

LUDGVAN PARISH COUNCIL

ANNUAL PARISH COUNCIL AGENDA:

Wednesday 11th May 2016: 7pm

Public Participation Period (if required)

1. **Appointment of Chair**
2. **Appointment of Vice-Chair**
3. **Apologies for absence**
4. **Minutes of the Monthly Parish Council Meeting on Wednesday 13th April 2016**
5. **Declarations of interest in Items on the Agenda**
6. **Dispensations**
7. **Councillor Reports**
 - (a) Cornwall Councillor Roy Mann
 - (b) Chairman
 - (c) Other
8. **Cornwall Council – Planning Applications - For decision**
 - (a) [PA16/02646](#) - Rosevidney Stables Rosevidney Farm Crowlas Cornwall - Demolition of dilapidated outbuildings and construction of self contained unit. - Ms Verity Perry
 - (b) [PA16/02647](#) - Rosevidney Stables Rosevidney Farm Crowlas Cornwall 9Listed Building Consent) - Demolition of dilapidated outbuildings and construction of self contained unit. - Ms Verity Perry
 - (c) [PA16/02645](#) - Rosevidney Livery Stables Rosevidney Farm Crowlas Cornwall - Conversion of existing stables to form 3no self catering units of accommodation for the Riding School and Livery Stables - Ms Verity Perry
 - (d) [PA16/03147](#) - Ludgvn Academy School Lower Quarter Ludgvn TR20 8EX - School Classroom - A Anderson
 - (e) [PA16/03299](#) - Rose-In-Vale Farmhouse Ludgvn Penzance Cornwall - Change of use of agricultural land (and part solar park) to tourism 'glamping' accommodation - in 2no. safari tents & 1no. shepherds hut. - Mr David Wallis
 - (f) [PA16/03414](#) - 2 Tregender Road Crowlas TR20 8DN - Proposed extension and balcony to the west end of existing property and a replacement pitched roof on existing garage. - Mr Cartwright
 - (g) [PA16/03614](#) - Former Omeagayne Canonstown Hayle Cornwall - Proposal for 2 new houses and associated site works - C P And J L And C A And F E Richards.
 - (h) [PA16/03786](#) - White Hart Inn Church Hill Ludgvn TR20 8EY - Listed building consent to replace section of roof finish - Mr Miles Chapman Punch Taverns
9. **Items to be considered under Standing Order 5(j)**
 - (a) Review of the terms of reference for committees;
 - i. Accounts & Audit Working Party
 - ii. Employment Committee
 - iii. Allotment Committee
 - (b) Appointment of members to existing committees;
 - i. Accounts & Audit Working Party
 - ii. Employment Committee

- iii. Allotment Committee
- (c) Appointment of any new committees in accordance with standing order 4.
- (d) Review and adoption of appropriate standing orders and financial regulations;
 - i. Review Standing Orders as revised on 10 September 2014 (Proposed changes to Standing Order 19)
 - ii. Review Financial Regulations approved 14th May 2014 (Proposed changes to Financial Regulation 5 & 11)
- (e) Review of representation on or work with external bodies and arrangements for reporting back;
 - i. Oasis Centre Management Committee
- (f) Review of inventory of land and assets including buildings and office equipment;
 - i. To approve the asset register
- (g) Confirmation of arrangements for insurance cover in respect of all insured risks;
 - i. To confirm this as part of the function of the Accounts & Audit Working Party
- (h) Review of the council's and/or staff subscriptions to other bodies;
 - i. CALC
 - ii. Campaign to Protect Rural England
 - iii. Society of Local Council Clerks
- (i) Review of the council's complaints procedure;
- (j) Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998;
- (k) Review of the council's policy for dealing with the press/media;
- (l) Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.

10. Clerk's Report

- (a) Quarry Meeting
- (b) Neighbourhood Development Plan
- (c) Annual Governance Statement & Accounts
 - i. Annual Governance Statement
 - ii. Financial Statements
 - iii. Internal Audit Report
 - iv. Set a date for the commencement of the Period for the Exercise of Public Rights
 - v. Earmarked Reserves
- (d) Review of current Direct Debits:
 - i. South West Water
 - ii. Safe Custody - Deed Store
 - iii. Information Commissioner
 - iv. NEST - Pension Provider
- (e) Software
- (f) Long Rock Toilets

11. Finance Report

- (a) Payment Schedule for approval
- (b) Receipts
- (c) Bank Reconciliation
- (d) Budget Monitoring Report

12. Correspondence

- (a) Cornwall Council - Gypsy and Travelling Communities Site Allocations Development Plan Document Scoping Report Consultation
- (b) North Coast Cluster Group - LMP grant

13. Cornwall Council – Planning Decisions Advised to Council - For information

- (a) PA16/01869 - 3 Beachfield Cottages Long Rock Penzance Cornwall TR20 8JF - Construction of extension and associated works - Mrs E Waller - **Approved**
- (b) PA15/10545 - Splattenridden Farm Road Between Carniscoe Road And Lelant Lelant Downs Cornwall TR27 6LH - Proposed Temporary use of agricultural land as relief parking for the Scilly Isles during the holiday seasons due to 450 car parking spaces urgently required - Mr C P And J L Richards - **Approved**
- (c) PA16/01487 - Caravan Gitchell Lane Cockwells Cornwall - Replacement of Existing Chalet and Caravan, and Siting of Single Storey Timber Mobile Home for the Purposes of the Small Holding - Mr Colin Chapman and Miss H Strutt - **Withdrawn**

Section 2 – Accounting statements 2015/16 for

Enter name of smaller authority here:

LUDGVAN PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2015 £	31 March 2016 £	
1. Balances brought forward	14,906	22,781	Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records. Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	26,746	30,939	Total amount of precept or (for IDBs) rates and levies received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	14,081	14,394	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	17,810	21,349	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	-	-	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	15,142	15,195	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	22,781	31,570	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	22,781	31,570	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	47,713	47,713	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the smaller authority as at 31 March
10. Total borrowings	-	-	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

I certify that for the year ended 31 March 2016 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

S P Hudson

Date 05/05/2016

I confirm that these accounting statements were approved by this smaller authority on this date:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting approving these accounting statements.

