

LUXULYAN PARISH COUNCIL

DRAFT Minutes of the Ordinary Meeting at the Luxulyan Memorial Institute, 6.30 pm,

THURSDAY 11 AUGUST 2016

PRESENT:

Cllr George Haywood (Chair), Cllr Michaela Linfoot (Vice-chair), Cllr Jack Satterthwaite, Cllr Andy Cottrill, Cllr Ralph Keam, Cllr Roger Smith, Cllr Keith Bilston.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson and 5 Members of the Public.

ABSENT:

Cllr Clare Eich, Cllr Catherine Grey and Cllr Barbara Fahey.

Abbreviations: Councillors are abbreviated with their initials; Luxulyan Parish Council (LPC), Cornwall Council (CC), Footpath (FP), Local Maintenance Partnership (LMP), Community Land Trust (CLT), Friends of Luxulyan Valley (FOLV), Neighbourhood Plan (NP). *** 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 and the Chairman welcomed all.

16/73 Apologies

Apologies were received from CE, CG and BF.

16/74 Declaration of Acceptance of Office

CG was not at the meeting so the clerk gave the Chairman the form and CG may sign the Declaration as soon as possible.

ACTION: GH

16/75 Declarations of interest or requests for dispensation.

None.

16/76 Public Session

A Mr Alexander Sauer, of BayWa r.e. Solar Projects GmbH, in Munich, Germany, flew in from Germany to meet with the Parish Council and inform the community about the proposed changes to the construction of Bodwen Solar Farm (PA13/03710). BayWa now owns 100% of the company Bodwen Solar Projects Ltd., bought from Elgin Energy. Mr Sauer is a director of Bodwen Solar Projects. His company also owns and is installing a Solar Park in Grampound.

- The company is applying for non-material changes to the planning permission for Bodwen, and Mr Sauer wanted to let community know about these changes. "The main changes for non-material amendment are as follows:
 - "Deletion of CCTV cameras from the scheme (security can be achieved by the use of motion sensors attached to the panels);
 - "Use of string inverters attached to the back of the panel arrays which will result in less buildings on the site and less noise;
 - "Use of less land due to more efficient array layout;
 - "3 rows of panels — yet keeping below the consented overall height of 2.8 meters
 - "Provision of internal access roads;
 - "Provision of 1 small storage container to contain spare parts for the solar park."
- A few councillors wished to view the Grampound facility which is being constructed in a similar way and Mr Sauer will arrange a tour.

ACTION: Mr Sauer

- Three members of the public, residents from the Bodwen area, asked about bright security lights at night during the construction. Mr Sauer will enquire whether they

will be used and will reply to the clerk about this.

ACTION: Mr Sauer

- An informational meeting was arranged for residents of the area around the Bodwen Solar Park. Other members of the public are welcome. Mr Sauer will return to the **Luxulyan Memorial Institute, 11th October, 6.30 pm**. The clerk will book the Institute.

ACTION: Mr Sauer

Mr Sauer thanked the Council for its time and left the meeting along with 3 members of the public.

- B Matt Tonkin came to let LPC know that the children's football club will be up and running in September and asked that the playing field be made available for practice and matches. The organisers are looking into further details, and will let the council know about insurance and equipment purchases. The Council said it was in favour of supporting the club and its use of the field. It will be an item on the next Agenda.

16/77 Review of action points from previous minutes and decide on any further action, if required.

A Litter Bin key. The missing spare key has finally arrived. See Item 16/88E.

B FACEBOOK PAGE for Neighbourhood Plan is set up, but without content yet. Jack will keep the content up to date and the Clerk will have the password details and monitor its content. It is linked to the NP webpage. Facebook Title: **Luxulyan Neighbourhood Plan**. Website: the clerk will add an invitation to the NP page for parishioners to join the Neighbourhood Plan Steering Committee.

ACTION: JS and Clerk

C The crossroad at Gillies is still a problem and must be reported to Highways.

ACTION: Clerk

D The living churchyard is still a problem. Branches of trees and rhododendrons are touching the headstones. The clerk will ask Cormac for a cutting schedule for the graveyard so that the Living Churchyard Group can coordinate maintenance.

