

LUXULYAN PARISH COUNCIL

Clerk to the Council: Mrs C Wilson, Lower Burlorne Tregoose, Washaway, Bodmin PL30 3AJ
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NOTICE

AN ORDINARY MEETING OF LUXULYAN PARISH COUNCIL WILL BE HELD ON
THURSDAY 14 JUNE 2018 AT LUXULYAN MEMORIAL INSTITUTE AT 6.00 PM

Members of the public are cordially invited to attend.

PUBLIC QUESTION TIME. Time is allocated during the Public Session for members of the public to comment on any of the items detailed in the agenda below or to bring any relevant matter(s) to the attention of Luxulyan Parish Council. Contributions may be limited to 5 minutes on each subject.

Members of Luxulyan Parish Council are hereby summoned to transact the following business:

AGENDA

18/28 **Apologies for absence**

18/29 **Declarations of interest**

- a) Declarations re agenda items.
- b) Requests for dispensation.

18/30 **Public Session**

18/31 **Previous action points with further action if required**

18/32 **Meetings and governance**

- a) To approve and sign the minutes of the annual and the ordinary meetings on 10 May 2018.
- b) By-election to fill all three vacancies on the parish council.
 - i. To consider whether Cornwall Council should issue poll cards for the election. The cost is estimated at £500.
 - ii. The clerk to report on the cost of the election.
- c) To consider the delegation to the clerk the role of data controller:
 - i. consent for receipt of emails, newsletters and advertisements.
 - ii. day to day General Data Protection Regulation compliance. (eg. Cormac)
- d) To appoint a member of the Staffing Committee after a councillor resignation.
- e) To appoint an LPC representative on the Luxulyan Parish Community Fund panel after a councillor resignation.
- f) Luxulyan Valley Partnership. To clarify roles for the two representatives, as LPC has one vote.

18/33 **Finance**

- a) To review May 2018 *Payments against Budget, Bank Reconciliation, and Cash Flow* (including earmarked reserves).
- b) To authorise payments. (See Clerk's Notes)

18/34 **Reports**

- a) The Chair's report

- b) PCSO report and Police Liaison Report
- c) Cllr Saunders' report to the Parish
- d) Neighbourhood Plan steering group report
- e) Skate Park Working Party report.

18/35 **Considerations**

- a) To consider the surface area available for a Skate Park of 36 x 50 feet (11 x 15.2 metres).
- b) To consider a financial commitment to the Skate Park.
- c) To agree on the areas of grass verge maintenance.
- d) To decide on recommendations for highway improvement for the Community Network Highway Scheme.
- e) Use of the wooded area of the playing field for a Forest School.
- f) To consider 1 more hour of work every 3 months to turn over the wood chips under the play equipment.
- g) CONSULTATION: Clean Air Strategy. Sheryll Murray MP has asked each parish to consider a response to this consultation before 14 August.
- h) To consider a parish questionnaire about uses for the Bodwen Solar Park fund.
- i) To consider adopting an Electronic Communication and Social Media Policy.
- j) To consider revisions to the Correspondence Policy.
- k) To consider adoption of a Privacy Notice using the SLCC model, including a Privacy Notice about the website as recommended by Vision ICT, the website providers.
- l) To consider how Previous Action Points are handled.
- m) Clerk's contract, Section 15 (the meeting may be closed if the public are present).

18/36 **Planning**

- a) To approve a response from LPC for the government consultation: Powers for dealing with unauthorised development and encampments.
- b) Planning correspondence. It is possible to make comments on Preapplications, but comments are not requested by the Planning Authority.
 - i. **PA18/01393/PREAPP** | Pre application advice for construction of a single dwelling | Sunnyside Rosemelling Luxulyan Bodmin Cornwall PL30 5EQ
Case Officer: Justine Rolfe
Standard Consultation Expiry Date: Thu 31 May 2018
Determination Deadline: Fri 29 Jun 2018
Consultee Comments at time of agenda: 1 from Mineral Policy Consultations
- c) Enforcements – letter from Cornwall Council and another letter from Steve Double MP.
- d) To report on planning decisions of special interest. (A complete report is in Clerk's Notes and *Parish Planning* on the website.)
- e) Applications for consultee comments.
 - i) **PA18/04942** | The proposed erection of a new dwelling, a detached garage, the provision of a new vehicular access and the installation of a septic tank | Land To The North Of Damareris Treskilling Luxulyan Cornwall
Case Officer: Julie Mitchell
Standard Consultation Expiry Date: not given
Determination Deadline: Tues 24 Jul 2018
Consultee Comments at time of agenda: none

ii) Applications for consideration since the posting of this Agenda.

18/37 **Highways & Flooding.** To receive reports requiring the attention of the parish council. Often the best results come from direct reporting on the REPORT A POTHOLE section of Cornwall Council website. Links are available from the Parish Council website at *Parish Highways*.

18/38 **Assets – reports and maintenance**

a) Playing Field. To receive the previous month's inspection reports.

b) Cemetery. To consider the improvement of the far area of the cemetery.

c) Defibrillators. Clerk to report on people doing weekly checks.

d) Footpaths. To consider possible eradication methods for Himalayan balsam on Footpath 6.

e) Luxulyan Memorial Institute

f) Village Toilets

i. To agree the renewal of the electricity contract for the toilets at a lower standing charge of £0.2903 and slightly higher charge of £0.1489 per kilowatt hour, less a 7% discount for direct debit. All electricity supplied is from renewable energy sources.

ii. Electricity meter repair. Clerk to report.

g) Other matters for report

18/39 **Parish Matters – reports**

a) Community Networks: St Blazey; China Clay

b) Luxulyan CLT

c) Luxulyan Parish Community Fund.

d) Luxulyan Valley Partnership

e) Knotweed

f) Village Hall Committee

g) Other matters for report

18/40 **Correspondence & Invitations** (complete list in Clerk's Notes)

a) Letter from the Chair of the Standards Committee, Cornwall Council.

b) Tree warden scheme

18/41 **Business for the next meeting.** Review of Complaints Procedure.

18/42 **Dates of next meetings.** Planning if needed 28 June, 6.00 pm and the Ordinary Meeting 12 July, 6.00pm Luxulyan Memorial Institute.

Mrs C Wilson
Clerk to Luxulyan Parish Council
8 June 2018