

Luxulyan Parish Council **DRAFT** Minutes  
Ordinary Meeting, THURS 10 APRIL 2025 at the Memorial Institute,  
which was held immediately after the Annual Parish Meeting at 6pm.

**PRESENT:**

Cllr Michaela Linfoot (Chair), Cllr Dan Cordy (Vice-chair), Cllr Keith Bilston, Cllr Helen Francis, Cllr Michael Grindley, Cllr Francis Payne, Cllr Carl Tonkin.

**ALSO PRESENT:**

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

**ABSENT:**

Cllr Bob Hatton, Cllr Margaret Higman, 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.

**NOTE ON NUMBERING:**

The Municipal Year begins in May. January-April carry the 24/ prefix. The first item in May will be 25/01.

**MINUTES:**

*The meeting began at 6.10 PM and the Chair welcomed all.*

**24/168 Apologies**

Apologies were received from MH and Ward Member Cllr Peter Guest.
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**24/169 Declarations of interest or requests for dispensation.**

None.
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**24/170 Public Session**

<p>The owners of KJS Property &amp; Developments Ltd and JATA Construction spoke about a project for light industrial units along the A391 between Lockengate and the Innis Downs roundabout. The 30-40 units (large, medium and small) will incorporate 'green' technologies. They explained that many home-based businesses started during lockdown and are now outgrowing their home-base. They believe there is a shortage of light industrial units in the Bodmin area, so they submitted a confidential pre-application (PA24/01398/Preapp) and have received advice. They will now work out the details before submitting a full planning application. They showed preliminary drawings for the units, which may include a café and fresh food outlets.</p>
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<p>The council listened attentively and asked questions. The council was not opposed in principle to work units, particularly if they brought jobs into the parish, but the council reserves its judgement and looks forward to seeing the details of the full application in due course.</p>
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*Item 24/172D about a grant for Granite Towers magazine was brought forward. See the decision at that Minute, below. 5 members of the public left the meeting.*

24/171 Meetings and governance

A	<p>Notices have been received for Parish Council uncontested elections in both wards.</p> <ul style="list-style-type: none"> <li>• The elected councillors in Lockengate Ward are: Helen Francis, Carl Tonkin and Dan Cordy.</li> <li>• The elected councillors in Luxulyan Ward are: Michaela Linfoot, Keith Bilston, Michael Grindley, Margaret Higman, Francis Payne, and Keith Westmacott.</li> </ul> <p>The newly elected councillors take office four days after the 1<sup>st</sup> May election.</p>
B	<p>Notices have been received for Cornwall Council 1<sup>st</sup> May elections in both wards.</p> <ul style="list-style-type: none"> <li>• Lockengate Ward will elect the member for Roche &amp; Bugle division.</li> <li>• Luxulyan Ward will elect the member for Lostwithiel &amp; Lanreath division.</li> </ul>
C	<p>The council <b>RESOLVED</b> that the minutes, as read, of the meeting held on 13 February 2025 are a true and correct record (proposed FP, 2nd HF) and they were duly signed.</p>
D	<p>The council <b>RESOLVED</b> that the minutes, as read, of the meeting held on 13 March 2025 are a true and correct record (proposed KB, 2nd MG) and they were duly signed.</p>
E	<p>The council <b>RESOLVED</b> (proposed ML, 2nd HF) to renew its membership in CALC for 2025-26 at a cost of £569.46 + VAT.</p>
F	<p>The council <b>RESOLVED</b> (proposed MG, 2nd ML) as a matter of urgency, at a cost of £20 per year, that it would take out an email address for Cllr Payne who needs an email address for council business: <a href="mailto:cllr.francispayne@luxulyan-pc.gov.uk">cllr.francispayne@luxulyan-pc.gov.uk</a>.</p>

24/172 Finance

A	ML and KB reported that the internal control check was completed for the 4th quarter. All invoices and payments correspond, are complete and correct.		
B	The council <b>RESOLVED</b> (proposed MG, 2nd HF) that it would accept and manage the funds of the Footpath Committee, £1,658.83, and also AGREES that it already holds £24.66. The council further <b>RESOLVED</b> that the funds will be ringfenced and used exclusively as requested by the Footpath committee for “the opening of any new footpath or for the improvement of an existing footpath”.		
C	After discussion, the council <b>RESOLVED</b> (proposed MG, 2nd HF) to approve the £500 grant to the Granite Towers for its publication costs on the understanding that the magazine would raise its advertising revenue and in future it would also request funds from the Luxulyan Parish Community Fund.		
D	Except for the Year-end bank reconciliation, the Year-end accounts are not yet complete. They will be ready for review very shortly and for signature in May. As usual, after their review they will be uploaded to the parish council website.		
E	The council <b>RESOLVED</b> (proposed KB, 2nd CT) to approve the payment schedule for April 2025 totalling £3,547.61		
	Description	Amount with VAT	VAT
	Clerk's salary and expenses	£1,213.49	-
	HMRC payment	193.40	-
	Clerk's Pension	53.08	-
	Playground inspections	120.00	-
	Public Conveniences, electricity	21.37	£1.01
	Public Convenience Cleaning Mar25	729.00	£121.50
	CALC Annual Subscription	663.22	£93.76
	Granite Towers postage	48.05	-

