

LUXULYAN PARISH COUNCIL

DRAFT Minutes of the Ordinary Meeting at the Luxulyan Memorial Institute, 6.00 pm,

THURSDAY 13 DECEMBER 2018

PRESENT:

Cllr Michaela Linfoot (Chair), Cllr Keith Bilston (Vice-chair), Cllr Kay Baker, Cllr Michael Grindley, Cllr Bob Hatton, Cllr Sarah Kemp, and Cllr Francis Payne. Cllr Michele Latham joined the table after item 18/129.D.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson and 5 Members of the Public.

ABSENT:

Cllr Margaret Higman, Cllr Tina Windsor and Ward Member Cllr Sally-Anne Saunders.

Abbreviations: Councillors are abbreviated with their initials; Luxulyan Parish Council (LPC), Cornwall Council (CC), Cornwall Assoc. of Local Councils (CALC), Footpath (FP), Local Maintenance Partnership (LMP), Community Network Panel (CNP), Friends of Luxulyan Valley (FOLV), General Data Protection Regulations (GDPR), Luxulyan Neighbourhood Plan (LNP). *** 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.

The meeting began at 6.00 PM and the Chair welcomed all.

18/125 Apologies

Apologies were received from MH, TW and Ward Member Sally-Anne Saunders.

18/126 Declarations of interest or requests for dispensation.

MG declared an interest in planning application PA18/10907. FP declared an interest in planning application PA18/09727. ML and SK declared an interest in planning application PA18/10874. There were no requests for dispensation.

18/127 Public Session

A A representative from Granite Towers explained the funding system and he reported that they now have funds for 12 more months of magazines. This is a significant change in their fortunes. It was noted that advertising in the Granite Towers has increased but is still very reasonable: £40 for a 1/4 page for 6 editions (12 months) and £30 for an 1/8 page for 12 months. Their request for voluntary donations achieved a good amount and he pointed out that voluntary donations are needed regularly for the magazine to remain free and available to all.

One member of the public left the meeting.

B Mr R Rush, Managing Director of PFA Research explained the results of the Bodwen Solar Park Fund questionnaire. He said the two Parish Meetings and the questionnaire sent to all households in the parish was a good procedure for community engagement. His general impression from the questionnaire is that the parishioners are very supportive of ways to make the parish safer. Councillors asked questions about how to format future community engagement, regarding the Bodwen Solar Park Fund in particular, and other topics in general.

After consideration of Mr Rush's presentation of the Survey results, it was **RESOLVED** (proposed KBa, 2nd ML) that the Clerk would get estimates for the top requests.

ACTION: Clerk

One member of the public left the meeting.

C The applicants for PA18/10907 talked about their plans and answered questions from the councillors about the project.

The planning application at Item 18/133.B.ii was brought forward. After the decision, the applicants left the meeting. See the decision at that item.

18/128 Review of action points

The clerk reported that all action points from November are completed and there are none to discuss that are not on the agenda.

18/129 Meetings and governance

A The council **RESOLVED** that the minutes, as read, of the meeting held on 8 November 2018 were a true and correct record (proposed KBi, 2nd FP) and they were duly signed.

B The council **RESOLVED** that the minutes, as read, of the extra-ordinary meeting held on 22 November 2018 were a true and correct record (proposed KBa, 2nd KBi) and they were duly signed.

C It was **RESOLVED** (proposed KBi, 2nd MG) that the council will stick to the rules so that the requests for co-option must be submitted by the date on the Notice, which can be found on the notice boards, the website and Facebook.

D The council **RESOLVED** to co-opt Michele Latham as a member of Luxulyan Parish Council. Cllr Latham signed her *Declaration of Acceptance of Office* before the council and was invited to join the table. She also filled in her email request form.

E It was **RESOLVED** (proposed SK, 2nd KBa) to remove the words “including the Chairman of the Council” from item 1.1 in the Staffing Committee Terms of Reference.
ACTION: Clerk

18/130 Finance

A Clerk’s reports *Budget Comparison, Cash Flow, and Bank Rec* were **NOTED**.

