

LUXULYAN PARISH COUNCIL

DRAFT Minutes of the meeting held in the Luxulyan Memorial Institute at 6.30 pm on

THURSDAY 8 OCTOBER 2015

PRESENT:

Cllr George Haywood (Chair), Cllr Michaela Linfoot (Vice-chair), Cllr Jack Satterthwaite, Cllr Ralph Keam, Cllr Barbara Fahey.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson, and three members of the public.

ABSENT:

Cllr Andy Cottrill, Cllr Clare Eich and Cllr Jodie Fisher.

Abbreviations: Councillors and others are abbreviated with their initials; Luxulyan Parish Council (LPC), Cornwall Council (CC), Footpath (FP), Community Land Trust (CLT), Friends of Luxulyan Valley (FOLV).

*** 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 meeting began at 6.30 PM, following the 5.30 pm meeting of the Audit Panel.
The Chairman welcomed all.*

15/113 Apologies.

Apologies were received from JF, CE and AC.

15/114 Declarations of interest or requests for dispensation.

None.

15/115 Public Session.

A Mr R James introduced himself a chairman of the Footpath Committee for the benefit of the new LPC representative, JS. The clerk corrected her misinformation about changes to the definitive map. The map will only be 'frozen' to any changes based on *historic* evidence from 2026. After 2026 changes can be made using all other methods. The clerk wrote to the Footpath Committee with the correct information from the Definitive Map Officer at CC. The clerk also reported that CC will not apply to have the Saint's Way moved at FP13 as requested by the Committee. Members of the public will have to make the application.

B Mr and Mrs Wright explained the background of the Beswetherick S.106 agreement and Luxulyan CLT's position on the planning application PA15/08298. The consultee comments from the Affordable Housing team were read out. The council **agreed** to bring Item 15/127(c)(i) forward for discussion and vote. (See the council's decision at that item.) Mr Wright will copy in the clerk to any further correspondence from the CLT to CC regarding this application.

The two members of the public left the meeting.

15/116 Action points from the previous minutes.

A All action points completed except one.

B Incomplete: the letter to Cormac about possible traffic calming measures for St Cyriac and Beswetherick Field, flooding, and the drains by the telephone box. The clerk explained that time got short and, because there is a new manager for Cormac for our area, she would like to use the letter as an introduction to Luxulyan Parish and to start off on a good foot.

ACTION: clerk - letter to CORMAC carried forward

- C Mr Bunt reported that a new football net for the playing field will cost £18. He is discussing how to put in a large net behind the goal posts and will report back.
- D Standing Orders and the Code of Conduct were posted on the website so the public could see LPC's governing documents that were up for ratification.
- E The Village Hall is looking into using a room for the police, but would like to charge rent.
- F Surveys about the playing field will be delivered at the weekend. The Village Shop has agreed to have a box for the replies.
- G The council liked this new format for the minutes and **agreed** that 'Actions from the previous minutes' should be a standing item.

15/117 Meetings and governance.

- A The minutes of the ordinary meeting on 10 Sept 2015 were **approved** and signed (proposed RK, 2nd ML).
- B The revised Code of Conduct and Standing Orders which had been reviewed at the last meeting were **ratified** and signed by the chairman (proposed ML; 2nd RK). They will be posted on the website on the new *Council Policies* page.
ACTION: clerk

One member of the public left the meeting.

- C The clerk's reports on Payments v Budget and Cash Flow were **noted**. JS completed the internal control check at the Audit Panel meeting.
- D Payments were **authorised** for £895.97 in October. The last column is recoverable VAT.
- | | | | | | | |
|----------|--------------------------------|--------|---|--------|--|------|
| 8 Oct 15 | <i>C Wilson, salary Sep'15</i> | faster | £ | 506.73 | | |
| 8 Oct 15 | <i>St Austell Trophies</i> | faster | £ | 28.00 | | 4.67 |
| 8 Oct 15 | <i>Jim Cleare, GT postage</i> | faster | £ | 77.35 | | |
- E Payments were **authorised** for £283.89 in November.
- | | | | | | | |
|-----------|--------------------------|--------|---|--------|--|--|
| 6 Nov 15 | <i>A Hawken, cleaner</i> | faster | £ | 227.09 | | |
| 12 Nov 15 | <i>HMRC cleaner, Oct</i> | 300152 | £ | 56.80 | | |
- F Playing Field inspections for September were received and the following volunteers were enlisted for October: BF, GH, ML, JS, RK.

15/118 PCSO report September.

