

Ludgvan Parish Council

Minutes – 8 October 2025

Minutes of the monthly meeting of Ludgvan Parish Council held on Wednesday 8 October 2025, held at the Murley Hall, Ludgvan. Commencing at 6.45pm

Councillors present: Councillors: S Miucci (Vice-Chair), L Brindley, A Groves, L Miucci, G Mortimer, C Rodda, M Wallis

In attendance: four members of the public

Cornwall Councillors in attendance: C.Cllr J Martin. Apologies had been received from C.Cllrs Line and Rogers.

Officer support: Clerk/RFO

The Chair welcomed those present and advised that there would be a change in the order of the agenda in order to bring some items forward in view of the interest of members of the public attending for specific agenda items.

AGENDA NO.	AGENDA ITEMS
LPC25.26.163	To record absences and note apologies for absence Apologies had been received from Cllr Porter.
LPC25.26.164	Co-option applications None received.
LPC25.26.165	Declaration of Acceptance of Office None
LPC25.26.166	<u>Declarations of Interest:</u> None.
LPC25.26.167	Member Dispensations None.
LPC25.26.168	Public Speaking A representative of the Mounts Bay Action Group spoke in support of their item of correspondence to be considered later in the meeting. They sought the support of the parish council in efforts to oppose the current planning application for Penzance Heliport. Also concern at element of the planning application for unrestricted access for private helicopters, which would appear to be totally unadministered, with no restrictions for private helicopters. Another local resident raised concerns at existing practice where helicopters circle while waiting to land, allegedly contravening the agreed flight path. Members of the Mounts Bay Action Group discussed with Councillors how the campaign could be strengthened. Growing Links Community Garden had been adversely affected by the helicopter activities. A question was raised about how and when the Penzance Heliport planning application would be decided. Cornwall Councillor Martin undertook to find out from Cornwall Council.
LPC25.26.169	Cornwall Councillor reports Cornwall Councillor Line had sent her apologies for the meeting and had circulated a written report which had been circulated before the meeting. Noted Cornwall Councillor Martin gave an update report which included:

	<ul style="list-style-type: none"> - Penzance Heliport planning application. Cllr Martin had expected the application to come forward, but both West and Strategic planning meetings in October had been cancelled. - An environmental health issue that has been reported and followed up - Initiatives through the Community Area Partnership: neighbourhood watch at St Erth; a schools SpeedWatch (resulting in motorists going to primary schools to answer questions – a pilot scheme) - Walk-throughs with the Highways Manager, carried out in Goldsithney and the next planned in St Erth, in readiness for applying for projects from the CAP fund in November. <p>C.Cllr Juliet Line had sent a written report including:</p> <ul style="list-style-type: none"> - erratic parking outside the school - recent visit to the quarry manager - aggregate fund, information would be sent through to the Clerk - heliport planning application, keeping up to date with concerns raised and progress with planning - A30 meeting with parish councillors and Cornwall Council, happy to liaise with Cornwall Council for the parish.
LPC25.26.170	<p>Penzance Heliport noise nuisance <i>To consider the Parish Council submitting a Freedom of Information request to Cornwall Council</i></p> <p>Members had been working on the wording for a FOI request which had been circulated prior to the meeting.</p> <p>Resolved that the wording for the Freedom of Information request as set out in the report was approved.</p> <p>Councillor Groves undertook to submit the FOI request on behalf of the Parish Council.</p>
LPC25.26.171	<p><u>Minutes of the meeting held on 10 September 2025</u></p> <p>Resolved – that the minutes of the meeting of the council, as above, having been circulated, be taken as read, approved and signed by the Chair as a true and accurate record of the meeting.</p>
LPC25.26.172	Clerk's update report – Noted
LPC25.26.173	Committee meeting minutes – None
LPC25.26.174	<p>Reports from Cllrs as representatives on outside bodies</p> <p>Councillor Groves had attended a recent police liaison meeting and updated Members, she had requested leaflets which can be circulated to local businesses.</p> <p>Councillors Groves and Mortimer had attended the Penwith CAP meeting and had found that there was a great deal of business covered, mostly Cornwall Council based.</p>
LPC25.26.175	<p>Reports from Cllrs from recent meetings <i>To consider reports and to Resolve to take action on recommendations to Council as appropriate.</i></p> <ul style="list-style-type: none"> i. A30 meeting with partner organisations <p>The report had been circulated prior to the meeting and was noted.</p> <ul style="list-style-type: none"> ii. Chair – meeting with quarry manager – Deferred to next meeting.
LPC25.26.176	Correspondence

