

# Ludgvan Parish Council

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## Minutes – 12 June 2024

**Minutes of the monthly meeting of Ludgvan Parish Council held on Wednesday 12 June 2024 at 6.45pm at the Murley Hall, Ludgvan.**

**Councillors present:** Cllrs: R Mann (Chairman), R Porter (Vice-Chair), L Brindley, L Miucci, S Miucci, S Oliver, J Savill, *four vacancies*.

**In Attendance:** C.Cllr J Martin. Two members of the public

**Officer support:** Clerk/RFO

Minute No.	AGENDA ITEMS
	<b>Chairs Announcement</b> – B Richards has resigned from the Council, Members expressed appreciation for the work she had carried out for the parish.
LPC24.25.51	<b>To record absences and receive apologies for absence</b> Councillors absent: R Porter, Brindley, Munday Apologies received from Cllrs Porter, Brindley and Munday, and from Cornwall Councillors L Taylor and A George.
LPC24.25.52	<b><u>Declarations of Interest:</u></b> None
LPC24.25.53	<b>To approve written requests for dispensation</b> – No requests had been provided.
LPC24.25.54	<b>Public Speaking</b> A speaker in support of the planning application spoke in support of application d) on the agenda. A single storey annex was requested, and the reason for the application was given. There would be no overlooking of neighbouring properties and intended to provide an enhanced view of the building.
LPC24.25.55	<b>Cornwall Councillor reports</b> Councillor Martin reported that: <ul style="list-style-type: none"> <li>- The planning service previously in the former Dolcoath offices has moved to offices at South Wheal Crofty. The move is now complete.</li> <li>- Recent floods at Gladstone Terrace, Long Rock. There had been a fault with the pumping station at the mouth of the industrial estate where the overflow should have flipped a gate. The gate had been jammed, resulting in house basements being flooded. South West Water gave a swift response and the Fire Serve attended.</li> <li>- New bins, there has been a problem where the new bins have been delivered to holiday homes, these are being collected and retrieved.</li> <li>- Planning committee, half were decided by the committee against the recommendation of the officers.</li> <li>- Community Link Officer – a Living Poverty fund, further funds have been secured by Cornwall Council to secure the Household Support fund for a further six months (eg struggling with utility and food bills).</li> </ul>

	<p>Question – the sewage smell just past Morva Reach, by the St Ives Motor Company and the Fish Factory in Long Rock – this is being looked into by Cornwall Council and the Environment Agency.</p> <p>Question – have there been improvements in the capacity of the planning enforcement team? Two officers are dealing with the current caseload.</p>
LPC24.25.56	<p><b><a href="#">Minutes of the meeting of the Council held on 8 May 2024</a></b></p> <p><b>Resolved</b> – that the minutes of the meetings of the council, as above, having been circulated, be taken as read, approved and signed by the Chairman as a true and accurate record of the meeting.</p>
LPC24.25.57	<p><b>Clerk’s update report</b></p> <p>Members noted the written report circulated prior to the meeting, and the following items were discussed:</p> <ul style="list-style-type: none"> <li>- Rights of way maintenance, the decision to appoint Bob Sanders to carry out this work in 2024 was ratified.</li> <li>- Bus shelters, update noted, and agreed that funding will be an agenda item at the July council meeting</li> <li>- Defibrillators – <b>agreed</b> that the defibrillator at the Station House to be re-installed at the Station House, rather than being moved to Jordans Café, an option which had been considered.</li> <li>- Parish boundary signs, an agenda item for the July council meeting.</li> </ul>
LPC24.25.58	<p><b>Committee meeting minutes – no meetings held since last council meeting</b></p>
LPC24.25.59	<p><b>Reports from Councillors as representatives on outside bodies</b></p> <p>Cllr Savill – policing, there is a new website giving policing information in your area. Also seeking volunteers for various roles including cleaning and checking police cars, and acting.</p>
LPC24.25.60	<p><b>To co-opt to vacancies on the council – Lelant Ward (1 vacancy), Crowlas Ward (1 vacancy)</b></p> <p>No applications received.</p>
LPC24.25.62	<p><b>Planning Applications</b></p>
	<p>a) <a href="#">PA24/03359</a> – Sports field and land at Long Rock land off A30 Long Rock, TR20 8LD – Reserved matters application for approval of landscaping details following outline consent <a href="#">PA22/03789 dated 11.10.2022</a> without compliance with condition 1 of decision <a href="#">PA22/03790 dated 11.10.2022</a></p> <p><b>Resolved</b> – that the application is supported. Also it is requested that Cornwall Council ensures that the proposed landscaping is implemented in full, if approved.</p>
	<p>b) <a href="#">PA24/03723</a> – Sunnyside, Back Lane, Canonstown, Hayle – Application for a Lawful Development Certificate for an existing use – drainage work carried out in relation to a new dwelling.</p> <p><b>Resolved</b> – that the application is supported.</p>
	<p>c) <a href="#">PA24/02967</a> – Arcadia, Trenchrom Road, Lelant Downs, Hayle – Demolition of existing dwelling &amp; barns, construction of replacement dwelling, ancillary building and associated works.</p>

