

LUXULYAN PARISH COUNCIL

DRAFT Minutes of the Ordinary Meeting at the Luxulyan Memorial Institute, 6.00 pm,

**THURSDAY 10 AUGUST 2017**

PRESENT:

Cllr Michaela Linfoot (Chair), Cllr Francis Payne, Cllr Sue Perry, Cllr Bert Rowe,

ALSO PRESENT:

Locum Clerk to the Parish, Mr Paul Roberts, Ward Member Cllr Sally-Anne Saunders, and one Member of the Public.

ABSENT:

Cllr Andy Cottrill (Vice-chair), Cllr Keith Bilston, Cllr Cath Grey, Cllr J Rowe and PCSO Jamie Ward.

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), Luxulyan Neighbourhood Plan (LNP), unanimously (nem. con.). \*\*\* 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 6.00 PM and the Chairman welcomed all.*

17/74 Apologies were received from Cllr Andy Cottrill, Cllr Keith Bilston, Cllr Cath Grey, Cllr Justine Rowe and PCSO Jamie Ward.

17/75 Declarations of interest or requests for dispensation.

None.

17/76 Public Session

A The parishioner in attendance suggested to members that the Bus Shelter in the centre of the village was looking old and tired and asked if the Council would consider replacing it with a more modern wooden shelter which would enhance the appearance of the village. She also expressed her concern for the safety of youngsters skateboarding on the local roads and hoped that the Council would agree to provide a skateboarding facility on the playing field. The Chairman thanked her for her observations and indicated that discussion about the provision of a skateboarding facility was ongoing within Council and would be an agenda item for the September Council meeting.

*The Parishioner thanked the Chair and left the meeting.*

17/77 Review of action points

A FP reported that he had not had any reply to date from CC regarding the various reported Japanese Knotweed problems within the parish.

B The Chairman advised members that new goal posts for the playing field were needed and the Locum Clerk agreed to obtain details of prices and suppliers for consideration at the September meeting of the Council.

**ACTION: Clerk**

C Other previous items will be discussed under the topics below.

17/78 Meetings and governance

A The council **RESOLVED** that the corrected minutes of the Ordinary Meeting held on the 8<sup>th</sup> June 2017 were a true and correct record and they were duly signed (proposed BR, 2<sup>nd</sup> FP).

B For the Minutes of the 6 July 2017 FP requested a correction to Minute 17/61 Living Churchyard – He wished it to be noted that there were two separate meetings and that he attended both meetings as a parishioner and not in his role as a Parish Councillor. He felt that the way Minute 17/61 was worded did not make this distinction clear. The first sentence of Minute 17/61 is therefore corrected to read “FP attended the meeting of the Living Churchyard Group Yesterday (19<sup>th</sup> June), acting in his role as a parishioner and not as a representative of the Parish Council. He stated that he attended this meeting to pass on his knowledge of wild flower cultivation. In addition he agreed to arrange a meeting with Mr Roger Moor, Coordinator of the Cornwall Living Churchyard Scheme for the Truro Diocese to discuss management of the churchyard. This meeting was subsequently held yesterday (5<sup>th</sup> July).” The Council **DEFERRED** signing the minutes until that correction is made.

C To consider a Facebook page for the PC. After a short discussion on the need for this type of social media coverage for the PC it was agreed to **DEFER** this item to the September meeting full council. This was **RESOLVED** nem. con.

D Playing Field inspections for Aug/Sept were received and the following volunteers were enlisted for the next 5 weeks:  
**ACTION:** week commencing 13/8 ML, 20/8 SP, 27/8 CG, 3/9 FP, 10/9 SP

17/79 Finance

A Clerk’s reports were not updated this month and will be available next month.

B The Chairman proposed that next three items are **DEFERRED** until the next meeting when the full Council should be present (proposed ML, 2nd FP) **RESOLVED** nem. con.

C Ruthern Valley Players. - Deferred

D Shared computer. - Deferred

E Regional Training Seminar. - Deferred

F The council **AUTHORISED** payments for August totalling £1,328.13 (proposed FP, 2<sup>nd</sup> SP). The last column is recoverable VAT.

<i>Clerk's salary and expenses</i>	faster	£	648.41		
<i>Supplies for Village Toilets</i>	faster	£	11.68		0.28
<i>Granite Towers postage</i>	faster	£	59.78		
<i>St Blazey Police Station contribution</i>	faster	£	400.00		
<i>Public Conveniences, electricity</i>	DD		TBC		
<i>Declaration of Accep.of Office ledger</i>	faster	£	144.00		
<i>Toilets water bill in credit £80.59</i>	---	£	-		
<i>Office supplies</i>	faster	£	64.26		10.71

17/80 Crime & Prevention. PCSO report

The PCSO Report for July 2017 was NOTED. INCIDENTS RECORDED: 3 Anti-social behaviour; 2 Crimes not recorded; 1 Crime Recorded; 3 Public Safety; 10 Transport. CRIMES RECORDED: 1 Violence with injury; 3 Violence without injury; 1 Other theft; 1 Public order offence.

