

Luxulyan Parish Council **DRAFT** Minutes
Ordinary Meeting, THURSDAY 8 April 2021
6.00 pm, ONLINE via Zoom

PRESENT:

Cllr Michaela Linfoot (Chair), Cllr Keith Bilston (Vice-chair), Cllr Dan Cordy, Cllr Michael Grindley, Cllr Bob Hatton, Cllr Margaret Higman, Cllr Francis Payne.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson, Ward Member Cllr Sally-Anne Saunders, and approximately 20-25 members of the public.

ABSENT:

Cllr Kay Baker, Cllr Sarah Kemp.

NOTE ON JOINING THE MEETING:

All participants that join the meeting start in the 'waiting room' and are admitted by the clerk as soon as possible before the meeting begins.

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.

NOTE ON NUMBERING:

The prefix will follow the Municipal Year which begins in May. January-April will carry the 20/ prefix. At the May 2021 meeting the first item on the Agenda will be 21/01.

MINUTES:

The meeting began at 6.12 PM and the Chair welcomed all.

20/209 Apologies

Apologies were received from KBa, SK.

20/210 Declarations of interest or requests for dispensation.

None.

20/211 Public Session

A Colin Martin, candidate for the Lostwithiel & Lanreath electoral division, introduced himself. Parish electors from Luxulyan Ward (ELN1) will vote in this electoral division.

B Peter Guest, candidate for the Roche & Bugle electoral division, introduced himself. Parish electors from Lockengate Ward (ELN2) will vote in this electoral division.

The full list of candidates for both of the parish's WARDS will be posted on Facebook (@LuxulyanPC) and the website (luxulyanpc.co.uk).

C A member of the public emailed about the increased number of parking spaces planned for Black Hill car park. Their email was read out, which had concerns about the increased traffic because the road infrastructure to the valley is inadequate for heavy traffic. The chair of the Luxulyan Valley Partnership responded explaining that the increased space would probably not increase traffic. It should stop cars from parking inappropriately on the roadside. Signage should be improved at Black Hill to make visitors aware of the larger car park at Pontois Mill. Perhaps a car park closer to Luxulyan village would

help with traffic and bring visitors to the Village Shop.

Cllr Grindley had to leave the meeting and gave his apologies.

D Ross Sundercombe (RS) introduced himself as a builder/developer. He was approached last week by the owner of a field across from the Village Hall about a possible housing development. RS emphasised that he would consider only a small development. His largest development to date has been eight houses. After being approached by the owner, his first step was to contact the Parish Council to see what the people of the parish want and need.

The clerk reported that she had spoken with the clerk of Charlestown, where Mr Sundercombe is finishing a small development. Charlestown's clerk said the Parish Council has a good working relationship with Mr Sundercombe.

He was asked whether he had read the Luxulyan Neighbourhood Development Plan. He said he had looked at it.

He was asked about capacity in the school, which is full, and where the sewage would go. He explained that it is too early for him to be able to answer these questions.

Members of the public, the Luxulyan CLT and the parish council expressed the importance of affordable housing, renewable energy and energy efficiency. Affordable housing is considered by many to be the main message contained within the Neighbour Development Plan. RS said he was also interested in energy efficiency and had previously run a solar panel company.

RS said he is happy to get involved with affordable housing. He will look into what Cornwall Council planners would expect from such a development and if he can provide affordable housing and make a living out of the project, he would be interested in making it happen.

Going forward from the meeting tonight, Mr Sundercombe will now speak with Cornwall Council Planning to get an overview of the possibilities and will keep in contact with the parish council.

Ross Sundercombe, and all members of the public left.

Ward Member Sally-Anne Saunders remained.

20/212 Meetings and governance

- | | |
|---|---|
| A | The council RESOLVED that the minutes, as read, of the ONLINE meeting held via Zoom on 11 March 2021 are a true and correct record (proposed KBi, 2nd MLi). The Chair's signature will be obtained by post. |
| B | The council RESOLVED (proposed MLi, 2nd KBi) to renew the membership in CALC at £497.75 + VAT for the year. |
| C | The council RESOLVED (proposed MLi, 2nd KBi) that the council's Covid-19 Risk Assessment remains valid until government guidelines change, probably after 21 June 2021. A separate risk assessment will be made for future face-to-face meetings. |
| D | The council RESOLVED (proposed BH, 2nd DC) to suspend Standing Order 3.a, "Luxulyan Parish Council shall meet on the second Thursday of each month at 6.00 pm, unless otherwise decided" until regular face-to-face meetings are possible at a suitable venue. |
| E | The council RESOLVED (proposed KBi, 2nd FP) that it would, if necessary, purchase face masks and hand sanitiser for face-to—face council meetings; however, at the moment, all attendees will use their own face masks and hand sanitiser will be provided which has already been purchased. |

