

Luxulyan Parish Council **DRAFT** Minutes
Ordinary Meeting, THURSDAY 8 JULY 2021
6.00 pm, at Luxulyan Village Hall

PRESENT:

Cllr Michaela Linfoot (Chair), Cllr Michael Grindley (Vice-chair), Cllr Keith Bilston, Cllr Dan Cordy, Cllr Margaret Higman, Cllr Sarah O’Toole, Cllr Francis Payne, Cllr Carl Tonkin.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson, Lockengate Ward Member Cllr Peter Guest, Luxulyan Ward Member Cllr Colin Martin, and three Members of the Public.

ABSENT:

Cllr Helen Francis, Cllr Bob Hatton.

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 and the Chair welcomed all.

21/29 Apologies

Apologies were received from HF, BH.

21/30 Declarations of interest or requests for dispensation.

The clerk declared an interest in PA21/01855/PREAPP because of family friendship.

21/31 Public Session

A A neighbour of the Institute and his architect brought designs of a proposed property at the corner of St Sulien. The proposal will be submitted to the planning authority shortly. It was favourably received by the council in terms of design and character. The possibility of the shared septic tank with the Institute is still being considered.

The resident and his architect left the meeting.

B A resident wanting to construct a self-built home came to discuss the council’s site visit. See Item 21/37.A.i.

C Youth Football. One of the organisers of the youth football team that uses the playing field requested the mis-cut goal posts which were left in the Village Hall when the new goal posts were erected. The Youth Football team wants to use them to erect new goalposts. 21/39.A.ii was brought forward. See the decision at that item.

A member of the public left the meeting.

21/32 Meetings and governance

A The council **RESOLVED** that the minutes, as read, of the meeting held on 10 June 2021 are a true and correct record (proposed KB, 2nd MG) and they were duly signed.

B The council **RESOLVED** that the minutes, as read, of the extraordinary meeting held on 24 June 2021 are a true and correct record (proposed MG, 2nd KB) and they were duly signed.

C Boundary Commission consultation for parliamentary constituencies. The council **RESOLVED** (proposed MG, 2nd KB) to support the proposal of Lockengate Ward Member and other Cornwall councillors to ensure that Luxulyan Parish is NOT separated between two parliamentary constituencies; that is, both wards should remain under the same Member of Parliament.
ACTION: Clerk

21/33 Appointments

A Audit Panel. It was **RESOLVED** (proposed ML 2nd DC) to appoint Cllrs Bilston, Grindley, Linfoot and Payne and further **RESOLVED** that Cllr Bilston should be Chair and also Internal Control Check.

B Risk Assessment Working Party. It was **RESOLVED** (proposed ML, 2nd KB) to appoint Cllrs Grindley, O'Toole and Payne. This group may meet via Zoom. There was no proposal to combine this with the Audit Panel.

C Bank signatories. It was confirmed that Cllrs Higman and Payne remain bank signatories along with the clerk. It was **RESOLVED** (proposed SO, 2nd MH) to appoint Cllr Grindley as an additional signatory.
ACTION: Clerk

D Staffing Committee. It was **RESOLVED** (proposed ML, 2nd MG) to appoint Cllrs Bilston, Cordy, Hatton, Higman and Linfoot. It was further **RESOLVED** to that Cllr Hatton should be Chair.

E Planning Working Party. It was **RESOLVED** (proposed ML, 2nd KB) to appoint Cllrs Grindley, Hatton, Linfoot and Payne.

F Footpath Committee. It was **RESOLVED** (proposed ML, 2nd DC) to appoint Cllr O'Toole as the council's representative on the Footpath Committee. It was agreed that Cllr O'Toole's dog should be an honorary member.

G Cornwall Association of Local Councils (CALC). It was **RESOLVED** (proposed DC, 2nd MH) to appoint Cllr Linfoot as council representative for CALC and that Cllr Bilston would be substitute.

H Community Network Panels. Luxulyan is officially a member of the St Blazey, Fowey & Lostwithiel CNP. However, Luxulyan also attends the neighbouring China Clay CNP. It was **RESOLVED** (proposed FP, 2nd MG) to appoint Cllr Linfoot as council representative on both Panels and that Cllr Bilston would be substitute.

I Luxulyan Parish Community Fund (LPCF) Panel. It was **RESOLVED** (proposed ML, 2nd FP) to appoint Cllrs Cordy and Tonkin as council representatives on the Panel.