	<p><b>Resolved</b> – to object to the application as it is considered to be contrary to policies of the Cornwall Local Plan (CLP) and the Ludgvan Neighbourhood Plan (LUD):</p> <p>Contrary to CLP 7.1 – outside the settlement boundary          Contrary to CLP Policy 7, paragraph 2.33 – housing in the countryside, outside the boundary of the existing settlement.          Contrary to CLP policy 7, paragraph 2.34 – replacement of existing lawful dwellings will be supported but should be broadly comparable in size, scale and bulk of the dwelling being replaced. The proposed development does not meet this criteria.          Contrary to LUD 7 – does not respect the historic area, design and materials          Contrary to LUD 6 – outside the settlement boundary.              Para b) scale is significantly too great in the proposal              Para c) access – single track road, will necessitate the use of vehicles.              Para d) development in the open countryside              Para i) undermines the character of the settlement              Para iii) overdevelopment – significant increase in size of development to the size of the original buildings.</p> <p>Sited in the AONB – contrary to AONB guidelines. Incongruous in the Area of Outstanding Natural Beauty</p> <p>Contrary to CLP Policy 21, best use of land and existing buildings.          Approaching from Trencrom Lane, the proposed development would likely be visible on the skyline, this is not considered acceptable.</p>																		
	<p>d) <a href="#">PA24/04044</a> – Tregarthen Farmhouse, Tregarthen, Long Rock, Penzance – Application for Permission in Principle for the demolition of domestic outbuilding and the construction of a single storey annexe (minimum of 1; maximum of 1).</p> <p><b>Resolved</b> – the parish council appreciates that there is a justifiable need for an annex on the site, however there is concern that the proposed building is not on the same footprint as the existing outbuilding, and so against Cornwall Council’s annex guidelines. The Parish Council would be willing to consider another application if re-submitted with revised plans.</p>																		
LPC24.25.63	<p><b>Schedule of Payments – Resolved</b> to approve the payments to be made, as set out in the schedule</p> <table border="1" data-bbox="268 1458 1449 2047"> <thead> <tr> <th data-bbox="268 1458 651 1547">Payee</th> <th data-bbox="651 1458 1177 1547">Purpose</th> <th data-bbox="1177 1458 1449 1547">Amount payable (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="268 1547 1449 1603"><i>To be paid by online bank payments</i></td> </tr> <tr> <td data-bbox="268 1603 651 1682">ICCM (Institute of Cemetery and Crematoria Management)</td> <td data-bbox="651 1603 1177 1682">Annual membership subscription</td> <td data-bbox="1177 1603 1449 1682">£100.00</td> </tr> <tr> <td data-bbox="268 1682 651 1809">Simon Rhodes Garden and Grounds Care</td> <td data-bbox="651 1682 1177 1809">Supply and fit of new gate and closing post, Church Hill allotments and associated works.