Grant for Granite Towers pub costs	500.00	-
Monthly bank interest	£6.00	-

## 24/173 Reports

<p>A Report on Actions.</p> <ul style="list-style-type: none"> <li>• After reporting on a build-up of rubbish in St Julitta, the problem appears to be solved.</li> <li>• The clerk has requested and awaits a reply about an extra rubbish pick-up from the Cemetery and also asked about rubbish collection from the Institute.</li> </ul>
<p>B Chair's report. Parishioners have reported and are collecting evidence about the burning of household rubbish at a certain property in the parish. The Environment Agency will be involved and the Chair is monitoring the situation.</p>
<p>C Cornwall Councillor Peter Guest's report to the Parish (Lockengate Ward)</p> <p>I'm writing this report with a tinge of sadness as it will be the last ever Annual report that I will present to you. It has been an honour to serve and represent you over the last 4 years and I wish my successor well.</p> <p>Looking back on the last year, it's been interesting both locally and nationally. Nationally, we have a new Government and a new M.P. Over the last 4 years, I developed a close working relationship with our previous M.P. and that worked well bringing change for the better to the Parish. I hope my successor will work just as productively with Noah Law M.P.</p> <p>Duchy wide, I've been part of some good pieces of work specifically in the Children's and Families directorate which along with my many other areas of work I have covered in my monthly reports.</p> <p>More locally, within the Division, there has been quite a bit of activity.</p> <ul style="list-style-type: none"> <li>• The long saga of the A.30 Link Road is nearing completion. It's been a long time in planning and building, but, we are nearly there now. Thank you to everyone for their patience while this major project was underway, I'm sure that it won't be long before we enjoy the benefits of it.</li> <li>• There is progress on the Mid Cornwall Metro. The Tregoss loop has now been completed, the project as a whole is currently on budget and soon we can look forward to the active travel and traffic enhancements. There have been public consultations on these and I'm keen to see the revised plans once all the comments and suggestions have been considered.</li> <li>• We have also seen the implementation of the '20 is plenty' scheme within the Division. I'm aware that not all of our residents are completely satisfied with the new speed limits, but I have to remind you that the central Government funding for the scheme came with strict criteria of where and when the new limits could be applied. This has led to a couple of anomalies, these may be revisited, but I would argue that any measures to reduce speed within the village and improve road safety are to be welcomed.</li> <li>• Certain traffic measures have been introduced at the infamous Reperry junction and these are currently being monitored for their effectiveness.</li> <li>• Over the last year, I have managed to secure grants from the previous Governments Shared Prosperity Fund to the tune of nearly £200k for 2 local community projects, 1 in Victoria [TR7 Indoor skate park] and 1 [Bugle Library Of Things Mobile Van] although based in Bugle will serve all of Clay Country with their new mobile van/community outreach service. As a Division, we have punched above our weight and received more</li> </ul>

S.P.F. money per capita than most of the rest of Cornwall and certainly more than the other Divisions within the Clay Country C.A.P. I'd encourage my successor to keep a keen eye out for the various grants and funding that come out and advocate for our area in order to attract investment.

- On a smaller [but just as important] scale, over the last year I have provided small grants to local community groups to the tune of £3k, that I hope have helped them out for either special occasions or just in the general day to day running of these groups which are the life blood of our community. Again, I would encourage my successor to get involved and support them whenever they can.
- Over the coming year[s] planning and development within the Parish will certainly become a hot topic. Over the last 4 years I have made a point of engaging with any potential developers. Development is inevitable, but by being 'at the table' we can influence plans and ensure that it is the right kind of development and see that the required vital infrastructure is also considered. And I would urge both my successor and you the Parish Council to continue talking to and influencing any potential developers.

In closing, I would like to thank our Clerk, our Chair, all of you, the Parish Council and indeed all the residents of Luxulyan, especially Lockengate for the support that I have received over the last 4 years of my tenure. We've proved by working collaboratively that we can achieve change for the better and I hope that this continues whoever my successor may be. We wouldn't have achieved half as much without your support, so, once again, thank you.

As I said, it has been an honour and a privilege to serve you for the last 4 years, this is me signing off for the final time. Good luck and good health to you all in the future.

