

LUXULYAN PARISH COUNCIL

DRAFT Minutes of the Ordinary Meeting at the Luxulyan Memorial Institute, 6.00 pm,

THURSDAY 14 MARCH 2019

PRESENT:

Cllr Keith Bilston (Vice-chair), Cllr Michael Grindley, Cllr Bob Hatton, Cllr Margaret Higman, Cllr Michele Latham, Cllr Francis Payne.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson, Ward Member Cllr Sally-Anne Saunders, and no Members of the Public.

ABSENT:

Cllr Michaela Linfoot (Chair), Cllr Kay Baker, Cllr Sarah Kemp, Cllr Tina Windsor.

Abbreviations: Councillors are abbreviated with their initials; Luxulyan Parish Council (LPC), Cornwall Council (CC), Cornwall Assoc. of Local Councils (CALC), Footpath (FP), Local Maintenance Partnership (LMP), Community Network Panel (CNP), Friends of Luxulyan Valley (FOLV), General Data Protection Regulations (GDPR), Luxulyan Neighbourhood Plan (LNP). *** indicates the Consultee Comments submitted to the Planning Authority; the general points are proposed and decided by LPC; formal submission is delegated to the Clerk.

The Chair sent her apologies and the Vice-chair chaired the meeting.

The meeting began at 6.00 PM and the KBI welcomed all.

18/179 Apologies

Apologies were received from KBa, SK, ML.

18/180 Declarations of interest or requests for dispensation.

None.

18/181 Public Session

None.

18/182 Review of action points

The clerk reported that all actions are complete.

18/183 Meetings and governance

A The council **RESOLVED** that the minutes, as read, of the meeting held on 14 February 2019 were a true and correct record (proposed FP, 2nd MLa) and they were duly signed.

B FP reported on the CALC conference about the Cornwall Community Governance Review. This review has the power to change parish boundaries. In some cases, rural parish boundaries are under pressure from adjoining towns that would like to increase their area. It does not appear that Luxulyan is under such pressure, but the parish council will keep up to date with the review.

C It was **RESOLVED** to appoint FP and BH as lead councillors for the Cornwall Community Governance Review (proposed MG, 2nd MH).

D Wards. As a consequence of the Local Government Boundary Commission electoral review which left Cornwall with 87 Cornwall Councillors from 2021, as requested, Luxulyan will be split into two wards (Lockengate and Luxulyan). The wards correspond with the polling districts. The council has received conflicting reports about

contested elections in wards. The clerk will investigate and report back.

ACTION: Clerk

E Polling District & Polling Places Review. This review is concerned with the convenient placement of polling booths and polling district boundaries. Luxulyan Parish Council has had no complaints about the polling procedures. If any parishioner would like to comment on the polling districts or polling places, please write to or email the clerk. Stage 1: 4 Mar-15 Apr – consultation based on the current 122 electoral divisions. Stage 2: 3 Jun-15 July – consultation based on the current 122 electoral divisions and the new 87 electoral divisions that take effect in 2021.

F It was **RESOLVED** (proposed KBi, 2nd MLa) to pay the clerk for her leave this month of 32 hours and move 24 hours of annual leave to the next fiscal year.

18/184 Finance

A Clerk's reports *Budget Comparison, Cash Flow, and Bank Rec* were **NOTED** and accepted (proposed BH, 2nd MLa).

B Payments from the Bodwen Solar Park Fund. It was **RESOLVED** (proposed BH, 2nd MG) to take all payments concerning the Questionnaire from the Fund. All other payments from the Fund will be discussed at the Annual Parish Meeting in April.

C The review of the *Financial Risk Assessment* (approved Apr18) was **DEFERRED** so that MG's suggestions could be incorporated.

ACTION: MG and Clerk

D The Terms of Reference – Audit Panel was also **DEFERRED**.

ACTION: MG and Clerk

E The council **AUTHORISED** payments for March totalling £1,642.19 (proposed BH, 2nd MLa). See Item 18/186.A. The last column is recoverable VAT.

14 Mar 19	Clerk's salary and expenses		£	883.71		
14 Mar 19	Clerk's HMRC		£	49.77		
14 Mar 19	Playground inspections - 4 weeks		£	46.00		
14 Mar 19	Cleaning surfaces of play equip.		£	15.00		
14 Mar 19	Public Conveniences cleaning Feb		£	353.76		58.96
14 Mar 19	LMI broadband Mar19	DD	£	37.08		
14 Mar 19	Public Conveniences, electricity	DD	£	13.89		0.66
14 Mar 19	FOLV corporate subscription		£	25.00		
14 Mar 19	Christmas Tree for the Institute 2018		£	25.00		
14 Mar 19	ink toners x2		£	122.14		20.36
14 Mar 19	HI Vis 12 jackets for councillors & clerk		£	70.84		11.81

F The council considered three quotes and **RESOLVED** (proposed KBi, 2nd MG) to appoint Rob Larter as the internal auditor for 2019.

18/185 Reports

A Chair's Report. No report as the Chair was not at the meeting.

B Crime & Prevention. Nothing to report.

C Ward Member, Cllr Sally-Anne Saunders' report to the Parish.

- The month was quite busy with a lot of casework.
- CC Budget. It is unfortunate that the media focused on the 2% rise in Cornwall Councillors pay when so many other things in the Budget were laudable: the same rise for staff, the foundation living wage minimum for all staff, and it also will be coordinated for staff of contractors. Sally-Anne is happy to discuss the CC budget with anyone who has questions about it.

- She is following up on reports of fly-tipping and a fallen fence on Footpath 15.
- She is studying the progress of the STARR project which will implement flooding solutions along the River Par. She is also monitoring the possible impact of the works on properties along New Road, St Blazey.

