

Luxulyan Parish Council **DRAFT** Minutes  
Ordinary Meeting, THURSDAY 11 MAY 2023  
Luxulyan Memorial Institute, following the Annual Meeting

**PRESENT:**

Cllr Michaela Linfoot (Chair), Cllr Dan Cordy (Vice-chair), Cllr Keith Bilston, Cllr Michael Grindley, Cllr Bob Hatton, Cllr Margaret Higman, Cllr Sarah Kemp, Cllr Francis Payne, Cllr Carl Tonkin.

**ALSO PRESENT:**

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

**ABSENT:**

Cllr Helen Francis, Lockengate Ward Member Cllr Peter Guest, Luxulyan Ward Member Cllr Colin Martin.

**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 6.45 PM and the Chair welcomed all.*

23/13 Declarations of interest or requests for dispensation.

None.

*DC explained that he was going to organise a planning site visit (see 23/19.B), gave his apologies and left the meeting. A member of the public also left the meeting.*

23/14 Public Session

A The applicant for PA23/02946 spoke about his application and agreed that it was a 'retrospective' application. It was originally an agricultural storage building which was redundant to requirements, so they converted it into residential use. He presented photos showing the internal link to the main property and answered questions from the councillors. See the decision at Minute 23/19.D.i.

B A resident reported that the road at Beswetherick was becoming a bit of a rat run and that parking is problematic. Parking for all the residents has never been addressed properly. The resident thought it would not be a good idea to put in more houses without considering parking.  
The councillors emphasised that the council with the recently reactivated Luxulyan CLT has been and will be working very hard to get the appropriate amenities for Beswetherick, including pavements and the repositioning of the Footpath.

C LEGGS (Luxulyan Environment Green Glebe Space) requests a grant for next year's lease of the land and it will be placed on the next agenda, 8 June.

23/15 Meetings and governance

A The council **RESOLVED** that the minutes, as read, of the meeting held on 13 April 2023 are a true and correct record (proposed ML, 2nd MG) and they were duly signed.

23/16 Finance

A	The council received the <i>Bank Reconciliation</i> for April 2023 as a correct record.																
B	2022-23 AGAR (Annual Governance & Accountability Return)																
	<p>i. The council <b>RECEIVED</b> and <b>NOTED</b> the internal auditor’s report. The AGAR internal audit report can be seen on the council’s website with the other year-end accounts. The auditor’s informal comment was ‘Well done!’</p> <p>ii. Annual Governance Statement – 2022-23 AGAR Section 1. The clerk read out each Statement in Section 1 of the AGAR and the council <b>RESOLVED</b> (proposed MG, 2nd SK) to answer each in the affirmative and duly <b>AUTHORISED</b> that Section 1 be signed by the Chair and Clerk.</p> <p>iii. Accounting Statements – 2022-23 AGAR Section 2. The figures for Section 2 were prepared by the clerk as Responsible Financial Officer and were reviewed by the council in April (Minute 22/199.C). The council <b>APPROVED</b> the figures and <b>AUTHORISED</b> (proposed BH, 2nd FP) the Chair to sign Section 2.</p>																
C	The dates for the exercise of public rights to view and accounts will be <b>Mon, 12<sup>th</sup> June until Fri, 21<sup>st</sup> July 2023</b> and notices will be posted on the website and the noticeboards.																
D	The council <b>AUTHORISED</b> payments for May 2023 totalling £1,647.10 (proposed SK, 2nd CT).																
	<table border="1"> <thead> <tr> <th>Description</th> <th>Amount with VAT</th> </tr> </thead> <tbody> <tr> <td>Clerk's salary and expenses</td> <td>£1,146.22</td> </tr> <tr> <td>HMRC payment</td> <td>93.59</td> </tr> <tr> <td>Clerk's Pension</td> <td>45.15</td> </tr> <tr> <td>Playground inspections</td> <td>120.00</td> </tr> <tr> <td>Public Conveniences, electricity, still in credit</td> <td>0.00</td> </tr> <tr> <td>Public conveniences, water</td> <td>67.14</td> </tr> <tr> <td>Internal Audit</td> <td>175.00</td> </tr> </tbody> </table>	Description	Amount with VAT	Clerk's salary and expenses	£1,146.22	HMRC payment	93.59	Clerk's Pension	45.15	Playground inspections	120.00	Public Conveniences, electricity, still in credit	0.00	Public conveniences, water	67.14	Internal Audit	175.00
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23/17 Reports

A	Report on Actions. The clerk was unable to review the minutes because of computer problems and will give a complete report at the next meeting.
B	Chair’s report. See the Annual Parish Meeting.
C	Cornwall Councillor Peter Guest’s report to the Parish (Lockengate Ward). See the report as an appendix to the Annual Parish Meeting.
D	Cornwall Councillor Colin Martin’s report to the Parish (Luxulyan Ward). None received.

