC24.25.46	Finance report and bank reconciliation - <i>To consider and note the budget monitoring report and bank reconciliation.</i>
LPC24.25.47	Review of Parish Council Financial and Management Risk Assessment <i>To review the council's Financial and Management Risk Assessment and to RESOLVE to approve a version with any updates agreed at the meeting</i>
LPC24.25.48	Correspondence/communications
LPC24.25.49	Agenda items for a future meeting <ul style="list-style-type: none"> <i>i. Any items deferred from this meeting</i> <i>ii. Review of Ludgvan Parish Council Business Plan</i> <i>iii. CIL – use of funds</i> <i>iv. Repair and renovation of the chapel building at Crowlas Cemetery – to receive an update and agree on the next actions to take, including: Asbestos Management Plan; Funding application/s (National Lottery Heritage Fund)</i> <i>v. St Paul's New Cemetery</i> <ul style="list-style-type: none"> <i>a. To agree to start new second row, before the slope down to the bottom of the field (gets waterlogged in wet weather)</i> <i>b. To agree how to set out the cremated remains section</i>
	MATTERS FOR DECISION, INFORMATION EXCLUDED FROM THE PRESS AND PUBLIC
LPC24.25.50	Exclusion of the press and public To resolve: 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.
LPC24.25.51	IT Support Contract – to consider quotes received and to RESOLVE to award the contract
LPC24.25.52	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.