

Luxulyan Parish Council **DRAFT** Minutes
 Ordinary Meeting, THURSDAY 11 December 2025
 6.00 pm, at Luxulyan Memorial Institute

PRESENT:

Cllr Michaela Linfoot (Chair), Cllr Dan Cordy (Vice-chair), Cllr Kay Baker, Cllr Helen Francis, Cllr Michael Grindley, Cllr Keith Westmacott.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson, Luxulyan Ward Member Cllr Sarah Preece, and no Members of the Public.

ABSENT:

Cllr Keith Bilston, Cllr Margaret Higman, Cllr Francis Payne, Cllr Carl Tonkin, Lockengate Ward Member Cllr Steve Trevelyan.

ABBREVIATIONS:

Councillors may be abbreviated with their initials; Luxulyan Parish Council (LPC), Luxulyan Parish Community Fund (LPCF), 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 6.00 PM and the Chair welcomed all.

25/127 Apologies

Apologies were received from KBi, MH, FP, CT.

25/128 Declarations of interest or requests for dispensation.

None.

25/129 Public Session

None.

25/130 Meetings and governance

A	The council RESOLVED that the minutes, as read, of the meeting held on 13 November 2025 are a true and correct record (proposed HF, 2nd MG). They will be signed at the next meeting because the Clerk's printer was in a stop.
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25/131 Finance

A	There were no questions about the accounts and it was RESOLVED (proposed HF, 2nd KW) to receive the Clerk's reports, <i>Bank Reconciliation</i> , <i>Budget Comparison</i> and <i>Cash Flow</i> to the end of November 2025, as a correct record.
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B	The Clerk reported that the monthly banking fee will rise from £6 to £7. However, the interest rate on the Instant Access account more than compensates for the fees.
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C	The council RESOLVED (proposed MG, 2nd DC) to approve the payment schedule for December 2025 totalling £3,734.15.
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Description	Amount with VAT	VAT
Clerk's salary and expenses	£1,237.96	-
HMRC payment	309.37	-

Clerk's Pension	55.96	-
Playground inspections	120.00	-
Public Conveniences, electricity	15.36	£0.73
Public Convenience Cleaning Nov25	688.50	£114.75
Christmas Tree for LMI	45.00	-
Granite Towers postage Dec/Jan	49.60	-
Footpaths 1st cut	603.20	-
Footpaths 2nd cut	603.20	-
Monthly bank interest	£6.00	-

25/132 Report on actions

A	Report on Actions. Nothing outside these minutes. It was noted that the Clerk's office lost internet for over 48 hours because of a fallen tree. For some reason the printer was also affected.
B	Chair's report. The Chair reported a tree fallen across a parish road which was cleared by Cormac immediately. Dark Lane is currently deeply flooded and work cannot commence until the water subsides.
C	<p>Cornwall Councillor Sarah Preece's report to the Parish (Luxulyan Ward)</p> <p>DIVISIONAL ROLE</p> <ul style="list-style-type: none"> • The Eden Traffic Working Party will meet with Dan Rogerson, Portfolio Holder for Transport, most likely online, to discuss the holiday traffic situation in the parish and its remedies. Cllr Rogerson will be investigating ways to improve SatNav prompts to avoid narrow lanes. • Cllr Preece requested a copy of the council's Community Highways Improvement Programme (CHIP): 2026-2029 submission so she can support it. • Two other funding schemes are: <ol style="list-style-type: none"> 1) the CC Community CIL grants for infrastructure projects; to be submitted through the CAPs. See 25/136.A.ii. 2) her Community Chest. Each councillor has £1400 to spend in their division. See 25/136.A.iii. • Footpath 25 was discussed. See 25/136.C. • Cllr Preece emphasised the importance of updating Luxulyan's Neighbourhood Development Plan (ratified Aug'19) with a relatively simple <i>PRIORITY STATEMENT</i>. The scheme will be launched in the next two months and Luxulyan should be ready to take advantage of the new scheme which would bring its NDP up to date. The councillors will speak with member of the original NDP Committee to see whether they would look at this simpler document again. Templates will be available and submission will be streamlined. • Cllr Preece noted that the meeting with the CLT Secretary has not yet taken place but will be scheduled for after Christmas so that she can become familiar with the issues at Beswetherick Field. <p>CABINET ROLE</p> <p>The Cabinet has progressed significantly along various fronts: 1) Cornish language; 2) recognition as a Single Foundation Strategic Authority which would mean Cornwall would receive extra funding pots without the need for a Mayor; 3) Coordinating with Homes England to build more affordable houses in Cornwall.</p>
D	Cornwall Councillor Steve Trevelyan's report to the Parish (Lockengate Ward). None

MG had a previous engagement. Cllr Preece made her apologies because she had to attend another meeting. Both left the meeting.

