

LUXULYAN PARISH COUNCIL
DRAFT Minutes of the meeting held in the Luxulyan Memorial Institute at **6.30 pm** on
THURSDAY 9 APRIL 2015

PRESENT: Cllr Chris Austin (Chair), Cllr George Haywood (Vice-chair), Cllr Ralph Keam, Cllr Barbara Fahey, Cllr Clare Eich, Cllr Jack Satterthwaite, Cllr Jodie Fisher, Cllr Andy Cottrill. Clerk to the Parish: Mrs Christine Wilson.

ABSENT: Cllr Michaela Linfoot, Cllr David Olford and Ward Member Cllr S Rix.

ALSO PRESENT: No members of the public.

Abbreviations: Luxulyan Parish Council (LPC), Cornwall Council (CC), Strategic Planning Committee (SPC), Community Land Trust (CLT), Friends of Luxulyan Valley (FOLV), 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 6.30 PM and the Chairman welcomed all.

14/207 **Apologies for absence** were received from ML, DO and PCSO Merrikin.

14/208 **Declarations of interest.**

- a) Item 215c.i. AC explained that he is a neighbour, but that the planning application does not affect his property in any way. The council did not consider it necessary that he leave the room. AC declared that he would not speak during the discussion nor participate in the vote.
- b) Requests for dispensation. None.

14/209 **Public Session.** None.

14/210 **Meetings and governance.**

- a) Chairman Chris Austin took this opportunity to advise the council that he will be stepping down as Chairman and parish councillor as of the next meeting in May. His decision is entirely for personal reasons, which have nothing to do with the council. He has enjoyed serving as a councillor and is happy with what the council has achieved in that time. The councillors voiced their dismay, but supported his decision. The council has benefited greatly from his dedication and it will look to the future from a stronger position because of his leadership.
- b) The minutes of the Meeting of the Parish Council on 12 March 2015 were approved and signed by the Chairman (proposed RK, 2nd AC).
- c) Three copies of the Notice of the Annual Parish Meeting (aka, Meeting of the Electors) were signed by the Chairman for posting on the Notice Boards.
- d) It was decided in principle to archive all Luxulyan Parish Council minutes before 2000, keeping only the last 15 years in the clerk's possession. It was noted that the cost of hardback faux leather binding for approximately 3-4 years' minutes would cost in the region of £60, plus VAT. The clerk will report to the council in more detail at a later date.
- e) Committee structure. After discussion of a number of possible modifications, it was decided that the Planning Committee and also Cemetery and Open Spaces were redundant because all decisions are currently considered by full council.

- f) It was noted that in future CC will not send planning application paperwork by post. Possible alternative solutions were briefly discussed involving projection equipment or the purchase of an A3 printer. No decision is necessary yet, but either method would increase the clerk's time significantly.
- g) Playing Field inspections. The two previous month's forms were received and volunteers were noted for the next month's weekly inspections.

It was reported that the Junior and Toddler metal play equipment is deteriorating rapidly now because of rust. Some parts were possibly a safety hazard. It was agreed that Cllr Fahey would speak with Ben Oliver. If he could not start work on the equipment immediately, the clerk would seek another person to make the repairs and the affected equipment would be cordoned off by Cllrs Fahey and Eich until repairs could begin.

14/211 **PCSO report.** Crimes recorded: 2 violence without injury; 1 burglary dwelling; 1 other theft; 1 public order offence. Incidents recorded: 2 crimes recorded; 7 public safety; 11 transport. PCSO Merrikin made her apologies for not attending this meeting and also for the Annual Parish Meeting. The council expressed its frustration that it has not had any police participation at a meeting for many months. It is possible that Insp. Edward Gard, who lives in the village, may be able to attend the May meeting and an occasional meeting on a more regular basis.

14/212 **Cllr Rix's report to the Parish.** No report was received.

14/213 **Cornwall Countryside Access Forum.** The council nominated Cllr Olford for the Forum (proposed CA, 2nd RK). The clerk will advise him and send the relevant forms.

14/214 **Swing Set for the Playing Field.** The clerk confirmed Friday 17 April, 10 am for a meeting between councillors from Luxulyan (CA, GH, BF, and AC) and Cathy Craddock from Outdoor Play People to decide on the placement of the new 3 metre double swing set.

14/215 **Planning.**

a) Reports on planning decisions. (See Clerk's Notes 12-3-15; also reported on the website).

b) Planning correspondence.

- i. It was noted that the case officer for the Trethurgy wind turbine (PA15/01479) sent LPC a letter asking for consultee comments. The clerk had replied that comments had already been sent in, having been discussed and decided at the March meeting.
- ii. An enforcement issue was noted concerning the new Tulip Foods car park, PA14/10783. In the field adjacent, the ground is boggy and unusable because of the raised height of the car park. The clerk will write to the case officer to record LPC's interest in the matter and to request a swift and equitable decision.

c) Applications.

- i. **PA15/02709** Carveighe Road From Hill Bunkers To Post Office At Luxulyan Luxulyan Cornwall PL30 5EE Demolish and rebuild kitchen with conservatory and master bedroom with studio under. - Mr And Mrs B Ellis - (Case Officer - Myra Trust).

