

Luxulyan Parish Council **DRAFT** Minutes
Ordinary Meeting, THURSDAY 9 OCTOBER 2025
6.00 pm, at Luxulyan Memorial Institute

PRESENT:

Cllr Dan Cordy (Vice-chair), Cllr Helen Francis, Cllr Michael Grindley, Cllr Margaret Higman, Cllr Francis Payne, Cllr Keith Westmacott.

ALSO PRESENT:

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

ABSENT:

Cllr Michaela Linfoot (Chair), Cllr Kay Baker, Cllr Keith Bilston, Cllr Carl Tonkin, Luxulyan Ward Member Cllr Sarah Preece, Lockengate Ward Member Cllr Steve Trevelyan.

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; the Vice-chair assumed the chair and welcomed all.

25/88 Apologies

Apologies were received from ML, KBa, KBi, CT and Cllr Preece.
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25/89 Declarations of interest or requests for dispensation.

None.

25/90 Public Session

None.

25/91 Meetings and governance

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| A | The council RESOLVED that the minutes, as read, of the meeting held on 14 August 2025 are a true and correct record (proposed HF, 2nd MG) and they were duly signed. |
| B | The council RESOLVED that the minutes, as read, of the meeting held on 11 September 2025 are a true and correct record (proposed HF, 2nd KW) and they were duly signed. |
| C | Approval of the <i>Accessibility Statement</i> and <i>Internal Audit Review</i> were DEFERRED . |
| D | The council RESOLVED unanimously that the internal auditor is independent of the council and professionally competent as she is the Financial Officer of a large local council and therefore has knowledge of the local council sector. |

25/92 Finance

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| A | KW reported that Audit Panel had met that day before the ordinary meeting. The internal control check was completed for the 2nd quarter and all is correct. |
| B | There were no questions about the accounts and it was RESOLVED (proposed KW, 2nd FP) to receive the Clerk's reports, <i>Bank Reconciliation</i> , <i>Budget Comparison</i> and <i>Cash Flow</i> to the end of September 2025, as a correct record. |

C	The council RESOLVED (proposed MG, 2nd HF) to renew the annual direct debit of the Information Commissioner's Office (ICO) at the new price of £47. A direct debit gives the council a £5 discount from the £52 fee.		
D	The council NOTED that its bank is lowering the interest rate on the council's account from 2.25% to 2.10%.		
E	The council RESOLVED (proposed HF, 2nd MG) to approve the payment schedule for October 2025 totalling £4,692.10. With the Clerk's consent the remainder of her salary will be paid next month.		
	<u>Description</u>	<u>Amount with VAT</u>	<u>VAT</u>
	Clerk's salary and expenses	£900.00	-
	HMRC payment	309.37	-
	Clerk's Pension	55.96	-
	Playground inspections	156.99	-
	Public Conveniences, electricity	19.61	0.93
	Public Convenience Cleaning Sep25	729.00	121.50
	Granite Towers postage	49.60	-
	External Audit	252.00	42.00
	ICO annual subscription	47.00	-
	Refurbishment Quarry signpost	561.73	93.62
	Replacement of Gents toilet door	975.00	-
	Election charges - Luxulyan Ward	288.68	-
	Election charges - Lockengate Ward	275.16	-
	Website accessibility assessment	66.00	11.00
	Monthly bank interest	£6.00	-
F	The parish has been informed that it will soon receive £5,450 Community Infrastructure Levy. It will be ringfenced and must be spent on maintaining community assets or new community infrastructure. If not spent in 5 years it reverts to Cornwall Council.		

25/93 Budget / Precept

The budget and precept were **DEFERRED** until the next meeting.

25/94 Reports

A	KW reported that he has made contact with the police officer in charge of Luxulyan parish so that the council can communicate more easily with the police when required.
B	Chair's report. None.
C	Cornwall Councillor Steve Trevelyan's report to the Parish (Lockengate Ward). None.
D	Cornwall Councillor Sarah Preece's report to the Parish (Luxulyan Ward) <u>Divisional Member Update:</u> I am pleased with the advance made on the traffic issues around Eden as a result of the approaches made to Highways. The compilation of a report by the residents working group to aid that case was very appreciated. I welcome feedback on any impacts of the interventions and remain committed to supporting both the parish council and residents to resolve the issues. <u>Cabinet Update:</u> Community Area Partnerships (CAPs). I recently held a meeting with the Chairs of the Community Area Partnerships (CAP) to discuss their strategies. I asked for feedback on

what's working well, what's working less well plus any ideas for development. The notes from that meeting are being written up and Leader of the Council Cllr Leigh Frost and I will be attending each of the CAP meetings to discuss with a view to sharing ideas across the CAPs, identifying best practice and possible pilots that could be replicated across other areas.

I am very open to hearing the views of town and parish councillors on the CAPs under these same three headings.

Neighbourhood Governance. There was also a briefing to the CAP chairs and vice chairs on the proposed Neighbourhood Governance legislation as this will potentially impact on the future of Cornwall's neighbourhood governance model. The English Devolution and Community Empowerment Bill includes provisions that will require all local authorities to establish "effective neighbourhood governance". Details will be set out in regulations to be made after the Bill comes into force which is likely to be by the end of 2025/2026.

Area Committees are formal Council committees for a defined geographical area. They can fulfil the same roles that Community Area Partnerships with two differences:

- They will comprise principal authority councillors
- The Council can delegate functions to them, giving them decision-making power on those functions within each area.

We await further detail but will keep Chairs & Vice-Chairs of the CAPs and Town & Parish Councils apprised of progress on this issue.