17/81 Cllr Saunders’s report to the Parish

Cllr Saunders outlined details of her Community Chest Fund and said that grants of between £100 and £1000 were available so that funding could be spread as evenly as possible throughout the Bugle Ward. She also requested the help of the Council regarding

a Highways matter that a Parishioner had raised with her. The Parishioner lived on the lane often used as a shortcut by traffic transiting between the A391 and the A389 near the Penmount Grange Residential Home. He was campaigning to have warning signs etc. put in place to slow traffic as there had been several minor accidents at this location. CC had stated that it could only contemplate tackling a possible resolution if she as the Ward Councillor had the backing of the local community and the Parish Council. She suggested that it would be helpful if a number of Councillors formed a working group with her to hold a site meeting with the Parishioner and CC Highways to seek a solution to this problem. Members present **AGREED** to this proposition. Cllr Saunders also spoke of her need to make the public more aware of what the role of Ward Councillor entails. It became apparent that during the recent election campaign many members of the public were not aware of her function. To engage further with the public, she has launched a Facebook page - **Councillor Sally-Ann Saunders – Bugle Ward**. It was agreed that a link to this page would be placed next to her name on the PC website.

#### 17/82 Neighbourhood Plan steering group report

SP reported that Nick Legard had stepped in to act as treasurer in order that the application for the next tranche of grant funding could be submitted. This money would cover training, consultation with CRCC, room hire, leaflets, internet access and distribution of the Questionnaire (a bought in service from CC). FP questioned the definition applied to housing matters; should the questions focus on 'housing need' as opposed to 'affordable housing'. SP advised that this point was being addressed by CRCC and a decision was awaited. It is hoped that the Plan will finalised and the Referendum held in March/April. FP advised that Mr Legard had obtained a quote from a reputable Internet provider Xintel. To install the network in the Institute the cost would be £99 (plus VAT) with a 12-month unlimited use contract charge of £16.95 (plus VAT) per month. Mr Legard stressed the urgency of obtaining an internet service to get the Plan details to the widest audience possible. SP proposed, 2<sup>nd</sup> ML that the Parish Council advance the funds to cover these costs. This was **RESOLVED** nem. con.

#### 17/83 Grant Application

A A Grant Application from the Keep Fit Group has been received for the sum of £200. A decision was **DEFERRED** until the September meeting.

B Regarding future Grant applications it was considered that a move to have two fixed periods when grant applications are considered would be good practice. It was **RESOLVED** nem. con. that grants will be considered each year in February and if approved would be paid in March, and in September for payment in October (proposed ML, 2<sup>nd</sup> SP).

#### 17/84 Living Churchyard

FP briefly explained the ancient laws governing access to grave spaces and the descendant's responsibility for grave maintenance. He expressed the difficulty that the volunteer group had in their dealings with CORMAC over the grass cutting contract and felt that the Group may benefit in the longer term by moving from a volunteer group to the more formal status of a Trust. They could then have a bank account and apply for grants etc. and perhaps better manage the grass cutting contract. To keep the paths clear, the Group will apply to the Grant scheme to fund the purchase of their own lawn mower. Finally, he had advised the Group on the best way to develop a flourishing wild flower area, and FP outlined the suggestions for planting a barrier of tall shrubs (buddleia, wild fuchsia etc.) inside of the wall facing the road. These could be trimmed safely from the top of the wall. The Living Churchyard Group meets on the 1<sup>st</sup> Wednesday of every month.

## 17/85 Planning

A	The were no Planning issues and correspondence of note.
B	Enforcements – reports on progress (others may be listed in <i>Clerk's Notes</i> )
C	Planning decisions (also reported in <i>Clerk's Notes</i> and on the website).
D	Applications for consultee comments.
i.	<b>PA17/07125.</b> Non-material amendment (No. 3) for amendment to fencing to provide security to substation to (PA13/03710) Construction of solar photovoltaic park with attendant infrastructure (application accompanied by an environmental statement). Standard Consultation Expiry Date: Tue 22 Aug 2017 Determination Deadline: Wed 23 Aug. It was <b>RESOLVED</b> to SUPPORT the application (proposed ML, 2 <sup>nd</sup> FP).
ii.	<b>PA17/07459.</b> Repairs to the Fowey Consols and Carmears leats located between the two abstraction points and the entrance to the Carmears tunnel; New weir, fish screen, automated screen cleaning rake, fish pass and sluice structures located at Getty's Weir abstraction point. Alterations to existing weir, new channel training walls, fish screen, automated screen cleaning rake, fish pass and sluice structures located at Cam Bridges abstraction point; and New fish screen, automated screen cleaning rake and sluice structures located adjacent to the Carmears tunnel entrance. Standard Consultation Expiry Date: Wed 30 Aug 2017. Determination Deadline: Mon 06 Nov 2017. FP wanted assurance of final landscaping plans. BR expressed concern over the impact of contractor's vehicles on the parish roads. The Locum Clerk referred members to statements made in the Planning Application Environmental Impact Statement. It was <b>RESOLVED</b> to SUPPORT the application (proposed FP, 2 <sup>nd</sup> ML).

