

**DRAFT** Minutes of Luxulyan Parish's  
**PARISH MEETING**  
Luxulyan Memorial Institute  
**6.00 pm, Wednesday, 9<sup>th</sup> January 2019**  
Chaired by: Parish Council Chair, Michaela Linfoot

**Present:** 12 members of the public, Chair of Luxulyan Parish Council Michaela Linfoot, Cornwall Councillor Sally-Anne Saunders and Christine Wilson, Clerk to the Parish Council.

**Apologies:** M Higman, S Kemp, B Hatton.

*The Chair welcomed everyone and the meeting began at 6.00 o'clock.*

- 1) The draft minutes of the previous parish meeting have been available for review on the website since May 2018. It was **RESOLVED** that the minutes of the Annual Parish Meeting held on 27th April 2018 are a true and correct record of the proceedings (proposed Nick Legard, seconded Michele Latham and Francis Payne).
- 2) Cornwall Councillor Sally-Anne Saunders presented the 2018 Luxulyan Parish Citizen of the Year Awards to George Rundle for outstanding services to the parish over many years. All present gave George a huge round of applause.
- 3) Budget and Precept 2019-20. Copies of the proposed Budget (draft version 5) for the next fiscal year 2019-20 were handed out to all at the meeting and are attached below.

Cllr Michaela Linfoot explained that this meeting was called in order for the Parish Council to explain the increase in the Budget this year, to answer any questions arising from the 2019-20 Budget and to receive suggestions. The Parish Council budget has not been increased significantly for 5 years, since the toilets were taken over from Cornwall Council; yet the Parish Council has increased its services and taken on a number of maintenance projects, some one-off and some perennial.

Cllr Linfoot read out the projects completed this year using budgeted and reserve funds, including: New Goal Posts; Play Equipment given face lift; Cemetery landscaped and retarmacked; Shed (old bus shelter) re-roofed; Disabled toilet fitted with new alarm; New large bin at village bus stop; Parish verges cut and tidied; Facebook – @LuxulyanPC. Ongoing projects include: weed-spraying of village pavements; footpaths, defibrillators, bus shelters, police office in St Blazey (to be reviewed in the next fiscal year); website; burial ground.

In order to communicate better with the parishioners and understand better the issues that they feel most strongly about, the Parish Council has called a number of Parish Meetings over the last year and will continue to do so, as and when required.

Cllr Kay Baker spoke in detail about the upcoming 2019-20 Budget, which will increase the Band D payments for residents by £1.05 per month. She explained the more significant items in the budget and answered questions.

- Reserves have been used for a number of projects during the last and the current fiscal years. Starting with this 2019-20 Budget, reserves will be boosted each year so they gradually build back up to an appropriate level.
  - A parishioner asked about the Gatty's bridge Luxulyan sign. It is believed that the sign will be replaced very shortly. It is ready, but this week Cllr Payne had to send the grid reference to Cormac because they couldn't find the old posts!
  - It was suggested that St Cyriac should have a 'No through road' sign placed at the entrance.
  - A parishioner asked about the Agency Agreement for the verges which currently has no value in the Budget. The clerk explained that, as the Parish has recently taken responsibility for the verges, the Parish Council hopes to sign an agency agreement with Cornwall Council so that they contribute something towards the maintenance. However, this is yet to be finalised.
- 4) The next Parish Meeting will be the Annual Parish Meeting in April 2019. Date to be confirmed.

*There were no further questions or comments. The Chair thanked everyone for attending and closed the meeting at 6.35 pm.*

*Christine Wilson ~ Clerk to the Parish Council ~ 9 January 2019  
email: [clerk@luxulyanpc.co.uk](mailto:clerk@luxulyanpc.co.uk) ~ website: [luxulyanpc.co.uk](http://luxulyanpc.co.uk)*

2019/20 Budget with Precept Recommendation		
		Proposed Budget 2019/20
<b>draft VER.5</b>		
1	Starting Bank Balance (estimated)	£ 62,000
2		
3	<b>Reserves &amp; Earmarked Funds</b>	<b>Goal</b>
4	Budget reserve (3 months working capital)	7,892      3,680
5	Election reserve	4,200      2,990
6	Playing Field reserve	5,000      1,150
7	Cemetery reserve	5,000      1,100
8	Toilets reserve	6,000      4,740
9	LMI & General Building reserve	8,000      150
10		36,092      13,810
11	<b>TOTAL</b>	<b>£ 13,810</b>
12		
13	<b>Grant funds</b>	
14	Bodwen Solar Park Fund	40,640
15	LPC Grant Reserve	3,770
16	Community Chest grant	60
17	Neighbourhood Plan grant	-
18	<b>TOTAL</b>	<b>£ 44,470</b>
19		
20	CASH AVAILABLE, which is calculated by subtracting Reserves and Grant funds from the Starting Balance	£ 3,720
21		
22	<b>RECEIPTS</b>	
23	TRANSFERRED FROM CASH AVAILABLE	3,000
24	Bank Interest	200
25	Cemetery gravesites	475
26	Feed In Tariff Payments	225
27	Office reimbursements	160
28	LMP Payment for Footpaths	975
29	Agency Agreement - Verges	
30	Council Tax Support Grant	777
31	Other	
32	<b>RECEIPTS – TOTAL</b>	<b>£ 5,812</b>
33		
34	<b>PAYMENTS</b>	
35	Reserve – Budget	2,000
36	Reserve – Playing Field	1,500
37	Reserve – Cemetery	500
38	<b>PAYMENTS INTO RESERVE</b>	<b>£ 4,000</b>
39	CALC FOLV SLCC Subscriptions	590
40	Training	200
41	Clerk's Salary	
42	HMRC Clerk	
43	Workplace Pension	
44	Travel Expen	
45	Clerk's off, tel & internet	
46	Officesupplies	400
47	Officeequi & Compu.	50
48	Postage	150
49	Room Hire	250
50	Audits	330
51	Election Expenses	2,100
52	Insurance	870
53	Bank charges	72
54	Other Admin	
55	<b>PAYMENTS – TOTAL ADMINISTRATION</b>	<b>£ 16,756</b>
56	LMI & Other Buildings	
57	Toilets Cleaning Contract	3,900
58	Toilets maint. & Expenses	900
59	Pavements, Verges & Bus Shelter	1,380
60	Playing Field	1,600
61	Cemetery	870
62	Footpaths	1,100
63	Website	150
64	GT Postage & Supplies	400
65	Police Office & Emergency Plans	410
66	Sundries	100
67	GRANT Sm Comm Fund	
68	GRANT Solar Park Fund S.106	
69	Neighbourhood Plan	
70	<b>PAYMENTS – TOTAL SERVICES</b>	<b>£ 10,810</b>
71	<b>PAYMENTS – TOTAL</b>	<b>£ 31,566</b>
72		
73	<b>PRECEPT</b> , which is calculated by subtracting Receipts from Payments	<b>£ 25,754</b>
74		
75	TAXBASE 2019-20 (estimated)	483.89
76	<b>BAND D</b> , which is calculated by dividing the Precept by the Taxbase	<b>£ 53.22</b>
77	BAND D, monthly payment	£ 4.44