ACTION: Clerk

16/78 Meetings and governance

A The following corrections were made to the draft minutes: 16/57A "AC" replaces "AS"; 16/60 spelling mistake of "RECORDED"; 16/70A "keep" replaces "be". The minutes of the meeting held on 11 July 2016 were **approved** and signed as a true and correct record (proposed KB, 2nd RK).

B Chairperson policy discussion has been **deferred** until the next meeting.

C Cornwall Council Governance Review. Having attended the Governance Review informational meeting, JS reported that this decision will determine how Cornwall is governed for many years to come. JS recommends that the current system of a Leader and Cabinet remain in place. The other methods do not have a good track record in other parts of the country. JS will **write a response** and send it to the clerk for submission as an official response by LPC (proposed ML, 2nd KB).

ACTION: JS

D The discussion of the clerk's revised job description was **deferred**.

E The Chairman read out a letter of resignation from Cllr Clare Eich. She regrets she does not have the time to dedicate to the Parish Council at this time and wishes the Council well. The council expressed its regret and she will be missed. The clerk will

advise CC and, if no election is requested, after a statutory period of 14 working days, the council will be able to co-opt a new member.

ACTION: Clerk

F Playing Field inspections for Aug/Sept were received and the following volunteers were enlisted for the next 4 weeks:

ACTION: KB, RS, GH, JS.

G Defibrillator weekly check. AC offered to do this. He will keep a record of each check and submit the sheet on a regular basis to the clerk. If he is not able to complete the check, he will ensure another person fills in for him. As he is doing the check every week, he will not be required to inspect the playing field.

ACTION: AC

H List of Participants. The clerk handed out a sheet for the green folders (policies). It is a simple form that can be photocopied and has all the relevant information for any LPC activity.

16/79 Finance

A Clerk's reports on *Payments against Budget* and *Cash Flow* were **noted**. A VAT claim was received for £1,368.38 and also a Feed-in-Tariff payment for £90.90.

B Insurance. The renewal of the last year of the long-term agreement with Came & Company was agreed (proposed RK, 2nd AC). The premium last year was £816.46; however, fixed assets increased 1% (index-linked) and the Insurance Premium Tax (IPT) increased from 6% to 9.5% for all insurance policies in the UK.

C The external audit was returned without comment. The Notice of Conclusion of Audit will be posted on the notice boards and website.

D CCLA Public Sector Deposit Fund (PSDF). The council discussed the pros and cons of moving money from the deposit account at Unity Trust Bank into the PSDF which offers a slightly higher rate of interest. It was resolved to keep all of Luxulyan's funds in Unity Trust Bank (proposed KB, 2nd RK).

E Payments for August totalling £4,192.38 were **authorised** (proposed RS, 2nd RK). The last column is recoverable VAT. NB: For ease of reporting, the cleaner's salary, authorised the previous month, will be reported with this month's payments.

6 Aug 16	<i>Public Conveniences, cleaner's salary</i>	faster	£	226.84		
11 Aug 16	<i>HMRC, cleaner's salary</i>	faster	£	56.60		
11 Aug 16	<i>Clerk's salary and expenses</i>	faster	£	646.64		
11 Aug 16	<i>Repair basket swing</i>	3000162	£	28.50		
11 Aug 16	<i>Weed spraying, Lux village</i>	faster	£	254.08		42.35
11 Aug 16	<i>Public Conven., water (meter read)</i>	faster	£	38.23		
11 Aug 16	<i>Chairmanship Training x 2</i>	faster	£	48.00		8.00
11 Aug 16	<i>CPR & Defibrillator training x 9</i>	faster	£	180.00		
11 Aug 16	<i>Defibrillator Installation</i>	faster	£	240.00		40.00
11 Aug 16	<i>External audit</i>	faster	£	240.00		40.00
11 Aug 16	<i>Granite Towers postage</i>	faster	£	72.00		
19 Aug 16	<i>Public Conveniences, electricity</i>	DD	£	9.97		0.47
11 Aug 16	<i>Ink toner, office supplies</i>	faster	£	118.67		19.78
11 Aug 16	<i>Insurance, 3-year agreement</i>	faster	£	851.85		
11 Aug 16	<i>Grass cutting, P.Field & Cemetery</i>	faster	£	660.00		
11 Aug 16	<i>P.Field, signsx2 & wire fence repair</i>	faster	£	50.00	August	
11 Aug 16	<i>Footpaths</i>	faster	£	471.00	4,192.38	

F In order to pay wages on time, payments for August totalling £283.44 were **authorised** (proposed RS, 2nd RK).