B It was **RESOLVED** (proposed SK, 2nd KBi) that the following payments will be taken from Reserves:

- Firebox £74.99 from working capital reserves;
- Toilets’ lights’ repair £570.80 from Toilets reserve;
- Playing Field fence repair + Play Equip repair; £3923.64 from Playing Field reserve;
- Repair of shed roof £2850.00 from General Bldg reserve.

C It was **RESOLVED** (proposed SK, 2nd KBi) to approve the following changes to Reserves:

- Move £3000 from unallocated ‘Cash Available’ to General Bldg Reserve;
- Move £2000 from Toilets to Playing Field Reserve.

D It was **RESOLVED** (proposed KBi, 2nd KBa) to approve the recommendation from the Staffing Committee for the Clerk’s salary point to be raised to Spinal Column Point 31 on the National Joint Council for Local Government Services (NJC) pay scale., which equates to £14.668 per hour, starting from 1st January 2019. This decision was based on CALC’s recommendation. The NJC uses four local council profiles to form the benchmarks for salary. CALC placed Luxulyan Parish Council under Profile 2 and the clerk’s salary in the mid-range or ‘substantive benchmark range’ for Profile 2, which includes Spinal Column Points 30-34.

It was further **RESOLVED** (proposed KBi, 2nd BH) to purchase a new laptop as soon as possible because the old laptop is becoming slow and unreliable. BH will investigate a good laptop and is authorised to purchase one with an upper limit of £500.

The council also considered the Staffing Committee's decision to remove the Appraisal Recommendations of February 2018 from the Clerk's record and the full council **RESOLVED** (proposed KBi, 2nd FP) to concur with this decision.

E The council **AUTHORISED** payments for December 2018 totalling £6,327.56 (proposed KBa, 2nd SK). The last column is recoverable VAT.

Mrs C Wilson	13 Dec 18	Clerk's salary, expenses	faster	£	531.24		
HMRC-PAYE	13 Dec 18	Clerk's HMRC 2nd Quarter	faster	£	289.00		
Andy I. Inv326	13 Dec 18	Playground inspections - 4 weeks	faster	£	46.00		
Cormac Cleaning	13 Dec 18	Public Conveniences cleaning Nov	faster	£	353.77		58.96
XLN Business Services	13 Dec 18	LMI broadband Dec18	DD	£	37.08		
British Gas	13 Dec 18	Public Conveniences, electricity	DD	£	14.89		0.70
Granite Towers	13 Dec 18	Postage, Granite Towers	faster	£	36.34		
Dan Cordy	13 Dec 18	Repair of disabled loo	faster	£	80.00		
South West Water	13 Dec 18	Toilets, water (estimated)	faster	£	71.87		
Broxap	13 Dec 18	New bin for cemetery	faster	£	186.00		31.00
SLCC (3/4, 1/4)	13 Dec 18	Clerk's SLCC membership	faster	£	156.00		
Chris Biggs Engineering	13 Dec 18	Play Equip refurbishment	faster	£	4,288.37		714.73
Complete Weed Control	13 Dec 18	2nd weed spray on pavements	faster	£	216.00		36.00
Bricknells	13 Dec 18	Box of paper	faster	£	21.00		3.50

18/131 Reports

A Chair's Report. The Chair had to ring the PCSO because horses had escaped their field. She and Cllr Saunders continue to monitor FP6. She and Cllr Saunders now have permission from the landowners to access the leats and will report back to later meetings about any progress or plans.

B Crime & Prevention. The Chair continues to receive information/briefings from the Devon & Cornwall Police as she is delegated by LPC as its Councillor Advocate.

C Cllr Saunders did not submit a written report this month.

D Neighbourhood Plan steering group. The Neighbourhood Plan has been sent to Cornwall Council's independent assessor and they await his/her comments. The final version has been placed on the website. The next stage is the referendum. The council sends its congratulations to Robin Stephenson and all the Committee.

ACTION: Clerk

18/132 Considerations

A The grant for publication cost of Granite Towers was **DEFERRED** until January.

B Luxulyan Parish Council is happy to announce the winner of the 2018 Good Citizen Award: Mr George Rundle. Mr Rundle will be presented his award at the Parish Meeting, 6 pm on 9th January at the Institute.