	<p>Letter received from Mounts Bay Action Group, requesting action and support from the Parish Council.</p> <p>Members discussed and noted the correspondence received.</p>
LPC25.26.177	<p>Presentation – YMCA Cornwall (Penzance)</p> <p>A representative from YMCA Cornwall (Penzance) explained that many of their residents (aged 16 – 24) are provided with safe and secure accommodation and access to a support worker to help them move on to their next stage of life. Last year five young people went to university. 50 existing units of accommodation. The only YMCA accommodation for this purpose in the county. Only 170 supported units in the whole of the council. Usually 40 – 50 young people on the waiting list. An opportunity has arisen for the addition of 4 units on the Penzance site, and so fundraising is currently underway.</p> <p>Working to raise £250,000. Currently around £160,000. Work has started on one of the flats.</p>
LPC25.26.178	<p>Grant Application</p> <p>Grant application received from: YMCA Cornwall (Penzance) seeking funding towards cost of providing 4 new accommodation units for young people aged 16 – 24 in need of accommodation and support.</p> <p>Resolved – to award a grant of £500 to YMCA Cornwall, Penzance towards the new accommodation units.</p>
LPC25.26.179	<p>Planning Applications</p>
	<p>a) PA25/07052 – Fairfields, 34 Heather Lane, Canonstown, Hayle – First floor extension and associated alterations.</p> <p>Resolved - that the parish council has no objection to the proposed application, however request that the fibre cement cladding boards to be replaced either by render or natural wood in order to be sustainable in line with the Ludgvan Design Statement.</p>
	<p>b) PA25/05978 – 243 and 231 Treva Croft, St Ives Holiday Village, Lelant, St Ives – Extension of holiday occupancy from 10 months to all year round.</p> <p>Resolved – that the parish council objects to the application on the basis that the site is a holiday village and not appropriate for residential accommodation and so the 10 month restriction is appropriate.</p>
	<p>c) PA25/05786 – Managers Office, St Ives Holiday Village, Lelant – Application for tree works within TPO area consisting of works to various mixed species to avoid safety risks to people</p> <p>Resolved – that the parish council supports the application and asks that conditions are included. Where the tree survey advises trees where pruning and crown reduction is appropriate, these trees to be retained. The parish council will support the Cornwall Cornwall Tree Officer’s advice.</p>
LPC25.26.180	<p>Planning Appeal notification</p> <p>a) PA25/03762 – Tony Ellis Transport Depot, Lelant, St Ives – Conversion of block and steel barn to form 4 dwellings.</p> <p>Noted, and noted that the original comments submitted by the parish council on this application continue to apply.</p>