5 Sep 15	Public Conveniences, cleaner's salary	faster	£	226.64		
8 Sep 16	HMRC, cleaner's salary	faster	£	56.80		

16/80 PCSO report

No report was received.

16/81 Cllr Rix's report to the Parish

No report was received.

16/82 Good Citizen Award.

Deadline 31st August. The Award has been advertised in Granite Towers and forms are available around the village and online. Some nominations are received, but more are very welcome.

ACTION: Luxulyan community

16/83 Neighbourhood Plan steering group report

The Neighbourhood Area designation has been APPROVED by Cornwall Council. A grant application of £2,408 has been submitted for consultation fees and expenses.

16/84 Cemetery Policy review

Deferred until the September meeting.

16/85 Cemetery Fence repair

Deferred until the September meeting because only one quote was received.

16/86 Planning

A Planning correspondence

- i. Relating to: **PA15/08298**. **Tues, 23 August 2016 at 10.00 am in the Committee Room at the Council Offices in St Austell.** Hearing with an inspector from the Planning Inspectorate for **APP/D0840/S/16/3143592**. Modification or discharge of affordable housing requirements [request for change from 5 year delivery to 10 year delivery window] in relation to a planning (England) Appeal by Quay Developments Luxulyan Ltd Site Address: Land off St. Cyriac, Luxulyan, BODMIN, PL30 5EF. | Application for variation of S106 planning obligation dated 23.11.2009 (relating to affordable housing) attached to decision 08/01791 | Land Adjacent St Cyriac St Cyriac Luxulyan Cornwall. Relating to: C2/08/01791. Proposed residential development of 13 Affordable and 6 speculative houses.
RS and JS will attend and they will invite Mr C Austin to accompany them.
ACTION: RS and JS.
- ii. **PA16/06420**. Submission of details to discharge condition 4 in respect of decision no. PA14/11789 Appeal ref: 3011500 - Land North West Of Carne Cottages Carne Cross St Blazey. Status: Pending Consideration
GH reported that the applicants have until Feb 2017 to meet the condition.

B Enforcements. No reports.

C Planning decisions (also reported in *Clerk's Notes* and on the website).

i. **APP/D0840/W/16/3145679**. APPEAL ALLOWED for **PA15/05168**. Outline application with some matters reserved for construction of 4no. two bedroom houses - Beswetherick Field Luxulyan Bodmin PL30 5FB.
This was discussed briefly. RS read out parts of the inspector's decision which imposes conditions, one being that at least 2 of the 4 homes must be affordable. No one knows how this decision might affect the outcome of the other appeal. (See Item 16/86A(i) above.)

D Applications for consultee comments.

i. **PA16/00009/NDP**. Plan proposal and Strategic Environmental Assessment Report for Roche Parish Neighbourhood Development Plan. | Roche Cornwall.
LPC briefly discussed this application and agreed to submit the following consultee comments (proposed RK, 2nd RS):
*** Luxulyan Parish Council offers **NO OBJECTION** to this comprehensive document.

ii. **PA16/05679** | Demolition of bungalow and construction of a three bedroom house and garage | Middle Greadow Lanlivery Luxulyan Bodmin Cornwall PL30 5DH
LPC reviewed the plans and agreed to submit the following consultee comments (proposed RK, 2nd KB):
*** Luxulyan Parish Council offers **NO OBJECTION** to this application which will improve the aspect of the property.

iii. **PA16/07148** | Construction of a livestock barn | Methrose Farm Carne Cross St Blazey PL24 2SX
LPC reviewed the plans and found the Block Plan drawing particularly illuminating. LPC offers the following consultee comments (proposed AC, 2nd ML):
*** Luxulyan Parish Council has **NO OBJECTION** to this new barn.

iv. Mrs C Hugo has informed LPC of her upcoming application and her invitation to visit the property was **noted** by the councillors. The proposed development was discussed briefly, but LPC will wait for all the documents from the planning department before offering comments.

