

LUXULYAN PARISH COUNCIL

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

THURSDAY 14 FEBRUARY 2019

PRESENT:

Cllr Michaela Linfoot (Chair), Cllr Keith Bilston (Vice-chair), Cllr Kay Baker, Cllr Michael Grindley, Cllr Margaret Higman, Cllr Sarah Kemp, Cllr Michele Latham, Cllr Francis Payne.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson, Ward Member Cllr Sally-Anne Saunders, and 2 Members of the Public.

ABSENT:

Cllr Bob Hatton, Cllr Tina Windsor.

Abbreviations: Councillors are abbreviated with their initials; Luxulyan Parish Council (LPC), Cornwall Council (CC), Cornwall Assoc. of Local Councils (CALC), Footpath (FP), Local Maintenance Partnership (LMP), Community Network Panel (CNP), Friends of Luxulyan Valley (FOLV), General Data Protection Regulations (GDPR), Luxulyan Neighbourhood Plan (LNP). *** 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 Chair welcomed all.

18/164 Apologies

Apologies were received from BH and TW.

18/165 Declarations of interest or requests for dispensation.

None.

18/166 Public Session

A A resident from near Reperry Junction came to the meeting and explained the dangers of the road and the junction, due to speed and visibility. Sally-Anne Saunders will raise the issue with the Highways Scheme and will request the support of LPC at some point.
ACTION: Ward Member

A member of the public left the meeting.

B The applicant for a previous Pre-app (PA18/01025/PREAPP) came to explain his application, which will be submitted soon. He explained that he has consulted with neighbours of the site. He showed the council the architect's drawings and the councillors were able to ask questions. The clerk will arrange a site visit.
ACTION: Clerk

A member of the public left the meeting.

18/167 Review of action points

The clerk is preparing a price guide for the top suggestions from the Bodwen Solar Park Questionnaire.

18/168 Meetings and governance

A The council **RESOLVED** that the minutes, as read, of the extraordinary meeting held on 24 January 2019 were a true and correct record (proposed KBi, 2nd FP) and they were duly signed.

- B The council **RESOLVED** that the minutes, as read, of the ordinary meeting held on 9th January 2019 were a true and correct record (proposed KBi, 2nd FP) and they were duly signed.
- C It was **AGREED** that the Draft Minutes of the Parish Meeting held on 9 January were a good record of the meeting. Only the parish meeting (meeting of the electors) may approve parish meeting minutes, so the minutes will be signed at the next meeting, the Annual Parish Meeting, in April. Date & time TBC.
- D It was **RESOLVED** to appoint Cllr Kay Baker as a new member of the Audit Panel (proposed MLi, 2nd SK).
- E It was **RESOLVED** to appoint two councillors, Cllr M Linfoot and Cllr M Latham, as new members of the Planning Working Party (proposed KBa, 2nd KBi).
- F It was **RESOLVED** to appoint two councillors, Cllr M Linfoot and Cllr M Latham, as new members of the Luxulyan Neighbourhood Plan Steering Group (proposed SK, 2nd KBa).
- G It was **RESOLVED** to approve the updated Model Complaints Procedure from CALC (proposed KBa, 2nd SK). The Clerk will update the website.
- H It was **RESOLVED** to approve the LPC's Risk Assessment regarding Assets, Liability, Administration and Finance (proposed KBa, 2nd SK).

