

LANTEGLOS-BY-FOWEY PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD IN THE WHITECROSS VILLAGE HALL
TUESDAY, 28th FEBRUARY 2017 @ 7pm

Present: Cllr. Adams (Chairman) Cllr. Fisher Cllr. T. Libby
Cllr. V. Libby Cllr. Moore Cllr. Talling
Cllr. Wakeham
In attendance: Mrs Thompson (Parish Clerk) County Cllr. Hannaford

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.</p> <p>Mr Ivan Tomlin, Planning for Results Ltd., addressed Members regarding Minute 20b[iii]/2017. He explained the history to the property. This is an application to revert to the two individual dwellings.</p> <p>Ms Joan Bunt said something needs to be done about the flooding in the layby by Bodinnick council houses. She will provide photographic evidence. Cllr. Hannaford emailed Highways and asked them to unblock the drain and to check it regularly for blockages. She pointed out the land is not adopted highway and the layby is owned by Cornwall Housing.</p> <p>The drain opposite the Ferry Inn is also blocked and Cllr. Hannaford reported this at the same time.</p> <p>Ms Bunt spoke of a recent incident when a lorry had failed to get on the Bodinnick Ferry, being too large, and had damaged the pub sign. Members felt the remedy was a sign warning large vehicles not to follow their SatNavs.</p> <p>A request was made that reports in the <i>Parish News</i> should include dates of forthcoming meetings. Contact numbers and website links for reporting potholes, etc. could be added to the report and included in the Minutes. Noted there is a link from the Parish Council's website.</p> <p>Ms Bunt said the lane outside the Bodinnick council houses needs clearing. Cllr. Shakerley, ably assisted by Mr Bradley Pearce, was thanked for clearing the drain at Pont.</p> <p>Members received reports from outside authorities as follows:</p> <p>a. <i>Police</i> – PCSO Steve Cocks sent his apologies and a written report. No crimes had been reported in the parish in January 2017. He had received a report of illegal parking in Fore Street, Polruan especially on the hill. Cllr. Adams said the replacement signage was ongoing.</p> <p style="padding-left: 20px;">i. <u>Devon & Cornwall Community Watch Association</u> – a letter had been received from Mr Keith Charman, DaCCWA Co-ordinator and a copy passed to PCSO Cocks. Mrs Michelle Fisher is the local Community Watch representative and the Police attend the Local Network meetings. In view of this Members did not feel any further action was needed in response to the letter.</p> <p>b. <i>County Councillor</i> – Cllr. Hannaford, to include:</p> <p style="padding-left: 20px;">i. <u>Street Cleaning, Polruan</u> – Cllr. Hannaford had asked if Zone 1 could be extended to include Zone 2, but not had heard anything back.</p> <p style="padding-left: 20px;">ii. <u>Bones Meadow</u> – Cllr. Hannaford said a meeting had been arranged for 3rd March and various CC officers will attend to clarify and seek to resolve the outstanding issues. Cllr. Adams said the meeting should be recorded / minuted. Cllr. Hannaford said new owners would be liable for any problems with the gabion wall in the future.</p>	

