

Luxulyan Parish Council **DRAFT** Minutes  
Ordinary Meeting, TUESDAY 13<sup>th</sup> JANUARY 2026  
*(postponed from 8<sup>th</sup> January 2026 and using the same agenda)*  
6.00 pm, at Luxulyan Memorial Institute

**PRESENT:**

Cllr Michaela Linfoot (Chair), Cllr Keith Bilston, Cllr Helen Francis, Cllr Francis Payne, Cllr Carl Tonkin, Cllr Keith Westmacott.

**ALSO PRESENT:**

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

**ABSENT:**

Cllr Dan Cordy (Vice-chair), Cllr Kay Baker, Cllr Michael Grindley, Cllr Margaret Higman, Luxulyan Ward Member Cllr Sarah Preece, Lockengate Ward Member Cllr Steve Trevelyan.

**ABBREVIATIONS:**

Councillors may be abbreviated with their initials; Luxulyan Parish Council (LPC), Luxulyan Parish Community Fund (LPCF), 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 of 8<sup>th</sup> January was postponed because of severe weather and this meeting on 13<sup>th</sup> January uses the 8<sup>th</sup> January agenda. The meeting began at 6.00 PM and the Chair welcomed all.*

25.26/141 Apologies

A	Apologies were received from DC, KBa, MG, MH, Cllr Preece.
B	It was <b>RESOLVED</b> (proposed ML, 2 <sup>nd</sup> HF) to approve a leave of absence if needed for Cllr Higman until 31 <sup>st</sup> May 2026 for personal reasons.
C	It was <b>RESOLVED</b> (proposed ML, 2 <sup>nd</sup> HF) to approve a leave of absence if needed for Cllr Bilston until 31 <sup>st</sup> May 2026 for personal reasons.

25.26/142 Declarations of interest or requests for dispensation.

None.
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25.26/143 Public Session

None.
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25.26/144 Meetings and governance

A	The minutes of the ordinary meeting on 13 November 2025 were signed because, though approved at the December meeting, problems with the printer meant that they were not printed for signature.
B	The council <b>RESOLVED</b> that the minutes, as read, of the meeting held on 11 December are a true and correct record (proposed ML, 2 <sup>nd</sup> HF) and they were duly signed.

25.26/145 Finance

A	KW reported that Audit Panel had met that day before the ordinary meeting. The
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	internal control check was completed for October and November and all is correct. The statements for December were not available and December's check will be included with the final quarter check at the Audit Panel meeting in April.		
B	There were no questions about the accounts and it was <b>RESOLVED</b> (proposed FP, 2nd CT) to receive the Clerk's reports, <i>Bank Reconciliation</i> , <i>Budget Comparison</i> and <i>Cash Flow</i> to the end of December 2026, as a correct record.		
C	The council <b>RESOLVED</b> (proposed ML, 2nd CT) to approve the payment schedule for January 2026 totalling £3,973.57		
	<u>Description</u>	<u>Amount with VAT</u>	<u>VAT</u>
	Clerk's salary and expenses	£1,156.36	-
	HMRC payment	309.37	-
	Clerk's Pension	55.96	-
	Playground inspections	120.00	-
	Public Conveniences, electricity	21.99	£1.04
	Public Convenience Cleaning Dec25	729.00	121.50
	SLCC Annual Membership	200.00	-
	Stainless steel loo roll dispenser	66.89	11.15
	Loo rolls x6	18.00	3.00
	Grit for grit bins	300.00	50.00
	Tidy of Atwell Triangle	320.00	-
	Grass cutting	670.00	-
	Monthly bank interest	£6.00	-
D	It was <b>NOTED</b> that from 1st December 2025 the Financial Services Compensation Scheme (FSCS) is increasing its Deposit Protection Limit from £85,000 to £120,000 per eligible person.		

25.26/146 Reports

A	Report on Actions.
	i. The drain across the road at Water Meadows is working well, but FP pointed out that the plastic drain running diagonally across the field entrance is shallowly covered with hard core and a tractor could smash the plastic pipe. ML and the Clerk will let Highways know.
	ii. The Countryside Information Officer said they will investigate the council's report that the new Gold Footpath 408/25/1 is impassable.
B	Chair's report. The Chair has filled the grit bins during the last hard frost and reported multiple potholes.
C	Cornwall Councillor Sarah Preece's report to the Parish (Luxulyan Ward). Divisional Member Update <b>Eden Traffic issues</b> Cllr Dan Rogerson and I have returned from Christmas into a very busy time with the storms. We will be looking for diary dates to convene with the working group, Rachael Tatlow and a senior officer, plus myself as soon as possible to discuss solutions to the issues of concern. <b>Trees, potholes and other infrastructure</b> In light of the storms, please do remember that all residents can report fallen trees, but also flooding, potholes and other infrastructure issues on the Cornwall Council Website

by typing in Report It in the search bar. [Report Something to Cornwall Council](#)

**Community Chest**

Please remember there is a small pot that can be applied from any constituted groups and I would very much welcome an application from Luxulyan parish. Average application between £250-£500 but time is running out and money has to be allocated by the end of February.

Cabinet Update

**Children and Families**

At the December Cabinet meeting, the Council agreed to formally adopt the United Nations Convention on the Rights of the Child as a guiding framework for decision-making across the whole authority. We will be celebrating this, and formally signing the paperwork, at the meeting of the Youth Council to be held in the Council Chamber.

