

LUXULYAN PARISH COUNCIL
DRAFT Minutes of the meeting held in the Luxulyan Memorial Institute at 7.00 pm on
THURSDAY 12 JUNE 2014

PRESENT: Cllr Chris Austin (Chair), Cllr David Olford, Cllr Barbara Fahey, Cllr Ralph Keam, Cllr Clare Eich, Cllr Michaela Linfoot. Clerk to the Parish: Mrs Christine Wilson.

ABSENT: Cllr George Haywood, Cllr Jodie Fisher, Ward Member Cllr Simon Rix.

ALSO PRESENT: Mr N Legard, Mr R Grant, Mr J Satterthwaite (arrived at 8.15 pm).

Abbreviations: Luxulyan Parish Council (LPC), Cornwall Council (CC), Strategic Planning Committee (SPC), Community Land Trust (CLT), Parish Councillors are abbreviated with their initials. *** indicates the Consultee Comments submitted to the Planning Authority by LPC, delegated to the Clerk.

The meeting began at 7.00 pm and the Chairman welcomed all.

14/029 **Apologies for absence.** Cllrs Haywood because he is away and Cllr Fisher due to illness.

14/030 **Declarations of interest.**

- a) Declarations re agenda items. None.
- b) Requests for dispensation. None.

14/031 **Public Session.**

- Mr N Legard reported that the Bugle Ward Community First Fund has funds available for small grants between £250 - £2,500. The Community Bus Project has been informed. The panel, which includes N Legard and JF, meets quarterly to review applications. Applications must be received by 31st December this year and the money must be spent by 28th February 2015. Visit the website (www.buglecommunityfirst.org) for more information and you can also contact Mr Legard if you have any ideas about using this fund.

The Chairman thanked him for his contribution and Mr Legard left the meeting.

- Mr Richard Grant, the Minorca Lane Project Manager from Cornwall Council, explained the goals of the Project and the progress that has been made. Various County organisations such as Public Health, Planning, Children's Services and the Environment Agency are working with the inhabitants, landowners and wider community to co-ordinate efforts and enhance the quality of life there. LPC's representative for the Project is Cllr Michaela Linfoot.

The Chairman thanked him for coming and Mr Grant left the meeting.

14/032 **Meetings.**

- a) The amended minutes [Item 14/016.a] from 10 April, were approved and signed by the Chairman. Proposed DO, 2nd RK.
- b) The draft minutes of the Parish Meeting, 8 May, were reviewed, found correct and held to be signed at the next Parish Meeting scheduled for 14 May 2015.
- c) The minutes of the Annual Meeting of the Parish Council, 8 May, and the Ordinary Meeting of the Parish Council, 8 May, were approved and signed by the Chairman. Proposed RK, 2nd CA.

d) It was agreed to move Items 14/037 and 038 to later in the meeting until after Mr Satterthwaite arrived because he had informed the Chairman that he was particularly interested in these. For the purpose of the minutes, the Items will remain in order.

14/033 **Playing Field inspection rota.** The Clerk received last month's reports and the inspectors of the play equipment for the next 4 weeks will be: ML, CE, RK, and DO.

14/034 **PCSO report.** None.

14/035 **Cllr Rix's report to the Parish.** None. It was agreed that the Clerk should write to Ward Member Jackie Bull and request a meeting to discuss a way forward concerning Cllr Rix's lack of communication with LPC.

14/036 **Task & Finish Group report.** None.

14/037 **Community Bus Project.** LPC has agreed to assist the Project with funding, but would like to know the outcome of the Lottery Bid in order to better focus its grant. Before our next meeting, LPC would like to know what other support they have received thus far. Proposed CA, 2nd DO.

14/038 **Surface Water Runoff Grant Scheme.** The Scheme may be of use to a number of people in Luxulyan. The Clerk will get the application form.

14/039 **Planning.**

a) Reports on planning decisions.