SIGNATURE REQUIRED

Date DD/MM/YYYY

LUDGVAN PARISH COUNCIL

EARMARKED RESERVES

	Opening Balance as at 1st April 2015	Contributions to	Contributions from	Closing Balance as at 31st March 2016
Repairs & Renewals	6,441	4,500	-	10,941
Elections	1,000	1,000	-	2,000
Neighbourhood Planning	2,786	798	-	3,584
Green Initiatives	-	408	-	408
IT Equipment Reserve	-	700	-	700
	<u>10,227</u>	<u>7,406</u>	<u>-</u>	<u>17,633</u>
General Reserve				13,937



North Coast Cluster Group (NCCG)

(The NCCG includes Crantock, Cubert, Newquay, Perranzabuloe, St.Agnes, St.Allen, & St Newlyn East Town and Parish Councils)

Clerk: Claire Evans
Kensmead
Rhubarb Hill
Holywell Bay
Nr Newquay
TR8 5PT

Cornwall Councillor Adam Paynter
Deputy Leader and Portfolio Holder for Resources
Cornwall Council
County Hall
Treyew Road
Truro
TR1 3AY

2nd May 2016

Dear Councillor Paynter,

Lack of increase in annual Public Footpath and Street Cleaning Agreements (LMP) since 2007 - and the Statutory Duty of Cornwall Council Highway Authority to Maintain Public Footpaths and Bridleways.

Reference: a. NCCG letter dated 9th December 2015
b. Your letter JP/ENV9871 dated 4th December 2015
c. NCCG letters dated 16th & 28th October and 2nd December 2015

Thank you for your letter at Reference b, announcing a one year 10% rise in the annual footpath grant for 2016/17, and the suggestion that a review of the current LMP scheme will take place over the 12 months to December 2016.

As you will have noted from our letter at Reference a, the Cluster Group councils, whilst grateful for any increase in the funding of the work that the town and parish councils carry out to satisfy your Councils statutory duties within these ten year old agreements, were disappointed by your one-off 10% response, and queried the issue of £600,000+ in funding to the local Network groups to fund non-statutory devolved assets, whilst denying the LMP increase to the town and parish councils in line with the increase in Minimum Wage over the years since 2007.

A quick reminder of the pertinent facts perhaps:

There are 171 individual LMP agreements in force (as at 2015/16) between your council and the city, town, and parish councils of Cornwall, covering the

two types of Statutory Duties for street cleaning and footpath maintenance. Including nine LMP agreements with Cluster Group councils. Street cleaning and footpath maintenance is a low paid, manual labour task, carried out at close to minimum wage rates, where the vast bulk of the funding is for wages.

The National Minimum Wage in 2007/08 was £5.52, the minimum wage from April 2016 is £7.20 (The rate increased from £6.70 to £7.20 this April). Therefore, the increase in the minimum wage costs that has occurred between 2007/08 and 2016/17 is now a total of 30%+.

Our letter of 9th December asked why the total National Minimum Wage cost covering all the 171 agreements (£51,700) could not be taken from the £600,000+ that was being given out to your Cornwall Councillors within the Community Network areas for non-statutory devolved asset grants. As we have entered yet another year of non-incremental funding for these Statutory Duties, the outstanding £51,700 total for Cornwall now stands at £55,090 in line with this year's increase in Minimum Wage.

It is illegal for any employer to pay less than the National Minimum Wage. Therefore, each year, as they revise their annual budget, the 171 city, town and parish councils will have been forced to consider augmenting the costs of carrying out your councils Statutory Duties on street cleaning and footpath maintenance from precept funds, just to keep within the law.

The Cluster Group has three elementary questions:

1. As noted in our letter of 9th December, your 4th December letter doesn't make clear whether street cleaning is included within the 10% offered. Would you please confirm if the street cleaning LMPs are included, and if not, why not?
2. Some five months after your letter. May we ask for the relevant dates and timing of the suggested review of the 171 LMP agreements?
3. Would you please address our requests of 2nd & 9th December, concerning your council's ability to pay out £600,000+ grants to non-specific, non-statutory duty items, in an election year, whilst not attending to the ten year unilateral moratorium on your Statutory Duties of street cleaning and footpath maintenance with the 171 councils?

Put in an even more elementary way:

For ten years, Cornwall Council and its predecessor Cornwall County Council, has refused to keep within the spirit of these agreements and increase annually in line with the legal National Minimum Wage. It would seem that your council(s) fully expected the much smaller, city town and parish councils to shoulder your Statutory Duties without consultation, whilst passing out large sums for your Councillors to hand out in the form of non-statutory grants within the Community Networks.

Doesn't look good does it?

Yours sincerely,

Alan Percy BEM.

Chairman, (01637) 831004

Copy to: All Cluster Group Town & Parish Councils

All City, Town, and Parish Councils, all Cornwall Councillors

Toby Lowe, Countryside Team Leader, Mike Beckett Highways