25/133 Considerations

A	The Luxulyan CLT has received the second tranche of funding from CCF, £2500. The first £2500 was granted by the then LPCF Panel (now a parish council committee).
B	The council had a preliminary discussion about the Parish Call for Sites, November 2025. This call is for larger sites. Cllr Preece roughly defined a larger site as one suitable for 40 houses or more. Some councillors were of the opinion that large sites are not really suitable or sustainable in such a rural parish as Luxulyan. The Call for Sites will be reported in the Housing and Economic Land Availability Assessment (HELAA) which will be a technical evidence document for the next Local Plan. If a parishioner has an idea about a housing site in the parish – of any size – please contact a parish councillor or the clerk as soon as possible.

25/134 Planning

A	Correspondence and planning of note. [Planning decisions are reported in Clerk's Notes]
i.	EN25/00920 Alleged non-compliance with Notice served under EN20/00457 Beswetherick Field, Luxulyan, Cornwall. The council NOTED that noncompliance with the 2020 enforcement has been formally registered and allocated to a Development Officer for investigation. The enforcement investigation process is set out in a flowchart which can be accessed via the following link: www.cornwall.gov.uk/media/2dvfbqrc/enforcement-investigation-flowchart-v6.pdf The parish council will not be updated with progress but will only be advised of the outcome.
B	Applications for consultee comments.
i.	PA25/08734 Non-material amendment to decision notice PA25/02847 dated 24.09.2025 to change the proposed conservatory roof to slate and for alterations to fenestration Land South East Of St Cyors Cottage St Cyors Luxulyan PL30 5EA. The council discussed the application and RESOLVED (proposed MG, 2nd KBa) to submit the following consultee comments: *** Luxulyan Parish Council has NO OBJECTION to this application.

25/135 Highways & Flooding

A	Areas of flooding causing accessibility problems, safety issues and closed roads:
i.	A new area of severe road flooding is in front of Danish Crown.
ii.	Seven Stars also severely floods after heavy rain.
iii.	Croft Farm Parc. The drains on the S-bend have recently been cleared but the drain below the sign to the Parc is still impacted with sand and debris and causes flooding.
B	Gatty's Bridge has lost a black and white bollard in the recent rains. The tarmac washed away at one end of the bridge and the bridge itself is in need of repair on one side.

25/136 Assets – reports and maintenance

A	Playing Field. Playing Field inspections for November 2025 were received and NOTED .
i.	A meeting of the Playing Field Working Party will be held in January.

ii.	CC Community CIL grants for infrastructure projects. The council RESOLVED (proposed ML, 2 nd DC) to submit an application for £5000, which would be partial funding for the new play area equipment. Cllr Preece will send the link.
iii.	Community Chest. The council RESOLVED (proposed DC, 2 nd HF) to request £250 towards new play equipment.
B	Cemetery. Nothing to report
C	Footpaths. The new FP 25 is currently a quagmire in certain parts. Pedestrians are forced to walk along the main road which is much more hazardous. The parish council RESOLVED (proposed HF, 2 nd KBa) to request that Cornwall Council treat the surface so that it is passable by pedestrians all year round. The Clerk will copy in Cllr Preece.
D	Luxulyan Memorial Institute. The First Saturday Fund Raisers continue. Seed and plant swaps will begin again in March or April.
E	Luxulyan Parish Community Fund. Nothing to report.
F	Village Toilets. The disabled toilet has a broken plastic toilet roll holder and it was RESOLVED (proposed KBa, 2 nd DC) to replace it with a stainless steel one.

25/137 Parish Matters – reports

A	Luxulyan Valley Partnership. Nothing to report.
B	Village Hall Committee. Nothing to report.

25/138 Correspondence & Invitations (complete list in Clerk's Notes)

A member of the Citizen Science Survey team that monitors the River Par copied the parish council into his email to Luxulyan's MPs about the continual discharge from Luxulyan's sewage plant into the river from November 2025. Though other plants have also spilled, St Austell North at Luxulyan, is by far the greatest source of spills. Information about this spill and the River Par reports are available on the council's website: [River Par monitoring reports](#)

25/139 Business for the next meeting

No business was requested.

25/140 Dates of next meetings.

A	Audit Panel will meet at 5.30 pm before the ordinary meeting on 8 January.
B	Ordinary Meeting 8 January 2026, 6.00 pm at the Luxulyan Memorial Institute.
C	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 7.45 pm and the Chair thanked everyone for attending.

Mrs C Wilson ~ Parish Clerk ~ 12 December 2025

SIGNED:

THESE ARE DRAFT MINUTES.

Chair: _____ Date: _____