Cllr Cottrill removed himself from the discussion and vote. After a short discussion the council voted to SUPPORT this application (prop. RK, 2nd JF).

- ii. **PA15/02427** South Barn Bodiggo Luxulyan Cornwall PL30 5DR Certificate for Lawful Development for the existing use of the land for the stationing of a mobile home for self contained residential use. - Mr & Mrs Martin & Yoko Karkeek - (Case Officer - David Tapsell).

After a brief discussion the council unanimously SUPPORTED this application (proposed CA, 2nd AC).

- iii. **PA15/02652.** |Demolition of existing conservatory and construction of a single storey extension. |Pendeen Ebenezer Bugle Cornwall PL26 8RR.

The day of the meeting this application arrived in Luxulyan's 'In Tray' on the planning portal. There was no map, but clerk printed off one plan in A4 size. However, there was not enough information for the council to make a decision and the clerk will request an extension from the case officer in order to send in consultee comments after the May meeting, by which time LPC should have all the documents.

14/216 Highways.

- a) The 'Not suitable for HGVs' sign has been ordered. When the new sign is fitted the holes made for the previous sign will be filled in and made waterproof.
- b) AC reported that the drain beside the telephone box is still blocked. The clerk reported that T Frost from Cormac has promised to inspect it personally.
- c) It was noted that the Emergency Number for Highways is **0300 1234 222**; however, if it is not an emergency, the caller is requested to fill in an online form. The clerk wrote to Highways (copied to our ward member Cllr S Rix and Cornwall Association of Local Councils) that the online form marginalises those without internet, and that calls from people without internet should be gracefully received.
- d) Tulip Foods Ltd lorries are travelling down a road from the factory which is restricted for lorries. The clerk will write to Tulip and request they review whether the signage is suitable and sufficient. LPC will offer the redundant round 'No Lorries' sign.
- e) Cllr Fisher will advise Highways of a hazardous metal obstruction and breeze blocks along the road between Conce Moor and Sunny Corner. She will also speak with the owners of the hedges in that area that could cut back the brambles so they don't scratch passing cars.
- f) Highways has notified all councils of their programme of works for 2015/16. The areas in and around Luxulyan are listed below. For the full list please see the website. However, the council requested the clerk write to Highways about the Valley road which has been in a desperate state for two years and is not on the list.

SURFACING AND PATCHING WORKS 2015-16

Road Name	Town	Parish	Section Restricted
A391 Between Innis Downs Interchange And Junction South Of Newgate Farm	Lanivet	Luxulyan	From Its junction with 'Innis Downs Interchange' To Its junction with 'Access To Newgate'
Hill Bunkers	Bilberry	Luxulyan	Full Length Of Road Will Be Affected
Road From Bowling Green To Higher Menadew	Lavrean	Luxulyan	Full Length Of Road Will Be Affected

Road From Higher Menadew To Ebenezer	Menadew	Luxulyan	Full Length Of Road Will Be Affected
Road From Lower Mendue To Junction East Of Bodiggo Park	Luxulyan	Luxulyan	From Its Jct/W 'Rd From Jct N Of Bodiggo To Cross Park Farm' To Its Jct/W 'Hill Bunkers'
Road From Bowling Green To April Cottage	Treskilling	Luxulyan	Full Length Of Road Will Be Affected
Road From Treskilling To Bridges	Bridges	Luxulyan	Full Length Of Road Will Be Affected
Road From Strawberry Lane To Junction West Of Inner Tredennick	Luxulyan	South Hill	From Its Jct/W 'Rd From Strawberry Lane To Corgee Moor' To Aprox 160m E Of 'Earth Barn'

SURFACE DRESSING WORKS 2015-16

Road Name	Town	Parish	Section Restricted
Luxulyan Road	St Blazey Gate	St. Blaise	Full Length Of Road Will Be Affected
Bodelva Road	Bodelva	St. Blaise	Full Length Of Road Will Be Affected
Par Lane	Par	St. Blaise	Full Length Of Road Will Be Affected
Trenovissick Road	Par	St. Blaise	Full Length Of Road Will Be Affected
Road From Junction North Of St Cyriac To Atwell Gardens	Luxulyan	Luxulyan	From Outside Luxulyan Village Hall For A Distance Of Approx 115m Ne
Road From Junction South Of Roseney Mill To Gattys Bridge	Luxulyan	Luxulyan	From Its Jct/W Road From Junction South Of Roseney Mill To Gattys Bridge To The Access Of Roseney Farm
Road From Junction West Of Roseney Farm To Junction South Of Roseney Mill	Luxulyan	Luxulyan	Full Length Of Road Will Be Affected
Road From Carne Cross To Junction South West Of Wheal Par	Carne Cross	Luxulyan	Full Length Of Road Will Be Affected
Road From Junction South West Of Wheal Par To Bodelva Road	Bodelva	Luxulyan	Full Length Of Road Will Be Affected
Minorca Lane	Bugle	Luxulyan - Roche	Full Length Of Road Will Be Affected
Road From Bodelva Road To Trenowah Road	Bodelva	St. Blaise	Full Length Of Road Will Be Affected
Road From Luxulyan Road To Cornhill Road	Bodelva	St. Blaise	Full Length Of Road Will Be Affected
Cornhill Road	St Blazey	St. Blaise	Full Length Of Road Will Be Affected
Bodelva Road	St Blazey	St. Blaise	Full Length Of Road Will Be Affected