18/169 Finance

- A Clerk's January 2019 reports *Budget Comparison, Cash Flow, and Bank Rec* were **NOTED** and there were no questions.
- B The council **AUTHORISED** payments for February 2019 totalling £3,603.75 (proposed KBa, 2nd MLi). The last column is recoverable VAT.
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|-----------------------|-----------|--|--------|---|--------|--|-------|
| Mrs C Wilson | 14 Feb 19 | Clerk's salary and expenses | | £ | 861.19 | | |
| HMRC-PAYE | 14 Feb 19 | Clerk's HMRC | | £ | 49.57 | | |
| Andy I. Inv--- | 14 Feb 19 | Playground inspections - 5 weeks | | £ | 57.50 | | |
| Cormac Cleaning | 14 Feb 19 | Public Conveniences cleaning Jan | | £ | 353.77 | | 58.96 |
| XLN Business Services | 14 Feb 19 | LMI broadband Feb19 | DD | £ | 37.08 | | |
| British Gas | 14 Feb 19 | Public Conveniences, electricity | DD | £ | 16.06 | | 0.76 |
| South West Water | 14 Feb 19 | Public Conveniences, water | | £ | 59.63 | | |
| A&A Inv 857 | 14 Feb 19 | Footpaths, 2nd cut | | £ | 518.20 | | |
| A&A Inv 858 | 14 Feb 19 | Grass Cutting, field, cemetery, verges | | £ | 550.00 | | |
| A&A Inv 859 | 14 Feb 19 | Painting Cemetery gates | | £ | 135.00 | | |
| A&A Inv 861 | 14 Feb 19 | Cemetery new bin | | £ | 200.00 | | |
| A&A Inv 862 auth.Nov | 14 Feb 19 | Cemetery landscaping, £200 auth Nov | | £ | - | | |
| A&A Inv 866 | 14 Feb 19 | Cemetery, removing barbed wire | | £ | 135.00 | | |
| A&A Inv 868 | 14 Feb 19 | FP 6 & FP 8, additional clearance | | £ | 200.00 | | |
| Jim Cleare | 14 Feb 19 | Postage, Granite Towers | faster | £ | 34.76 | | |
| PKF Littlejohn LLP | 14 Feb 19 | External Audit 2017-18 | faster | £ | 360.00 | | 60.00 |
| CALC | 14 Feb 19 | 2x delegates for CALC conference | faster | £ | 36.00 | | 6.00 |

18/170 Reports

- A Chair's Report. This month the Chair made a site visit of the leats and attended the Community Network Panel.
- B Crime & Prevention. The Chair reported that there is an abandoned car in the parish which is being dealt with by the police.
- C Cllr Saunders' report to the Parish
- she continues investigating the leat system.
 - a planning site visit at Rosemelling with the case officer resulted in some highways issues which are ongoing.

<ul style="list-style-type: none"> • Police Advocate Seminar indicated that the Police tax will go up £24 per Band D property. • She attended training regarding the Community Governance Review. [The Clerk and FP are attending a CALC conference for similar training.]
<p>D Neighbourhood Plan steering group. FP reported that the next LNP meeting on Tuesday, 6.30 pm at the Institute would be an important one to update the parish on one of the last stages of the Neighbourhood Plan process. The Clerk will attend to coordinate with the Steering Group. ACTION: Clerk</p>
<p>E Skate Park Working Party. SK enquired about the Cornwall Councillor’s Community Chest with regard to a small grant for the Skate Park. Cath Grey is no longer on the Skate Park Working Party.</p>

18/171 Considerations

<p>A St Blazey Police Office. It was reported that the room is still used, but not as before. It appears that Luxulyan is the only parish, of all the surrounding parishes, that contributes towards its upkeep. It was RESOLVED (proposed SK, 2nd FP) to write to St Blazey TC and ask whether the other parishes will be helping out with the costs. The council will vote on whether to continue its support in August this year. Its support will depend on whether the other parishes are also contributing. ACTION: Clerk</p>
<p>B Hi-Vis tabards. It was RESOLVED (proposed MLi, 2nd SK) that the council would purchase Hi-Vis tabards for each council member, for the council’s Cornwall Councillor, and for the Clerk immediately, as they are not expected to cost very much; also, that the Chair will keep the tabards at her house and councillors will sign them in and out when they go about the parish on council business; e.g., visiting planning application sites. The Chair will purchase a book for this purpose. ACTION: Clerk and MLi</p>
<p>C It was RESOLVED (proposed MLi, 2nd MLa) to replace the bin without a lid at the Village Bus Shelter with a Maelor Trafflex bin of 180 litres. It is more attractive, will not fill up with water, and is of a large size, as needed for such a busy area. The cost is £199, plus £10 for a stubbing plate for cigarettes. The bin without the lid will go to the Cemetery to be used for the disposal of old wreaths, which have too many metal bits to go in the compost bins. ACTION: Clerk</p>
<p>D FP and the Clerk reported that the bins beside the Institute are very difficult to get into. They hold sand and sandbags. The Clerk doesn’t have a key for the padlocks, but will look into this. ACTION: Clerk</p>
<p>E There was no proposal to reply to the consultation about Hackney Carriages.</p>

18/172 Planning

<p>A Planning issues and correspondence. Planning decisions are reported in Clerk’s Notes and on the website. The planning decision was NOTED for PA18/10438 Status: APPROVED WITH CONDITIONS. Continuation of use of outbuilding as a residential annexe - New Property On Land At Little Gillies Conce Bugle St Austell PL26 8RT.</p>
<p>B Applications for consultee comments.</p>