LPC25.26.181	5 day planning protocol – responses to 5 day planning protocol consultations sent to Cornwall Council in the last month <i>None in September.</i>																																										
LPC25.26.182	<p>Planning applications determined by Cornwall Council in past month:</p> <ul style="list-style-type: none"> i. PA25/05399 – Ty Calluna, 72 Heather Lane, Canonstown – Extension of existing balcony approved with conditions ii. PA25/00705/PREAPP – Hilly Field Cottage, Tregassack Road, Ludgvan – Pre application advice for restoration of dwelling closed, advice given iii. PA25/03980 – Land NW of Higher Carvossa Bungalow, Blowing House Hill, Ludgvan – Proposed low energy 3-bedroom self/custom build dwelling with garden studio refused iv. PA25/02761 – Former toilet block, Long Rock coastal footpath – Conversion of former toilet block and change of use to create a small office space and retention of associated works. Approved with conditions <p>Noted.</p>																																										
LPC25.26.183	<p>Schedule of Payments -</p> <p>Resolved - To approve the payments to be made, as set out in the schedule and with the addition of the grant of £500 to YMCA Cornwall (Penzance) as agreed earlier in the meeting.</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>To be paid by online banking:</i></td> </tr> <tr> <td>R Sanders</td> <td>2nd cut, LMP rights of way inv. 3620</td> <td>£5,260.02</td> </tr> <tr> <td>ICCM</td> <td>Membership 25.26</td> <td>£105.00</td> </tr> <tr> <td>SLCC</td> <td>Job advert, 2 weeks. Inv SD2453-1</td> <td>£240.00</td> </tr> <tr> <td>Hutchinson Marketing Ltd / Recruitment Today</td> <td>Job advert, issue 122 inv SI-3121</td> <td>£164.16</td> </tr> <tr> <td>Freya Cohen</td> <td>Allotment deposit refunds</td> <td>£50.00</td> </tr> <tr> <td>Bob Marns</td> <td></td> <td>£50.00</td> </tr> <tr> <td>Cornwall Council</td> <td>Elections recharges – 1 May 2025 uncontested election x 3. Inv. 8100613292</td> <td>£845.76</td> </tr> <tr> <td>Simon Rhodes garden and grounds care</td> <td>3rd quarter annual maintenance plus allotments gateposts and rubbish removal</td> <td>£1,228.39</td> </tr> <tr> <td>Ludgvan Parish Church</td> <td>Murley Hall Hire – meetings 10 Sept (Council), 17 Sept (A30), 3 Oct (shortlist), 8 Oct (int)</td> <td>£74.00</td> </tr> <tr> <td>Viking Direct</td> <td>Stationery (ink) inv 6424647</td> <td>£23.69</td> </tr> <tr> <td></td> <td>Staff costs, including salary, pension, NI, PAYE</td> <td>£3,976.11</td> </tr> <tr> <td>Louise Clifton</td> <td>Clerk's expenses September 2025 (Note 2)</td> <td>£75.41</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>To be paid by online banking:</i>			R Sanders	2 nd cut, LMP rights of way inv. 3620	£5,260.02	ICCM	Membership 25.26	£105.00	SLCC	Job advert, 2 weeks. Inv SD2453-1	£240.00	Hutchinson Marketing Ltd / Recruitment Today	Job advert, issue 122 inv SI-3121	£164.16	Freya Cohen	Allotment deposit refunds	£50.00	Bob Marns		£50.00	Cornwall Council	Elections recharges – 1 May 2025 uncontested election x 3. Inv. 8100613292	£845.76	Simon Rhodes garden and grounds care	3 rd quarter annual maintenance plus allotments gateposts and rubbish removal	£1,228.39	Ludgvan Parish Church	Murley Hall Hire – meetings 10 Sept (Council), 17 Sept (A30), 3 Oct (shortlist), 8 Oct (int)	£74.00	Viking Direct	Stationery (ink) inv 6424647	£23.69		Staff costs, including salary, pension, NI, PAYE	£3,976.11	Louise Clifton	Clerk's expenses September 2025 (Note 2)	£75.41
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LPC25.26.184	CIL Funds, Grants and s.137 Payments – <i>to review the balances of these funds and to approve expenditure from these funds if appropriate</i> Noted																																										
LPC25.26.185	Heather Lane issues <i>To agree arrangements for meeting with Heather Lane residents, Cornwall Councillor and Parish Council representatives (had been held in abeyance pending 2025</i>																																										

