

LUXULYAN PARISH COUNCIL

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

WEDNESDAY 4 SEPTEMBER 2019

PRESENT:

Cllr Michaela Linfoot (Chair), Cllr Keith Bilston (Vice-chair), Cllr Kay Baker, Cllr Michael Grindley, Cllr Bob Hatton, Cllr Margaret Higman, Cllr Michele Latham, Cllr Francis Payne, Cllr Tina Windsor.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson, Ward Member Cllr Sally-Anne Saunders, and 14 Members of the Public.

ABSENT:

Cllr Sarah Kemp.

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.

19/83 Apologies

Apologies were received from SK.

19/84 Declarations of interest or requests for dispensation.

MH declared an interest in Item 19/90.B.

19/85 Public Session

A A Fogg and J Candy spoke on behalf of Extinction Rebellion, a group that is informing the public about the need for urgent individual, corporate and institutional action to combat CO₂ emissions. A Fogg gave a powerpoint presentation and J Candy promised to forward reports and suggestions for parish council action. They ask that the parish council declares a climate emergency and starts working with the parishioners to identify ways of combatting global warming.

2 members of the public left the meeting.

B The applicants for planning application PA19/06078 were available for the councillors' questions about their application. The Chair brought the item forward. See the decision at Item 19/91.B.iv.

3 members of the public left the meeting.

C The applicants for planning application PA19/06396 were available for the councillors' questions about their application. The Chair brought the item forward. See the decision at Item 19/91.B.iii.

2 members of the public left the meeting.

D A parishioner who lives near St Blazey came to speak about the StARR project, how it may affect him and his neighbours. They would like to query the some of the proposals, particularly the creation of permanent wetlands. It was **AGREED** to hold a meeting with him, his neighbours, the ward member and the parish council so that LPC can better understand the implications of the StARR proposals.

A member of the public left the meeting.

E The applicant for planning application PA19/07493 was available for the councillors' questions about their application. The Chair brought the item forward. See the decision at Item 19/91.B.vi.

A member of the public left the meeting.

Cllr Higman left the chamber for the duration of this public session topic and for the discussion and vote on Item 19/90.B held at this time.

F The footpath committee requested that the Parish Council lead the application for a Definitive Map Modification Order to include a footpath from Rock Mill to the village. This is the lane that was recently blocked by a locked gate and reported as such to the parish council. The footpath committee reported on the historic and anecdotal evidence of long term use of the lane.

The landowner and another member of the public attested that years ago there was a sign saying 'Private' at the gate which is now locked.

The Chair brought the item forward. See the decision at Item 19/90.B.

Cllr Higman returned to the chamber and 5 members of the public left the meeting.

19/86 Review of action points

Actions in progress will be reviewed at the October meeting.

19/87 Meetings and governance

A The council **RESOLVED** that the minutes, as read, of the meeting held on 8 August 2019 were a true and correct record (proposed KBa, 2nd KBi) and they were duly signed.

B It was **RESOLVED** (proposed KBa, 2nd FP) to move the time of the ordinary meeting to 7.00 PM on 10 October so that the councillors can receive training in the new Community Enforcement Programme at 6.00 pm. The Audit Panel will meet as normal at 5.00 pm.

C It was **RESOLVED** (proposed MLi, 2nd MLa) that the clerk will respond to the National Association of Local Councils' consultation on external audit.
ACTION: Clerk

D It was **RESOLVED** (proposed KBi, 2nd MG) that the clerk should attend the Society of Local Council Clerks' Regional Seminar 13 November at Saltash at a cost of £80, to be shared with her other parish council.

E It was **RESOLVED** (proposed KBa, 2nd MG) to respond to the request from the Community Network Panel for a list of community groups and their contact details. KBa volunteered to coordinate a list with Granite Towers and the clerk.
ACTION: KBa and clerk

19/88 Finance

A It was **RESOLVED** (proposed KBi, 2nd TW) to charge £3 for the provision of paper copies of the council accounts upon request. The accounts are freely available on the council's website, in accordance with LPC's voluntary adherence to the Transparency Code for Smaller Councils. It was reported by the clerk that to-date no one has ever requested paper copies.

B The clerk had the *Bank Reconciliation* through 31st August available. There were no questions regarding the accounts and a full financial report on the second quarter will be available for the Audit Panel and the October meeting.

C No quotes for insurance were considered as this was on the agenda in error. LPC is starting its final year of a 3-year long term agreement with Came & Company insurers.

D The council **AUTHORISED** payments for September 2019 totalling £2,881.71 (proposed KBa, 2nd KBi). The last column is recoverable VAT.

