

Luxulyan Parish Council **DRAFT** Minutes
Ordinary Meeting, THURSDAY 12 November 2020
6.00 pm, ONLINE via Zoom

PRESENT:

Cllr Keith Bilston (Vice-chair), Cllr Dan Cordy (after his co-option) Cllr Michael Grindley, Cllr Bob Hatton, Cllr Margaret Higman, Cllr Michele Latham, Cllr Francis Payne.

ALSO PRESENT:

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

ABSENT:

Cllr Michaela Linfoot (Chair), Cllr Kay Baker, Cllr Sarah Kemp.

NOTE ON JOINING THE MEETING AS MEMBERS OF THE PUBLIC:

Members of the public must request online Meeting details in advance from the Clerk in order to join the meeting online. All participants that join the meeting start in the 'waiting room' and are admitted by the clerk as soon as possible.

ABBREVIATIONS:

Councillors are abbreviated with their initials; Luxulyan Parish Council (LPC), Cornwall Council (CC), Cornwall Assoc. of Local Councils (CALC), Footpath (FP), *** 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.

MINUTES:

*The meeting began at 6.00 PM. In the absence of the Chair the Vice-chair took her place.
The Chair welcomed all.*

20/111 Apologies

Apologies were received from KBa, SK and MLI.

20/112 Declarations of interest or requests for dispensation.

Cllr Cordy declared an interest in Item 20/118.A.i, the planning application PA19/08569, because of a family connection.

20/113 Public Session

Dan Cordy spoke about his reasons for wishing to serve on the parish council. He is keen to serve his community and will work to make tough and thoughtful decisions regarding the parish people's best interests.

20/114 Meetings and governance

- A The council **RESOLVED** (proposed MLa, 2nd FP) to co-opt Mr Dan Cordy. He made his Declaration of Acceptance of Office verbally before the council. A signed hard copy of the declaration will be obtained by post.
- B The council **RESOLVED** that the minutes, as read, of the ONLINE meeting held via Zoom on 8 October 2020 are a true and correct record (proposed KBi, 2nd FP). The Chair's signature will be obtained by post.

20/115 Finance

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| A | There were no questions about the accounts and it was RESOLVED (proposed MLa, 2nd BH) to receive the Clerk's reports, <i>Bank Reconciliation, Budget Comparison and Cash Flow</i> to the end of October 2020, as a correct record. |
| B | External Audit. The Clerk reported that the external audit is complete and there were no questions raised. Notice of the conclusion of audit, and the auditor's comments at Section 3 will be placed on the website under <i>Parish Council Accounts</i> . |
| C | The council RESOLVED (proposed MLa, 2nd MG) to approve the updated <i>Financial Regulations Nov20</i> , now in accessible format and based on the latest model. |
| D | The council RESOLVED (proposed KBi, 2nd FP) to accept the contractor's new rate of £15/week for the playing field weekly inspections. |
| E | The council AGREED that, as insurance companies would like building valuations every five years, the clerk will look into how this should be done. |
| ACTION: Clerk | |
| F | BUDGET 2021-22. After a scrutiny of proposed expenditure, and after discussion of the uncertainties during the Covid crisis which may also result in a financial weakening of the tax base, the Budget was reduced by 3.9%. It was RESOLVED (proposed KBi, 2nd FP) to approve the 2021-22 Budget at £30,244. |
| G | PRECEPT 2021-22. The council RESOLVED (proposed DC, 2nd KBi) a precept of £27,110 which corresponds to a decrease of £1.41 for Band D properties, presuming the same taxbase as last year. |
| H | The council AUTHORISED payments for November 2020 totalling £5,468.39 (proposed KBi, 2nd MG). |

Description	Amount with VAT	VAT
Clerk's salary and expenses	£1,019.08	
Clerk's HMRC	£41.91	
Clerk's Pension Oct20	£28.72	
Playground inspections - 5 weeks	£103.50	
Public Conveniences, cleaning Aug-Oct20	£992.37	165.39
Wallgate unit maintenance & repair	£306.95	51.16
Playing Field knotweed control	£54.00	9.00
Virtual National Conference	£30.00	5.00
Clerk's training Accessible Excel	£36.00	6.00
External Audit	£240.00	40.00
Toilets, water - estimated	£53.69	
2x ink toner	£128.57	21.43
Wallgate unit repair	£45.60	7.60
3x brown round picnic tables (20/120.A.iii)	£2,388.00	398.00

20/116 Reports

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| A | Report on Actions. The clerk reported that actions from last month are completed. |
| B | Crime & Prevention. MLa, the council's Councillor Advocate for the police reported that she had not heard from them recently. |
| C | Cornwall Councillor Saunders' report to the Parish. <ul style="list-style-type: none"> • She has had correspondence recently complaining of a lot of fly-tipping happening in Prideaux Woods and this was discussed. MH said the local farmers couldn't use many |

more discarded tyres! The clerk showed how to get to the fly-tipping report form from the website at the top of the *Useful Links* webpage. Sally thought this was Cornwall Wildlife Trust land and it was **AGREED** that the Clerk should write to the CWT to ask what they are doing about it.