F	FACE-TO-FACE MEETINGS. The council RESOLVED (proposed MLI, 2nd KBI) that, as local councils do not have the right to hold meetings online after 6 th May 2021, and in light of Covid restrictions, and because the Village Hall is undergoing repairs, the playing field was deemed the most suitable venue for the Annual Meeting of the Parish Council on 20 th May 2021. The agenda will be kept to a minimum. An ordinary meeting will not be held in May and ordinary business should resume on 10th June 2021 at the Village Hall, which has been booked for the second Thursday of each month.
G	The council DEFERRED the consultation: Open consultation: Local authority remote meetings: call for evidence. Deadline 17 June 2021. A quick straw poll showed that, if given a choice between face-to-face and online meetings, 4 councillors would prefer to meet face-to-face and 2 were happy with the online meetings.
H	The council RESOLVED (proposed MLI, 2nd KBI) to approve the Clerk's attendance at the SLCC 2021 Virtual Regional Training Seminar South West at a cost of 75% of £45.

20/213 Finance

A	YEAR END ACCOUNTS. There were no questions about the year-end accounts and it was RESOLVED (proposed KBI, 2nd DC) to receive them as a correct record for the Annual Accountability & Governance Return (AGAR).																											
B	INTERNAL CONTROL CHECK. Since the first Lockdown in March 2020, there has not been an opportunity to meet to check the bank statements against invoices. To mitigate this, the clerk suggested she scan all the bank statements and send them to all the councillors who can compare year-end accounts with the bank statements, and this was RESOLVED (proposed FP, 2 nd KBI). ACTION: Clerk																											
C	The council RESOLVED (proposed MH, 2nd KBI) to confirm voluntary compliance with the <i>Transparency Code for Smaller Councils</i> as the council has done since the Code came into practice in 2014-15.																											
D	The council AUTHORISED payments for April 2021 totalling £1,930.86 (proposed KBI, 2nd DC). <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount with VAT</th> <th style="text-align: right;">VAT</th> </tr> </thead> <tbody> <tr> <td>Clerk's salary and expenses</td> <td style="text-align: right;">£1,018.37</td> <td></td> </tr> <tr> <td>HMRC payment</td> <td style="text-align: right;">109.69</td> <td></td> </tr> <tr> <td>Clerk's Pension</td> <td style="text-align: right;">38.92</td> <td></td> </tr> <tr> <td>Playground inspections</td> <td style="text-align: right;">75.00</td> <td></td> </tr> <tr> <td>Public Conveniences, electricity</td> <td style="text-align: right;">16.81</td> <td style="text-align: right;">0.79</td> </tr> <tr> <td>CALC Annual Subscription</td> <td style="text-align: right;">579.67</td> <td style="text-align: right;">81.92</td> </tr> <tr> <td>Granite Towers postage</td> <td style="text-align: right;">38.40</td> <td></td> </tr> <tr> <td>Regional Training Seminar, online</td> <td style="text-align: right;">54.00</td> <td style="text-align: right;">9.00</td> </tr> </tbody> </table> <p>NB: The electricity payment changed after a meter reading was submitted.</p>	Description	Amount with VAT	VAT	Clerk's salary and expenses	£1,018.37		HMRC payment	109.69		Clerk's Pension	38.92		Playground inspections	75.00		Public Conveniences, electricity	16.81	0.79	CALC Annual Subscription	579.67	81.92	Granite Towers postage	38.40		Regional Training Seminar, online	54.00	9.00
Description	Amount with VAT	VAT																										
Clerk's salary and expenses	£1,018.37																											
HMRC payment	109.69																											
Clerk's Pension	38.92																											
Playground inspections	75.00																											
Public Conveniences, electricity	16.81	0.79																										
CALC Annual Subscription	579.67	81.92																										
Granite Towers postage	38.40																											
Regional Training Seminar, online	54.00	9.00																										

20/214 Reports

A	Report on Actions. They are up to date.
B	Chair's report. The chair wished to express the council's thanks to all the individuals who have done so much to help others during the pandemic.
C	Crime & Prevention. Nothing to report.

D Cornwall Councillor Saunders' last report to the Parish.
 Cllr Saunders expressed her sadness that this was her last meeting with the Luxulyan council. She reported that there are no new developments on the StARR project, the leat repairs, or the Beswetherick enforcement. She is happy to assist both of the parish's new Cornwall Councillors to help them become familiar with the issues in Luxulyan.
 The councillors and the clerk thanked Sally-Anne for her hard work and invaluable guidance over the last four years. The council hopes its new Ward Members – for Luxulyan Ward and Lockengate Ward – will show the same cheerful dedication that Sally has had for all Luxulyan's issues.

