

Luxulyan Parish Council **DRAFT** Minutes
Ordinary Meeting, THURSDAY 8 August 2024
6.00 pm, at Luxulyan Memorial Institute

PRESENT:

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

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 6.00 PM and the Chair welcomed all.

24/56 Apologies

Apologies were received from DC, MH and SK.

24/57 Declarations of interest or requests for dispensation.

None.

24/58 Public Session

- A A member of the public came to report an area of the tramline that is dangerous for walkers. It was explained that she should contact the Luxulyan Valley Partnership (LVP) that works in conjunction with the Heritage Trust. Cllr Colin Martin is Chair of the LVP.
- B A resident came to request assistance with the resurfacing of the road to her house. The road is private and she has received quotes that she can't afford. The parish council explained that, unfortunately, it may assist with private roads.

24/59 Meetings and governance

- A The council **RESOLVED** that the minutes, as read, of the meeting held on 18 July 2024 are a true and correct record (proposed KB, 2nd CT) and they were duly signed.
- B The council **RESOLVED** (proposed KB, 2nd HF) to approve the 'Risk Assessment JUL24' which includes risks to assets, administration, public liability and finance.
- C The council **RESOLVED** (proposed KB, 2nd HF) to approve the updated 'Grant Awarding Policy'. The Bodwen Solar Park Fund has over £26K available for projects that comply with the criteria. The policy is on the website under *Parish Council Policies*.

24/60 Finance

- A The Audit Panel met and reported that aside from one missing invoice, all was in order. The missing invoice will be reviewed at the next Audit Panel meeting in October.

B	There were no questions about the accounts and it was RESOLVED (proposed KB, 2nd HF) to receive the Clerk’s reports, <i>Bank Reconciliation, Budget Comparison</i> and <i>Cash Flow</i> to the end of July 2024, as a correct record.		
C	The parallel bars in the Play Area need to be replaced. It was RESOLVED (proposed ML, 2 nd HF) to approve a quote of £1000 from Outdoor Play Company (the same company that installed them in 2012).		
D	The council RESOLVED (proposed ML, 2nd KB) to pay £1,168.36 to Zurich Municipal for the annual insurance premium. It is the second year of a 3-year agreement.		
E	The council AUTHORISED payments for September 2024 totalling £3,363.18 (proposed ML, 2nd HF).		
	<u>Description</u>	<u>Amount with VAT</u>	<u>VAT</u>
	Clerk's salary and expenses	£1,211.23	£2.14
	HMRC payment	118.17	-
	Clerk's Pension	50.05	-
	Public Conveniences, electricity	20.90	0.99
	Annual Insurance, 2nd of 3-year agreement	1,168.36	-
	Annual Play Area inspection	99.00	-
	Granite Towers postage	37.20	-
	Public Conven, water (meter reading)	108.27	-
	Tree pruning Field & Cemetery	520.00	-
	Gov.uk Domain name	30.00	-
F	The council AUTHORISED payment (proposed BH, 2 nd MG) of the invoice for Fresh Start, for the cleaning of the public conveniences, when it arrives.		

24/61 Reports

A	Report on Actions. The clerk reported all actions completed.
B	Chair’s report. Continues to monitor traffic and speeds around the parish. Hopes that the Highway Manager will at some point reply to requests for a meeting, particularly about the speeds and numbers of vehicles at Cross. The report sent by Highways counted the cars entering and leaving the village on the road opposite Kitts Place. It wasn’t placed where the count is needed at Cross.
C	<p>Cornwall Councillor Peter Guest’s report to the Parish (Lockengate Ward)</p> <p>It’s been a while since I’ve written a report to you. Now that the General Election and all the restrictions on what can and cannot be reported is behind us, normal service is resumed.</p> <p>As you will be aware, we now have a new Government and a new M.P. Discussions have already begun with the new incumbents and as these develop I will keep you informed on any progress.</p> <p>I will be meeting with Noah Law our new M.P. at the end of this week for an initial chat and the intention is to invite him along to one of our monthly meetings in order for you all to meet him and discuss any issues specific to this Parish. We are also in the process of organising a public ‘meet and greet’ function in the coming weeks. This will probably be at the Victory Hall in Roche. Once I have a date and a time, I will let you know.</p> <p>There are a couple of events coming up that may be of interest to you. Firstly, the St Austell Summer Wellbeing Festival will be held at 7-9 High Cross Street and Poltair park</p>

on Saturday 17th August from 10.00 until 15.00. a flyer for this event has been circulated and I hope to bump into you there. Secondly, there are 2 ‘Listening to residents’ events where you will have the opportunity to meet Linda Taylor the Leader of Cornwall Council. These are being held at St Austell Arts Centre on the 4th September starting at 19.00 hours and then at Penwithick Community Hall on the 26th September again, starting at 19.00.