Mrs C Wilson *2006	4 Sep 19	Clerk's salary and expenses	£	974.77		
HMRC-PAYE *2006	4 Sep 19	Clerk's HMRC	£	38.04		
NEST Pensions	4 Sep 19	Clerk's Pension	£	27.00		
XLN Business Services	4 Sep 19	LMI broadband Aug19	£	41.93		
British Gas	4 Sep 19	Public Conveniences, electricity		TBD		
Andy Inglefield, inv410	4 Sep 19	Playground inspections - 5 weeks	£	57.50		
PKF Littlejohn	4 Sep 19	External Audit	£	240.00		40.00
Vision ICT	4 Sep 19	Annual fee - website	£	168.00		28.00
Cormac Cleaning	4 Sep 19	Public Conven. Cleaning Jul19	£	391.67		65.28
Wallgate Ltd	4 Sep 19	Keys to Wallgate units - toilets	£	64.65		
Came & Co.	4 Sep 19	Insurance - last year of 3 yr agreement	£	878.15		

19/89 Reports

i. Chair's Report.

- The Chair congratulated the Neighbourhood Plan Steering Committee on a job well done and a successful referendum.
- Leaflet drops are continuing to introduce outlying parishioners to the councillors and the council's work, and of course also invite them to coffee mornings to be organised at a later date. There has been a positive response.
- Highways has agreed to modify the signage on the A390 at Lockengate to indicate the best route to the Eden Project. Hopefully this will discourage people from following their SatNav through Bodwen.
- The Chair has another meeting with Highways to discuss a traffic management plan through Bodwen, possible using a one-way system as was in place years ago.
- The Chair and Cllr Baker spoke with Cormac who cut the grass in the churchyard. The Councillors were told that previously Cormac had been stopped from cutting by a parishioner who said they shouldn't be cutting so often. The parish council hopes that interference with the Cormac workmen will stop so they can keep the churchyard accessible to all visitors.

B It was reported that the Eden Project holds lunches for nearby residents over 65 who live alone called Eden Walk & Talk Lunch Club. They taxi participants in a minibus. They are currently fully booked, but you can put your name on a waiting list. *If you can walk easily for up to 10 minutes on level ground and would like to join the Lunch Club, or you know a friend or family member that could benefit from it, please contact Heidi Morgan on 01726 818550, 07817 875165 or email hmorgan@edenproject.com*

C Crime & Prevention.

It was reported that it is important to ring the 101 number in order to generate a 'crime number'. Reporting online does not currently generate a number and the issue is not tracked properly when reported online.

D Cllr Saunders' report. Cllr Saunders discussed the following items:

- Confirmed that she has submitted an Expression of Interest form to the Community Highway Scheme for the Reperry/Penmount traffic speed problem.
- Discussed a meeting that she attended at Lockengate with residents and Highways to discuss speeding traffic and safety concerns following a recent serious accident.
- Confirmed that Highways and Eden have agreed a new brown, Eden sign at Lockengate that will be installed as soon as the relevant landowner has been identified

and permission obtained.

- Confirmed that she has raised the problems experienced on surrounding roads this summer with regard to traffic management at Eden, with Highways.
- Discussed attending her first Minorca Lane, Officers Working Group Meeting.
- Discussed the latest news regards the StARR project and the plans for a further public event once the final designs, currently being worked up, are determined.
- Confirmed that at a recent Senior Officers meeting, she was able to raise a number of ongoing issues relating to the parish:

1) The StARR Project - concerns re feedback to affected landowners in response to questions raised and the possible use of augmented reality technology to assist residents in understanding what is proposed.

2) Unlicensed car sales at the A30 Innes Downs roundabout.

3) The Charlestown leats. That the potential for an overall management strategy for dealing with the remnants of the leat system through the village and down into the valley be determined.

E ☆
 Neighbourhood Plan steering group. The **Luxulyan Neighbourhood Development Plan was successful** at referendum being voted in by Luxulyan parishioners. You can find the final document on the parish council website. The Steering Group has now disbanded. However, the parish council sends its heartfelt thanks to all those who made Luxulyan’s Neighbourhood Plan a reality. It was hard work and it took a long time, but Luxulyan now has a document that will serve it well for many years to come.
 ☆

F MH reported that officers of Cornwall Council had come to investigate the leats on their farm, explaining that there is interest in moving water down the leats and into the Charlestown harbour again.

19/90 Considerations

- A Public Consultation on Seasonal Restrictions for Dogs on Beaches in Cornwall. There was no proposal to submit a response from the parish council.
- B Definitive Map Modification Order at a lane near Rock Mill. After discussion there was no proposal to submit a request for a Modification Order in the name of the parish council.
- C There has been a positive response from quite a few parishioners about coffee mornings in the village hosted by the parish council. When the leaflet drop is complete the coffee mornings will be organised, but it will take a little longer to visit every house!

