

LUXULYAN PARISH COUNCIL

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

THURSDAY 13 OCTOBER 2016

PRESENT:

Cllr Jack Satterthwaite, Cllr Andy Cottrill, Cllr Ralph Keam, Cllr Roger Smith, Cllr Keith Bilston, Cllr Cath Grey.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson and 1 Member of the Public. Ward Member Cllr Simon Rix arrived later.

ABSENT:

Cllr George Haywood (Chair) and Cllr Michaela Linfoot (Vice-chair), 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.

16/116 Appointment of Chair for the meeting and apologies

A As both the Chair and Vice-chair were absent, the council **RESOLVED** to appoint Cllr Cottrill as chair of this meeting (proposed RK, 2nd JS).

B Apologies were received from GH and ML.

16/117 Declarations of interest or requests for dispensation.

RK declared an interest in the Grant at Item 125C and did not request a dispensation.

16/118 Public Session

A The applicant for PA16/07440, a new wedding venue, spoke about the development on the family's farm and answered questions from the council. She explained that there will be capacity for 160 people for the ceremony and 250 for the reception with associated parking. The venue is 1 mile from the A30 down a narrow lane that can take buses. There are various wedding venues in the area and theirs will be different because it is capable of handling larger numbers.

B The council **AGREED** to move forward Item 16/132Ei concerning the planning application PA16/07440. See the decision at that item.

The member of the public left the meeting. Cllr Rix arrived during the next item.

16/119 Previous action points.

Action points were reviewed. Further action required to receive quotes to top some trees along the playing field.

ACTION: Clerk

16/120 Meetings and governance

A No requests for co-option have been received to fill the casual vacancy.

B The council **RESOLVED** that the minutes of the meeting held on 8th September 2016 were a true and correct record (proposed RK, 2nd KB) and they were duly signed by the Chair of the meeting.

- C Governance Review. LPC is pleased that the executive cabinet will remain in place at Cornwall Council, which is what LPC thought to be the best option.
- D Electoral Review. Central government is recommending 104 county councillors or less. Cllr Rix mentioned that when CC became a unitary council the number of councillors was drastically reduced from 300+. Cllr Rix also mentioned that reducing the numbers further would give the appointed officers of the council a stronger voice than the elected councillors, which would not be good for democracy. Cllr Rix expects that CC will request the largest number of councillors allowed.
- E Playing Field inspections for Oct/Nov were received and the following volunteers were enlisted for the next 4 weeks:
ACTION: KB, RS, CG, JS.
- F JS will no longer require the agenda and minutes by post until further notice.
- G As it is an election year next year, LPC will consider ways to encourage electors to stand for Parish Council. The clerk has an article prepared for her Certificate in Local Council Administration which might serve.
ACTION: Councillors and clerk

16/121 Finance

- A Clerk's reports *Payments against Budget, Cash Flow, and Bank Rec* were **NOTED**. The first 6 months' accounts will be on the website shortly.
- B The Audit Panel did not meet this month, but the Internal Control check was done by JS who advised that there was nothing to report.
- C The council **AUTHORISED** payments for October totalling £1,479.04 (proposed RS, 2nd JS). 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 Oct 15 | <i>Public Conveniences, cleaner's salary</i> | faster | £ | 226.84 | | |
| 13 Oct 16 | <i>HMRC, cleaner's salary</i> | faster | £ | 56.60 | | |
| 13 Oct 16 | <i>Clerk's salary and expenses</i> | faster | £ | 776.38 | | |
| 21 Oct 16 | <i>Public Conveniences, electricity</i> | DD | £ | 10.51 | | 0.50 |
| 13 Oct 16 | <i>2nd Weed spraying</i> | faster | £ | 254.08 | | 42.35 |
| 13 Oct 16 | <i>Planning Training for clerk</i> | faster | £ | 18.00 | | 3.00 |
| 13 Oct 16 | <i>Keys for bin at playing field x 6</i> | faster | £ | 24.00 | | 4.00 |
| 13 Oct 16 | <i>Granite Towers postage</i> | faster | £ | 73.20 | | |
| 13 Oct 16 | <i>Paper & supplies</i> | faster | £ | 39.43 | | 6.58 |
- See Item 16/125 Grants for further authorised payments.
- D In order to pay wages on time, payments for November totalling £283.44 were **AUTHORISED** (proposed RS, 2nd JS).
- | | | | | | | |
|-----------|--|--------|---|--------|--|--|
| 6 Nov 16 | <i>Public Conveniences, cleaner's salary</i> | faster | £ | 226.64 | | |
| 10 Nov 16 | <i>HMRC, cleaner's salary</i> | faster | £ | 56.80 | | |
- E Budget and Precept. The decision on the 2017-18 LPC budget and precept was deferred until the November meeting. The clerk handed out a draft budget and precept worksheet which compared a draft budget with the last two years' budget and precept.