## 17/86 Highways &amp; Flooding

A	No problems were reported. FP suggested that it might be a good idea if the Council could organise a survey of the road network in the Parish; councillors could form themselves into groups of two and travel out in four principal directions from the village. The Locum Clerk will obtain copies of the parish map to assist with this survey should it go ahead. <b>ACTION: Locum Clerk</b>
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## 17/87 Assets – reports and maintenance

A	Cemetery. None
B	Footpaths – Footpath 15 – the Clerk to contact the school to confirm that repairs are on schedule for completion by the end of the Summer recess. BR asked to be advised of the location of Footpath 6 indicated as closed on the Clerks report. The Locum Clerk will send him the current details that are posted on the website. <b>ACTION: Clerk</b>
C	Luxulyan Memorial Institute – The Chairman advised that facilities for providing refreshments are now in place in the meeting room and that the dry-lining of the walls in the snooker room will take place as soon as the grant is approved. It was noted that the decision regarding internet connection provision as per Minute 17/82 above will be an additional asset for the Institute.
D	Playing Field – FP reported that he had been questioned by a parishioner as to why the multiplay walkway did not have side netting to prevent children from falling. He stressed that this was not a complaint. It was noted that independent annual safety

inspections had not commented on the absence of side netting therefore when the equipment was supplied it would have conformed to relevant safety standards.

E Village Toilets – It was noted that CORMAC had denied any responsibility for the broken key in the lock of the toilet cupboard and that they will not pay for a repair. Correspondence on the matter is ongoing. It was agreed that the Clerk will obtain a quote from a local locksmith to supply a new lock and keys. FP reported that the toilets had not been cleaned since he 28<sup>th</sup> July. It was **RESOLVED** to instruct the Clerk to contact CORMAC and question this breach of contract. (Proposed ML 2<sup>nd</sup> SP.)  
**ACTION: Clerk**

F Other matters for report – The Chairman reported that Japanese Knotweed on Minorca Lane was spreading into neighbouring properties. The Clerk will request that CC deals with this problem. The Chairman also advised that there appeared to be additional buildings being erected along with two more possible static caravan placements at a property known as Ponderosa. This was noted by CC Cllr Saunders as a possible planning enforcement issue. BR reported that the drain at the bus shelter by the school was blocked with debris. He also asked that CC Highways be advised that overgrown hedges on private properties around the village are narrowing the width of roadways and therefore are making it particularly difficult for public transport to proceed safely. It was agreed that the Clerk will email Rachael Tatlow at CC Highways, to report both matters and request that CC advise local property owners of their responsibility to cut their hedges.  
**ACTION: Clerk**

17/88 Parish Matters – reports

A Community Networks: St Blazey; China Clay - None

B Luxulyan CLT - None

C Luxulyan Parish Community Fund. FP reported that the grants for the drylining of the walls in the Institute snooker room, and for the Pre-School to erect a “sail” to provide adverse weather protection for the children have been approved: also, the iPads for use by the pupils/public will be up and running in the school in time for September. Applications to the fund for small grants can still be made and the next meeting will be held on the 13 December 2017.

D Luxulyan Valley Partnership - None

E Knotweed at Treskilling and the Playing Field – No response from CORMAC had been received.

F Village Hall Committee - None

G Other matters for report – FP stated that the trees at rear of the public toilets had been removed. BR stated that the Solar Panels needed cleaning and the roof tiles on the back of the toilet block needed attention. The Chairman stated that the felt roof covering on the council owned shed next to the toilets needs replacement. It was **RESOLVED** that the Clerk contacts local tradesmen to obtain quotations for the work to rectify matters. (Proposed ML 2<sup>nd</sup> SP.)  
**ACTION: Clerk**

17/89 Correspondence & Invitations (complete list in *Clerk’s Notes*)

17/90 Business for the next meeting

Skateboarding facility, Provision of Goal Posts and all deferred items.

17/91 Dates of next meetings

A Planning if needed 24th August, 6.00 pm and the Ordinary Meeting 14 September, 6.00pm, both at the Luxulyan Memorial Institute.

*The Chairman thanked everyone and the meeting closed at 8.20 pm.*

*Paul Roberts ~ Locum Parish Clerk ~ 15 AUG 2017*