	<i>elections) Minutes 311 and 312 (2024/25) refer. Agreed not to action and to remove as an agenda item.</i>
LPC25.26.186	<p>Public Rights of Way</p> <p>1. Gilly Lane (footpath currently subject to DMMO with claim that it is a bridleway) – to consider a Parish Council representation on grounds of previous use and health and safety)</p> <p>Members were advised that the public right of way at Gilly Lane is currently marked on the definitive map as a footpath but there is an active claim for the path to be designated as a bridleway. The path had previously had a barrier across it to prevent use by those others than walkers. Local residents have been in contact with parish councillors who have been scared when coming face to face with horserider on a large horse in a lane too narrow for a walker to safely pass a horse. Council was asked to support calls for the path to continue to be designated a footpath.</p> <p>Resolved – to send a response to the DMMO consultation for footpath 40 (WCA 813), a statement from Ludgvan Parish Council: The Parish Council contends that the path has been used only as a footpath for over 40 years, and has significant health and safety concerns that the path is not safe for use by both horses and walkers.</p> <p>Agreed that this item will be reviewed at the next meeting.</p> <p>2. Requests for footpath improvements <i>to consider what action the Parish Council will take, if any, in response to requests for footpath improvements</i></p> <p>Defer to next months agenda.</p>
LPC25.26.187	<p>Security at the Allotments <i>To consider steps that the Parish Council may take.</i></p> <p>Members considered the concerns raised by allotment tenants. Ideas were considered. Agreed to maintain a watching brief.</p> <p>Resolved – to submit a bid to C.Cllr Martin’s Community Chest Fund (up to £500) for a new gate for the Church Hill allotment.</p>
LPC25.26.188	<p>Aggregate Fund</p> <p>Resolved that if appropriate, to submit an application to the Aggregate Fund for funding of £4,500 towards new gates for New St Paul’s Cemetery.</p>
LPC25.26.189	<p>Review of projects <i>To review projects and consider potential next steps and timescales. Noted.</i></p> <p>The Clerk reported that quotes had been received for cemetery gates (new gate for St Paul’s New Cemetery, and repairs to the Crowlas Cemetery gates). It was agreed that these would be considered later in the meeting after exclusion of the press and public.</p>
LPC25.26.190	Joint working with Marazion Town Council – <i>no update.</i>
LPC25.26.191	Cornwall Council consultation - Street Trading licensing application <i>Withdrawn.</i>
LPC25.26.192	<p>Review of Asset Register Management Protocol <i>To review the Asset Register operational note and to approve and adopt the revised draft Asset Register Management Protocol.</i></p> <p>Resolved – that the Asset Register Management Protocol be approved and adopted.</p>
LPC25.26.193	Training None.
LPC25.26.194	Finance report and bank reconciliation

	<p>Budget monitoring report and bank reconciliation – Noted.</p> <p>Resolved – when the new clerk is appointed, they are to be added as new cardholder for the Council’s Corporate Multipay Card Account, in addition to previous resolution that the newly appointed Clerk will be set up as an administrator of each of the parish council’s bank accounts.</p>	
LPC25.26.195	<p>Agenda items for a future meeting</p> <ul style="list-style-type: none"> <i>i.</i> Any items deferred from this meeting <i>ii.</i> Budget drafting for 2026/27 – November council meeting <i>iii.</i> Approving specification and tender for grounds works (grass cutting in cemeteries and amenity areas, grounds maintenance at allotments and amenity areas) for works from March 2026 onwards following semi-retirement of current contractor. (November meeting) <i>iv.</i> Invitation to CAB Cornwall to attend and speak to the council (Cllr C Rodda) <i>v.</i> Invitation to Head of Land and Property, St Aubyn Estates (November meeting) <i>vi.</i> Old Cornwall Society - <i>To consider a request for parish council support for the creation of a branch of the Old Cornwall Society for an area including Ludgvan parish (November meeting)</i> <i>vii.</i> How to protect the granite slab bridge in Crowlas [Cllr Miucci] 	
LPC25.26.196	<p>Exclusion of the press and public</p> <p>Resolved: that in accordance with s.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business.</p>	
LPC25.26.197	<p>To consider update on the Heads of Terms for the lease of land and agree any next appropriate actions No update. Remove as agenda item.</p>	
LPC25.26.198	<p>To receive a report from the Staffing Committee on recruitment of Clerk/RFO</p> <p>It was reported that the Staffing Committee had followed the recruitment process. Shortlisting had been carried out, and interviews held earlier that day. A job offer had been made to the successful candidate. Councillors will be informed when the appointment has been confirmed.</p>	
LPC25.26.199	<p>Cemetery Gates <i>To consider quotes received.</i></p> <p>Members considered quotes and designs received for replacement gates (New St Paul’s Cemetery) and repair of gates (Crowlas Cemetery)</p> <p>Resolved – to accept the quote from Ashley Pearce. Works to be funded from Reserves (CIL funds if possible) and from Aggregate Funding – application to be submitted.</p>	
	<p>Chair’s announcement</p> <p>In closing the meeting, Cllr S Miucci noted that it was the Clerk’s last meeting as Clerk/RFO to this parish council and, on behalf of the Council, thanked Louise for her dedicated work for the council and wished her well in her new jobs.</p>	
	Meeting closed: 9.06 pm	Signed by Chair: