

Luxulyan Parish Council **DRAFT** Minutes  
Ordinary Meeting, THURSDAY 10 OCTOBER 2024  
6.00 pm, at Luxulyan Memorial Institute

**PRESENT:**

Cllr Keith Bilston, Cllr Helen Francis, Cllr Michael Grindley, Cllr Bob Hatton, Cllr Sarah Kemp, 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 two Members of the Public.

**ABSENT:**

Cllr Michaela Linfoot (Chair), Cllr Dan Cordy (Vice-chair), Cllr Margaret Higman.

**ABBREVIATIONS:**

Councillors may be abbreviated with their initials; Luxulyan Parish Council (LPC), Cornwall Council (CC), Cornwall Assoc. of Local Councils (CALC), Footpath (FP), Community Land Trust (CLT), \*\*\* 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 6.01 PM.*

24/84 Election of Chair and Apologies

Without the Chair or Vice-chair present, Cllr Sarah Kemp was **ELECTED** to chair the meeting and the Chair welcomed all.  
Apologies were received from ML, MH, DC.

24/85 Declarations of interest or requests for dispensation.

None.

*Cllrs Tonkin and Francis arrived at the meeting.*

24/86 Public Session

Two members of the public introduced their planning application **PA24/06488**. They are extending their home for their growing family. The councillors that attended the site visit were impressed by their plans and had no concerns. It was **AGREED** to move the planning item forward; see the decision at 24/91.B.i.

*Two members of the public left the meeting.*

24/87 Meetings and governance

- A The council **RESOLVED** (proposed CT, 2<sup>nd</sup> MG) to change the last sentence of 24/58.B in the 8<sup>th</sup> August Minutes by removing “may” and inserting “is unable to”; the change was initialled by the Clerk and Chair. It now reads: “The parish council explained that, unfortunately, it is unable to assist with private roads.” The council further **RESOLVED** that the minutes with this one revision of the meeting held on 8 August 2024 are a true and correct record (proposed MG, 2nd KB) and they were duly signed.
- B The council **RESOLVED** that the minutes, as read, of the meeting held on 12 Sept 2024 are a true and correct record (proposed KB, 2nd HF) and they were duly signed.

24/88 Finance

A	SK reported that the Audit Panel had met that day before the ordinary meeting. The internal control check was completed for the 1 <sup>st</sup> and 2 <sup>nd</sup> quarters and all was correct.		
B	The Audit Panel had discussed the <i>Internal Audit Review 2024</i> before the meeting and brought it to full council for approval. The <i>Internal Audit Review 2024</i> found the 2023-24 Internal Audit to be effective and also found the Internal Auditor to be competent and independent. It was <b>RESOLVED</b> (proposed MG, 2 <sup>nd</sup> CT) to approve the document, along with its ‘Suggestions for improvement’ and it was duly signed and dated.		
C	The council <b>RESOLVED</b> (proposed SK, 2 <sup>nd</sup> KB) to reappoint the 2023-24 internal auditor for the 2024-25 fiscal year.		
D	The council <b>RECEIVED</b> the External Auditor’s report, which states that the council has conducted its governance and finances “in accordance with Proper Practices and no other matters have come to our attention giving cause for concern.” All 2023-24 accounting documents are now uploaded to the website under <i>Parish Council Accounts</i> ; the Notice of Conclusion of Audit is posted there and on the notice boards.		
E	There were no questions about the accounts and it was <b>RESOLVED</b> (proposed KB, 2 <sup>nd</sup> FP) to receive the Clerk’s reports, <i>Bank Reconciliation</i> , <i>Budget Comparison</i> and <i>Cash Flow</i> to the end of September 2024, as a correct record.		
F	The council <b>AUTHORISED</b> payments for October 2024 totalling £3,671.86 (proposed BH, 2 <sup>nd</sup> CT).		
	<u>Description</u>	<u>Amount with VAT</u>	<u>VAT</u>
	Clerk's salary and expenses	£1,201.47	£2.90
	HMRC payment	117.97	-
	Clerk's Pension	50.05	-
	Play inspections & swing hanger install.	246.54	-
	Public Conveniences, electricity	20.43	0.97
	Public Convenience Cleaning Sept24	736.50	112.75
	Granite Towers postage	46.50	-
	External Audit	252.00	42.00
	Annual subscription to the ICO	35.00	-
	Grass cutting	960.00	-
	Monthly bank service charge	5.40	-