ACTION: Clerk

- It appears that the best possible beaver location would be on Criggan Moor, unfortunately not in Luxulyan Parish.
- Beswetherick. See 20/118.B
- StARR Project. See 20/118.C

20/117 Considerations

- A Good Citizen Awards 2020. The council **RESOLVED** unanimously that after considering the nominations, the council will send award letters to all the candidates that have unselfishly contributed to parish life in the last 12 months.

ACTION: Clerk

- B Community Governance Review. The clerk and FP reported that the CC Electoral Review panel will not request a reversal of the change to two wards in the parish, as LPC requested earlier this year. This means that in the next parish council election, May 2021, Lockengate Ward will have 3 candidates and Luxulyan Ward will have 7 candidates for parish council. The Electoral Review Panel explained that LPC could submit a request to the Local Government Boundary Commission for England (LGBCE). The council requested that FP look into whether this might be worthwhile.

ACTION: FP

20/118 Planning

- A Planning issues and correspondence. Planning decisions are reported in Clerk's Notes and on the website.

Cllr Cordy declared an interest and left the meeting for the duration of the discussion and vote on the following item.

- i. **PA19/08569** | Submission of reserved matters (appearance, landscaping, layout and scale) following outline approval PA18/10874 for a single dwelling | Land North Of Fairhaven Rosemelling Luxulyan Bodmin Cornwall PL30 5EQ

After consultation with the case officer, the council **RESOLVED** to submit a breach of planning query for the area that has opened up behind this property which may not be in accordance with the agreed border.

- B Beswetherick update. The Ward Member reported good progress. CC states: "the Planning Service will pay for enforcement against the breach of contract in relation to the undeveloped plots being offered to the Council, and that Sam Irving has agreed that the Affordable Housing Service can cover the costs of the land transfer arrangements." Sally also confirms that the developer is contesting the enforcement notice, but it is still early days to know of any outcome. The council thanked Sally very warmly for her hard work thus far.

- C StARR project update. The Ward Member reported that the works at Ponts Mill are progressing well. On Tues, 24th November CC will host a meeting to consult about the various possible ways the area could be landscaped. Those interested are invited to attend.

- D Applications for consultee comments. These items were **DEFERRED** (proposed MG, 2nd BH) to an extraordinary meeting because the online planning portal was closed for maintenance and councillors had not had the opportunity to study the documents for these applications.

20/119 Highways & Flooding

- Nothing to report.

20/120 Assets – reports and maintenance

A Playing Field.

- i. Playing Field inspections for month were received and **NOTED**.
- ii. The clerk reported that work on the play equipment will start next week. The contractor's quote will include the best solution to the new roof on the Toddler Multi-Play. They will also be repainting the Toddler Swing and rust patches on the other equipment.
- iii. New Picnic Tables. The playground inspector has reported that the remaining two picnic tables in the playing field are rickety and will need replacing very soon. The council considered 6 quotes for tables made of wood and recycled plastic. The council **RESOLVED** (proposed KBi, 2nd MG) to purchase three round brown recycled plastic picnic tables for the playing field at £1990 + VAT. They are easier to use because a person can slide onto the seat without stepping over. The money will be taken from the Bodwen Solar Park Fund.

- B Knotweed. The contractor has submitted his report and the knotweed in the playing field has been treated. It was too small to inject. It appears that we are slowly winning the battle.

- C Cemetery. Nothing to report.

- D Footpaths. The last cuts are completed.

- E Luxulyan Memorial Institute. Nothing to report.

- F Village Toilets. The council **RESOLVED** (proposed KBi, 2nd MLa) to change the toilet seat in the disabled toilet which was damaged with fire. DC will find a replacement.

ACTION: DC

20/121 Parish Matters – reports

- A Luxulyan Parish Community Fund. A meeting has been called.
- B Luxulyan Valley Partnership. The next meeting is in January. BH reported on the visit he and FP made with Coralee from CC. There are major works planned in the valley to the tune of about £350K or more to reinforce the leats and preserve the whole system. Work should begin in January/February 2021.

- C Village Hall Committee. The next meeting is in January.

- D Weed Treatment. Cormac no longer weed treat pavements so the clerk will find other quotes for the work which should begin next April.

ACTION: Clerk

20/122 Correspondence & Invitations (complete list in Clerk's Notes)

- A South West Water has advised that they will be upgrading the treatment process in the Luxulyan sewerage treatment works which will improve the service to residents and

businesses in the area and reduce the risk of pollution to the River Par. The first phase of these improvements will begin on or around Monday 23 November and is expected to complete around mid-March 2021 with a break over the Christmas period.

The clerk has put this information on Facebook: @LuxulyanPC

20/123 Business for the next meeting

Deferred planning for an extraordinary meeting.

20/124 Second Public Session for feedback from the public

None.

20/125 Dates of next meetings.

- A Extraordinary meeting for planning items will be held on Wednesday, 18 November at 11.00 am ONLINE via Zoom.
- B Ordinary Meeting 10 December 2020, 6.00 pm ONLINE via Zoom.

The meeting closed at 8.30 pm and the Chair thanked everyone for attending.

Mrs C Wilson ~ Parish Clerk ~ 14 November 2020

SIGNED:

THESE ARE DRAFT MINUTES.

Chair of meeting: _____ Date: _____