C It was **RESOLVED** (proposed SK, 2nd KBa) to purchase a Christmas Tree for the Institute. KBa and ML will put it up and decorate it.

ACTION: KBa and ML

D LPC considered three quotes for the inspection of the annual play equipment in 2019 and it was **RESOLVED** (proposed SK, 2nd BH) to use RoSPA next year.

E Skate Park Fundraising Group. SK reported on the results of the Skate Park Survey. In general, the replies were positive and they Skate Park Funding Group has a good idea of what equipment is wanted: ramps and rails for all abilities. There were 31 replies; 26 in favour and 5 against.

SK also reported that they have been granted £2000 from the Luxulyan Parish Community Fund. The Fund will hold the money until the Skate Park is ready for funding.

F It was **RESOLVED** (proposed ML, 2nd FP) to cut the fir trees down to the ground and replace them with a beech hedge that can be laid. A&A will be asked to cut the trees down and ML will look into the price of beech trees.
ACTION: Clerk and ML

G It was **RESOLVED** (proposed SK, 2nd BH) to write to five property owners whose trees overhang the public highways and request they prune the trees back.
ACTION: Clerk

H The situation at Beswetherick Field was discussed at length, particularly regarding the uninstalled streetlights and the definitive placement of the footpath across the development. It was confirmed that the developer has until the middle of next year to begin the four houses that were allowed at appeal (**APP/D0840/W/16/3145679** for the application **PA15/05168**). The council is very concerned and will continue monitoring the situation, though no action is possible at this time. It was noted with thanks that the owner of the field beside the houses is beginning a tidy-up after the developer left the area in a mess. His intention is to bring the field back into agricultural use.

18/133 Planning

A Planning issues and correspondence. Planning decisions are reported in Clerk’s Notes and on the website.

B Applications for consultee comments.

Cllr F Payne left the room for the duration of this item.

i. **PA18/09727** | Change of use from a holiday unit to a permanent let residential use | Atwell Farm Luxulyan Bodmin Cornwall PL30 5DW.
 The council discussed the application and **RESOLVED** (proposed ML, 2nd KBi) to submit the following consultee comments:
 *** Luxulyan Parish Council has NO OBJECTION to this application.

Cllr M Grindley left the room for the duration of the following item.

ii. **PA18/10907** | Construction of one affordable dwelling | Land Adj. Mandalay Access To Rosemullion Farm Rosemelling Luxulyan PL30 5EQ
 The council discussed the application and **RESOLVED** (proposed SK, 2nd KBi) to submit the following consultee comments:
 *** Luxulyan Parish Council has NO OBJECTION to this application.

Cllrs S Kemp and M Linfoot left the room and Cllr K Bilston took the chair for the duration of the discussion and vote on the following item.

iii. **PA18/10874** | Outline planning permission with all matters reserved: Infill dwelling | Land North Of Fairhaven Rosemelling Luxulyan Cornwall
 The council discussed the application and **RESOLVED** (proposed BH, 2nd KBa) to submit the following consultee comments:
 *** Luxulyan Parish Council **OBJECTS** to this application on the grounds that it is not infill. (1) This is the field of a working farm. The land is Grade 3A, defined as the “best and most versatile agricultural land”. (NPPF Policy 15, Paragraph 170 b), and also NPPF Glossary of terms) The council does not think the blue line on the diagram titled LOCATION BLOCK_PLANS-4193935 is a correct indication of the edge of the settlement. It assumes a greater residential area than is reasonable for an application of infill. On the one hand, infill could only be considered drawing the blue line straight along the west edge, the rear fence, of The Old Chapel to the property on the other side (PA16/07890), which would cut this proposed development in two and leave the western half as field. Otherwise, the proposed

development would contravene Policy 3, paragraph 1.65 of the Cornwall Local Plan because it would “extend the settlement into the open countryside.” (2) On the other hand, the application might be considered on the basis of a rural exception site, but the dwelling would have to be affordable and a planning application should be made on that basis. (3) There are also concerns about the road access. The application should show that agreement has been reached with the neighbours on either side of the entrance to allow for a much bigger vision splay, as it is extremely limited.

