

# LANTEGLOS-BY-FOWEY PARISH COUNCIL

## Minutes OF THE COUNCIL MEETING

HELD IN THE WI HALL, POLRUAN

MONDAY, 24<sup>th</sup> MARCH 2014 @ 7.00 pm

Minute	AGENDA ITEMS	Action																																								
	<p><u>Chairman's Welcome and Public Forum</u></p> <p>The Chairman welcomed those present, with a particularly warm welcome to the members of the public.</p> <p>The Chairman announced that Item 62/2014 would be brought forward to enable Mrs Thomson to leave early and that items 69/2014 and 70/2014 would be brought into the public session of the meeting.</p> <p>Mr Hill asked why the opening of tenders was to be dealt with in the closed session and was advised that it is the Council's standard and proper practice.</p> <p>Mrs Lynn Bartlett reported that Bones Meadow used to be known as Bones Hill or Soadys Hill, a piece of information for which the Chairman thanked her.</p> <p>a. <i>Police</i> – PCSO David Evans. Not present</p> <p>b. <i>County Councillor</i> – Cllr. Edwina Hannaford was not present so the Chairman read her report, copy attached.</p>																																									
49/2014	<p><u>Members' Declarations:</u></p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> None</p> <p>b. <i>Non-registerable interest</i> None</p> <p>c. <i>Declaration of Gifts</i> –None.</p> <p>d. <i>Dispensations</i> – None</p>																																									
50/2014	<p><u>Apologies for Absence</u> – Cllrs. Kelly and Jolliff</p>																																									
51/2014	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 24<sup>th</sup> February 2014, <b>APPROVED</b> as a true record</p> <p>b. <i>Planning Committee Meeting</i> – 24<sup>th</sup> February 2014, <b>APPROVED</b> as a true record</p> <p>c. <i>Extraordinary Meeting</i> – 18<sup>th</sup> March 2014, <b>APPROVED</b> as a true record</p> <p>d. <i>Planning Committee Meeting</i> – 18<sup>th</sup> March 2014, <b>APPROVED</b> as a true record</p>																																									
59a/2014	<p><i>Accounts for Payment</i> – Minute 60a/2014 was taken at this point. Schedule 2013/4-11, to a value of £6,333.67 was <b>APPROVED</b> for payment</p> <table><tr><th>Cheque Number / Item</th><th>Price</th><th>VAT</th><th>Total</th></tr><tr><td>1099: Mrs G. Thompson - March</td><td>64.80</td><td></td><td>64.80</td></tr><tr><td>1100: HMRC - incl. unpaid NI</td><td>347.52</td><td></td><td>347.52</td></tr><tr><td>1101: Mrs G. Thompson - expenses</td><td>114.12</td><td></td><td>114.12</td></tr><tr><td>1102: D Simpson and Son - repairs to area around seat</td><td>140.00</td><td></td><td>140.00</td></tr><tr><td>1103: Ms F. Garton - WC cleaning</td><td>420.00</td><td></td><td>420.00</td></tr><tr><td>1104: Mr T. Crapp - repairs to notice board</td><td>25.00</td><td></td><td>25.00</td></tr><tr><td>1105: WI - room hire</td><td>84.00</td><td></td><td>84.00</td></tr><tr><td>1106: CC Legal fees for Jan and Feb</td><td>4,281.86</td><td>856.37</td><td>5,138.23</td></tr><tr><td></td><td></td><td></td><td><u>£6,333.67</u></td></tr></table>	Cheque Number / Item	Price	VAT	Total	1099: Mrs G. Thompson - March	64.80		64.80	1100: HMRC - incl. unpaid NI	347.52		347.52	1101: Mrs G. Thompson - expenses	114.12		114.12	1102: D Simpson and Son - repairs to area around seat	140.00		140.00	1103: Ms F. Garton - WC cleaning	420.00		420.00	1104: Mr T. Crapp - repairs to notice board	25.00		25.00	1105: WI - room hire	84.00		84.00	1106: CC Legal fees for Jan and Feb	4,281.86	856.37	5,138.23				<u>£6,333.67</u>	
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	<p>proposals (due by March 2014).</p> <p>NOTE – once this had been produced CC will look to identify a suitable contractor to carry out the works in order to move this matter forward.</p> <p>No information available yet. Acting Clerk to chase Edwina Hannaford.</p> <p>e. <i>War Memorial</i> – Minute 32g/2014 refers. Members to receive an update.</p> <p>Councillor Helen Doe reported that at no cost a condition survey is partially completed with the costings still to come. The joint committee will consider all relevant points.</p> <p>f. <i>Storm Damage</i> – Minute 32h/2014 refers. Members to receive an update, regarding ownership of the ground above Back Steps and Betty Woons.</p> <p>It appears from a search at the Land Registry that the title to the land is unregistered and therefore the ownership is unknown. It is not the responsibility of County Highways.</p> <p><b>RESOLVED</b> that two members of the Planning Committee should go to the Land Registry in Plymouth to inspect the register. Cllr. Francis will collate a list of parcels of land to investigate from suggestions by any member.</p> <p>The visit to be an authorised duty for the purpose of travel expenses.</p> <p>g. <i>Polruan Play Area</i> – Minute 120b/2013 refers. Meeting of interested parties to be set up before the end of January 2014; to try to establish what sort of equipment is required, what area of land would be needed and to obtain an estimate of cost and possible funding and then take a formal proposal back to the Town Trust.</p> <p>No meeting has yet taken place so it was agreed that all interested parties should be invited to a <b>meeting on 14<sup>th</sup> April at 6pm in the WI Hall</b> Polruan with the intention that any agreed proposal could be discussed with the Town Trust immediately afterwards.</p>	<p>All Members</p> <p>Planning Committee</p> <p>Acting Clerk</p>
56/2014	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Residents' Parking Permit Scheme</i> – Minute 121c [iii]/2013 refers. Members to receive any response, following Cllr. Moore's mention of this in her Parish News report.</p> <p>There had been no response to the paragraph in the Parish Magazine. The anticipated cost is £4000 to set up such a scheme plus a fixed charge to all users.</p> <p><b>RESOLVED</b> not to pursue this any further</p>	
57/2014	<p><u>Defibrillator</u> – Minute 122/2013 refers. Mr Derek Walker, Cornwall Fire and Rescue Service (CFRS) advised they are currently reviewing the memorandum of understanding between CFRS and South West Ambulance Service Trust (SWAST). SWAST had indicated they would like to complete this before considering expansion of the scheme. He anticipates this work will be completed early in the new year and will discuss Polruan during the meetings.</p> <p>NO response from Derek Walker. Acting Clerk to chase.</p>	Acting Clerk
58/2014	<p><u>Administrative Matters</u> –</p> <p>a. <i>Postal Redirection Service</i> – Minute 142a/2013 refers. Members to receive an update, regarding the redirection of all PC correspondence to the Chairman's home.</p> <p>No response had been received from Mr. Charman.</p> <p>b. <i>Standing Orders review</i>. A new date is needed for a meeting of the working party.</p> <p>Cllr Francis will contact members to agree a new date in due course.</p>	Cllr. Francis
59/2014	<p><u>Financial Matters</u> –</p>	