I will be in attendance at the St Austell one on the 4th, but, unfortunately, I will be on leave for the Penwithick event. If you would like any more information about either the Wellbeing Festival or the Listening to residents events, please let me know.

A short and sweet report this month, but now that the General Election is behind us, we’re back to business as usual and my regular catch ups with the Chair over a brew will resume.

If there is anything that you would like to raise with me, please don’t wait for our monthly meeting, give me a call or send me an email.

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

D Cornwall Councillor Colin Martin’s report to the Parish (Luxulyan Ward). None.

24/62 Considerations

A	The CLT requested that the Clerk and Cllr Guest find out about CIL money available to the parish. ACTION: Clerk, Cllr Guest
B	It was RESOLVED (proposed ML, 2 nd MG) to contract A&A to cut the branches off the trees brushing the roof of the Village Hall.
C	Renovation of the toilets.
	i. A Wallgate unit engineer lives in the parish and he explained how to repair the unit in the Ladies. FP has now replaced a micro switch which costs about £1 and the Wallgate unit in the Ladies is working well again!
	ii. The carpenter who attended a site visit with the councillors did not submit a quote for the renewal of rotten doors / doorframes, so this item is DEFERRED .
	iii. It was AGREED that spending on the toilets should be kept low. Therefore, at this stage, the council will focus on the carpentry that needs renovation and the purchase of a urinal flush control.

24/63 Planning

A	Of note and correspondence. Planning decisions are reported in Clerk’s Notes.
	i. EN22/01704 Without planning permission, the material change of use of agricultural land to a mixed use comprising of agricultural and residential through the stationing of a caravan and construction of a yurt used for residential purposes and associated operational development, including the construction of two polytunnels, timber outbuildings/structures and creation of hardstanding areas. Land East Of Former Pontsmill Clay Dries, Pontsmill Road, Pontsmill Par PL24 2RR. Decision: Investigation complete; further investigation ongoing.
B	Applications for consultee comments.
	i. PA24/05435 Extension of a general purpose agricultural building. Land East Of Savath Farm Savath Lane Lockengate Bugle St Austell Cornwall PL26 8SA The council looked at the plans, discussed the application and RESOLVED (proposed

ML, 2nd FP) to submit the following consultee comments:
*** Luxulyan Parish Council has NO OBJECTION to this application.

24/64 Highways & Flooding

See above 24/61.B.

24/65 Assets – reports and maintenance

- A Playing Field. Playing Field inspections for July were received and **NOTED**. The second load of “play chip” (wooden chip below the play equipment to cushion any falls) will be delivered and spread on Monday, 12 Aug. This will bring the loose fill surface up to the recommended depth.
- B Cemetery. The Chair has contacted the police about the malicious desecration of a grave.
- C Footpaths. It was noted that there is standing maize on Footpath 408/12/2. Also, the clerk will arrange an appointment with the Countryside Access Team to discuss Footpath 408/14/1.
- D Luxulyan Memorial Institute. The Institute will be 100 years old and there will be a celebration at the Institute with tea and cake on Sat, 14 September. Everyone invited.
- E Village Toilets. See above 24/62.C.
- F Defibrillators. MG reported that Duchy Defibrillators will maintain defibrillators, check them and replace pads when needed. The clerk will investigate this service.

24/66 Parish Matters – reports

- A Luxulyan Parish Community Fund. Nothing to report.
- B Luxulyan Valley Partnership. Nothing to report.
- C Village Hall Committee. See above 24/62.B.

24/67 Correspondence & Invitations (complete list in Clerk’s Notes)

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

24/68 Business for the next meeting

No business was requested.

24/69 Dates of next meetings.

- A Ordinary Meeting 12 September 2024, 6.00 pm at the Luxulyan Memorial Institute.
- B It was **RESOLVED** (proposed ML, 2nd KB) that the Annual & Ordinary meetings in May 2025 will be moved to the third Thursday, 15 May because the normal date is too close to the parish council elections on 1st May 2025.
- 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 19.30 pm and the Chair thanked everyone for attending.
Mrs C Wilson ~ Parish Clerk ~ 5 September 2024*

SIGNED:

THESE ARE DRAFT MINUTES.

Chair: _____ Date: _____