

LUDGVAN PARISH COUNCIL

Chairman:

Councillor Richard Sargeant

Clerk to the Council:

Steve Hudson

Brynmor,

St Ives Road,

Carbis Bay,

St Ives,

Cornwall TR26 2SF

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MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY, 10th JANUARY 2018, IN THE LUDGVAN OASIS CHILD CARE CENTRE, LOWER QUARTER, LUDGVAN.

PRESENT: Councillors: R Sargeant (Chair); R Mann (Vice-Chair); A Branchett; C Cartwright; M Hollow; D Osmand; M Squire; L Trudgeon.

IN ATTENDANCE: Steve Hudson (Clerk)

Public Participation Period

None

LPC 702 Apologies for absence

Apologies were received from Councillors D Badcock; J Hewett; N Honess; S Miucci

LPC 703 Minutes of the Parish Council Meeting on Wednesday 13th December 2017

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

LPC 704 Declarations of interest in Items on the Agenda

None

LPC 705 Dispensations

None

LPC 706 Cornwall Council – Planning Applications - For decision;

The Council's resolutions are shown in **BOLD** below:

- (a) PA17/11632 - The Cottage Gilly Lane Whitecross TR20 8BZ - Proposed porch and general alterations to provide a self-contained Annexe - Mr Round And Mrs Hughes - **No objection**
- (b) PA17/11523 - La Mouette Castle Road Ludgvan Penzance - Replacement Low-Energy Dwelling. (revision in relation to Approval PA16/10365: additional built element on West Elevation to form Dining Room area. - Mr And Mrs Jim And Dani Battle - **No objection**
- (c) PA17/10394 - Treas Lew Gilly Lane Whitecross Cornwall TR20 8BZ - Seasonal roundhouse, self contained, with septic tank for holiday use - Mr Nick Clift - **No objection**

LPC 707 Councillor Reports

(a) **Chair:**

The Chair referred to the planning protocol letter received in respect of the proposed development at Rainbow Meadow. Following discussion he concluded that a response

'agreeing to disagree' would be submitted.

(c) ***Other Councillors:***

- (i) Councillor Honess had e-mailed regarding the continued flooding being experienced near Rosevidney & Gitchell. The Clerk undertook to ask Cornwall Councillor Simon Elliott to invite the Transport Portfolio Holder to a site meeting.
- (ii) Councillor Cartwright stated that the kissing gate on footpath 103/17/5 had rotted and the Clerk was tasked with reporting this to Cornwall Council.

LPC 708 Clerks Report

(a) Budget & Precept 2018/19

The Clerk presented his report and it was **RESOLVED that:**

- (i) **the budget for 2018/19 as shown in appendix 1 be approved**
- (ii) **the precept for 2018/19 be set at £41,414**

(b) Boundary Review

Members discussed the three options produced by Cornwall Council and **RESOLVED that option 3 be supported.**

(c) Marazion Dune Management Plan: Final Report

It was **RESOLVED to support the Plan**

(d) Defibrillator training grant

Council noted the award of the grant.

(e) Neighbourhood Plan update

The Clerk updated the Council on the arrangements for the forthcoming consultation events and in respect of the production of postcards to be sent to all households it was **RESOLVED:**

- (i) **To accept the quote from Headland Printers.**

LPC 709 Finance Report

It was **RESOLVED that:**

- (a) **the Payment Schedule totalling £3,289.07 (appendix 2) be approved for payment and be duly signed by the Chairman;**
- (b) **receipts totalling £4,830.33 be noted;**
- (c) **the bank reconciliations be noted;**
- (d) **the budget monitoring report be noted.**

Ludgyan Parish Council
Annual Budget - By Centre

		<u>Last Year</u>		<u>Current Year</u>					<u>Next Year 2018/19 (Agreed)</u>			
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
100	<u>Administration</u>											
1076	Precept	33,244	33,244	0	0	34,487	0	34,487	34,487	41,414	0	0
1080	Interest Received	4	4	0	0	4	0	4	3	4	0	0
1090	Council Tax Support Grant	2,436	2,436	0	0	1,904	0	1,904	1,905	1,506	0	0
1110	Other Grants	558	1,368	0	0	558	0	558	650	800	0	0
	Total Income	36,242	37,052	0	0	36,953	0	36,953	37,045	43,724	0	0
4000	Clerk's Salary	18,190	18,193	0	0	18,372	0	18,372	11,482	15,576	0	0
4010	Employers NI	1,379	1,387	0	0	1,393	0	1,393	646	957	0	0
4060	Travel	750	752	0	0	750	0	750	476	750	0	0
4070	Office Expenses	1,250	792	0	0	1,250	0	1,250	970	1,250	0	0
4080	Advertising	600	0	0	0	600	0	600	0	600	0	0
4090	Subscriptions	950	933	0	0	950	0	950	983	1,000	0	0
4100	Insurance	750	751	0	0	751	0	751	708	725	0	0
4110	Audit Fees	350	350	0	0	350	0	350	350	350	0	0
4150	S137 and Other Grants	700	625	0	0	700	0	700	435	700	0	0
4160	Youth Club Grant	500	0	0	0	500	0	500	0	0	0	0
4170	Christmas Trees	225	242	0	0	250	0	250	0	250	0	0
4180	Deedstore	16	15	0	0	16	0	16	8	16	0	0
4190	Meeting Room Hire	360	360	0	0	360	0	360	360	360	0	0
4300	Website Development	100	0	0	0	100	0	100	60	100	0	0
4310	Website Maintenance	770	750	0	0	750	0	750	856	900	0	0
4320	Election Expenses	1,000	0	0	0	1,000	0	1,000	5,721	1,500	0	0
4330	Software - Initial Purchase	0	590	0	0	0	0	0	0	0	0	0