16/122 Crime & Prevention.

- A A Police Liaison meeting held 4th October and ML will give the report at the next LPC meeting.

B The PCSO Report for September 2016 was **NOTED**. INCIDENTS RECORDED: 2 Anti-social behaviour; 1 Public safety; 10 transport. CRIMES RECORDED: 1 Criminal damage; 1 Public order offence; 1 Possession of weapons.

16/123 Cllr Rix's report to the Parish

- There are still lorries dumping at a local farm and he is chasing this.
- He is also chasing problems with Ocean housing in the parish.
- RECYCLING BAGS AND BOXES. Cllr Rix has some which he can deliver to those that need them. Please contact him (details on LPC webpage *Parish Councillors*).
- He requested to be copied in to all correspondence concerning the new Carne Cross development.
- He also requested to be copied in to correspondence concerning the request for a No Sat Nav sign/solution at Lockengate.
- The latest revision of the Local Plan will be voted on by CC and then it goes back to the Planning Inspectorate for approval or further advice/demands.

16/124 Staffing Committee Report

A AC reported that the Staffing Committee is preparing documents concerning the cleaner's employment which will be finalised in consultation with the cleaner.

ACTION: Staffing Committee

B CG was appointed a member of the Staffing Committee (proposed RS; 2nd KB).

16/125 Grants

A Granite Towers. The council **RESOLVED** to grant £200.00 toward the production costs of Granite Towers magazine (proposed CG, 2nd KB) from the Small Community Fund.

B Ladies Exercise and Body Training Group for the over 50s. The council **RESOLVED** to grant £200.00 for Hall hire for the group in 2016/17 (proposed RS, 2nd JS), and will deliver the funds directly in to the Luxulyan Village Hall account. This grant was awarded from the Tredinnick & Trenoweth Solar Park Fund.

A Over 50s Club. The council **RESOLVED** to grant £180.00 toward Christmas lunch for the club (proposed RS, 2nd JS) from the Small Community Fund in accordance with Local Government Act, Section 137.

B The application for the Craft Club was deferred because the coordinator is away and was not able to submit the application.

16/126 Correspondence Policy

The council **RESOLVED** to amend the Correspondence Policy with an additional point: "Regarding requests for support of charities or groups based outside of the parish, the clerk will decline on behalf of the council. The Grant Awarding Policy and application form is available on the website if the charity or group wishes to apply."

16/127 Procedures for the Good Citizen Award

A member of the public queried why the council decided not to make the Award in 2016. The council confirms its decision not to make the Award this year because of the very small number of nominations. The council will make a greater effort next year to publicise the Award and encourage nominations. The council's aim is to make the Good Citizen Award a genuine *community* decision.

16/128 Cemetery Policy

This item was deferred until the next ordinary meeting.

16/129 Parish Walks Policy

The clerk has not received a response about all the questions from the insurance company and this item was deferred until the next ordinary meeting.

ACTION: Clerk

16/130 New defibrillator

The council has received £500 from Cllr Rix's Community Chest toward the cost of a second defibrillator. The Luxulyan Parish Community Fund is has informed LPC that it is not allowed to grant funds to Local Councils. It is a guideline of the Cornwall Community Fund. LPC will continue to search for a site for the second defibrillator in the area of Lockengate.

ACTION: Councillors

16/131 Neighbourhood Plan steering group report

There will be a meeting on Tues 18th October for all those interested in the Neighbourhood Plan. A steering committee will be formed. Advertising is needed.

ACTION: Councillors

16/132 Planning

A Correspondence.

- i. Bodwen Solar Park. The meeting with Mr Alexander Sauer of Baywa, the company that will build the solar park, was helpful. There is a question about whether the large delivery lorries will be avoiding peak times on the narrow road and LPC expects this to be sorted out by Highways and the planning officer.
- ii. **NOTED.** PA16/02648/PREAPP | Pre-application advice for one dwelling house | Land Adjacent To Little Oaks Carne Cross St Blazey Par Cornwall PL24 2SX. Applicant Name: Mr And Mrs S S Crocker. Case Officer: Tracy Young.

B Enforcements. Those listed in *Clerk's Notes* were **NOTED**.

Cllr Cath Grey apologised for leaving early and left the meeting.

