

# LUDGVAN PARISH COUNCIL

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**Chairman:**

Councillor Richard Sargeant

**Clerk to the Council:**

Steve Hudson

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**MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY, 14<sup>th</sup> MAY 2014, IN THE LUDGVAN OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN.**

[Subject to confirmation at the next monthly meeting]

**PRESENT:** Councillors R Sargeant (Chairman); P Vaughan (Vice-Chair) D Badcock; E Edwards; M Hollow; R Mann; M Parker; G Ronan.

**IN ATTENDANCE:** Steve Hudson (Clerk);

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**Public Participation Period;**

None.

**LPC 212 Appointment of Chair**

It was **RESOLVED** that Richard Sargeant be elected as Chair.

**LPC 213 Appointment of Vice-Chair**

It was **RESOLVED** that Peter Vaughan be elected as Vice-Chair.

**LPC 214 Apologies for absence**

Apologies were received from D Osmand and L Trudgeon.

**LPC 215 Minutes of the Monthly Parish Council Meeting on Wednesday 9<sup>th</sup> April 2014**

Having been previously circulated the minutes were approved as a true and correct record of the meeting and duly signed by the Chairman.

**LPC 216 Declarations of interest in Items on the Agenda**

Councillor Richard Sargeant declared a non-registerable interest in agenda item 9(d) and left the meeting during its discussion.

**LPC 217 Dispensations**

None.

**LPC 218 Co-option of new Member**

It was **RESOLVED** that Nigel Honess be co-opted as a Councillor.

**LPC 219 Items to be considered under Standing Order 5(j)**

It was **RESOLVED** that:

- (a) **the terms of reference for the following committees remain unchanged:**
  - **Accounts & Audit Committee**
  - **Employment Committee**
  - **Allotment Committee;**
- (b) **the membership of committees will be as follows:**
  - (i) **Accounts & Audit Committee - Councillors Sargeant, Edwards & Vaughan**
  - (ii) **Employment Committee - Councillors Sargeant, Edwards & Vaughan**
  - (iii) **Allotment Committee - Councillors Osmand, Parker & Trudgeon;**
- (c) (i) **Standing Orders as approved on 12 February 2014 be re-affirmed and**  
(ii) **that the revised Financial Regulations as circulated be adopted;**
- (d) **Councillor Sargeant be appointed as the Council's representative on the Oasis Centre Management Committee;**
- (e) **the asset register as circulated be approved;**
- (f) **arrangements for insurance cover in respect of all insured risks be delegated to the Accounts & Audit Committee;**
- (g) **the following subscriptions remain in place:**
  - (i) **CALC**
  - (ii) **Campaign to Protect Rural England**
  - (iii) **Society of Local Council Clerks;**
- (h) **the complaints procedure as circulated be adopted subject to the requirement to record all complaints;**
- (i) **the procedure for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 as circulated be adopted;**
- (j) **all dealings with the press or media be dealt with initially through the Chair or Vice Chair;**
- (k) **that meetings of the Council be held on the second Wednesday of each month and that they will commence at 7pm. The first fifteen minutes will be available for the public to address the Council if required.**

**LPC 220 Cornwall Council – Planning Applications - For decision;**

The Council's resolutions in respect of each application are shown in **BOLD** below

- (a) PA14/02635 - Gitchell Gitchell Lane Whitecross Ludgvan - Outline application for erection of three dwellings - Mrs Stephanie Miucci - **Object on the grounds that it constitutes new development in the open countryside.**
- (b) PA14/03336 - Lower Trenowin Farm Ludgvan Penzance TR20 8BL - New Cornish hedging to enclose side garden and formalise parking area - Mr Philip Williams - **No objection provided local materials and style are used.**
- (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 - **No objection provided local materials and style are used.**
- (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 - **No objection**

**LPC 221 Police Matters**

The Crime Report for April 2014 was noted.

**LPC 222 Comments from Cornwall Councillor - Mr Roy Mann**

Councillor Mann updated the Council on recent meetings he'd had regarding parking issues in Ludgvan, the proposed development of affordable homes on Blowing House Hill and the Penwith Community Hub.

**LPC 223 Chairman's Report**

The Chairman reported back from the meeting of the Penzance & Newlyn Town Framework Steering Group which is looking at housing sites in the light of requirements to increase the number of homes built during the period of the new Local Plan. The major impact on the Parish being a proposal for additional housing in Long Rock.

**LPC 224 Footpath Officers Report**

Councillor Ronan reported that the clearance of fallen trees on footpath 42 is in hand and that drainage works adjacent to footpath 45 near Rose-an-Grouse has been completed and the footpath re-instated.

**LPC 225 Clerk's Report**

- (a) The Review of Polling Districts & Polling Places was discussed and it was concluded that no comments needed to be passed on.
- (b) It was **RESOLVED** that prior to a detailed discussion of the Tolverth Field Service Level Agreement, provided by Cornwall Council, quotes for any maintenance work should be obtained.
- (c) It was **RESOLVED** that the Clerk explore the possibilities of accepting the offer from the Woodland Trust in respect of free trees to commemorate the start of WWI.

**LPC 226 Finance Report**

The Council received the Annual Return & Accounts and **RESOLVED** that:

- (a) **the Accounting Statements be approved;**
- (b) **the Annual Governance Statement be approved;**
- (c) **an Earmarked Reserve of £2,441, representing the balance on the Aggregate Fund, be set up for repairs and renewals;**
- (d) **the Internal Auditors report be noted;**
- (e) **the Payment Schedule (as appended) totalling £2,038.20 be approved for payment and be signed by the Chairman;**
- (f) **receipts totalling £15,095.27 be noted;**
- (g) **the bank reconciliation be noted;**
- (h) **the budget monitoring report be noted.**

**LPC 227 Correspondence**

- (a) The date for Long Rock Crossing Inquiry, 21st October 2014, was noted
- (b) It was **RESOLVED** that the notice of rent increase received for Long Rock Allotments be accepted.
- (c) The Cornwall Council Consultation on the Housing Allocation Scheme was noted with no comments to submit.
- (d) The Final Report into the future Poltair Hospital was noted.
- (e) The outcome of the Bus Route tender exercise and explanatory note was noted.
- (f) It was **RESOLVED** that although the Council supports the principle of preserving Penwith's moorland there was insufficient detail in the Penwith Landscape Partnership's submission to support its request to support a funding bid.

**Payment Schedule:**

Ref:	Payee	Description	Cheque No:	Amount
<b>9</b>	South West Water	St Paul's Cemetery	<b>D/D</b>	<b>10.33</b>
<b>10</b>	Western Data Systems	2013/14 Payroll Processing	<b>2826</b>	<b>35.00</b>
<b>11</b>	Henry Rich	Maintenance	<b>2827</b>	<b>318.52</b>
<b>12</b>	David Gallie	Internal Audit Fee	<b>2828</b>	<b>150.00</b>
	S Hudson	Salary		1,143.96
		Mileage		55.80
		Phone		2.39
		Home Office		18.00
		Kaspersky Renewal		37.49
<b>13</b>		<b>TOTAL</b>	<b>2829</b>	<b>1,257.64</b>
	HMRC - PAYE	Employee Tax & NI		176.04
		Employer NI		90.67
<b>14</b>		<b>TOTAL</b>	<b>2830</b>	<b>266.71</b>
		<b>GRAND TOTAL</b>		<b><u>2,038.20</u></b>