

Luxulyan Parish Council **DRAFT** Minutes
 Ordinary Meeting, THURSDAY 13 AUGUST 2026
 6.00 pm, at Luxulyan Memorial Institute

PRESENT:

Cllr Michaela Linfoot (Chair), Cllr Danny Allen, Cllr Michael Grindley, Cllr Francis Payne, Cllr Carl Tonkin, Cllr Keith Westmacott.

ALSO PRESENT:

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

ABSENT:

Cllr Dan Cordy (Vice-chair), Cllr Keith Bilston, Cllr Helen Francis, 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 began at 6.00 PM but the Chair was unable to attend until almost 7pm.

26.27/60 Apologies

A	It was RESOLVED that Cllr Grindley would act as Chair until ML arrived.
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B	Apologies were received from DC, KB, HF, MH and Cllr Preece.
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26.27/61 Declarations of interest or requests for dispensation.

None.

26.27/62 Public Session

A	The owners of land next to Kernow Grain on the B3278 came for the second time (previously with a pre-app in April 2025) to explain their plans for a light industrial complex. A PowerPoint of their plan was projected and the councillors were able to ask questions. They expect that the full application will be submitted later this month.
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Two members of the public left the meeting.

B	A resident at Bridges came to show the council the quality of the water at Bridges. It needs to be flushed constantly, becomes very dirty and rusty after flushing and has overloaded and broken the resident's filter system. It is very high in iron. The council is particularly concerned for any vulnerable residents who may live in this area. The council will monitor the situation and write to South West Water with full details when they are available.
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*One member of the public left the meeting.
 ML arrived at the meeting and took the chair.*

26.27/63 Meetings and governance

A	The council DEFERRED approval of the July minutes which were not yet finished.
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B	Luxulyan Parish Community Fund. I was AGREED that the Terms of Reference for the LPCF Committee will be reviewed at the September meeting and that a Working Party will meet
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on Wed, 26 Aug, 6pm at the Memorial Institute to review the document and make recommendations to the council. All councillors are welcome to attend the Working Party.

One member of the public left the meeting.

26.27/64 Finance

A	The council RECEIVED the Clerk's reports, <i>Bank Reconciliation, Budget Comparison and Cash Flow</i> to the end of July 2026 and there were no questions.		
B	The council received two quotes from Zurich Municipal and Clear Councils. A third quote from Gallagher Insurance was requested but never received. It was RESOLVED (proposed ML, 2 nd CT) to accept the insurance quote from Zurich Municipal for £1,176.20. The Clerk reported that Zurich has mistakenly given a quote for a further year after the 3-year agreement ended. However they said they would accept their mistake. This is, therefore, the last year of a long-term agreement with Zurich Municipal.		
C	The council RESOLVED (proposed MG, 2 nd FP) approve the quote of £500 for a new Reinstatement Cost Assessment of the PC buildings for insurance purposes from RTP Chartered Building Surveyors in Penryn. The last RCA was completed in Feb 2021.		
D	The council RESOLVED (proposed ML, 2 nd DA) to approve the payment schedule for August 2026 totalling £5,983.52.		
	Description	£ with VAT	£ VAT
	Clerk's salary and expenses	1,206.90	8.72
	HMRC payment	314.97	-
	Clerk's Pension	55.96	-
	Clerk's mobile	16.80	2.80
	Playground inspections	150.00	-
	Playground – removal of wooden equip.	270.00	-
	Public Conveniences, electricity	19.26	0.91
	Public Convenience Cleaning Jul26	688.50	114.75
	Annual website & emails	306.59	51.10
	Granite Towers postage	49.60	-
	Public Conven, water (meter reading)	313.49	-
	Annual Insurance, 4th year agreement	1,176.20	-
	Weed treatment	216.00	36.00
	CALC conference, 5 delegates	225.00	37.50
	Annual rubbish collection (2 bins)	466.70	77.78
	Reinstatement Cost Assessment buildings	500.00	-
	Bank debit Interest	0.55	-
	Monthly bank interest	7.00	-

26.27/65 Reports

A	Report on Actions. The Clerk will enquire about the progress of the land registry of the Institute. Submission to the Land Registry office was confirmed on 20 th April this year.
B	The council NOTED that Cornwall Council approved a vote of no confidence in South West Water at full council meeting on 21 st July because raw sewage continues to impact Cornwall's environment and public health. It requested transfer the ownership and management to a publicly owned organisation, run as a public service.
C	Report from the Councillor Advocate for the police. KW reported that the police contact for

Luxulyan Parish is Police Sergeant Martin Easter. KW also reported that incidents of loud and fast motorcyclists wearing balaclavas riding through the village have been logged with the police as anti-social behaviour.