Bodelva Road	Bodelva	St. Blaise	Full Length Of Road Will Be Affected
Lamellyn Road	Par	St. Blaise	From Its Jct/W Trenovissick Road To '21m S Of Kingdom Hall Lamellyn Road'

14/217 **Assets – reports and maintenance**

- a) Playing Field. See Item 214.
- b) Cemetery. Gill Austin has said that she will continue to empty the Cemetery bin. The council and the parish are very grateful to her for this service.
- c) Footpaths. Nothing to report.
- d) Luxulyan Memorial Institute. Bookings are up and there will be a Wine & Cheese evening fundraiser at the end of May.
- e) Village Toilets. Nothing to report.

14/218 **Parish Matters**

- a) Flooding. No issues at the moment.
- b) CLT – Community Land Trust. CA reported that the takeover is on track for July.
- c) Luxulyan Valley Partnership. LPC representative was not here to report.
- d) Village Hall Committee. CE reported that there will be a change of committee leadership.
- e) School Management Committee. CE gave her report. The school will be building a new classroom this summer and Year 6 will be using the Institute for the last month of this term.

Cllr R Keam left the meeting, 8.40 pm.

- f) Village Rubbish bins are often full and overflowing. The clerk will advise Cornwall Council.
- g) The road to Innis Chapel is in a very bad state. The Clerk will write to Cornwall Council to see who is in charge of it.
- h) A plot of land being developed without permission was located on Luxulyan's Definitive Map SX05NE. It was noted that the border between Luxulyan and Lanlivery parishes passes through the field in question; however, the greater part of the field is in Lanlivery and only a small section is in Luxulyan. The clerk will write to Lanlivery Parish Council to explain this and also to voice our support and endorsement of any action Lanlivery will take.

14/219 **Finance.** The Audit Panel (CA, GH, CE) met at 5.30 pm before this meeting, carried out the internal control check and reviewed the documents presented to the full council.

- a) 2014/15 YE Report. The clerk circulated the year-end Summary of Receipts and Payments with budget comparison, Cash Flow, the updated Asset Register, and an explanation of variances >15% between the last financial year and this year.
 - i. Section 1 of the Annual Return was ratified unanimously (proposed CA; 2nd JF) and signed by the Chairman.
 - ii. All nine points of the Annual Governance Statement (Section 2) were discussed. The council answered 'yes' to each statement (proposed CA, 2nd

JF), except for No.9 which was 'not applicable' and Section 2 of the Annual Return was signed by the Chairman.

iii. Though not necessary for the Annual Return, the council has requested that the clerk explain the 'unexplained' section of variances in greater detail for the next meeting.

b) Lyn Thomas of Luxulyan was appointed internal auditor for the second time (proposed CE, 2nd JS).

c) Employment review, A Hawken, cleaner. The council reported its satisfaction with Mrs Hawken's work and no proposal was made this year for a salary increase.

d) Authorisation of payments. Payments totalling £1,298.76 were approved (proposed AC, 2nd CE): CALC Subscription, £399.43 (9% rise); CALC Being a Better Councillor, one delegate, £60.00; Jim Cleare, Granite Towers postage, £84.49; Mrs Hawken, salary, £227.09; A Hawken, HMRC, £56.80; C Wilson, salary & expenses, £457.37. There was also a Direct Debit, British Gas, £13.58.

14/220 Correspondence & Invitations. (complete list in Clerk's Notes 9-4-15)

a) LIBRARY SERVICE consultation. Details on www.cornwall.gov.uk/librarysurvey.

b) Cornwall Council Leader, John Pollard's letter: We have published the 'Case for Cornwall' which sets out details of the additional powers and freedoms we want from the new Government. We are asking people to show their support via our website.

c) The clerk will look into CC Public Spaces Team's assessment of open spaces and report back to the council.

14/221 Business for the next meeting.

a) Rosemelling Green.

14/222 Dates of next meetings.

a) Planning if needed April 23rd 2015, 7.00 pm at the Luxulyan Mem. Institute.

b) 27th April at 7pm. St Blazey, Fowey and Lostwithiel Community Network Panel meeting to be held on Monday at the Burrows Centre, Lamellyn Road, Par. Cornwall Councillor Edwina Hannaford (Cabinet Member for Planning) and Phil Mason (Head of Planning and Enterprise) will be attending the meeting.

c) AGM: 6.00 pm 14th May 2015 at the Luxulyan Mem. Institute.

i. The Annual Parish Meeting,

ii. The Annual Meeting of the Parish Council, and

iii. The Ordinary Meeting of the Parish Council.

The Chairman thanked everyone and the meeting closed at 9.30 pm.

Mrs C Wilson ~ Parish Clerk ~ 21 April 2015