- i. 05.06.2014 PA14/02429 APPROVED Applicant: Mr David Retallick Location: Highway Garage Tywardreath Highway Par Cornwall PL24 2RN Proposal: Construction of MOT and service bay
- ii. 03.06.2014 **PA14/02824** APPROVED Applicant: Mrs P Hancock Location: Lestoon Farm Treskilling Luxulyan Bodmin Cornwall Proposal: Erection of steel framed building to cover silage storage area
- iii. 02.06.2014 **PA14/03632** APPROVED Applicant: Mr Jason Welsh Location: 14 Rosevale Gardens Luxulyan Bodmin PL30 5EP Proposal: Retention of Conservatory
- iv. 29.05.2014 **PA14/02396.** APPROVED. Applicant: Mr Andrew Cottrill. Location: The Old Vicarage Luxulyan Bodmin Cornwall PL30 5EE. Proposal: Works to trees covered by a Tree Preservation Order namely Fell a Sycamore tree, shorten stem to branch on a beech tree,, top off an Ash tree by approximately 40%, Fell one Beech tree, Fell one Sycamore tree, Remove lower limb of Beech tree.
- v. 19.05.2014 **PA14/02921** APPROVED. Applicant: Mr Neal Barnes. Location: Little Carne Farm St. Blazey Par PL24 2SX. Proposal: Kitchen/Diner extension with utility area.
- vi. 19.05.2014 **PA14/03455** S52/S106 and discharge of condition apps. Applicant: Mr Clive Coney. Location: Treskilling Farm Treskilling Luxulyan Bodmin Cornwall. Proposal: Discharge of conditions 4, 5 and 6 of PA13/06656 for conversion of single storey barn to 2 bedroom residential dwelling.

LPC requested that in future the Clerk note the Conditions as part of Clerk's Notes.

- vii. 14.05.2014 **PA14/02959** APPROVED Applicant: Mrs Christine Roberts. Location: Moorland View Conce Moor Bugle St Austell Cornwall. Proposal: Siting of 2 mobile homes under gypsy status for brother and children

b) Planning correspondence.

- i. The Clerk will reply to the Planning Department's explanation of the mix-up concerning the appropriate Parish for the Rock Mill application PA13/06904.

Though the Planning Department apologised for their mistake, they did not address their failure to follow CC's Planning Protocol for Local Councils.

- ii. The Case Officer sent a copy of an Appeal Decision for a similar application to PA14/02959 Moorland View, and the Clerk will send it on to all the councillors.

c) **Applications.** None.

14/040 **Maintenance of Cemetery & Open Spaces.**

- a) **Cemetery Review.** After considering the Clerk's report and reviewing the fees, it was decided to leave the fees as they are for local residents. However, it was agreed that for persons who have not lived in the Parish for 15 years or more, the fees will be tripled.

The Clerk will write a Cemetery Policy to be ratified at the next meeting. It was agreed that the Policy, which will include fees, will be made available to anyone upon request.

- b) **Dog litter bin.** The problem is the dog waste deposited in the Cemetery rubbish bin which is very unpleasant for the volunteer(s) who empty it. The Clerk reported that new dog litter bins are no longer supplied by CC or emptied without cost by Cory (rubbish collectors). The cost to Luxulyan would be circa £250 for the bin and fixings, and £175 every year for collection. Stickers that say No Dog Waste Please are available only by order, and would cost £40-50 to be printed! It was decided that the Clerk would place a laminated sign on the Cemetery bin, saying the same. Cost to LPC, £.50 for 2 signs. We hope this will solve the problem.
- c) **Play Equipment maintenance.** The Clerk had two verbal quotes from a local metal worker and an out of county play equipment company who could not do all the work needed. It was decided to award the contract for repairs to Mr B Oliver who will do the work at a reduced cost for the village. Proposed DO, 2nd CE; unanimous.
- d) **Luxulyan Stone Marker.** A proposed design by stonemason A Fanshawe was considered for carving the village name into the donated Luxullianite stone near the entrance to Luxulyan [Item 14/023.k, 8 May]. The design was well liked and no other designs or quotes were requested. The quote for £350 + VAT was approved. There would be additional costs for transporting the stone, so it was agreed to look for a member of the community who can transport the stone to and from Mr Fanshawe's residence in Withiel. LPC requested that the letters be painted black rather than white for better contrast. Proposed CA, 2nd ML, unanimous.

14/041 **Parish Matters.**

- a) **Footpaths.** ML and BF had a discussion with the landowner about the proposed link from Bridleway 408/11 to Penrose Tip. After looking at the position of the path and the distance of 1½ fields between it and Penrose Tip, the idea of a linking footpath was abandoned.
- b) **Bus Shelter verges.** After consulting Highways, the Clerk reported that the Rural Maintenance Regime is in charge of this area and the verges will be cut twice a year.
- c) **CLT – Community Land Trust.** DO reported that it was disappointing that no one from the new housing estate was able to attend the AGM. Nothing has been finalised, but negotiations are progressing about street lighting and the purchase of the remaining 3 plots for affordable homes.
- d) **Luxulyan Memorial Institute.** No report. The AGM is next Thurs, 19 June.
- e) **School Management Committee.** CE will report at the next meeting.