</td> <td data-bbox="1177 1682 1449 1809">£224.31</td> </tr> <tr> <td data-bbox="268 1809 651 1865">A Waters-Moore</td> <td data-bbox="651 1809 1177 1865">Allotment rent and deposit refund</td> <td data-bbox="1177 1809 1449 1865">£71.50</td> </tr> <tr> <td data-bbox="268 1865 651 2047">Cornwall Association of Local Councils</td> <td data-bbox="651 1865 1177 2047">Training: Social media for councils, getting started LB Engage more effectively with young people LB</td> <td data-bbox="1177 1865 1449 2047">£108.00</td> </tr> </tbody> </table>	Payee	Purpose	Amount payable (inc VAT)	<i>To be paid by online bank payments</i>			ICCM (Institute of Cemetery and Crematoria Management)	Annual membership subscription	£100.00	Simon Rhodes Garden and Grounds Care	Supply and fit of new gate and closing post, Church Hill allotments and associated works.	£224.31	A Waters-Moore	Allotment rent and deposit refund	£71.50	Cornwall Association of Local Councils	Training: Social media for councils, getting started LB Engage more effectively with young people LB	£108.00
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		Managing difficult people and conversations LB	
	Simon Rhodes Garden and Grounds Care	Sexton duties (£138.60) Allotment clearance (£40)	£178.60
	Ludgvan Parish Church	Murley Hall Hire (8 May meeting)	£16.00
	Miss B Gorau	Internal audit 23.24 Inv. 2024-004	£160.00
	Viking Direct	Office & Cllr IT (i-chargers)	£41.90
	Staff costs, including salary, pension, PAYE, NIC		£3,198.67
	Louise Dowe	Clerk's expenses May 2024 (Note 2)	£310.54
	<b>Additional:</b>		
	Sync	Microsoft 365 business standard x 13	£1,716.00
LPC24.25.64	<p><b>Maintenance of the Whitecross monument</b></p> <p>Councillors reported on a recent meeting with representative from Highways England regarding the maintenance of the land around the White Cross monument. It was apparent that there are elements of the maintenance agreement that are not being complied with. For example, there should be approximately 2m of grass around the monument.</p> <p><b>Noted</b>, and expect further update to the July/August meeting.</p>		
LPC24.25.65	<p><b>Ludgvan Horticultural Show – To approve the annual arrangements for judging and donation of gift vouchers for prizes</b></p> <p><b>Resolved</b> – to approve the provision of £30 in gift vouchers as prizes, and to offer to double each prize (ie contribute up to £60). Cllr Mann to carry out the judging for the best allotment plot (July).</p>		
LPC24.25.66	<p><b>Noisy motorbikes To consider a question raised at the Annual Electors meeting</b></p> <p>At the Annual Electors Meeting, the Parish Council had been asked to take action with regard to noisy motorbikes. This request was discuss and it was noted that the Parish Council has no jurisdiction over highways and the noise emitted from motorbikes.</p> <p><b>Agreed</b> to advise the local residents to contact the police and Environmental Health, ideally with noise logs to call for speed and noise enforcement.</p>		
LPC24.25.67	<p><b>Joint working with Marazion Town Council – None.</b></p>		
LPC24.25.68	<p><b>Bank Signatories</b></p> <p><b>Resolved</b> – that Cllr S Oliver is appointed as the fifth signatory in the pool of authorised Councillor bank signatories on the Council's bank accounts held with Lloyds Bank and with Unity Trust Bank.</p>		
LPC24.25.69	<p><b>Review of Financial Regulations</b></p> <p>Members considered the draft revised Financial Regulations, based on the recently published Model Financial Regulations produced by NALC.</p> <p><b>Resolved</b> – that the Financial Regulations be approved and adopted.</p>		
LPC24.25.70	<p><b>Review of Asset Register and approval of Asset Register operational note</b></p>		

