



Luxulyan Valley Partnership Inaugural Meeting

Wednesday 27th May 2026 at 6pm
Luxulyan Memorial Institute
Luxulyan PL30 5EA

Voting Member Attendees:

Steve Burt, St Blaise Town Council
Jim Cleare, Friends of Luxulyan Valley
Michaela Linfoot, Luxulyan Parish Council
Louise Philips, Tywardreath and Par Parish Council
Sam Sinkins, Lanlivery Parish Council
Robin Stephenson, Friends of Luxulyan Valley

Other Attendees:

Shelley Porter, Pontsmill Turbine Group Administrator
Charlotte Evans, Cornwall Council officer
Sally Vincent, Clerk to Lanlivery PC and Clerk to Tywardreath & Par PC
Christine Wilson, Clerk to Luxulyan PC, Note-taker

Abbreviations: Attendees may be abbreviated with their initials; Parish Council (PC), Luxulyan Valley Partnership (LVP), Cornwall Council (CC), Friends of the Luxulyan Valley (FOLV), Cornwall Heritage Trust (CHT).

NOTES

The Chair opened the meeting at 6.00 pm.

1. **Welcome & Apologies.** SS welcomed everyone. No apologies.
2. **Election of Chair.** RS proposed Sam Sinkins as Chair; ML seconded.
CARRIED.
3. **Election of Vice-chair.** It was AGREED that Steve Burt would be Vice-chair.
4. **Alterations to the Terms of Reference.** It had been previously suggested that each organisation should have only one vote. The FOLV felt that it has the most involvement in the Valley and should remain with two votes. Others pointed out that some organisations would not agree to continue with the Partnership if some groups had more than one vote.
 - a. **One vote per group.** (proposed SS, 2nd ML) CARRIED. This now means that there are now seven voting members of the Partnership.

Charlotte Evans advised that it is unlikely that Cornwall Councillors will attend regularly.

- b. **Quorum.** It was AGREED that quorum should remain at 4 (four).
- c. **Meetings.** It was AGREED that there would be 2 (two) meetings per year.

5. Pontsmill Turbine Group.

- a. It was AGREED that the Pontsmill Turbine Group is a co-extensive and commensurate committee of the Luxulyan Valley Partnership; however, the Pontsmill Turbine Group has the power to proceed under the LVP Terms of Reference if the umbrella Partnership disbands.
- b. It was AGREED that there are 7 (seven) voting members of the Pontsmill Turbine Group and that at least 4 (four) votes are required to decide an application. It was CONFIRMED that all voting members of the Turbine Group are bound by the Code of Conduct for the organisation they represent. The voting members are:
 - 1 x councillor from Luxulyan PC
 - 1 x councillor from Lanlivery PC
 - 1 x councillor from St Blaise PC
 - 1 x councillor from Tywardreath & Par PC
 - 1 x representative from Friends of Luxulyan Valley.
 - 1 x Cornwall Councillor (either the local Ward Member or the Portfolio Holder for Environment and Climate Change)
 - 1x Cornwall Heritage Trust
- c. It was AGREED that there are 2 (two) funds available for grants.
 - i. The Capital Fund is currently £44,365.55 and is held in Nat West bank account 16180194. This fund is for capital projects within the Valley. The bank interest that accrues flows into the Pontsmill Community Fund.
 - ii. The Pontsmill Community Fund is for community groups that benefit people of the four parishes. Currently it stands at £3,894.54 + £150. £150 is held in a separate bank account (Nat West 16180186) for the Community Fund. The £3,894.54 stays in the capital fund account to accrue interest.
- d. It was AGREED that Shelley Porter is the **ADMINISTRATOR** of the Pontsmill Turbine Group. Her role will include insuring that each application has the required documentation before circulating the applications to the Turbine Group members. Applicants will be given Shelley's contact details to submit their form and documentation.