J Luxulyan Memorial Institute trustees. It was **RESOLVED** (proposed SO, 2nd MG) to appoint Cllrs Bilston, Cordy, Linfoot and Tonkin.

K Luxulyan Valley Partnership. It was **RESOLVED** (proposed FP, 2nd SO) to appoint Cllrs Linfoot and Tonkin as council representatives. It was NOTED that the parish council has only one vote on the Partnership committee.

L Luxulyan Community Land Trust. It was **RESOLVED** (proposed ML, 2nd SO) to appoint Cllrs Grindley and Payne as council representatives.

M Village Hall. It was **RESOLVED** (proposed ML, 2nd SO) to appoint Cllr Higman as council representative on the committee.

N Eden Community Geothermal Liaison Group. It was **RESOLVED** (proposed ML, 2nd FP) to

<p>appoint Cllr Grindley as the council representative.</p>
<p>O Councillor Advocate Scheme organised by the Office of the Police & Crime Commissioner. It was RESOLVED (proposed ML, 2nd MG) to appoint Cllr Linfoot as council representative.</p>

21/34 Finance

A	The Audit Panel met that day before the ordinary meeting. The internal control check was completed for the 1st quarter, Apr-Jun 2021.		
B	There were no questions about the accounts and it was RESOLVED (proposed KB, 2nd MH) to receive the Clerk's reports, <i>Bank Reconciliation</i> , <i>Budget Comparison</i> and <i>Cash Flow</i> to the end of June 2021, as a correct record.		
C	The council AUTHORISED payments for July 2021 totalling £3,244.00 (proposed KB, 2nd MG).		
	<u>Description</u>	<u>Amount with VAT</u>	<u>VAT</u>
	Clerk's salary and expenses	£1,077.24	£8.06
	HMRC payment	109.69	-
	Clerk's Pension	38.92	-
	Playground inspections	60.00	-
	Public Conveniences, electricity	13.20	0.62
	Cleaning Disabled toilet, 3 days	36.00	-
	1st weed treatment	222.00	37.00
	Office supplies	4.95	0.83
	Fixing bases of 6x benches	842.00	-
	Grass cutting	840.00	-

21/35 Reports

A	Report on Actions.
	i. The clerk will update actions at the next meeting.
	ii. SO reported that the consultation about the Bridges bus shelter improvement is ongoing, but opinion seems to be in favour. The Pub is keen to have the notice board put up there. SO suggested a cork notice board for public use.
B	Chair's report. Fly tipping is an ongoing problem and she has reported a number of instances this month. Potholes are being filled in with cold tar, which doesn't last very long.
C	Crime & Prevention. Nothing to report.
D	<p>Cornwall Councillor Peter Guest's report to the Parish (Lockengate Ward)</p> <ul style="list-style-type: none"> • Boundary Commission's review of parliamentary constituencies. See 21/32.C. • He has been following up the South West Water query about the alleged sewage treatment plant leak into the River Par. He expects a response/explanation before the next meeting.
E	<p>Cornwall Councillor Colin Martin's report to the Parish (Luxulyan Ward)</p> <ul style="list-style-type: none"> • He has proposed a Cornwall Council resolution to declare a housing emergency so that an action group can be formed to investigate solutions. It should be voted on shortly. • Colin has been on the Valley Partnership committee for some years now; however, the leader of the Council has appointed other CC representatives. It was AGREED that the clerk should write to the Linda Taylor, Leader of CC, to ask that Colin remain on the

Valley Partnership committee because of his experience and understanding of local issues and the diverse groups affected by Valley management.

- He spoke with the case officer for the Atwell planning application about the definition of rounding off. The case officer has come back saying that the applicant has agreed to resubmit the application.
- He is councillor for 8 parishes and St Veep has a meeting the same night as Luxulyan, so he will try to come as often as possible.
- He has an online worksheet that lists the actions he is taking for his parishes and he will send a link for this.

21/36 Considerations

A	Institute septic tank. See Public Session 21/31.A.
B	The council RESOLVED (proposed ML, 2nd KB) to make a path up to the bench at Atwell Triangle. The clerk will look for quotes. ACTION: Clerk
C	Fence repair at the Playing Field. DEFERRED . Quotes were not received in time for the meeting.