	<p>Members considered the revised format for the Council’s Asset Register, based on good practice and in line with the updated requirements set out in the Council’s Financial Regulations.</p> <p><b>Resolved</b> – to approve the revised format for the Asset Register, and to note that the current version is a work in progress. Actions agreed:</p> <ul style="list-style-type: none"> <li>- Remove the cemetery wall from the list of assets (cost of repair)</li> <li>- To sell the heat sensing camera as there is not a current or proposed use for it</li> <li>- List the projector screen as a disposal, gifted to the Oasis Centre.</li> </ul>
LPC24.25.71	<p><b>Confirmation of arrangements for insurance cover</b></p> <p><b>Agreed</b> – to seek quotes on a 3 year basis, to be an agenda item for the July Council meeting.</p>
LPC24.25.72	<p><b>Renewal of Microsoft365</b></p> <p><b>Resolved</b> – to renew the Office365 licences for Clerk and Councillors, as per quote and for this payment to be added to the payment scheduled.</p>
LPC24.25.73	<p><b>Update from the IT and Social Media Working Group</b></p> <p>Councillors from the Working Group updated on the latest matters considered:</p> <ul style="list-style-type: none"> <li>- How to use the IT service support. Agreed to work on the basis that Councillors using the council ipads contact Freemac Ltd but should check with the Clerk first</li> <li>- Councillors using their own device for council emails can request support related to the Council’s Outlook emails, but should check with the Clerk first</li> <li>- The IT &amp; Social Media working group can request support regarding website modification or facebook technicalities</li> </ul> <p>Making changes to the website – the focus to be on the activities of the Council, presentation to be clear and simple. A model which could be followed: St Erth Parish Council’s website. Clerk to make initial changes along these lines, and then to be reviewed.</p> <p>Facebook – Cllr Oliver is posting more items of local interest. Posting pdfs is proving to be a problem – to be resolved.</p> <p><b>Noted.</b></p>
LPC24.25.74	<p><b>To consider moving from a .org.uk domain to a .gov.uk domain for website and emails</b></p> <p><b>Agreed</b> in principle, and for the Clerk to attend the forthcoming webinar.</p>
LPC24.25.75	<p><b>Training</b> <i>To consider requests and opportunities for training</i></p> <p>None</p>
LPC24.25.76	<p><b>Finance report and bank reconciliation</b> - <i>To consider and note the budget monitoring report and bank reconciliation.</i></p> <p><b>Resolved</b> – to note the budget monitoring report and bank reconciliation.</p>
LPC24.25.77	<p><b>Correspondence/communications</b></p> <ol style="list-style-type: none"> <li>1. Email from a local resident, requesting safety improvements to Newtown Lane</li> </ol> <p><b>Agreed</b> - to reply to the resident advising that this it to be referred to the Cornwall Council Divisional Member, and refer to C.Cllr Martin.</p> <ol style="list-style-type: none"> <li>2. Email from Long Rock Memorial Institute Charity, regarding compensation <b>Noted</b></li> </ol>

	<p>3. Driving/enforcement at Castle Gate – the response received from the Cornwall Council Divisional Member was <b>noted</b>.</p>	
LPC24.25.78	<p><b>Agenda items for a future meeting</b></p> <ul style="list-style-type: none"> <li><i>i.</i> Any items deferred from this meeting</li> <li><i>ii.</i> CIL – use of funds</li> <li><i>iii.</i> Repair and renovation of the chapel building at Crowlas Cemetery – <i>to receive an update and agree on the next actions to take, including: Asbestos Management Plan; Funding application/s (National Lottery Heritage Fund)</i></li> <li><i>iv.</i> St Paul’s New Cemetery <ul style="list-style-type: none"> <li>a. To agree to start new second row, before the slope down to the bottom of the field (gets waterlogged in wet weather)</li> <li>b. To agree how to set out the cremated remains section</li> </ul> </li> </ul>	
	Meeting closed: 8.47 pm	Signed by Chair: .....