D Neighbourhood Plan steering group. There will be a full report at the next meeting.

E Skate Park Working Party. No member at the meeting to report.

18/186 Considerations

A It was **RESOLVED** to renew the Parish Council's corporate membership in Friends of Luxulyan Valley (proposed MG, 2nd MLa).

B Village parking. MLa explained the difficulties with school staff parking on the residential streets and the congestion from drop-off and collection at the school. MLa explained that at various times the school had used its newsletter to ask people to park at the Village Hall, but the request is too often ignored. When exiting St Julitta, visibility is often impaired. St Sulien has similar problems.

The parish council agreed that this is a problem; however, its powers are non-existent regarding parking violations. Nevertheless, the council will consider this again at the next round of the Community Network Highways Scheme and perhaps Highways will be able to find a solution to alleviate at least some of the problem.

C The council looked at examples of World Heritage Site signs and considered them for Luxulyan and looked at the costs. No proposal was made to request WHS signs.

D LPC considered two quotes for weed spraying of the pavements in Luxulyan village. It **RESOLVED** (proposed MG, 2nd FP) to accept the quote from Complete Weed Control.
ACTION: Clerk

E LPC considered two quotes and it was **RESOLVED** (proposed KBi, 2nd BH) to accept the quote for a non-chemical removal of the moss on the Cemetery car park. The council will monitor how quickly the moss returns.
ACTION: Clerk

F It was **RESOLVED** (proposed KBi, 2nd MG) that KBi and N Legard will represent Luxulyan at the Cornwall Community Resilience Workshop, Tues, 19 March, Chasewater.

G It was **RESOLVED** that FP, MLa, and MG will represent the council at Meet the Planners in St Austell, Thurs, 21 March (proposed KBi, 2nd MH).

18/187 Planning

A Planning issues and correspondence. Planning decisions are reported in *Clerk's Notes* and on the website.

i. Review of the Terms of Reference for the Planning Working Party was **DEFERRED** until the next meeting.

ii. **PA18/10874** | Outline planning permission with all matters reserved: Infill dwelling | Land North Of Fairhaven Rosemelling
The case officer asked whether the parish council still wished to send this to Planning Committee and LPC considered the application again in light of the revised Highways access plan which is dependent upon agreement with the adjoining property. It was pointed out that the situation had not changed significantly, that the council's original objections still stand. It was **RESOLVED** (proposed KBi, 2nd BH) to request that this application go to Planning Committee. The ward member will

consider LPC's request.
ACTION: Ward Member

B Applications for consultee comments.

- i. **PA19/00098** | Part demolition and conversion of the former Bodmin Radio Station to form a workshop and offices for the storage, repair, maintenance and distribution of plant and tool hire equipment (B1/B8/sui generis use), along with associated parking, provision of hardstanding, and landscaping | Bodmin Radio Station Lanivet Bodmin Cornwall PL30 5HY
 KBi reported on the site visit and the council discussed the application. It was **RESOLVED** (proposed FP, 2nd MG) to submit the following consultee comments:
 *** Luxulyan Parish Council has **NO OBJECTION** to this application. In light of the abandoned site, the development will certainly benefit the area. Luxulyan Parish Council would like the case officer to consider the impact, the wear and tear of large plant and tool hire equipment on the slip road up to the entrance of the property and whether or not the applicant should help in some way to maintain this road, which is used by other residential properties and church goers, but which may be of low priority to the county's Highways maintenance schedule.
- ii. **PA19/01357** | Proposed annexe and workshop | Catch 22 New Road St Blazey PL24 2SB.
 It was agreed to request a site visit and consultee comments were **DEFERRED** until the April meeting.
ACTION: Clerk

18/188 Highways & Flooding

BH reported on the deterioration of the leat at Bridges since stone out of the wall now blocks the flow of water. The ward member will follow this up with Cormac as she organised their recent maintenance work.
ACTION: Ward Member

18/189 Assets – reports and maintenance

- A Playing Field. Playing Field inspections for February were received and **NOTED**.
- B Cemetery. Nothing to report.
- C Footpaths. See Item 18/185.C about FP 408/15. Work has started on the Saints' Way FP 408/13 boardwalk in oak (!) which should last much longer than the previous structure. It should be finished before Easter.
- D Luxulyan Memorial Institute. Nothing to report.
- E Village Toilets. Nothing to report.
- F Website. The clerk reported that the parish council website is subject to new accessibility regulations and it must be compliant by September 2020. This will need to be budgeted next year so that the website can be assessed and brought up to standard.

18/190 Parish Matters – reports

- A Luxulyan Parish Community Fund. Nothing to report.
- B Luxulyan Valley Partnership. There is a meeting next week.
- C Village Hall Committee. Nothing to report.

18/191 Correspondence & Invitations (complete list in Clerk's Notes)

A Code of Conduct complaint (EG/55430 13 February 2019) against Cllr M Linfoot was rejected.

B The council briefly discussed a new scheme for volunteer work from Cornwall Council called SOS. It is for existing community projects that Cornwall Council's volunteering scheme can support by way of a day's commitment. Details are with the councillors and available from the clerk.

18/192 Business for the next meeting

Deferred items. No other business was requested.

18/193 Dates of next meetings

A Planning if needed 28 March 2019, 6.00 pm

B Ordinary Meeting 11 April 2019, 6.00pm, both at the Luxulyan Memorial Institute.

C Audit Panel, 11 April, 5.00 pm at the Institute.

D The Annual Parish Meeting will be called in April, date to be confirmed, at the Institute.

The Chair thanked everyone and closed the meeting at 8.45 pm.

Mrs C Wilson ~ Parish Clerk ~ 15 March 2019