- f) Village Hall Committee. ML attended the AGM and there are no changes to the committee members or positions.
- g) Village Rubbish bins. Nothing to report. Cory has been doing a good job.
- h) Luxulyan Toilets.
- i. The contract for the **Transfer of Whole Registered Title** was signed by CA and DO. The Clerk confirmed that our solicitor is satisfied with the adjustment of the definition of a 'specified event'.
 - ii. **British Gas electricity contract.** LPC has promised an adjusted invoice that will backdate our contract to 30th April 2013, the date agreed with CC. The adjusted invoice, not yet received, will be £173.47.

Direct Debit of our electricity bills allows LPC to benefit from a 6% reduction. The Bank Instruction for the Direct Debit still requires 2 signatures. It was agreed to go ahead with the Direct Debit. Our only other bank signatory was not present so CA will make sure it is signed and deliver the form to the Clerk.

The Clerk will inquire with British Gas about the Feed-in Tariff due for the solar panels. The best solution may be a change to a 'reversible' meter.
 - iii. **Signs.** *Signs Now* will provide signs 1) about opening times and 2) the wheelchair accessible sign with an arrow. The same company made the signs provided by CC, so they should match.
- i) Luxulyan Valley Partnership.
- i. No councillors were able to attend the last meeting on 11 June 2014.
 - ii. At the request of both Councillors, it was decided that CE would now represent LPC on the Village Hall Committee, and ML would represent LPC at the Luxulyan Valley Partnership meetings. Proposed BF, 2nd CA, unanimous. The Clerk will advise the CC officer co-ordinator.
- j) What's On Cornwall. No report.
- k) **Signs** to stop lorries through the village [13/213.o] were discussed. Parc Signs is the best price of 3 quotes. It was agreed to use the graphic No HGV sign with the red diagonal line, even though this is not strictly correct; i.e. the diagonal is not necessary, but it is the most understandable.
- l) **CL626, Treskillings Downs.** Natural England has completed its investigation and work has been scheduled with agreed contractors. The Forestry Commission is also involved.

14/042 Finance.

- a) The finance report with expenditure compared to budget, which included June payments, was circulated. Reserves of £447 from last year's Training budget will be added to this year's in order to cover the cost of the Clerk's CiLCA training and other training. It was noted that recoverable VAT will soon reach £1000 because of expenses such as the new Cemetery car park, grit bins and the legal expenses for the Toilets.
- b) The updated Asset Register, in keeping with Audit Commission guidelines, was circulated and explained. It was agreed that it was true and correct. Proposed RK, 2nd CE.
- c) Internal Audit report for the financial year 2013-14 was discussed. The Clerk will investigate the recommendation for the sight of annual returns from any organisation that has received a large grant from LPC.

- d) Authorisation of payments totalling £5,372.82 were approved (proposed DO, 2nd RK); however only one signatory was present. CA took the chequebook to have the cheques signed upon GH's return. Payments were: Lyn Thomas, internal audit, £60.00; AJ & M Linfoot Groundworks, as per the approved tender [13/196.b], £4006.80; Bricknells Stationery, £12.72; Signs Now UK, toilet signs, 50% before order, £100.00; CALC Audit Training, £48.00; A&A Garden Services, £367.50; Jim Cleare, Drop&Go Postage for GT, £81.90; Clerk's salary & expenses, £412.01; Cleaner's salary, Public Conveniences, £227.09; HMRC, £56.80.
- e) CE will turn her Lloyds Bank signatory sheet into the Lloyds in St Austell.

14/043 Correspondence & Invitations.

- a) No Councillors wished to attend the free CC Code of Conduct training. The Clerk will send the offer to JF who has not yet completed this training.
- b) Road Closures. Details have been place on LPC's website.
- c) A member of the public inquired about help with Broadband difficulties, but LPC cannot help in technical matters. However, the Clerk will reply and find out if there is anything practical LPC can do.
- d) Our MP, Sheryll Murray, has requested the councillors and any other interested person read and respond to the Dept of Transport consultation about rail service to the area: www.gov.uk/government/consultations/great-western-specification-for-the-future-franchise

The consultation closes 26 June at 9.30 am.

14/044 Business for the next meeting.

- a) Luxulyan Good Citizen Award.

14/045 Dates of next meetings: Planning if needed June 26th 2014. Full Council 10 July 2014. Both at 7.00 pm, the Luxulyan Memorial Institute.

Finance Working Party (1st quarter) meeting in July, date and time to be confirmed.

The Chairman thanked everyone and the meeting closed at 10.10 pm.

Mrs C Wilson ~ Parish Clerk ~ 20 June 2014