24/89 Reports

A	<b>PLEASE NOTE</b> that the clerk’s email has changed: <b>clerk@luxulyan-pc.gov.uk</b> . The clerk will receive emails sent to the previous address for some time, but please change the address in your contact list.
B	Report on Actions. The Clerk has completed a Community Orchard Survey to help Cornwall Orchard Network gather information about local community orchards. It was pointed out that LEGGS has plans for an orchard on part of its land and the Clerk will see whether this can be added to the Survey.  In response to a previous query, the Clerk reported that Cornwall Council land in Luxulyan Valley is approximately 66 acres.
C	Chair’s report. None.
D	Cllr Hatton is in regular contact with South West Water trying to get a manager to attend a parish council meeting to explain the noise levels at the Sewage Plant, what

they have done and what they are going to do about it.

E Cornwall Councillor Peter Guest's report to the Parish (Lockengate Ward)

I would like to start my report by apologising for the brevity of this paper. You will be aware that I have just returned from my honeymoon and from what I can see, our Electoral Division didn't burn down in my absence!

Contingency measures were in place and I'm grateful to a colleague who covered my casework while I was on leave and I'm re-assured that any urgent resident issues that occurred were dealt with.

It's been pretty full on since I got back. After catching up on emails, I've spent most of my time in County Hall working mainly on Newquay Airport and our recent Ofsted inspection that focussed on Children in care. Cornwall Council were rated 'Good' in 3 of the 4 areas of the report and we were rated 'Outstanding' in the final area.

Given the budgetary and increased demand pressures put on our Service, I was delighted with this outcome.

A short and sweet report this month, but I'm now back in the chair and normal service will be resumed. Please do not wait for the next meeting to get in touch. If something crops up, please either call or email me.

Peter | 07947 826627 | Cllr.peter.guest@cornwall.gov.uk

F Cornwall Councillor Colin Martin's report to the Parish summarised here:

- Cllr Martin reported that the new government will not be giving more money to local authorities. CC has grave budgetary shortfalls. Cornwall needs £100 million to balance its budget next year.
- Private car parks are able to take photos of cars in order to prosecute those who don't pay. Government entities like Cornwall Council may not. Therefore, CC will be hiring private companies to monitor its car parks. Cornwall Council will still get the dividends from the car parks, but it will be paying the private company rather than its own employees to monitor the car parks. This will happen in only a few car parks where it will be economically worthwhile.
- Newquay Airport is owned by Cornwall Council, but it is not paying for itself (by almost £5 million a year), so CC is looking into getting private investors to develop the periphery with businesses that will benefit from being near an airport. This may mean that CC gives up a share of the ownership.
- Bus tickets are going up.
- Cllr Martin is the Chair of the Luxulyan Valley Partnership. It is the steering group for the maintenance of the Valley in partnership with the Cornwall Heritage Trust. It will need the support of the parishes (possibly parish clerks' hours) to continue working.

## 24/90 Considerations

A FP reported that the CLT held its AGM in August. The CLT Secretary, FP, will soon call another meeting of the Trustees. The Clerk has not yet had a response to the query about CIL or Section 106 funds for Luxulyan parish. The Clerk and Cllr Guest will chase.

*Cllr Martin made his apologies and left the meeting.*

B The council **RESOLVED** (proposed SK, 2nd KB) that, at St Blaise Town Council's request, it is happy to allow St Blaise TC to maintain a verge at the southernmost point of Luxulyan Parish on Bridge Street, St Blazey.

C The council **AGREED** that the best place for a Defibrillator sign would be on the right

front of the Institute, including an arrow pointing to the defibrillator and the council will consider lighting the sign if necessary.

D The council **DEFERRED** the quotes for the toilets because only one quote had arrived and the work described was not complete.

24/91 Planning

A Of note & correspondence. Nothing outside Clerk's Notes. Planning decisions are reported in Clerk's Notes.