- e. It was CONFIRMED that Shelley Porter, Bob Hatton and Sam Sinkins are the only signatories on both Pontsmill Turbine Group bank accounts.
 - f. It was AGREED that applications for the Capital Fund must include written permission from the landowner(s) of the area(s) involved.
 - g. It was AGREED that the Administrator of the Fund would circulate the DRAFT minutes of each Turbine Group meeting to the various members of the LVP, including the Clerks of each parish council.
 - h. It was AGREED that each parish/town council and FOLV would receive the DRAFT minutes from each Turbine Group meeting and formally NOTE them in the financial section of their next ordinary parish/town council meeting.
 - i. It was AGREED that the DRAFT minutes of each Turbine Group meeting would be published on each parish council's website.
6. **Ratification of LVP Terms of Reference.** Including the agreed items Section 4 and Section 5 of these notes concerning the Pontsmill Turbine Group, the Terms of Reference for the Luxulyan Valley Partnership were APPROVED.
7. **Ratification of the Grant Application Eligibility Criteria and the Grant Application Form for the two Pontsmill Turbine Funds.** With reference to the agreed items in Section 4 and Section 5 of these notes, the Grant Application Form for the two Pontsmill Turbine Funds was APPROVED.
See Appendix 2 of the LVP Terms of Reference.
8. **Updates.** It is REQUESTED that reports be sent to the Chair and the Note-taker by email – preferably before, or immediately after – the meeting so that more detailed and accurate reports can be included in the notes.
- Reports on activity in the Valley focus the Partnership on its main mission: the proper maintenance, conservation and preservation of “the natural and historic features of this unique landscape so that it can continue to be enjoyed by the wider community for many years to come.”
- a. **Cornwall Council.** CE gave a brief verbal summary.
 - Christopher Bond is now the Valley Ranger.
 - Cormac business as usual. Replacement of bridge is complete. There will be some liner replacement and there are plans to fortify banks on lower tramway.
 - Looking into solar panel feasibility ground-mounted beside the turbine building OR on roof of possible new turbine house. Because the turbine will not be removed and because the site is hazardous, the turbine will have to be covered/enclosed.

- The turbine house or any solar panels beside the house are not inside the World Heritage Site so will not affect the status of the WH Site.
- b. **Cormac Ranger.** No report.
- c. **Lanlivery PC.** Nothing to report.
- d. **Luxulyan PC.** Nothing to report.
- e. **St Blaise TC.** Nothing to report.
- f. **Tywardreath & Par PC.** Nothing to report.
- g. **Friends of Luxulyan Valley.**
- RS reported a tree over a public footpath. CE noted the site. It was noted that the site is on private land. ML reported that the tree will be dealt with in the near future.
 - Events. Various walking tours, pond dipping, etc.
 - Tor to Shore been in touch. The project is now running. They would like to attend the LVP meetings. They haven't done anything in the Valley yet. Will attend the next FOLV trustees meeting.
 - Future events: Forest School; geo caching; history walk; Sat 24th Oct Open Day. Stalls available for Parish councils and CC.
 - Raised two issues with CHT 1) muddy patch at the viaduct. Would like an update on the project. 2) trees along the tramway are privately owned but the trees need to be assessed b/c there may be dangerous limbs, etc. Charlotte suggests Ainsley Cocks is the contact for the World Heritage Site to see if the tramway is at risk from the trees. It was pointed out that the old tramway is not a public right of way; walkers there are not on public land and may be trespassing. It was pointed out that many people walk along the old tramway regularly. SS requested that CE ask Ainsley to take a look at the trees.
- h. **Cornwall Heritage Trust.** No report.
- i. **Pontsmill Turbine Group.** See Note 5.
- j. **Cornwall Wildlife Trust.** It was AGREED that Tor to Shore project representative(s) will be invited to all meetings and to report.

9. Any other business.

- a. It was AGREED that a new webpage for the LVP should be on each parish/town council website. SV pointed out that this could incur costs for each of the parish/town councils.
- b. It was AGREED that the DRAFT notes of the LVP should be posted on the LVP webpages in the public domain.
- c. It was AGREED that the DRAFT minutes of the Pontsmill Turbine Group should be posted on the LVP webpages in the public domain.
- d. It was AGREED that all the necessary details for grant applications to the Pontsmill Turbine Group's funds should be posted on the LVP webpages in the public domain.

10. Date of Next Meeting — Wednesday, 11 November 2026. 6.00 pm at the Luxulyan Memorial Institute PL30 5EA. The FOLV trustees' meeting is immediately afterwards at 7.30 pm so the meeting must not drag on!

The Chair closed the meeting at 7.30 pm and thanked all for attending.

SIGNED:

THESE ARE DRAFT NOTES.

Chair: _____ Date: _____