- A INCIDENTS RECORDED: Anti-social behaviour, 2; Crimes recorded, 3; Public Safety, 9; Transport, 14; Total 28 compared with 33 last year. CRIMES RECORDED: Violence with injury, 1; Violence without injury, 1; Burglary dwelling, 1; Burglary non-dwelling, 1; Vehicle offences, 1; Other theft, 1; Criminal damage, 2; Total 8 compared with 2 last year.
- ML reported that PCSO Merrikin explained that the crimes reflect her entire area and are not only within Luxulyan Parish. There were only 5 Crimes Recorded within the parish.
- B It was noted that there have been incidents with uncontrolled dogs in the parish and LPC is liaising with the police concerning this matter. The clerk will write.
ACTION: clerk

15/119 Cllr Rix's report to the Parish.

No report.

15/120 Lestoon Turbine Trust.

A Two or three people have put themselves forward as prospective Trustees.

B Administration. LPC believes that it would be best for the fund to be administered separately from the parish council. Though LPC has two representatives on the Community Fund Panel, the work and decision-making power of each body is very separate. If the Panel would like Mrs Wilson to administer the Community Fund, the Panel and Mrs Wilson would come to a separate arrangement.

C ML and the clerk will liaise to organise a meeting with the prospective trustees. Treverbyn Parish is at a similar stage of organisation for their community fund and it might be beneficial to meet with them; a preliminary date is 22 October.

ACTION: ML and clerk

15/121 Neighbourhood Plan

The steering group has nothing yet to report as it is still gathering information. GH will arrange a date to meet.

ACTION: GH

15/122 Budget

A proposed budget was circulated with a comparison against the last 4 years. The decision about the Budget for the financial year 2016/17 is deferred to next month in order to fully consider the financial impact of more hours for the clerk. The clerk discussed her hours as per timesheets (June-Sept) with the Audit Panel and GH reported on that. GH will consult with CALC.

ACTION: GH

15/123 Precept

The decision on the Precept for the financial year 2016/17 is also deferred for the same reason.

15/124 Cemetery

A Fees in Luxulyan Cemetery were reviewed and no proposal was made for any change.

B RK requested an update on the number of places left in the Cemetery.

ACTION: clerk

15/125 Good Citizen Award

A It is with great pleasure that the council announces this year's three honourees for the Good Citizen Award. Firstly, Nick Legard for outstanding community service, especially for his leadership and tireless fundraising that has made the renovation of the Luxulyan Memorial Institute possible. Secondly, to Mr and Mrs Heard who have generously donated their time and musical talent on the piano and violin for many fundraising events over the years. The recipients were announced and presented with a memento of the award by the Parish Council Chairman at the Village Hall Fun Day, Sat 26th Sept.

B A set of procedures for the selection of the Good Citizen Award was discussed with a view to making them a permanent policy. GH will refine them further and distribute them to the council for a decision next month.

ACTION: GH

15/126 DBS check for members

It was **agreed** that LPC will add the requirement to the Code of Conduct that all members will have a basic DBS check done. The clerk will investigate how this is to be done.

ACTION: clerk

15/127 Planning.

A Planning decisions.

i. The decisions reported in Clerk's Notes were noted. (Also reported on website at Parish Planning)

ii. It was reported that 2 planning enforcement cases have been closed. (**EN15/01708**: clearance of land, laying of hardcore and siting of caravan for residential occupation - PA15/05789 refused. **EN15/01711**: change of use - hardcore laid and mobile home sited on the land - PA14/11789 refused - appeal in progress Land North West Of Carne Cottages Carne Cross St Blazey Cornwall). The tipping of waste materials at Carne Cross was discussed and LPC is in conversation with the Environment Agency, the Police, Planning Enforcement and Highways.

B Planning correspondence. It was **agreed** that the clerk should attend the 29 October paperless planning workshop. She will also advise AC of the dates and report back to the council if it might be beneficial for others.

ACTION: clerk

C To consider comments for the following application:

i. **PA15/08298**. Land Adjacent St Cyriac St Cyriac Luxulyan Cornwall Application for variation of S106 planning obligation dated 23.11.2009 (relating to affordable housing) attached to decision 08/01791 - Quay Developments Luxulyan Ltd - (Case Officer - Tracy Young).

The council voted unanimously to OBJECT (proposed GH, 2nd BF).