23/18 Considerations

A	The CLT is sorting out its bank mandate and FP can now sign checks. No action by the parish council is necessary at this time.
B	The council <b>RESOLVED</b> (proposed MG, 2nd CT) to accept the Grass Cutting Agreement with Cornwall Council for the verges for £749.12. This does not cover all costs but does help quite a bit. The verges look much better now they are under the parish council contractor, A&A. The clerk advised the council that last year’s cutting grant had not yet come in and that she had sent a query regarding this. [Since the meeting, the money has arrived.]

23/19 Planning

A	Beswetherick update. See Minute 23/14.B.
B	Planning issues and correspondence. Planning decisions are reported in Clerk's Notes and on the website. At the request of the applicant, DC will organise a site meeting for the councillors to visit <b>PA22/11440</b> Rosemelling Cottage (See March Minute 22/187.C.iii.) because the council had no objection if the extension could be brought into harmony with its surroundings.
C	Pre-apps. None.
D	Applications for consultee comments.  i. <b>PA23/02946   Retention of annexe/letting   Treskilling Barn Road From Bowling Green To April Cottage Treskilling Luxulyan Cornwall PL30 5EL</b> The council took into consideration the documents and were able to ask questions of the applicant during the public session. The council <b>RESOLVED</b> (proposed FP, 2nd SK) to submit the following consultee comments: *** Luxulyan Parish Council has NO OBJECTION to this application.

23/20 Highways & Flooding

	The silt in the leat has not been removed. Now the Railway has cleared the banks and left logs in the leat. BH will send more photos of the logs in the leat and the EA email address to the clerk so she can send photos and request the clear out. ACTION: BH & Clerk
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23/21 Assets – reports and maintenance

A	Playing Field. Playing Field inspections for month were received and <b>NOTED</b> . The Clerk will meet with a local contractor at the playing field on 15 May about removing the rust and repainting the play equipment. The councillors were invited to attend.
B	Cemetery. Nothing to report.
C	Footpaths. The council <b>RESOLVED</b> (proposed MG, 2 <sup>nd</sup> FP) that it has NO OBJECTION to the Definitive Map Modification Order (WCA 546), addition of a Footpath from the junction of the A390 to Pontois Mill, on the understanding that it will be added to the Local Maintenance Partnership schedule for footpaths for which the council is responsible.
D	Landmark Tree. It will be planted by ML and CT.
E	Luxulyan Memorial Institute. Seed and Swap continues on the first Saturday morning of each month from March to October.
F	Village Toilets. The disabled toilet is locked, presumably by the cleaner. The clerk will enquire why and, in the meantime, will lend her key to FP so he can make a copy he can use to open it.

23/22 Parish Matters – reports

A	Luxulyan Parish Community Fund. The AGM will be 30 <sup>th</sup> May at 7.30pm.
B	Luxulyan Valley Partnership. AGM will be 17 <sup>th</sup> June at the Village Hall during Feast Week.
C	Village Hall Committee. AGM is Monday 5th June 2023 at 6.30pm. They are possibly planning to have a fresh produce market there. Details to be decided.

23/23 Correspondence & Invitations

Nothing to report outside these Minutes and Clerk's Notes.

23/24 Business for the next meeting

LEGGs requests a grant from the council for next year's lease due in July. The Projects Working Party asked for a standing item in the reports section.

23/25 Dates of next meetings.

A Ordinary Meeting Thurs, 8 June 2023, 6.00 pm at the Luxulyan Memorial Institute. It was noted that this will be the first day of the Royal Cornwall Show, which may be a problem for councillors and the date may have to change.

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 May 2023*

**SIGNED:**

**THESE ARE DRAFT MINUTES.**

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