**Planning Enforcement**

Cornwall Council record on planning enforcement. CC investigated over 1,200 planning enforcement cases last year, ranking us 5 out of 309 Councils in England for the most enforcement notices served in the year. This is the first time the Council has made the top 5, up from 6th position in 2023/24. Our appeal success rate is good in defending the enforcement notices we serve: 17 out of 18 (94% for 2024/5) evidence that we are making good judgements.

With many thanks, Sarah Preece, Cllr Sarah Preece, Lostwithiel and Lanreath  
cllr.sarah.preece@cornwall.gov.uk      07982 377 150

D Cornwall Councillor Steve Trevelyan’s report to the Parish (Lockengate Ward). No report

25.26/147 Considerations

A	The CLT Secretary, FP, reported that the CLT has now received the second tranche of £2500. The CLT is currently without a Treasurer and the Secretary is acting-treasurer. A meeting of the Beswetherick Field Residents Association will soon be called.
B	There was no proposal for a response to the Consultation PSPO Renewal (Alcohol Consumption in Public Places) 2026k because it does not pertain to this parish.
C	The council <b>RESOLVED</b> that HF in consultation with the Clerk will respond to the Visitor Economy Sector Consultation.
D	The council <b>RESOLVED</b> that FP in consultation with the Clerk will respond to the survey about rural bus services.
E	The council <b>RESOLVED</b> that the Clerk will respond to the survey about public toilets launched by NALC and the British Toilets Association.
F	The council <b>RESOLVED</b> (proposed KBa, 2nd HF) that it would request that the council grit the road between Henry Orchard’s through Luxulyan to Lockengate for the following reasons: Population over 2000; School 100+ pupils; School bus route 40 children; Normal bus route; Tankers from South West water treatment plant and milk tankers (one has already in last 3 years crashed into front of pub); 3 working farms with large machines on road daily.
G	The council discussed the positioning of further grit bins in the parish. The clerk will request a quote for 6 grit bins to be placed in Treskilling, Rosemelling, Bodiggo, Cemetery car park, Gatty’s Bridge, Lockengate.

25.26/148 Planning

A	Planning decisions are reported in Clerk’s Notes.
B	Applications for consultee comments.
i.	<b>PA25/07909   Conversion of attached store to form additional living accommodation for the single dwelling, creation of rear dormer and creation of porch.   Lower Menadue Farm Luxulyan Bodmin Cornwall PL30 5DR.</b> The council discussed the application and <b>RESOLVED</b> (proposed ML, 2nd CT) to submit the following consultee comments: *** Luxulyan Parish Council has NO OBJECTION to this application.

25.26/149 Highways & Flooding

A	It was <b>RESOLVED</b> (proposed ML, 2 <sup>nd</sup> FP) to write to the property on the hill by the cemetery so that they can have their trees with TPOs inspected with a view to pruning back any branches that might cause damage in a similar storm to Storm Gorette.
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25.26/150 Assets – reports and maintenance

A	Playing Field. Playing Field inspections for December 2025 were received and <b>NOTED</b> .
B	Cemetery. The rubbish in one bin has yet to be collected.
C	Footpaths. The stile between FP 408/1/1 and 408/2/2 has a loose board that needs to be replaced. HF will send details to the Clerk.
D	Luxulyan Memorial Institute. Solutions to maintaining the Institute Christmas Tree in high winds were discussed. It was <b>RESOLVED</b> to purchase large bauble sized lights and red ribbon bows.
E	Luxulyan Parish Community Fund. The Committee has received three applications and will meet on Wed, 21 <sup>st</sup> January.
F	Village Toilets. The loo roll dispenser has been replaced in the Disabled Toilet with a stainless steel one. The clerk will be ordering the replacement loo rolls from now on so that VAT can be recovered.

25.26/151 Parish Matters – reports

A	Luxulyan Valley Partnership. The Clerk will contact the CC officer and Cllr Preece to request a date for the AGM.
B	Village Hall Committee. No report.

25.26/152 Correspondence & Invitations (complete list in Clerk’s Notes)

	<p>Anna Gelderd MP has been contacted by the Citizen Science Group working in Luxulyan about the “prolonged sewage spills” into the River Par. They sent her “the location and duration of sewage discharges from SWW facilities from the start of November 2025 until midnight on 5th December” and a series of questions for the SWW executives.</p> <p>The MP has replied that she has “secured a meeting with Keith Haslett, the incoming CEO of South West Water, and I’ll continue working with you and other campaign groups, including Drip Drip and Friends of the River Tamar, to keep gathering evidence from our rivers, estuaries and coastline.”</p> <p>She will send the information to David Sproul, Pennon’s Chair. Ann Gelderd says “I believe this will set the tone for pushing for action and answers as we move into 2026. I will of course keep you informed of responses.”</p>
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25.26/153 Business for the next meeting

Weed spraying. FoLV corporate membership. New Grin Bins around the parish.
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25.26/154 Dates of next meetings.

A Luxulyan Parish Community Fund Committee meets at the Institute Wednesday, 21 <sup>st</sup> January at 6.30 pm.
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B Ordinary Meeting Thurs, 12 February 2026, 6.00 pm at the Luxulyan Memorial Institute.
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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.
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*The meeting closed at 6.55 pm and the Chair thanked everyone for attending.*

*Mrs C Wilson ~ Parish Clerk ~ 15 January 2026*

**SIGNED:**

**THESE ARE DRAFT MINUTES.**

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