B Applications for consultee comments.

i. **PA24/06488 | Proposed Extensions and Alterations | Trescoll Barn Lockengate Bugle St Austell Cornwall PL26 8SB.**

The council discussed the application in light of the site visit that took place on 18<sup>th</sup> September. The councillors were impressed with the extensions and alterations which were in keeping and appropriate. The council **RESOLVED** (proposed MG, 2nd KB) to submit the following consultee comments:

\*\*\* Luxulyan Parish Council finds the development sympathetic, necessary and appropriate and has NO OBJECTION to this application.

ii. **PA24/06517 | Construction of single storey rear extension. | (Claytons) St Cyors St Cyors Luxulyan Bodmin Cornwall PL30 5EA.**

The council discussed the application in light of the site visit that took place on 18<sup>th</sup> September and have no concerns about this extension. The council **RESOLVED** (proposed HF, 2nd KB) to submit the following consultee comments:

\*\*\* Luxulyan Parish Council has NO OBJECTION to this application.

24/92 Highways & Flooding

A 20 mph speed limits for Luxulyan village — Luxulyan will be included in the 20mph consultation for St Blazey, Fowey & Lostwithiel Community Network Area, programmed for 2026. Roads with speed limits above 30 mph will not be considered for the reduction to a 20-mph limit.

*Cllr Hatton made his apologies and left the meeting.*

B The Highways manager did not explain why the council was not notified about the road closure at New Road in the usual manner; however, she suggested the parish council sign up for notifications via [one.network](#), which the Clerk has now done.

C The council **NOTED** a letter from the resident at St Julitta about the understandable delay cutting their hedge.

D Cornwall Council will be switching off some street lights, usually between the hours of midnight and 5am. At the moment the only street lights in the parish to be switched off are in Lockengate. Lanivet, Bugle, Stenalees, Bowling Green, Rescorla, Penwithick and Trethurgy will also have their street lights switched off. Information can be found on the [Cornwall Council website here](#).

24/93 Assets – reports and maintenance

A Playing Field. Playing Field inspections for September 2024 were received and **NOTED**. The clerk reported that the metal frames of the play equipment need to be sanded and painted. SK will look into this.

B	Cemetery. Nothing to report.
C	Defibrillator. See 24/90.C.
D	Footpaths. The contractors are beginning the second cut of the year this month. The contractors cut the footpaths and bridleways twice a year. They wait as long as possible to do the last cut so that it lasts the winter. Undoubtedly in recent years the growing season is longer – and this season, with the combination of rain and warmth, growth has been particularly lush – so we can expect that walkers will notice more growth on the footpaths and bridleways between cuts. Please continue to report overgrown paths, but also understand that the council budgets only two cuts a year.
E	Luxulyan Memorial Institute. FP reported that it would be more convenient for the CLT to have its address in the Institute rather than the Village Hall. The Institute is not a registered address so MG will investigate how to do this.
F	Village Toilets. See 24/90.D. There was a request for comfortable seats on the toilets.
G	SK will ask A&A to trim the brambles up to the sign near Gatty’s Bridge. She has offered to renew the lettering there. (Minute 23/134)

*Cllr Guest made his apologies and left the meeting.*

24/94 Parish Matters – reports

A	Luxulyan Parish Community Fund. Nothing to report.
B	Luxulyan Valley Partnership. See Cllr Martin’s report, 24/89.E.
C	Village Hall Committee. Nothing to report.

24/95 Correspondence & Invitations (complete list in Clerk’s Notes)

The council was saddened to hear of the death of the principal trainer for the defibrillator charity, Ronnie Richards Memorial Charity, Leon Hosking, who has previously trained residents in Luxulyan.

24/96 Business for the next meeting

Standing Orders and Financial Regulations renewal.

24/97 Dates of next meetings.

A	Ordinary Meeting 14 November 2024, 6.00 pm at the Luxulyan Memorial Institute.
B	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.

*The meeting closed at 7.40 pm and the Chair thanked everyone for attending.*

*Mrs C Wilson ~ Parish Clerk ~ 24 October 2024*

**SIGNED:**

**THESE ARE DRAFT MINUTES.**

Chair: \_\_\_\_\_ Date: \_\_\_\_\_