

LUXULYAN PARISH COUNCIL

Clerk to the Council: Mrs C Wilson, Lower Burlorne Tregoose, Washaway, Bodmin PL30 3AJ  
www.luxulyanpc.co.uk | 01208 831283 | 07543 427141 | clerk@luxulyanpc.co.uk

## NOTICE

AN ORDINARY MEETING OF LUXULYAN PARISH COUNCIL WILL BE HELD ON  
THURSDAY 8 FEBRUARY 2018 AT LUXULYAN MEMORIAL INSTITUTE AT 6.00 PM

**Members of the public are cordially invited to attend.**

PUBLIC QUESTION TIME. Time is allocated during the Public Session for members of the public to comment on any of the items detailed in the agenda below or to bring any relevant matter(s) to the attention of Luxulyan Parish Council. Contributions may be limited to 5 minutes on each subject.

**Members of Luxulyan Parish Council are hereby summoned to transact the following business:**

## AGENDA

17/218 **Apologies for absence**

17/219 **Declarations of interest**

- a) Declarations re agenda items.
- b) Requests for dispensation.

17/220 **Public Session**

17/221 **Previous action points with further action if required**

17/222 **Meetings and governance**

- a) To approve and sign the minutes of the ordinary meeting on 11 January, adjourned until and completed on 25<sup>th</sup> January 2018.
- b) Co-option of a new member
- c) To set a date for a Q&A session with the clerk regarding parish accounts documents.
- d) To consider the Clerk's training in Cemetery Legal Compliance
- e) To consider the Clerk's training for the new General Data Protection Regulation (GDPR)

17/223 **Finance**

- a) To review January 2018 *Payments against Budget, Cash Flow, and Bank Rec.*
- b) To consider extra hours for the Clerk for the Facebook page, including set-up with training (probably self-teaching).
- c) To consider the choice of an internal auditor for this year.
- d) To authorise payments. (See Clerk's Notes)

17/224 **PCSO report and Police Liaison Report**

17/225 **Cllr Saunders' report to the Parish**

17/226 **Neighbourhood Plan steering group report**

17/227 **To consider** a new tarmac path for the cemetery.

17/228 **To consider** the requirement of a DBS check for contractors.

17/229 **To consider** a Planning Committee (with delegated powers) or a Planning Working Group (without delegated powers).

17/230 **To consider** a working party for review of the council's risk.

17/231 **To consider** Grant Awards according to Luxulyan's Grant Awarding Policy (available on the website).

17/232 **To discuss** improvement to the rubbish collection in the village.

17/233 **Planning**

a) Planning correspondence.

i. **To consider** Planning Index training. A bespoke method for parish councillors to develop skills for better consultee comments.

ii. **PA18/00310/PREAPP** | Exception notice for works to a tree subject to a tree preservation order - Removal of an Elm. | The Vicarage Luxulyan Bodmin PL30 5EE  
Case Officer: Myra Trust  
Determination Deadline: Thu 08 Feb 2018

b) Enforcements – reports and progress.

c) To report on planning decisions of special interest. (A complete report is in Clerk's Notes and *Parish Planning* on the website.)

d) Applications for consultee comments.

i) **PA17/11149** | Conversion of existing barn store to form a granny annexe bedroom and en-suite together with oak frame conservatory | 2 Millbridge Cottages Pontsmill Road Pontsmill Par Cornwall PL24 2RR.

Case Officer: John Rudge

Standard Consultation Expiry Date: Thu 15 Feb 2018

Determination Deadline: Thu 22 Mar 2018

Consultee Comments at time of agenda: 0

ii) **PA18/00193** | The proposed development is to replace a mobile home with a three bedroom bungalow and detached garage. | Tregonning Farm Luxulyan Bodmin Cornwall PL30 5EQ

Case Officer: John Rudge

Standard Consultation Expiry Date: Wed 14 Feb 2018

Determination Deadline: Tue 20 Mar 2018

Consultee Comments at time of agenda: 0

iii) Applications for consideration since the posting of this Agenda.

17/234 **Highways & Flooding.** To receive reports requiring the attention of the parish council. Often the best results come from direct reporting on the REPORT A POTHOLE section of Cornwall Council website. Links are available from the Parish Council website at Parish Highways.

a) Letter from a parishioner about curb and walkway at Bridges.

17/235 **Assets – reports and maintenance**

a) Cemetery

b) Footpaths

c) Luxulyan Memorial Institute

d) Playing Field. To receive the previous month's inspection reports.

e) Village Toilets

f) Other matters for report

17/236 **Parish Matters – reports**

- a) Community Networks: St Blazey (meeting 29 Jan); China Clay (meeting 12 Feb)
- b) Luxulyan CLT
- c) Luxulyan Parish Community Fund.
- d) Luxulyan Valley Partnership
- e) Street Sweeping / Knotweed at Treskilling
- f) Village Hall Committee
- g) Other matters for report

17/237 **Correspondence & Invitations** (complete list in Clerk's Notes)

17/238 **Business for the next meeting**

17/239 **Dates of next meetings.**

- a) Monday, 12 February, 6.00 pm Staffing Committee, Institute
- b) Parish Meeting, Friday 16<sup>th</sup> February, 7.00 pm, Village Hall
- c) Planning if needed 22<sup>nd</sup> February, 6.00 pm. Institute
- d) Ordinary Meeting 8 March 2018, 6.00pm. Institute.

**Mrs C Wilson**  
**Clerk to Luxulyan Parish Council**  
**2 February 2018**

A NOTE ON NUMBERING

*The municipal year begins in May when the Chairman is elected and Committee members are appointed. During January – April the numbering of the Agendas and Minutes continues in sequence, with the same prefix. May's first Agenda item will be 18/01.*