16/2017	<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> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – none.</p>	
17/2017	<p><u>Apologies for Absence</u> – Cllrs. Kelly and Trueman (ill health). Cllr. Shakerley was not present.</p>	
18/2017	<p><u>Casual Vacancy</u> – there had been no applications to fill the vacancy.</p>	
19/2017	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 31st January 2017, AGREED as a true record.</p> <p>b. <i>NDP Steering Group</i> – 14th February 2017, for information only</p>	
20/2017	<p><u>Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan (NP)</i> – Cllr. Moore reported various plots of land had been identified for potential development. The quotation for the next questionnaire from CRCC had been accepted. A further quotation for a Stage II Landscape Characteristic, Assessment that we might be able to share with Polperro/Lansallos, had been requested. A second funding application is to be made. The housing needs survey results have still not been provided by CC. Cllr. Moore said it had been identified there are three council houses in Polperro that are for sale – this at a time of proven local housing needs. Cllr. Hannaford had organized a meeting with Mr Adrian Pengelly, Cornwall Housing to consider this further. She said this should help to clarify the position – things are not as simple as first appears. Cllr. Moore said she was cross about this.</p> <p>b. <i>Planning Applications</i> – including any applications received after the agenda had been published.</p> <p>i. <u>PA17/00381, 8 St Saviours Hill, Polruan</u> – to revert the property from a single dwelling back into two dwellings as previously existed. SUPPORT.</p> <p>ii. <u>PA17/00708, Seaways, Cliff Rise, Polruan</u> – alterations to dwelling, namely re-cladding of dormers and garage. Change of window to small balcony with associated works. SUPPORT.</p> <p>iii. <u>PA17/01469, Street Record, East Street, Polruan</u> – Marine Management Organization (MMO) consultation for construction of a boat hoist. Members had NO COMMENT to make.</p> <p>iv. <u>PA17/00372/PREAPP, Lantivet House, Frogmore</u> – pre-application advice for replacement dwelling with garage and possible holiday letting annexe. Members would SUPPORT like for like, but not with a possible holiday annexe. Cllr. Fisher voted against this resolution.</p> <p>c. <i>Planning Applications Withdrawn</i> – information only.</p> <p>i. <u>PA16/09817, Trecoombe, Lanteglos Highway</u> – outline application for erection of one dwelling.</p> <p>d. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA16/11816 & PA16/11817, The Cider House, Yeate Farm, Fowey</u> – replacement windows and doors to property as shown.</p> <p>ii. <u>PA17/00146, The Secret House, 57 Fore Street, Polruan</u> – remove a large multi-stem sycamore trees in a Conservation Area.</p> <p>iii. <u>PA17/00273, The Moorings, Old Road, Bodinnick</u> – notification of proposed works to a tree in a conservation area.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>iv. <u>PA17/00036, and PA17/00037, Yeate Barn, New Road, Fowey</u> – replacement of windows and doors.</p> <p>e. <i>Section 106 Affordable Housing</i> – Minute 130d/2016 refers. This item was deferred to the March 2017 meeting, when the results of the Housing Needs Survey should be available.</p>	Clerk
21/2017	<p><u>Highway Matters</u> –</p> <p>a. <i>Green Lane, Coombeland</i> – Minute 07c/2017 refers. Mr Mark Brewster, Cormac had visited the site and spoken with the adjacent landowner. Mr Adrian Drake confirmed that he supports the PC filling in the “trench”, if repairs are made ‘like with like’, but CC does not have any budget to do the necessary work. Cllr. Talling said a culvert, to direct the water to the leat, would be needed.</p> <p>A letter had been sent to the landowner requesting he does not block the lane with a boat and car and his response had been circulated via email. The Clerk to write to the landowner to request a site meeting.</p> <p>b. <i>Lanteglos Highway</i> – Members considered:</p> <p>i. Provision of a ‘warning’ sign to attempt to reduce traffic speed. The landowner is agreeable to a sign being erected on his property. Cllrs. Talling and Wakeham will consider suitable signs and report to the March meeting.</p> <p>ii. Cars parked on the grass verge obstruct the views of vehicles existing from Poltec Lane. Cllr. Adams said we should invite residents to come up with a viable plan and meet with Members to discuss options. Members to hand deliver invitation letters to a site meeting.</p> <p>c. <i>Bodinnick Drains</i> – the recent storm caused gallons of silt and water, to run down Old Street straight into the river. All Highway issues can be reported on http://www.cornwall.gov.uk/transport-and-streets/roads-highways-and-pavements/report-a-problem-with-a-road-highway-or-footway/.</p>	<p>Clerk</p> <p>Cllrs. Talling / Wakeham</p> <p>Clerk / Members</p>
22/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Memorial Plaque</i> – it was RESOLVED to place a plaque on a seat on The Quay in memory of Cllr. Isabel Pickering. It was further AGREED to authorise Cllr. Val Libby to spend up to £75.</p> <p>b. <i>Waste Bin, Bodinnick</i> – Mr James Chudleigh, Biffa advised that Mr Luke Daniel had been mistaken in agreeing to empty the bin FOC. The Clerk had requested the bin is emptied weekly until the end of this financial year at a cost of £3.50+VAT per empty.</p> <p>c. <i>Purchase of St Saviour’s WCs</i> – Minute 08c/2017 refers. Ms Michelle Carter-Foster, Asset Valuation Manager, CC advised she is meeting with Mr Jon James to discuss toilet transfers on 3rd March and will respond more fully then, regarding the purchase of the freehold then.</p> <p>Mr Kevin Francis had retired and is unable to act as Members’ legal advisor in this matter. It was RESOLVED the Clerk would contact Caunters of Liskeard (Mr James Outten property partner)</p> <p>Cllr. Adams had asked Mr Bernie Smithson to rectify the blocked drain and repair the damaged lock.</p> <p>d. <i>Weed Spraying</i> – Minute 07a/2017 refers. Cllr. Adams said his next job will be to liaise with Cllrs. V. and T. Libby and provide the Clerk with a revised map showing the roads to be added to the weed spraying regime. He will also supply the Clerk with a list of private property owners whose shrubs are impeding the paths.</p> <p>Noted the unsightly and slippery spoil, left after the weeds are sprayed had been reported to Mr Adrian Drake. CC.</p> <p>e. <i>Lengthsman Scheme</i> – Minute 08d/2017 refers. The Clerk to contact Mary Tavy and Dobwalls PC and request details of their scheme. The response from Feock PC had previously circulated to Members.</p>	<p>Cllr. V. Libby</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Adams</p> <p>Clerk</p>

