

Luxulyan Parish Council **DRAFT** Minutes  
Ordinary Meeting, THURSDAY 12 September 2024  
6.00 pm, at Luxulyan Memorial Institute

**PRESENT:**

Cllr Michaela Linfoot (Chair), Cllr Keith Bilston, Cllr Helen Francis, Cllr Michael Grindley, Cllr Margaret Higman.

**ALSO PRESENT:**

Clerk to the Parish, Mrs Christine Wilson and no Members of the Public.

**ABSENT:**

Cllr Dan Cordy (Vice-chair), Cllr Bob Hatton, Cllr Sarah Kemp, Cllr Francis Payne, Cllr Carl Tonkin, 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 6.00 PM and the Chair welcomed all.*

24/70 Apologies

Apologies were received from DC, BH, SK, FP, CT and Ward Member P Guest.

24/71 Declarations of interest or requests for dispensation.

None.

24/72 Public Session

Various garden and agricultural equipment has gone missing in recent weeks. Everyone should be more vigilant and report any thefts to the police. See also 24/80.B.

24/73 Meetings and governance

The August minutes are not yet complete and will be approved at the October meeting. August Draft Minutes will be available on the website shortly.

24/74 Finance

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|---|---|
| A | There were no questions about the accounts and it was <b>RESOLVED</b> (proposed KB, 2nd HF) to receive the Clerk's reports, <i>Bank Reconciliation</i> , <i>Budget Comparison</i> and <i>Cash Flow</i> to the end of August 2024, as a correct record.                  |
| B | The Clerk <b>REPORTED</b> that she has confirmed the council's eligibility for the Financial Services Compensation Scheme (FSCS) for 2024/25. This must be confirmed with the bank every year.  |
| C | The council confirmed that the Audit Panel at its October meeting will undertake a review of the independence and quality of the internal audit in conjunction with a review of the internal control checks. Their report will be brought to full council for approval. |
| D | It was <b>RESOLVED</b> (proposed HF, 2 <sup>nd</sup> MH) to approve a standing order at the bank for the  |

	Clerk’s salary at £900 per month to be paid on the first of each month, until and including 1 <sup>st</sup> May 2025. The rest of the salary and expenses will be approved at the ordinary meeting and the standing order will be renewed at each ordinary May meeting.		
E	The council <b>RESOLVED</b> (proposed HF, 2nd MG) to purchase new pads for the Memorial Institute defibrillator at a cost of £79.20 as they are reaching their expiry date.		
F	The council <b>RESOLVED</b> (proposed MG, 2nd HF) to renew the ‘Birds Nest’ universal swing hangers for the basket swing at £167.00 and to authorise associated installation costs.		
G	The Clerk <b>CONFIRMS</b> that the invoice for the July/August cleaning of the public toilets was correct at £843.75 and, as authorised at the August meeting, was paid upon receipt.		
H	The council <b>AUTHORISED</b> payments for September 2024 totalling £2,896.74 (proposed MG, 2nd KB).		
	<u>Description</u>	<u>Amount with VAT</u>	<u>VAT</u>
	Clerk's salary and expenses	£1,248.10	£8.26
	HMRC payment	118.17	-
	Clerk's Pension	50.05	-
	Playground inspections, August	150.00	-
	Public Conveniences, electricity	20.63	0.98
	Grass cutting	450.00	-
	Play area, clearing grass and spreading play mulch	390.00	-
	Office supplies	13.59	2.26
	Annual website hosting & email	192.00	32.00
	Basket swing swivel hangers x2	167.00	27.83
	1x Institute defibrillator pads	79.20	13.20
	Bank Service Charge	18.00	-