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

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

## 24/174 Considerations

A Luxulyan CLT. FP reported that he, Cllr Grindley, the Clerk and Mr Lee, who wrote Luxulyan's Neighbourhood Development Plan, met with Dean Mutton and Sarah Roberts from the Affordable Housing team at Cornwall Council. FP will shortly call a meeting of the CLT trustees

*One member of the public left the meeting.*

B The Clerk reported that JD Arc Fabrications made a request for 50% payment before the work on the Multi-play equipment was started. The council **RESOLVED** (proposed ML, 2nd MG) that it would not accept the terms of payment demanded by JD Arc Fabrications. It will consider other quotes for the work on the play equipment.

A discussion followed about possible replacement equipment. The Clerk had emailed quotes for various alternatives and will continue to get quotes.

C The Clerk reported on the sign at Gatty's Bridge and brought photos. She thought it unlikely that the signpost was rotten. The quote of £900+ for repainting seemed a little steep, but HF and FP will investigate.

D There was no proposal to respond to Cornwall Council's consultation on its Draft revised Hackney Carriage & Private Hire Vehicle, Operator, Driver Licensing Policy.

## 24/175 Planning

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

## B Applications for consultee comments.

- i. **PA25/02013 | First-floor extension to rear | 2 Challow Terrace Luxulyan Bodmin Cornwall PL30 5DP.**

The council **DEFERRED** its comments until a site meeting could be held.

- ii. **PA25/01794 | Listed building consent for the internal wall removal, additions to the main dwelling, new roof lights and new stone wall to driveway with gated entrance | The Old Manor The Linney St Blazey Par Cornwall PL24 2SS.**

The council discussed the application and **RESOLVED** (proposed ML, 2nd KB) to submit the following consultee comments:

\*\*\* Luxulyan Parish Council has NO OBJECTION to this application on the understanding that the applicant will follow the advice concerning the listed building.

- iii. **PA25/01717 | Side extension and new porch to front. | The Stables Conce Bugle St Austell Cornwall PL26 8RT.**

The council discussed the application and **RESOLVED** (proposed ML, 2nd KB) to submit the following consultee comments:

\*\*\* Luxulyan Parish Council has NO OBJECTION to this application.

- iv. **PA25/01268 | General purpose farm storage building | Penhale Bugle St Austell Cornwall PL26 8RT.**

The council discussed the application and **RESOLVED** (proposed ML, 2nd DC) to submit the following consultee comments:

\*\*\* Luxulyan Parish Council has NO OBJECTION to this application.

- v. **PA25/02178 | Internal remodelling works, including the creation of an enlarged opening on the rear elevation, along with external landscaping alterations to the existing driveway | 43 St Sulien Luxulyan Bodmin Cornwall PL30 5EB.**

The council **DEFERRED** its comments until a site meeting could be held.

## 24/176 Highways &amp; Flooding

Nothing to report this month that has not already been reported online by the public.  
[REPORT A POTHOLE.](#)

## 24/177 Assets – reports and maintenance

A Playing Field. Playing Field inspections for March 2025 were received and **NOTED**.

B Cemetery. Nothing to report.

C Defibrillators. The cabinets do not seem to lock but can be pulled open. Many defibrillators are left unlocked for ease of access. The Clerk will ask for guidance from the Ronnie Richards Memorial Charity (RRMC) that supplied the defibrillators.

D Footpaths. Nothing to report.

E Luxulyan Memorial Institute. Seed and Plant swaps have started again.

F Village Toilets. Quotes from a local painter and carpenter have not yet arrived.

G FP will put up notices for the Lockengate polling booth.

## 24/178 Parish Matters – reports

A Luxulyan Parish Community Fund. A grant for the Merlin Centre was approved.

B Luxulyan Valley Partnership. There will be a meeting in May.

C Village Hall Committee. The AGM for the Village Hall will be 8<sup>th</sup> May.

24/179 Correspondence & Invitations (complete list in Clerk's Notes)

Nothing to report outside these Minutes and Clerk's Notes.
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24/180 Business for the next meeting

Co-option of a new member. Review of the minutes of the Annual Parish Meeting for approval at the next Parish Meeting.
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24/181 Dates of next meetings.

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| A | An Extraordinary Meeting, date to be decided, to consider the consultee comments for the deferred planning applications.   |
| B | Annual Parish Council Meeting Thurs, 15 May 2025, 6.00 pm at the Luxulyan Memorial Institute, immediately followed by the: |
| C | Ordinary Meeting Thurs, 15 May 2025, Luxulyan Memorial Institute.  |

*The meeting closed at 8.20 pm and the Chair thanked everyone for attending.*

*Mrs C Wilson ~ Parish Clerk ~ 2 May 2025*

**SIGNED:**

**THESE ARE DRAFT MINUTES.**

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