The best way to contact your local police is using this website where you can report anti-social behaviour, crimes, etc. [Lostwithiel & Fowey – Your Area](#) +or calling 101.

D Chair's report. The Chair reported on fires set at the area known as 'the witches' circle' in the Luxulyan Valley. Fire services have attended at least 2 fires there.

E Cornwall Councillor Sarah Preece's report to the Parish (Luxulyan Ward). None.

F Cornwall Councillor Steve Trevelyan's report to the Parish (Lockengate Ward). None.

26.27/66 Considerations

A The 2026 AGM for the Luxulyan CLT will soon be called.

26.27/67 Planning

A There is no Neighbourhood Priorities Statement Steering Group yet. If anyone would like to be part of a group which informs the next Cornwall Local Plan, please contact the Clerk.

B Correspondence and planning of note. [Planning decisions are reported in Clerk's Notes]

i. **PA26/02391 | Prior notification of agricultural or forestry development for general purpose agricultural building | Land South East Of Nanscawen St Blazey PL24 2SR.**

Decision: planning required.

The Chair reported on her meeting with the applicant at the site. Other councillors were unable to attend. The applicant will be in touch with the council when the full application is submitted.

ii. The Clerk responded to a NALC Survey about the council's Neighbourhood Plan.

C Applications for consultee comments. None.

26.27/68 Highways & Flooding

Nothing to report outside the *Temporary Prohibitions of Traffic* listed in Clerk's Notes and posted on the Luxulyan PC Facebook page.

26.27/69 Assets – reports and maintenance

A Playing Field. Playing Field inspections for July 2026 were received and **NOTED**.

i. It was reported that the Bear bin is in the wrong place and should be placed closer to the toddler multi-play.

ii. The Chair and Clerk approved the repair of the Junior Swings as the amount was £382 (under £500) and the Clerk awaits notification of the date of the repair.

iii. It was reported that a new fence is needed between the play area and the playing field. The Clerk will get quotes.

B Cemetery. Nothing to report.

C Defibrillators. The cabinets have been ordered but have not yet arrived.

D Footpaths. Nothing to report.

E Luxulyan Memorial Institute. ML, as Chair of the Institute Committee, reported that the Institute will install a key safe for hirers of the Institute.

F Village Toilets

i. The Chair, Clerk, FP and KW will have a meeting with the cleaning contractors on

Friday, 14 August to review the work and discuss any needed maintenance.
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| ii. The Clerk reported another high water bill. The Clerk and FP are monitoring the water meter and the usage is inconsistent. FP will check to see if there is a leak and the Clerk will request that South West Water checks that the meter is functioning correctly. |
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26.27/70 Parish Matters – reports

A Luxulyan Valley Partnership. Nothing to report.

B Village Hall Committee. Nothing to report.
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C Dog Bin at Bridges. Dog bin at Bridges across from Pub which is rusty, broken and horizontal has been reported to Cornwall Council with photos sent and Cllr Preece copied in. Cllr Preece confirms that CC will be 'addressing' this. We don't know when.
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26.27/71 Correspondence & Invitations (complete list in Clerk's Notes)

Nothing to report outside these Minutes and Clerk's Notes.
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26.27/72 Business for the next meeting

No business was requested.

26.27/73 Dates of next meetings.

A Ordinary Meeting 10 September 2026, 6.00 pm at the Luxulyan Memorial Institute.

B 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 8.47 pm and the Chair thanked everyone for attending.

Mrs C Wilson ~ Parish Clerk ~ 2 September 2026

SIGNED:

THESE ARE DRAFT MINUTES.

Chair: _____ Date: _____