20/215 Considerations

A Public Toilets.
i. The clerk reported that all the toilets are closed. Ladies and Gents are closed because of the pandemic and the Disabled toilet is closed because the Wallgate unit needs a part which has not yet arrived. The clerk has found communication with the Cormac Cleaning Service frustrating because emails are not responded to. The council has not been satisfied with the cleaning of the Disabled toilet since it was opened last August and the Cleaning Service is investigating the attendance of the cleaners. However, unfortunately, the Cleaning Service does not seem to follow-up on the quality control of the cleaners.
ii. The council RESOLVED (proposed KBi, 2nd MLI) to advertise for a local cleaner in the Granite Towers and on the website and Facebook. Cormac Cleaning Service will be engaged until 10 th June when candidates can be considered at the LPC June meeting. ACTION: Clerk
iii. The council RESOLVED (proposed MLI, 2nd KBi) that all the toilets will be opened on 21 st June at the end of the Coronavirus Roadmap, unless guidelines change.
B The council RESOLVED (proposed KBi, 2nd MH) that it would award the contract for weed treatment to Complete Weed Control who have quoted very competitively. The council did consider 'environmentally-friendly' weed control and the clerk obtained three quotes; however, unfortunately, the quotes were five times more expensive.
C The council RESOLVED (proposed MLI, 2nd KBi) that the Luxulyan Valley Partnership information panel would be placed next to the notice board on the public toilets.
D The council RESOLVED (proposed BH, 2nd MH) that the notice board at the Institute would be moved to the lower corner to make room for the war horse bench which will be installed after a plinth is made for it. The Chair will speak with A&A about moving the notice board, which is the notice board from the old Methodist Chapel. ACTION: MLI
E FLY TIPPING. The council DEFERRED this item as the councillor was not here to explain the issue.
F The council RESOLVED (proposed FP, 2nd KBi) that it would respond to the consultation: <i>Climate Emergency Development Plan Document (DPD) Pre-Submission</i> . LPC would like the document to consider, in some way, the emissions from commercial transport vehicles, which are considerable in the county. ACTION: Clerk
G There was no proposal to respond to the consultation: <i>European Sites Supplementary Planning Document (SPD)</i> .

20/216 Planning

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

i.	See the Public Session, minute 20/211.D.
----	--

ii.	The council RESOLVED (proposed FP, 2nd BH) that it would report a breach of planning which is a new mobile home placed on New Road.
-----	--

	ACTION: Clerk
--	---------------

DC left the chamber during the discussion and vote on the next item.

B	Beswetherick. The council RESOLVED (proposed MLI, 2nd BH) to get quotes for pavements and bollards installed with lights that are movement activated. The parish council is concerned for the safety of the residents at Beswetherick without lighting at night. The parish council will consider installing the pavements and lights with a view to getting the money back when the planning enforcement EN20/00457 is resolved. ACTION: Clerk
---	---

C	StARR project update. Nothing to report.
---	--

D	Applications for consultee comments. None.
---	--

20/217 Highways & Flooding

	The damage to Gatty's Bridge has been reported, Ref: W2160263.
--	--

20/218 Assets – reports and maintenance

A	Playing Field. Playing Field inspections for March were received and NOTED .
---	---

B	Cemetery. Nothing to report.
---	------------------------------

C	Footpaths. The 5-bar gate on FP 408/5 has been reported as it has rotted and fallen. The opening no longer stock proof: Countryside Issue 31X1D0M7-101005007462.
---	--

D	Luxulyan Memorial Institute. The Seed & Plant Swap would like to begin this year and it was AGREED that the Institute could re-open from 17 May in line with government guidelines. The clerk will put her contact details in the next Granite Towers for booking the Institute.
---	---

	ACTION: Clerk
--	---------------

20/219 Parish Matters – reports

A	Luxulyan Parish Community Fund. The AGM will take place on 13 April via Zoom. Election of 5 members of the community will take place. The 5 members, plus 2 parish councillors, make up the Panel which decides on the allocation of funds. The clerk looks forward to updating the LPCF webpage after the AGM.
---	---

B	Luxulyan Valley Partnership. The parish council appreciates being copied into the recent correspondence between members of the Partnership. These emails which discuss the history of the Partnership, its relevance and its future structure have been NOTED with interest.
---	---

C	Village Hall Committee. The area around the VH is messy and needs attention. The new heaters in the large room are quite effective.
---	---

20/220 Correspondence & Invitations (complete list in Clerk's Notes)

	Nothing outside the Notes.
--	----------------------------

20/221 Business for the next meeting

Nothing requested.

20/222 Second Public Session for feedback from the public

None.

20/223 Dates of next meetings.

A *Annual Parish Meeting*, via Zoom, 6.00 pm, Thursday, 15 April 2021. All parishioners welcome.

B *Extraordinary Meeting* Thursday 29 April 2021, 6.00 pm ONLINE via Zoom.

C *Annual Meeting of the Parish Council*, 6.00 pm, Thursday, 20th May 2021 on the playing field. Bring your umbrella.

D An ordinary meeting will not be held in May and ordinary business should resume on 10th June 2021 at the Village Hall, which has been booked for the second Thursday of each month.

The meeting closed at 8.45 pm and the Chair thanked everyone for attending.

Mrs C Wilson ~ Parish Clerk ~ 20 April 2021

SIGNED:

THESE ARE DRAFT MINUTES.

Chair of meeting: _____ Date: _____