	<p>a. <i>Accounts for Payment</i> – taken above.</p> <p>b. <i>Budget Monitor</i> – copy circulated at the meeting.</p> <p>c. <i>Insurance Cover</i> – Minute 33b/2014 refers. Members to consider a proposal, regarding an alternative insurer.</p> <p>Cllr Francis reported that details of a new policy had only just been received so he hoped to report to the next meeting.</p> <p>d. <i>Grant Applications</i> – Members to consider the following requests for a grant:</p> <p>i. Whitecross Village Hall - grant towards modernisation of the kitchen and to write a letter of support.</p> <p>ii. Cornwall County Playing Fields Association (CCPFA) –</p> <p>Further information is required in respect of both these applications.</p>	<p>Cllr. Francis</p> <p>Acting Clerk</p>
60/2014	<p><u>Correspondence / Documents Received</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Clerk's and Councils Direct</i> – March 2014.</p> <p>b. Copies of two emails from Cllr Hannaford re Bones Meadow.</p>	
61/2014	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – Tuesday, 29<sup>th</sup> April 2014 7pm at Whitecross VH.</p> <p>b. <i>F&amp;GP Committee Meeting</i> – 14<sup>th</sup> April 2014, 7.30 after TT meeting</p> <p>c. <i>Planning Committee Meeting</i> – Monday 31<sup>st</sup> March 7pm WI Hall Polruan. .</p>	
62/2014	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. Cllr. Wakeham reported that Simon Palmer was not able to take part in the proposed gritting scheme. At the suggestion of Cllr. Fisher it was agreed that an item should go on the next agenda to consider a scheme for the strategic placing of litter bins.</p>	
63/2014	<p><u>Public Participation</u> – the meeting was adjourned to enable members of the public to make any comments or ask questions on matters affecting the parish and its residents.</p> <p>a. Lynn Bartlett commented that the walking area at the top of Townsend was very good. Parking problems were for the most part caused by second home owners who parked anywhere.</p> <p>She also mentioned that the bad weather has washed away the diversion signs for Hall Walk.</p> <p>As far as the Play Scheme was concerned she felt that Bonny Bate has already been putting some ideas together and that the Regatta Committee would be interested in supporting any proposals.</p> <p>b. David Hill explained that the Clerk to the Town Trust had reported the defective two lights on the Quay to SEC who had made their own decision to disconnect them.</p>	
64/2014	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, <b>concerning staffing issues and contracts</b>, it was advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>	
65/2014	<p><u>Employment Tribunal</u> – Members received an update concerning the preparation of proofs of evidence.</p>	
66/2014	<p><u>Appointment of a Temporary or Locum Clerk</u> – Minute 44/2014 refers. <b>RESOLVED</b> that Cllrs Moore Doe and Francis, if available, carry out interviews and make an appointment for a temporary period of six months if suitable applications are received. Applicants to submit covering letter and CV. Use existing Job description and Person Spec to be agreed. The rate of pay</p>	

	agreed at £12 per hour based upon a ten hour week.	
67/2014	<u>Notice Boards</u> – Minute 45/2014 refers. Members to consider the cost of refurbishment with the cost of a new one. Cllr. Trueman reported that the cost of a new weather proof notice board was unrealistic in the present circumstances.  Cllr Wakeham to ask Whitecross VH if the signboard there can be moved.	Cllr Wakeham
68/2014	<u>Meeting closed</u> – at 20.45 pm.	

Signature: ..... (Cllr. Moore)  
Parish Council Chairman

Date: 29<sup>th</sup> April 2014