With many thanks, Sarah

Cllr Sarah Preece, Luxulyan Ward | cllr.sarah.preece@cornwall.gov.uk | 07982 377 150

25/95 Considerations

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| A | <p>Luxulyan CLT. FP reported that, after receiving a letter from the CLT's solicitor, the Witcombs have agreed to issue shares for the <i>Beswetherick Field Residents Association Ltd</i>, in accordance with the governing document.</p> <p>50% of the grant requested from the Luxulyan Parish Community Fund for the CLT has been approved and the other 50% may come directly from Cornwall Community Foundation, if approved at CCF's December meeting.</p> |
| B | <p>There was no proposal at this time to enlist a private laboratory to analyse a sample from Carne Cross where sewage appears to be spilling onto the highway. However, the council has recently received renewed complaints because the smell of sewage. The situation which was not resolved some years ago seems to be worsening.</p> <p>The council has submitted a complaint to Cornwall Council and will await a reply whilst continuing to monitor the situation. The public can also submit a complaint on the Cornwall Council website about sewage spilling across a road:
 Report mud, debris or spillages on the road.</p> |
| C | <p>The council considered four quotes for bins in different animal shapes for the council's Play Area behind the village hall. The council RESOLVED (proposed HF, 2nd FP) to purchase the frog or the bear at £260 + VAT, but that it would let the children at Luxulyan School decide which. The Clerk will contact the school.</p> |

25/96 Planning

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| A | <p>Correspondence and planning of note. [Planning decisions are reported in Clerk's Notes]</p> |
| i. | <p>The enforcement officer has requested more evidence of a possible breach of</p> |

	planning in the field between Tredinnick Fields and Penhale Farm.
	ii. There was no proposal to reopen the closed enforcement case: EN20/00457 Alleged breach of condition 5 of planning approval C2/08/01791 - failure to provide street lighting Beswetherick Field Luxulyan Cornwall. Any decision about this matter was DEFERRED until a later date.
B	Applications for consultee comments.
	i. PA25/04054 Proposed agricultural access track Kents Farm Minorca Lane Bugle St Austell Cornwall PL26 8QN . The council DEFERRED this decision for an extraordinary meeting.
	ii. PA25/06656 Application for permission in Principle for the construction up to 3 self-build detached dwellings Beswetherick Field Luxulyan PL30 5FB. The council DEFERRED this decision for an extraordinary meeting.
	iii. PA25/07285 Application for a lawful development certificate for existing use: stationing of a residential static caravan Sunnyside Trescoll Lockengate Bugle St Austell PL26 8SB. The council discussed the application and RESOLVED (proposed MG, 2nd HF) to submit the following consultee comments: *** Luxulyan Parish Council has NO OBJECTION to this application on the understanding that the planning authority will ensure that it complies with building regulations regarding sewage and fire safety, etc.

25/97 Highways & Flooding

A	The council received a report of an emergency vehicle that could barely reach a house on St Julitta because of the parking problems there. Though the parish council has no power regarding parking arrangements, it will continue to monitor the situation. ***** The council requests that, when parking at St Julitta, drivers keep access for emergency vehicles in mind. *****
B	Carne Cross alleged sewage. (See 25/95.B)

25/98 Assets – reports and maintenance

A	Playing Field.
	i. Playing Field inspections for September 2025 had not yet been received but were expected shortly.
	ii. A quote for the refurbishment of the toddler swings was DEFERRED until the next meeting so it can be discussed with the Play Area Working Party.
B	Cemetery. The Clerk will urgently ask Biffa about its rubbish removal schedule because it seems very haphazard and both bins are almost full but were not emptied this week.
C	Footpaths. An Enhanced Local Maintenance Partnership grant of £14,385 has been awarded for the work needed to reopen Dark Lane (FP 408/6/1) and for the renewal of 39 footpath signposts around the entire parish. The footpath contractors, A&A will carry out the work.
D	Luxulyan Memorial Institute. Nothing to report.
E	Village Toilets.
	i. The Gents door and frame have been replaced. The council RESOLVED (proposed KW, 2 nd FP) to accept Nick Bennett's quote to repaint all the other doors and door frames

for approximately £300 including materials.

- ii. The council **DEFERRED** the discussion about keeping only the Disabled Toilet open during the winter so that the Clerk can speak with the current cleaning contractors.

25/99 Parish Matters – reports

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| A | Luxulyan Parish Community Fund. The LPCF is in the intermediary stage between being administered by Cornwall Community Fund and being an active committee of the parish council. Currently the Application Form is not available on the council's website.
The Clerk met with the Chair of the Panel, Bridget Hall, to prepare a draft Application Form with Guidelines for the new committee. The LPCF committee will meet for the first time at the end of October to approve the new documents which will be uploaded to the council website around 1 st November. |
| B | Luxulyan Valley Partnership. Nothing to report. |
| C | Village Hall Committee. The councillors noted the attractive renewal of the Ladies toilets in the Village Hall. |

25/100 Correspondence & Invitations (complete list in Clerk's Notes)

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

25/101 Business for the next meeting

Budget / Precept. Items deferred here may be discussed at an extraordinary meeting.

25/102 Dates of next meetings.

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| D | An extraordinary meeting will be called by the Chair to discuss the items deferred at this meeting. An agenda will be posted 3 clear days before. |
| E | Ordinary Meeting Thurs, 13 November 2025, 6.00 pm at the Memorial Institute. |

The meeting closed at 7.30 pm and the Chair thanked everyone for attending.

Mrs C Wilson ~ Parish Clerk ~ 15 October 2025

SIGNED:

THESE ARE DRAFT MINUTES.

Chair: _____ Date: _____