*** Luxulyan Parish Council (LPC) is grateful to be able to comment on this application because of the strong feeling in the community. The Council unanimously OBJECTS to the variation of the S106 obligation for affordable housing at Beswetherick Field in Luxulyan. LPC notes that the Affordable Housing Team does NOT SUPPORT the application in its letter dated 7 October to the case officer and LPC agrees that the original S106 obligation continues to serve a useful purpose. It is not in the interests of the parish to allow a further 5 years to complete the promised affordable houses. The Luxulyan Community Land Trust and LPC would like to point out that three Luxulyan residents had already been vetted by Cornwall Council's Affordable Housing Team, deposits had been placed for the 3 affordable homes which were not built, and these deposits then had to be returned when the developer abandoned the project, causing great disappointment and hardship. PA15/08298 also proposes to change the criteria to allow rented accommodation; however, the three market value homes in the same development were first advertised and sold on the fact that there was no neighbouring rented

accommodation. LPC agrees with the AH Team that the optimal outcome would be for the developer to comply with the current covenant and offer the plots to Cornwall Council for immediate development, particularly since a delivery partner has already been identified. LPC has confidence that Cornwall Council will also ensure that the associated highway works, street lighting and public footpath adjustments that are long overdue will be completed in a timely fashion. After more than 5 years, LPC and the parish community as a whole has no such confidence in this applicant.

15/128 Highways.

The council requests that members of the public who would like to report a highway issue use the **Useful Links** page of www.luxulyanpc.co.uk to find the direct link to the online form they need. There are links to report fly-tipping, street lights, potholes, etc. Please also inform the clerk about your complaint so that the parish council can support you and help with a solution if possible.

15/129 Assets – reports and maintenance

<p>A Playing Field. No Dogs sign needs replacing. Big gate needs adjustment. Repair and painting of the play equipment still needs to be done. ACTION: clerk</p>
<p>B Cemetery. Nothing further to report</p>
<p>C Footpaths. As reported in the public session.</p>
<p>D Luxulyan Memorial Institute. ML reported on the upcoming activities and maintenance. 31st October, Christmas Craft fundraiser.</p>
<p>E Village Toilets.</p>
<p>i. SW Water inspected the building on 5th October. Only one fault was found; a downpipe to a tank needs adjustment. The clerk will contact a plumber. ACTION: clerk</p>
<p>ii. Letter of Authority response. Green Energy Consulting have recommended that there is no reason to change electricity supplier because the amounts are so low, no other supplier could offer significant savings. At next year's renewal, they recommended that LPC request a 'no standing charge' arrangement. ACTION: clerk</p>
<p>F Other matters for report. BF has reported fly tipping at the quarry. It has not been cleared up and she will follow this up. ACTION: BF</p>

15/130 Parish Matters

<p>A Flooding.</p>
<p>i. Cormac has worked on the drains by the telephone booth. They may be clear, but there hasn't been a good rain to see how they are working.</p>
<p>ii. The promised work on the drains around Mr G Rundle's house has not yet begun. The clerk will request an update from Cormac. ACTION: clerk</p>
<p>B CLT – Community Land Trust. As discussed in the public session</p>
<p>C Luxulyan Valley Partnership is awaiting formal confirmation of the result of the Heritage Lottery grant.</p>

D	Minorca Lane Project. Nothing to report.
E	Village Hall. Models and pricing of various rubbish bins were discussed. The clerk will request help from CC/Cormac to see if they can supply a sturdy inexpensive bin in green or black with a concrete foundation.
F	School Management Committee. Nothing to report.
G	Village Rubbish bins. The clerk gave BF information about evidence required for a successful solution to the overflowing bin problem.
H	Other matters for report. GH will ask Keith for an update on the Community Bus. ACTION: GH
I	ML will speak with the owner of a hedge that needs cutting back. If there is no result ML will ask the clerk to write a letter. ACTION: ML

15/131 Correspondence & Invitations. (complete list in Clerk's Notes 8-10-15)

A	CC-Consultation: street trading issues in your respective area. GH and BF will send the council's response to the clerk and she will reply. ACTION: GH, BF and clerk
B	Consultation from NALC – business rates repeal for public toilets. Deadline 30 Oct. Delegated to the clerk. ACTION: clerk
C	Paperless Planning Workshops. The clerk's attendance was approved for the 29 Oct workshop at Chacewater VH. The clerk will report whether it is of use for councillors to go. ACTION: clerk
D	30th Nov, 6 pm. Eden Community Geothermal Liaison Group meeting. JS and BF would like to go. The clerk will send information about the meeting to them as well as to AC, the renewables Lead. ACTION: clerk, JS, BF
E	CC- Waste Incentive Scheme. No proposal was made.

15/132 Business for the next meeting.

Budget, Precept, Report on paperless planning meeting.
Grant applications. LPC has allocated £300 for grants in the parish during this year. Any requests should be received in writing by Thurs, 5 th November.

15/133 Dates of next meetings.

A	Planning if needed 15th October, 6.30 pm and the Ordinary Meeting 12 November, 6.30pm Luxulyan Memorial Institute.
B	28 October, Planning Conference, Wadebridge. Attendees: Clerk, AC.
C	29 October, Paperless Planning training, Chacewater. Attendee: clerk.

The Chairman thanked everyone and the meeting closed at 9.00 pm.

Mrs C Wilson ~ Parish Clerk ~ 25 October 2015