19/91 Planning

- A Planning issues and correspondence. Planning decisions are reported on the website. There was a question about how the Community Infrastructure Levy applies to small and low cost developments. The clerk will find more information from CC for clarification.
ACTION: Clerk
- B Applications for consultee comments.
- i. **PA19/06792** | Non-Material Amendment for the relocation of outside steps, small buttress wall addition for stability/safety, lowering of ground levels in respect of decision C2/05/01037. | Harpers Cottage Access To Harpers Cottage Bugle Cornwall PL26 8RT.
 The council did not discuss this application which was already approved.

ii. **PA19/07103** | Installation of timber frame classroom extension building | Luxulyan School Luxulyan PL30 5EE.
 The council briefly discussed the application and AGREED that a site visit was needed. ML will arrange a meeting with the school.
ACTION: ML

iii. **PA19/06396** | Two residential caravans for travellers. | Higher Field Conce Moor Lockengate Cornwall PL26 8RT.
 The council was able to ask questions of the applicants during the Public Session (Item 19/85.C). LPC was impressed with the standard of the plan and the thoughtful layout of the proposed development. The council **RESOLVED** (proposed MLI, 2nd KBa) to submit the following consultee comments:
 *** Luxulyan Parish Council has NO OBJECTION to this application.

iv. **PA19/06078** | Change of use of agricultural buildings to single residential dwelling (Barn Conversion) and change of use of agricultural land to domestic garden space | Gunwen Farm Access To Gunwen Farm Luxulyan PL30 5DS.
 The council was able to ask questions of the applicants during the Public Session (Item 19/85.B) and was familiar with the application as the applicants had attended a previous meeting to discuss their pre-application. After brief discussion, LPC **RESOLVED** (proposed FP, 2nd MLI) to submit the following consultee comments:
 *** Luxulyan Parish Council has NO OBJECTION to this application.

Applications for consideration since the posting of the Agenda

v. **PA19/07503** | Proposed conversion and extension of Garage into 2 Bedrooms and ensuite | 7 St Cyriac Luxulyan PL30 5QA
 The council considered the documents, discussed the application and **RESOLVED** (proposed MLI, 2nd KBI) to submit the following consultee comments:
 *** Luxulyan Parish Council has NO OBJECTION to this application.

vi. **PA19/07493** | Proposed dwelling and parking and alterations to existing entrance | Land South East Of Treskilling Farm Cottage Treskilling Luxulyan PL30 5EJ
 The council was able to ask questions of the applicant during the Public Session (Item 19/85.E) and was familiar with the application as the applicant had attended a number of meetings and held more than one site visit to discuss the plans at the pre-application stage. After brief discussion, LPC **RESOLVED** (proposed KBa, 2nd TW) to submit the following consultee comments:
 *** Luxulyan Parish Council has NO OBJECTION to this application.

19/92 Highways & Flooding

A The clerk reported that 3 Expression of Interest Forms have been submitted for the second year the Community Network Highways Scheme. 1) traffic calming at Reperry has been submitted by CC Cllr S Saunders. 2) drop curbs in Luxulyan Village, submitted by the clerk. 3) Double yellow lines in St Julitta at grid ref: SX0499458088, as suggested by the Highways Manager after a site visit, to improve access especially for emergency vehicles, submitted by the clerk.

B Good news that Highways has agreed to further signage at the Lockengate junction showing that cars should continue on the A391 for Eden Project.

19/93 Assets – reports and maintenance

A Playing Field. Playing Field inspections for August were received and NOTED.

B Bin in the Village and both at the Cemetery. KBa reported that the bins in the cemetery are emptied by Biffa in a small white van, but they haven't been emptied recently. Clerk

to investigate. The village bin had not been emptied as of the meeting.

ACTION: Clerk

C Footpaths. See Item 19/90.B.

D Luxulyan Memorial Institute. Craft Day, 26 October, £5 per table. Mince pies and sausage rolls. Donated items for raffle gratefully accepted.

E Village Toilets. The blocked drain (and toilet) was cleared by South West Water. There is no 'Out of Order' sign for the cleaner to put up. Clerk will find out if Cormac should supply one.

ACTION: Clerk

19/94 Parish Matters – reports

A Luxulyan Parish Community Fund.

B Luxulyan Valley Partnership. Next meeting: Wed 25th Sept, 5.30 pm in the Institute. The clerk reported that she has received no reply from her request over a month ago to see a copy of the Abstraction Licence. The Ward Member offered to chase and the clerk will forward her the pertinent correspondence.

ACTION: Ward Member

C Village Hall Committee. MH could not attend because their meeting was the same night.

19/95 Correspondence & Invitations

A list of correspondence will be sent with the Draft Minutes.

19/96 Business for the next meeting

No items were proposed.

19/97 Dates of next meetings

A AGREED meetings to be organised this month — **ACTION: Clerk**

i. StARR Project implications for the parish; site visit.

ii. Planning implications of the new Luxulyan Neighbourhood Development Plan, meeting for all parish councillors with Planning Area Team 6 officers at the Bodmin CC offices.

iii. Luxulyan School ref: parking and planning application; site visit with extraordinary meeting for consultee comments on building extension.

B Extraordinary meeting, date and time to be determined, for the consultee comments on the Luxulyan School planning application

C 10 October 2019 — 5.00 pm Audit Panel

D 10 October 2019 — 6.00 pm Training of all councillors on the new Incident Reporting for the Community Enforcement Programme

E 10 October 2019 — 7.00 pm Ordinary meeting, all at the Luxulyan Memorial Institute. – *Please Note the change of time for the ordinary meeting.* –

The Chair thanked everyone and closed the meeting at 9.15 pm.

Mrs C Wilson ~ Parish Clerk ~ 26 September 2019