24/75 Reports

A	Report on Actions. The clerk reported all actions completed except for August minutes.
B	Chair’s report. See Highways 24/78.C.
C	<p>Cornwall Councillor Peter Guest’s report to the Parish (Lockengate Ward). 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>I’m sorry that I can’t be with you tonight, I’ve got a pretty busy week ahead of me and won’t be able to make tonight’s meeting, please accept my apologies and I’d be happy to pick up any ‘matters arising’ tomorrow via a phone call. The reason for my absence will become apparent at the end of this report, there is a lot of running around involved!</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, especially on the current Devolution for Cornwall talks.</p> <p>I met with Noah Law our new M.P. a couple of weeks ago 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>I try not to get ‘political’ in my reports, but, the Government’s decision to remove the Winter Fuel Allowance unless residents are in receipt of Pension credits has caused</p>

some disquiet within the Parish. As always, I am willing to signpost any residents to the relevant support networks, but, if you are approached, a good starting point is the Citizens Advice Bureau and they can be contacted on the link below:

<https://www.citizensadvicecornwall.org.uk>

Last week, I was at a meeting with the Cabinet to discuss the Mid Cornwall Metro. It's all systems go. Work is expected to commence on the Tregoss Loop either next month or in November. We cannot start work this month due to the Dormice. The works within Roche & Bugle are expected to start in July '25 with a completion date of March '26. The start of these works will be tied in with the completion of the Link Road project which is currently just about on schedule.

On the subject of traffic and highways, I met up with our Chair and Clerk last week and the issues of traffic through the village were highlighted to me. I have taken this up with our Highways Department and will be in a better position to report back to you at the next meeting.

A date for your diaries is Thursday 26th September. Linda Taylor the Leader of Cornwall Council will be hosting a 'Listening to Residents' event at Penwithick Community Hall starting at 19.00 hours. This is an opportunity for you to meet her and ask any questions that you may have. I was at the one held recently in St. Austell which had a good attendance and went well. For reasons that will become apparent later on in this report, I will not be there, but if you have any burning questions, please feel free to go along. Further details can be obtained from [Roger.gates@cornwall.gov.uk](mailto:Roger.gates@cornwall.gov.uk)

Cornwall Council are currently looking at possible sites that Parish Councils may be interested in having them devolved to them. I'm in the process of getting a list of their current assets within the Parish and will circulate it once it is complete. There's no obligation, but there may be potential opportunities for the Parish and there's no harm in having a think and a chat about it.

And finally, in other news, this will be my last Monthly report to you as a single man. Karen has finally worn me down and we will be tying the knot on Saturday the 14th of September. We'll then be disappearing off to St Lucia for our honeymoon returning to work on Monday 30th September. There will be an 'out of office' message on my emails and it will include contact details for those covering for me in my absence. 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 outside of my leave dates.

Peter | 07947 826627 | [Cllr.peter.guest@cornwall.gov.uk](mailto:Cllr.peter.guest@cornwall.gov.uk)

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

24/76 Considerations

A MG reported for the Luxulyan CLT that the enquiry is still ongoing into the amount of CIL (Community Infrastructure Levy) available for the parish.

24/77 Planning

A Of note. None.

B Correspondence. Planning decisions are reported in Clerk's Notes.

C Applications for consultee comments.

i. **PA24/06488 | Proposed Extensions and Alterations | Trescoll Barn Lockengate Bugle St Austell Cornwall PL26 8SB**

After looking at the application plans, the council **AGREED** to hold a site visit on

<p>Wednesday, 18 September at 1.00 pm. The clerk will ask for an extension to consultee comments until the October meeting.</p>
<p>ii. <b>PA24/06517   Construction of single storey rear extension.   (Claytons) St Cyors St Cyors Luxulyan Bodmin Cornwall PL30 5EA</b></p> <p>After looking at the application plans, the council <b>AGREED</b> to hold a site visit on Wednesday, 18 Sept, 12.30 pm. The clerk will also ask for an extension to consultee comments until the October meeting.</p> <p>An extraordinary meeting could be held on Fri, 20<sup>th</sup> Sept. for both applications if the case officer could not agree to the extension.</p>
<p>iii. <b>PA24/06607   Form B to covert an existing HV and LV network diversion   Savath Farm Savath Lane Lockengate Bugle St Austell Cornwall PL26 8SA.</b></p> <p>The council looked at the plans, discussed the application and <b>RESOLVED</b> (proposed ML, 2nd KB) to submit the following consultee comments:</p> <p>*** Luxulyan Parish Council has NO OBJECTION to this application.</p>