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

- i. LANLIVERY decision. **PA16/07287** SCREENING OPINION - EIA NOT REQUIRED. Cornwall Council And Cornwall Heritage Trust. Luxulyan Valley Lanlivery Luxulyan Cornwall. Screening Opinion for historic restoration works and replacement hydro-electric plant..

D Applications for consultee comments.

- i. **PA16/07440** | Creation of a purpose built wedding venue | Corgee Farm Strawberry Lane Luxulyan Bodmin Cornwall PL30 5DS. Case Officer: Helen Blacklock.
After lengthy discussion of the plans including the information brought to the meeting by the applicant (see item 16/118), LPC **RESOLVED** (proposed CG, 2nd JS) to support the application with the following consultee comments:
*** Luxulyan Parish Council is pleased to SUPPORT such an ambitious undertaking which is in an excellent position, will bring employment to the area,

will encourage tourism and allow a local farming family to diversify. It does not affect neighbouring properties nor the views from the village or elsewhere. The council trusts that the case officer and Highways will resolve any problems with access, which are not severe and should not be allowed to obstruct the enterprise, and also trusts that the case officer will ensure the buildings are in keeping with its rural surroundings.

ii. **PA16/07743** | Variation of condition 2 attached to decision **PA10/07013** (change of use from ancillary bedrooms to self contained two person holiday home) to allow permanent residential tenure | Windsor Cottage Higher Menadue Bugle St Austell Cornwall PL26 8QW. Case Officer Tracy Young.
Following a short discussion and evaluation of the documents LPC **RESOLVED** to offer these comments (proposed KB, 2nd RK):
*** Luxulyan Parish Council offers NO OBJECTION to this application.

iii. **PA16/07859** | To erect a Light Industrial and retail building | Annears Garage Tywardreath Highway Par Cornwall PL24 2RN. Case Officer: Jonathan Luker.
Following a short discussion LPC **AGREED** these comments:
*** Luxulyan Parish Council offers no comment on this application and supports the comments of Tywardreath And Par Parish Council.

iv. **PA16/08909** | Construction of a 3-bedroom, storey and a half, timber frame dwelling on a parcel of land within the hamlet of Rosemelling. | Rosemullion Farm Rosemelling Luxulyan Bodmin Cornwall PL30 5EQ. Case Officer: Rosilyn Baker
Following discussion and evaluation of the documents LPC **RESOLVED** to submit these comments (proposed JS, 2nd RS):
*** Luxulyan Parish Council offers NO OBJECTION to this application.

16/133 Highways & Flooding

No reports were received.

16/134 Assets – reports and maintenance

A Cemetery. Nothing to report.

B Footpaths. Nothing to report.

C Luxulyan Memorial Institute. Nothing to report.

D Playing Field. Nothing to report.

E Village Toilets. The clerk advised that if the drain needs to be inspected, there are 2 very similar quotes for the work.

16/135 Parish Matters – reports

A The Granite Towers deadline is 27 October this month instead of 10 November.

B Community Networks: St Blazey; China Clay. Nothing to report.

C Luxulyan CLT. The clerk has received no reply to her query about the state of the 106 agreement for the Beswetherick Field development considering the recently allowed changes to the development of the last plots, which will now be 4 plots instead of 3. Only two will be affordable and two will be market value.

D Luxulyan Parish Community Fund. Information about the fund is on LPC's website and the first meeting to consider applications will be in December.

E Luxulyan Valley Partnership. The £3.4 million bid has been postponed, to be submitted in March 2017. RS will invite Christine Garwood, project manager, to an LPC meeting to bring the council up to date on progress and proposals to improve public access to the Valley.

F School Management Committee. Nothing to report.

G Street Sweeping. No need yet.

H Village Hall Committee. GH sent a report which was **NOTED**. The £3,000 grant given by LPC in 2013 is in their savings account awaiting further funds to refurbish or replace the floor.

16/136 Correspondence & Invitations (complete list in *Clerk's Notes*)

A Consultation - Free Distribution Of Printed Matter. No proposal was made for a response.

B Hackney Carriage and Private Hire Driver Policy Review. No proposal was made for a response.

C CC Planning Conference for Local and Town Councils. Thurs, 17th of November, St Austell. 15th December, Bodmin. JS plans to attend and will reply to CC.

16/137 Business for the next meeting

Possible request from FOLV for use of Playing Field. Cemetery Review. Parish Walks Policy.

16/138 Dates of next meetings

Planning if needed 27 October, 6.30 pm and the Ordinary Meeting 10 November, 6.30pm, both at the Luxulyan Memorial Institute.

The Chairman thanked everyone and the meeting closed at 9.07 pm.

Mrs C Wilson ~ Parish Clerk ~ 25 October 2016