16/87 Highways & Flooding

NOTICE: A30 Summercourt to Bodmin filter drain works - 8th to 27th August 2016

16/88 Assets – reports and maintenance

A Cemetery. See Item 16/85.

B Defibrillator. See Item 16/78G above. ML is scouting rural areas for the placement of a second parish council maintained defibrillator. It needs to be centrally located, where it can be checked weekly, in a place that has a constant electric supply.
ACTION: ML

C Footpaths. RS presented a comprehensive report on the current state of the footpaths in the parish, which highlighted:
1) the deep mud at FP 6 Higher Menadue
2) The Saints' Way (FP13) is routed incorrectly and the boardwalk is derelict and dangerously slippery. The Saints' Way (FP 17) is very overgrown.
3) FP14 through Beswetherick housing development is unmarked and the path is unclear. The tarmac section is very steep and can be slippery with wet leaves.
The footpath committee meets on 24th August to discuss these issues.

D Luxulyan Memorial Institute. Renovations continue.

E Playing Field. The clerk will request 6 more keys for the Playing Field bin so that councillors can have it available to empty the bin. It was **agreed** that if all 6 are under £30, the clerk is authorised to purchase them. It was **noted** that the Playing Field inspection must now happen before Wednesday so that the rubbish can be collected, though it probably will not need to be emptied every week.

ACTION: Clerk

F Village Toilets. Nothing to report.

16/89 Parish Matters – reports

A Community Networks: St Blazey; China Clay. JS and RS reported on a the Police Report for the area, which was not terribly informative.

B Luxulyan CLT. See Item 16/86A(i).

C Luxulyan Parish Community Fund. Now up and running. The first meeting of the Panel will be on 1st December to decide where to allocate funds. The clerk will set up a **webpage** for the Fund. The clerk will also make an **application** for matching funds for the second LPC defibrillator.

ACTION: Clerk

D Luxulyan Valley Partnership. Nothing to report.

E School Management Committee. ML will speak with the headmistress to ask about a place for a Parish Council representative on the committee.

ACTION: ML

F Community Clean-up. Saturday, 20 August. 10-12 o'clock, Lux. Memorial Institute. It was suggested that they continue into the autumn and this will be considered.

ACTION: ML

G Village Hall Committee. Nothing to report.

H Other matters for report. The abandoned car was discussed and the PCSO is trying to get it removed as soon as possible. GH reported that CC only visited the site on 10th August. The process is now in motion and will take at least another 10 days.

16/90 Correspondence & Invitations (complete list in *Clerk's Notes*)

A Mon, 19 Sept, 7pm. St Blazey, Fowey & Lostwithiel Community Network Panel, Council Chamber, St Austell One Stop Shop. Planning for the Future – Working Together.

B LPC is now a member of Cornwall County Playing Fields Association. LPC declines the offer of free training for the moment because the subjects are not relevant.

16/91 Business for the next meeting

Suggestion by a parishioner that all committees are unified into one that takes care of everything.

16/92 Dates of next meetings

A Sat **20 August**. Community Clean-up. 10-12 o'clock, Lux. Memorial Institute.

B Hearing for Appeal relating to PA15/08298. Tues, **23 August** 2016 at 10.00 am in the Committee Room at the Council Offices in St Austell.

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| C Planning if needed 25 August , 6.30 pm and the Ordinary Meeting 8 September 2016 , 6.30pm, both at the Luxulyan Memorial Institute. |
| D Staffing Meeting will be called to discuss the job description of the cleaner. |
| E Bodwen Solar Park. Meeting with new owners of the site and all residents who would like to know more about the upcoming construction plans. Tuesday, 11 October, 6.30 pm , Luxulyan Memorial Institute. |

The Chairman thanked everyone and the meeting closed at 9.15 pm.

Mrs C Wilson ~ Parish Clerk ~ 18 August 2016