

LUDGVAN PARISH COUNCIL

Annual Parish Council Meeting – Wednesday 14th May 2014

Agenda

Public Participation Period.

Formal opening of the meeting.

- 1. Appointment of Chair**
- 2. Appointment of Vice-Chair**
- 3. Apologies for absence**
- 4. Minutes of the Monthly Parish Council Meeting on Wednesday 9th April 2014**
- 5. Declarations of interest in Items on the Agenda**
- 6. Dispensations**
- 7. Co-option of new Member**
- 8. Items to be considered under Standing Order 5(j)**
 - (a)** Review of the terms of reference for committees;
 - Accounts & Audit Committee
 - Employment Committee
 - Allotment Committee
 - (b)** Appointment of members to existing committees;
 - Accounts & Audit Committee
 - Employment Committee
 - 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;
 - To confirm Standing Orders as approved on 12 February 2014
 - To consider revised Financial Regulations
 - (e)** Review of representation on or work with external bodies and arrangements for reporting back;
 - Oasis Centre Management Committee
 - (f)** Review of inventory of land and assets including buildings and office equipment;
 - To approve the asset register
 - (g)** Confirmation of arrangements for insurance cover in respect of all insured risks;
 - To confirm this as part of the function of the Accounts & Audit Committee
 - (h)** Review of the council's and/or staff subscriptions to other bodies;
 - CALC
 - Campaign to Protect Rural England
 - 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; and
 - (l)** Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.

- 9. Cornwall Council – Planning Applications - For decision:**
- (a) [PA14/02635](#) - Gitchell Gitchell Lane Whitecross Ludgvan - Outline application for erection of three dwellings - Mrs Stephanie Miucci
 - (b) [PA14/03336](#) - Lower Trenowin Farm Ludgvan Penzance TR20 8BL - New Cornish hedging to enclose side garden and formalise parking area - Mr Philip Williams
 - (c) [PA14/03741](#) - Lower Trenowin Farm Ludgvan Penzance Cornwall TR20 8BL - Listed Building Consent for construction of new Cornish hedging to enclose side garden and to formalise parking area - Mr Philip Williams
 - (d) [PA14/03502](#) - Trevenice Lower Quarters Ludgvan Penzance TR20 8EL - Demolish existing single storey lean-to side extension and detached outbuilding, and build new single storey side extension with roof terrace above - Mr Mark Humphrey
- 10. Police Matters**
Crime Report April 2015
- 11. Comments from Cornwall Councillor - Mr Roy Mann**
- 12. Chairman's Report**
- (a) Penzance & Newlyn Town Framework
 - (b) Other items
- 13. Footpath Officers Report**
- 14. Clerk's Report**
- (a) Quarry meeting - 24th April 2014
 - (b) Review of Polling Districts & Polling Places
 - (c) Zennor Parish Council - Neighbourhood Plan
 - (d) Tolverth Field - Service Level Agreement
 - (e) Woodland Trust - free trees to commemorate the start of WWI
- 15. Finance Report**
- (a) Approval of Annual Return & Accounts
 - (i) Annual Accounts
 - (ii) Governance Statement
 - (iii) Earmarked Reserves
 - (iv) Internal Auditors Report
 - (b) Payment Schedule for approval
 - (c) Receipts
 - (d) Bank Reconciliation
 - (e) Budget Monitoring Report
- 16. Correspondence**
- (a) Planning Inspectorate - Long Rock Crossing Inquiry, 21st October 2014.
 - (b) St Aubyns Estates - Notice of rent increase, Long Rock Allotments.
 - (c) Cornwall Council - Housing Allocation Scheme: Review & Consultation
 - (d) Invite to opening of Penzance Astro-Park
 - (e) Poltair Hospital - Final Report
 - (f) Bus Route tender exercise - explanatory note.
 - (g) Penwith Landscape Partnership - request to support funding bid
- 17. Cornwall Council – Planning Decisions Advised to Council - For information:**
- (a) PA13/10165- Trink Lodge Old Coach Road Trink St Ives Cornwall TR26 3JQ - Retention of log cabin to accommodate a filtration plant and other ancillary apparatus/equipment. Erection of a lean to storage building. Retention of the vehicular access onto the Country Class III Road and the driveway linking the access to the site

- Mr Geoffrey Knights - REVISED PLANS - **APPROVED**
 - (b) PA13/11521 - Godolphin 41 Heather Lane Canonstown Hayle Cornwall TR27 6NG - Lawful Development Certificate for retention of converted domestic garage for use as annexe - Mr And Mrs J Burrows - **GRANTED**
 - (c) PA14/01902 - The Lodge Nancledra Penzance Cornwall TR20 8LQ - Construction of garden store rooms - Mr Booker - **APPROVED**
 - (d) PA14/01529 - Elm House Crowlas Penzance Cornwall TR20 8DS - Turn an area of unused garden next to house into a driveway - Mr Alan Spurgeon - **APPROVED**
 - (e) PA14/01245 - Blue Horizon Castle Gate Ludgvan Penzance TR20 8BG - Outline application (some matters reserved) Construction of two new dwellings and associated drainage. Relocation of vehicular access to serve Blue Horizon and two proposed dwellings - Mr & Mrs W R Leah - **REFUSED**
 - (f) PA14/01819 - Cornwall Farmers Ltd Ludgvan Penzance Cornwall TR20 8AA - siting of a directional sign - **APPROVED**
 - (g) PA14/01626 - Ludgvan House Lower Quarter Ludgvan Penzance Cornwall TR20 8EG - Outline Planning Application with all matters reserved: Proposed new dwelling in existing car park, REVISED PLANS - Mr Andrew Perkin - **APPROVED**
 - (h) PA14/02427 - Lower Menwidden Cottage Ludgvan Penzance TR20 8BN - Proposed two storey extension - Mr And Mrs Alexander Hutchison - **APPROVED**
- 18. Other Planning Matters; Planning Enforcement Cases, Appeals, etc.**
- (a) EN14/00653 - Splattenridden Lelant Downs Hayle Cornwall TR27 6LH - Alleged creation of a track along agricultural land.

FINANCE REPORT:

DATE: 14 MAY 2014

1. Payments for approval:

Ref:	Payee	Description	Cheque No:	Amount
9	South West Water	St Paul's Cemetery	D/D	10.33
10	Western Data Systems	2013/14 Payroll Processing	2826	35.00
11	Henry Rich	Maintenance	2827	318.52
12	David Gallie	Internal Audit Fee	2828	150.00
	S Hudson	Salary		1,143.96
		Mileage		55.80
		Phone		2.39
		Home Office		18.00
		Kaspersky Renewal		37.49
13		TOTAL		1,257.64
	HMRC - PAYE	Employee Tax & NI		176.04
		Employer NI		90.67
14		TOTAL		266.71
		GRAND TOTAL		<u>2,038.20</u>

SIGNED: 14th May 2014
R SARGEANT
CHAIRMAN