Ludgvan Parish Council
Annual Budget - By Centre

at 14:32

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year 2018/19 (Agreed)</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4340	Software - set up/training	0	200	0	0	0	0	0	0	0	0	0
4350	Software - Annual Licence	0	226	0	0	232	0	232	229	232	0	0
	Overhead Expenditure	27,890	26,165	0	0	28,324	0	28,324	23,284	25,266	0	0
	100 Net Income over Expenditure	8,352	10,887	0	0	8,629	0	8,629	13,761	18,458	0	0
6000	plus Transfer From EMR	0	0	0	0	0	0	0	3,000	0	0	0
	Movement to/(from) Gen Reserve	<u>8,352</u>	<u>10,887</u>			<u>8,629</u>		<u>8,629</u>	<u>16,761</u>	<u>18,458</u>		
120	<u>Long Rock Allotments</u>											
1210	Allotment Rents	350	438	0	0	370	0	370	240	450	0	0
	Total Income	350	438	0	0	370	0	370	240	450	0	0
4120	Maintenance	150	0	0	0	150	0	150	0	150	0	0
4130	Water	120	94	0	0	120	0	120	149	150	0	0
4140	Rents Payable	80	80	0	0	80	0	80	80	80	0	0
4330	Software - Initial Purchase	0	59	0	0	0	0	0	0	0	0	0
4340	Software - set up/training	0	20	0	0	0	0	0	0	0	0	0
4350	Software - Annual Licence	0	23	0	0	24	0	24	0	24	0	0
	Overhead Expenditure	350	276	0	0	374	0	374	229	404	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>162</u>			<u>(4)</u>		<u>(4)</u>	<u>11</u>	<u>46</u>		
130	<u>Church Hill Allotments</u>											
1210	Allotment Rents	1,450	1,403	0	0	1,568	0	1,568	870	1,620	0	0
	Total Income	1,450	1,403	0	0	1,568	0	1,568	870	1,620	0	0

Ludgvan Parish Council
Annual Budget - By Centre

at 14:32

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year 2018/19 (Agreed)</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4120 Maintenance	250	75	0	0	250	0	250	739	400	0	0
4130 Water	500	299	0	0	500	0	500	286	400	0	0
4140 Rents Payable	700	700	0	0	700	0	700	350	700	0	0
4330 Software - Initial Purchase	0	236	0	0	0	0	0	0	0	0	0
4340 Software - set up/training	0	80	0	0	0	0	0	0	0	0	0
4350 Software - Annual Licence	0	90	0	0	92	0	92	0	92	0	0
Overhead Expenditure	1,450	1,480	0	0	1,542	0	1,542	1,375	1,592	0	0
Movement to/(from) Gen Reserve	0	(77)			26		26	(505)	28		
140 Amenities											
1100 Footpath Grant	3,474	5,230	0	0	3,474	0	3,474	415	4,000	0	0
1130 Aggregate Fund Income	4,500	0	0	0	4,500	0	4,500	4,500	4,500	0	0
Total Income	7,974	5,230	0	0	7,974	0	7,974	4,915	8,500	0	0
4120 Maintenance	0	320	0	0	0	0	0	20	0	0	0
4200 Repairs	1,500	64	0	0	1,245	0	1,245	567	1,245	0	0
4400 St Pauls Amenity Area	682	682	0	0	682	0	682	512	750	0	0
4410 Churchtown Garden	210	210	0	0	210	0	210	158	430	0	0
4420 Aggregate Fund Expenditure	4,500	0	0	0	4,500	0	4,500	0	4,500	0	0
4430 Footpath Maintenance	3,474	2,945	0	0	3,474	0	3,474	2,210	4,000	0	0
4450 Long Rock Toilets	1,272	0	0	0	0	0	0	0	1,200	0	0
4460 Grass Cutting	250	285	0	0	290	0	290	240	290	0	0
4470 Green Initiatives	408	0	0	0	408	0	408	0	650	0	0
Overhead Expenditure	12,296	4,506	0	0	10,809	0	10,809	3,706	13,065	0	0