iv. **PA18/10438** | Continuation of use of outbuilding as a residential annexe | New Property On Land At Little Gillies Conce Bugle St Austell PL26 8RT.
The council discussed the application briefly, determined which building it referred to and **DEFERRED** its consultee comments until a site visit could be held. The clerk will liaise with the agent to set a date for the visit.
ACTION: Clerk

18/134 Highways & Flooding

A FP showed photos of the very large amount of brush cuttings that have been piled on the verge along Minorca Lane between Footpaths 6 & 8, cut from the field side of the hedge and left fallen on the verge. FP will report it to Highways using the REPORT IT facility. Highways is obliged to take action and respond when it is dealt with or explain why it is not dealt with.
ACTION: FP

18/135 Assets – reports and maintenance

- A Playing Field. Playing Field inspections for November were received and **NOTED**. The repairs and repainting of the play equipment looks good.
- B Cemetery. Nothing to report. See Item 18/132.F
- C Footpaths. Roger Smith’s report on FP6 was received with thanks. It is now stock-fenced, which means walkers are probably safe from livestock; however, one of the gates has tyres piled up beside it that need to be cleared, and other gates and stiles are in very poor repair. Cllr F Payne reported on FP 8 which is passable, though the river is washing away a section of the bank near the path.
- D Luxulyan Memorial Institute. Plant and Seed Swaps continue.
- E Village Toilets. In good order. The blocked Ladies’ loo was blocked outside the perimeter of the building so South West Water came to unblock it.

18/136 Parish Matters – reports

- A Community Networks: St Blazey; China Clay. ML and KBi will attend the next meetings, but all councillors and public are welcome to attend as well.
- B Village sign at Gatty’s Bridge. The sign is not yet installed. The Clerk will chase this.
ACTION: Clerk
- C Luxulyan Parish Community Fund. Bridget Hall is the new Secretary after the resignation of Kevin Marsh. The LPCF recently granted: £2000 to the Skate Park Fundraising Group; £1200 to Granite Towers; and £2100 to the Preschool for a new floor. The LPCF noted that not many people were taking advantage of the IT classes with the new tablets at the School. Please encourage anyone who is interested to attend the classes when they become available.
- D Luxulyan Valley Partnership. Nothing to report.

E Street Sweeping. Councillors reported that the street sweepers have been making their scheduled rounds and are doing a good job. If the leaves get out of hand, contact the clerk who can request an 'extra-ordinary' street sweeper.

F Village Hall Committee. The Christmas decorations are up and looking good.

18/137 Correspondence & Invitations (complete list in Clerk's Notes)

A The Local Government Boundary Commission for England has made its final recommendations. It proposes that Cornwall should be represented by 87 councillors in future. Luxulyan Parish will have two wards and thus two Cornwall Councillors: The northern ward is called Lockengate, which is in the *Roche & Bugle Division*; the southern ward is called Luxulyan, which is in the *Lostwithiel & Lanreath Division*. The recommendations must now be passed by parliament.

B There was a request from the complainant for a review of Decision Notice 056854/CCN021/18/19 in which no breach of the Code of Conduct was found. The request was denied.

18/138 Business for the next meeting

Report on the future of the St Blazey Police Station. Budget. Precept.

18/139 Dates of next meetings

A Site meeting for PA18/10438 | Continuation of use of outbuilding as a residential annexe | New Property On Land At Little Gillies Conce Bugle St Austell PL26 8RT, to be arranged for Monday 7th January or Tuesday 8th January 2019.

B **Parish Meeting, Wednesday, 9 January 2019**, 6.00 pm, Luxulyan Memorial Institute to discuss the 2019-20 Budget and Precept. The Neighbourhood Plan Committee will be invited to speak.

C Planning if needed 27 December 2018, 6.00 pm and the Ordinary Meeting 10 January 2019, 6.00pm, both at the Luxulyan Memorial Institute.

The Chair thanked everyone and closed the meeting at 9.25 pm.

Mrs C Wilson ~ Parish Clerk ~ 27 December 2018