<p>i. PA18/11404 Proposed construction of steel framed building for use as hobby/workshops including change of use where domestic curtilage is extended Little Oaks Carne Cross St Blazey PL24 2SX. The council discussed the application and RESOLVED (proposed KBi, 2nd SK) to submit the following consultee comments: *** Luxulyan Parish Council has NO OBJECTION to this application.</p>
<p>ii. PA19/00098 Part demolition and conversion of the former Bodmin Radio Station to form a workshop and offices for the storage, repair, maintenance and distribution of plant and tool hire equipment (B1/B8/sui generis use), along with associated parking, provision of hardstanding, and landscaping Bodmin Radio Station Lanivet Bodmin PL30 5HY. The council discussed the application briefly and DEFERRED its consultee comments until the councillors have a site meeting. ACTION: Clerk</p>
<p>iii. PA19/00292/PREAPP Pre-application advice for partial demolition of lean-to barn building and conversion of redundant farm barns to residential use. Gunwen Farm Luxulyan Bodmin Cornwall PL30 5DS. The council looked at the plans and NOTED this application. It does not appear to increase the footprint of the existing buildings. The council has no comment at the present time.</p>

18/173 Highways & Flooding

<p>A Signage at St Cyriac to the industrial estate. SK had received a complaint that the signage is not adequate to guide lorries into the site. SK will talk to the owner at the industrial estate.</p>
<p>B Traffic near Penmount Grange (Reperry Junction) see Item 18/166.A.</p>
<p>C The leats were discussed at during the ward member's report (Item 18/170.C) and she will continue to monitor the situation and keep the parish council informed.</p>

18/174 Assets – reports and maintenance

<p>A Playing Field. Playing Field inspections for January 2019 were received and NOTED.</p>
<p>B Cemetery. The wreaths on the posts are unsightly but the new bin should solve that problem. The car park is covered with a lot of moss. The clerk will get quotes to clear the moss. ACTION: Clerk</p>
<p>C Footpaths.</p>
<p>i. Cormac has allocated the funds to repair the Saints' Way boardwalk before Easter (Footpath 13).</p>
<p>ii. MG reported that an officer of Cornwall Council was seen assessing some of the footpaths around the village.</p>
<p>iii. The use of historic documents to designate Public Rights of Way/Footpaths will no longer be possible after 2026. It should be noted that all the other methods to support the designation of a PROW (other than historic documents) will still be available. The council discussed this issue two years ago. Since that time no one has contacted the council about footpaths that should be formally designated PROWs. The footpath committee will be looking into this to ensure that opportunities</p>

are not lost. FP will report at a future meeting.

ACTION: FP

iv. It was **RESOLVED** to accept Cornwall Council's Local Maintenance Partnership 2019-2020 at £974.97 (proposed MLI, 2nd SK).

D Luxulyan Memorial Institute. Plant & Seed swaps continue at the Institute. They need larger plant pots. Bacon butties 'are to die for'.

E Village Toilets. A letter was received from CC explaining that they will be paying everyone at the 'UK foundation living wage' which is £9.00/hour. This means an annual charge 2019-20 of £3,916.65. It will go up from £294.81 to £326.38/mo (£378.93/year).

F Village Sign. Cormac has not yet installed the 'Welcome to Luxulyan' sign at Gatty's Bridge. The Clerk had an email conversation with Cormac about rust on the posts. Cormac has inspected the posts and they consider the posts still fit for purpose; however, Cormac did not install the sign when they inspected the posts.

18/175 Parish Matters – reports

A The application No. 2960 (to make a tract of land northwest of Gunwen Chapel into common land) has had an objection and therefore the parish council received a notice. There could be a hearing if any of the stakeholders would like to request a hearing from the Planning Inspectorate. The council made no proposal to send a representative to such a hearing, if one takes place.

B Luxulyan Parish Community Fund. Nothing to report. The Clerk will put the next deadline for applications on Facebook.
ACTION: Clerk

C Luxulyan Valley Partnership. Nothing to report.

D Street Sweeping. Nothing to report.

E Village Hall Committee. MH attended the last meeting of the VH committee and there is nothing to report.

18/176 Correspondence & Invitations (complete list in Clerk's Notes)

Nothing to report.

18/177 Business for the next meeting

Polling places review.

18/178 Dates of next meetings

A Planning if needed 28 March, 6.00 pm and the Ordinary Meeting 14 March 2019, 6.00pm, both at the Luxulyan Memorial Institute.

The Chair thanked everyone and closed the meeting at 8.20 pm.

Mrs C Wilson ~ Parish Clerk ~ 8 March 2019