24/78 Highways & Flooding

<p>A The council has noted that the residents at the house on St Julitta opposite the school have clipped their hedge; however, the hedge still extends over the pavement so that schoolchildren and parents are forced to walk in the road. The Clerk will write to the resident to cut the hedge back so that it doesn't overhang the pavement.</p>
<p>B On the afternoon of 19 August an emergency vehicle was stuck in traffic near Challow Terrace for some time. The Clerk reported the incident to Highways. The council received a reply that no signage is recommended; however, "when the new link road opens, then traffic from the A30 will be signposted to continue to the Victoria interchange and then use the new link road to reach the Eden Project."</p>
<p>C The Chair, Ward Member Guest and the Clerk held a site meeting at Cross on the morning of 2<sup>nd</sup> September (without school or peak holiday traffic) and counted 100 vehicles in an hour. Cllr Guest will bring the issue of traffic along this road to highways.</p>
<p>D The Clerk reported on a letter copied to the council from a Reperry resident to a haulage company requesting that their "drivers to use the more the suitable route of A391 / A389, which is designed to accommodate larger vehicles, is just as quick and is safer for all."</p>
<p>E The Clerk will ask Highways if and when the 20 mph limit for villages will be implemented in Luxulyan.</p>
<p>F The Clerk will enquire why we were not informed of the closure of New Road (Prideaux Road) from 9-11 September.</p>
<p>G Water Meadows hedge is overhanging the road. The clerk will write to ask for it to be cut back.</p>
<p>H There is a sign for 'no HGVs' obscured by vegetation at Bowling Green on the road leading to Treskilling. The Clerk will report it.</p>

24/79 Assets – reports and maintenance

<p>A Playing Field. Playing Field inspections for August 2024 were received and <b>NOTED</b>.</p>
<p>B Cemetery. Nothing to report.</p>
<p>C Footpaths. The council noted with thanks that Footpath 408/12/2 has been cut through the maize.</p>

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| D | Luxulyan Memorial Institute. Congratulations to the Luxulyan Memorial Institute for its 100 years serving the community and bringing the parish together. Thanks to all the Institute committee for its hard work keeping the Institute in good order. |
| E | Village Toilets. The carpenter who was going to quote has not come back. The clerk will research more carpenters for quotes. On a positive note, the council has received compliments about the cleanliness of the village toilets.<br>ACTION: Clerk   |

24/80 Parish Matters – reports

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| A | Luxulyan Parish Community Fund. Nothing to report.   |
| B | Luxulyan Valley Partnership. In recent weeks, the Rangers have noted and reported safety and access signage going missing and damaged, as well as damage to gates, padlocks, etc. The issue is highlighted as there is now a feeling that they may not be one-off occurrences. |
| C | Village Hall Committee. Committee meeting 13 September.  |

24/81 Correspondence & Invitations (complete list in Clerk’s Notes)

Code of Conduct Reference Number CCN015/24/25. Subject Member: Cllr M Linfoot. Complainant: Miss J Woodward. Person conducting the decision: Simon Mansell – Group Manager (Assurance). The complaint is rejected under paragraph 3.5(i); ‘it appears the complaint relates to a member acting only in their private capacity.’
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24/82 Business for the next meeting

No business was requested.
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24/83 Dates of next meetings.

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| A | AUDIT PANEL meets at 5.30 before the ordinary meeting 10 <sup>th</sup> October at the Institute.   |
| B | Ordinary Meeting 10 October 2024, 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 7.30 pm and the Chair thanked everyone for attending.*

*Mrs C Wilson ~ Parish Clerk ~ 21 September 2024*

**SIGNED:**

**THESE ARE DRAFT MINUTES.**

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