at 14:32

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year 2018/19 (Agreed)</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
140 Net Income over Expenditure	-4,322	724	0	0	-2,835	0	-2,835	1,209	-4,565	0	0
6001 less Transfer To EMR	0	0	0	0	0	0	0	4,500	0	0	0
Movement to/(from) Gen Reserve	(4,322)	724			(2,835)		(2,835)	(3,291)	(4,565)		
150 St Pauls Cemetery											
1200 Burial Fees	2,680	1,900	0	0	2,680	0	2,680	2,912	2,680	0	0
Total Income	2,680	1,900	0	0	2,680	0	2,680	2,912	2,680	0	0
4120 Maintenance	0	255	0	0	255	0	255	0	255	0	0
4130 Water	0	51	0	0	50	0	50	39	50	0	0
4330 Software - Initial Purchase	0	525	0	0	0	0	0	0	0	0	0
4340 Software - set up/training	0	83	0	0	0	0	0	0	0	0	0
4350 Software - Annual Licence	0	150	0	0	154	0	154	150	154	0	0
4460 Grass Cutting	1,120	1,050	0	0	1,120	0	1,120	788	1,230	0	0
4520 Sextons Duties	120	120	0	0	120	0	120	0	132	0	0
Overhead Expenditure	1,240	2,234	0	0	1,699	0	1,699	977	1,821	0	0
Movement to/(from) Gen Reserve	1,440	(334)			981		981	1,935	859		
160 Crowlas Cemetery											
1200 Burial Fees	500	262	0	0	500	0	500	2,100	500	0	0
Total Income	500	262	0	0	500	0	500	2,100	500	0	0
4120 Maintenance	0	0	0	0	0	0	0	0	0	0	0
4330 Software - Initial Purchase	0	100	0	0	0	0	0	0	0	0	0

at 14:32

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year 2018/19 (Agreed)</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4340	Software - set up/training	0	17	0	0	0	0	0	0	0	0	0
4350	Software - Annual Licence	0	30	0	0	30	0	30	30	30	0	0
4460	Grass Cutting	1,470	1,470	0	0	1,470	0	1,470	1,103	1,620	0	0
	Overhead Expenditure	1,470	1,617	0	0	1,500	0	1,500	1,133	1,650	0	0
	Movement to/(from) Gen Reserve	(970)	(1,355)			(1,000)		(1,000)	968	(1,150)		
200	<u>Neighbourhood Planning</u>											
1120	Neighbourhood Planning Grant	8,000	1,654	0	0	7,346	0	7,346	7,346	0	0	0
	Total Income	8,000	1,654	0	0	7,346	0	7,346	7,346	0	0	0
4020	Staff Cost/Other	4,500	2,635	0	0	5,797	0	5,797	2,023	13,676	0	0
4260	Grant Funded	8,000	1,654	0	0	7,346	0	7,346	3,713	0	0	0
4270	Reserve Funded	3,986	656	0	0	0	4,793	4,793	201	0	7,090	0
	Overhead Expenditure	16,486	4,945	0	0	13,143	4,793	17,936	5,937	13,676	7,090	0
	200 Net Income over Expenditure	-8,486	-3,291	0	0	-5,797	-4,793	-10,590	1,410	-13,676	-7,090	0
6000	plus Transfer From EMR	0	0	0	0	0	0	0	201	0	0	0
	Movement to/(from) Gen Reserve	(8,486)	(3,291)			(5,797)		(10,590)	1,610	(13,676)		
999	<u>VAT Data</u>											
115	VAT Refunds	0	600	0	0	0	0	0	1,313	0	0	0
	Total Income	0	600	0	0	0	0	0	1,313	0	0	0
515	VAT on Payments	0	1,313	0	0	0	0	0	548	0	0	0
	Overhead Expenditure	0	1,313	0	0	0	0	0	548	0	0	0

at 14:32

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year 2018/19 (Agreed)</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	0	(713)			0		0	764	0		
Total Budget Income	57,196	48,539	0	0	57,391	0	57,391	56,741	57,474	0	0
Expenditure	61,182	42,535	0	0	57,391	4,793	62,184	37,188	57,474	7,090	0
Net Income over Expenditure	-3,986	6,003	0	0	0	-4,793	-4,793	19,553	0	-7,090	0
plus Transfer From EMR	0	0	0	0	0	0	0	3,201	0	0	0
less Transfer To EMR	0	0	0	0	0	0	0	4,500	0	0	0
Movement to/(from) Gen Reserve	(3,986)	6,003			0		(4,793)	18,254	0		

Ludgvan Parish Council
Payments for Approval**Nominal Ledger Analysis**

Date	Payee Name	Reference	£ Total Amnt	£ VAT	A/c	Centre	£ Amount	Transaction Details
10/01/2018	Headland Printers	3111	222.00	21.00	4270	200	201.00	LLCA Map printing
10/01/2018	Steve Hudson	3112	1,127.68		4000	100	1,073.42	January Net Pay
					4060	100	26.10	January Mileage
					4070	100	10.16	January Phone expenses
					4070	100	18.00	January Office Costs
10/01/2018	HM Reveunue & Customs	3113	139.39		4000	100	74.78	January PAYE
					4010	100	64.61	January NI
10/01/2018	Paul Weston	3114	1,800.00		4020	200	1,800.00	NDP Consultancy Evidence Base
		Total Payments:	3,289.07	21.00			3,268.07	

Richard Sargeant Chair

10 January 2018