21/37 Planning

A	Planning issues and correspondence. Planning decisions are reported in Clerk's Notes and on the website.
i.	Self-build site. The council requested another site visit for further discussion. ACTION: Clerk
ii.	Prideaux Woods. Consideration of a remedy for the erosion of the road is awaiting a site visit between Highways and the Environment Agency. ACTION: Clerk
iii.	Calf Barn, Lower Harros. The council received a powerpoint showing the proposal for PA21/00499/PREAPP conversion of a redundant Calf barn Lower Harros Farm Roche St Austell PL26 8LN. The council will arrange a site visit. ACTION: Clerk
iv.	5-day Protocol. PA20/06870 Retrospective application for the construction of sunroom and proposed porch to existing dayroom. Pitch 2 Eden Meadows Carne Cross St Blazey Par Cornwall PL24 2SX. The council considered the application and RESOLVED (proposed MG, 2 nd ML) to maintain its objection and request that Cllr Colin Martin take this to committee. The parish council has concerns that the development is not serving the traveller community. A wall has been erected between a caravan and its day room. There are concerns that the caravans are being rented out to people who are not travellers. The site has a history of building first and submitting applications later which goes against the ethos of planning law. With this application, the development is creeping in increments toward a County Wildlife Site and the disruption of the drainage ditches is causing flooding problems on the road. Cllr Martin agreed to speak with the case officer about this application. ACTION: CC Cllr Colin Martin

The clerk left the chamber for the duration of the discussion and decision for the following preapp.

v. **PA21/01855/PREAPP** | Pre-application advice for a new dwelling. | Land East Of Patara Lanivet Bodmin Cornwall PL30 5JA
The council looked at the documents and decide to hold a site visit.
ACTION: Clerk

B Beswetherick update. Nothing to report.

C StARR project update. Nothing to report.

D Applications for consultee comments. None.

21/38 Highways & Flooding

A The app FIX MY STREET is quite effective at getting Cornwall Council’s attention. The app can be used on a smart phone and the link to the website is here: fixmystreet.com

B You can also report issues directly to Cornwall Council: cornwall.gov.uk/report-something. For potholes, scroll down to ‘Roads and Parking’.

C The fast road at postcode PL24 2SX is made more dangerous because of hedges that come into the road. It was AGREED that the clerk should write to the residents.
ACTION: Clerk

21/39 Assets – reports and maintenance

A Playing Field.

i. Playing Field inspections for month were received and **NOTED**.

ii. The council **RESOLVED** (proposed ML, 2nd KB) to donate the mis-cut goal posts (kept at the Village Hall) to the Luxulyan Youth Football group. They will be collected very soon – much to the relief of the VH committee!

B Cemetery. Nothing to report except that people are not disposing of old wreaths in the bin provided.

C Footpaths. The clerk will report that there is an impassable locked gate at the south end of FP 11/3: Ref: 3VU25VU1-101005612258

D Luxulyan Memorial Institute. The Institute will have a meeting shortly.

E Village Toilets. The cleaning of the toilets is of a high standard. All Wallgate units are fixed and all toilets are open.

F Weed treatment. The recent weed treatment on the village pavements has been well done and was effective. There will be second treatment in the early autumn.

21/40 Parish Matters – reports

A Luxulyan Parish Community Fund. Nothing to report.

B Luxulyan Valley Partnership. Nothing to report.

C Village Hall Committee. Nothing to report.

21/41 Correspondence & Invitations

Nothing to report outside these Minutes and Clerk’s Notes.

21/42 Business for the next meeting

No business was requested.

21/43 Second Public Session for feedback from the public

None.

21/44 Dates of next meetings.

A An extraordinary meeting may be called by the Chair if needed for planning or other business. An agenda would be posted 3 clear days before.
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B Ordinary Meeting 12 August 2021, 6.00 pm at the Village Hall.

C The date and place of the September meeting will be decided at the August ordinary meeting. However, if the September meeting is to be held in the Village Hall, it was RESOLVED (proposed ML, 2 nd MG) to move the September ordinary meeting to MONDAY, 6th September, 6.00 pm , because of a double booking in the Village Hall.

The meeting closed at 8.08 pm and the Chair thanked everyone for attending.

Mrs C Wilson ~ Parish Clerk ~ 13 July 2021

SIGNED:

THESE ARE DRAFT MINUTES.

Chair: _____ Date: _____