	<p>Cllr. Fisher will provide an A3 map of the parish and mark the drains that regularly need clearing. This could then be provided to a suitable operative. The Clerk to contact three local contractors from the approved list and request their daily / hourly rates for this work.</p> <p>Noted training is available from CC.</p>	<p>Cllr. Fisher Clerk</p>																																								
23/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2016/17-09 to a value of £1,957.80 was APPROVED for payment.</p> <table border="1"> <thead> <tr> <th>PAYMENTS</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Mrs Thompson - salary</td> <td>421.08</td> <td></td> <td>421.08</td> </tr> <tr> <td>HMRC</td> <td>283.92</td> <td></td> <td>283.92</td> </tr> <tr> <td>Mrs Thompson - expenses</td> <td>88.71</td> <td></td> <td>88.71</td> </tr> <tr> <td>Cc - planning training (Cllr. Moore)</td> <td>10.00</td> <td></td> <td>10.00</td> </tr> <tr> <td>Mrs Fisher - WC cleaning</td> <td>675.00</td> <td></td> <td>675.00</td> </tr> <tr> <td>Mr A. Sanchez - trimming around new benches</td> <td>300.00</td> <td></td> <td>300.00</td> </tr> <tr> <td>SSE Contracting Ltd - street lighting maintenance</td> <td>78.52</td> <td>15.70</td> <td>94.22</td> </tr> <tr> <td>Cllr. Moore - NP expenses</td> <td>84.87</td> <td></td> <td>84.87</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="border-top: 1px solid black;">£1,957.80</td> </tr> </tbody> </table> <p>Noted the bank reconciliation was made available for inspection.</p> <p>b. <i>Budget Monitor</i> – a copy of was made available at the meeting.</p>	PAYMENTS	Price	VAT	Total	Mrs Thompson - salary	421.08		421.08	HMRC	283.92		283.92	Mrs Thompson - expenses	88.71		88.71	Cc - planning training (Cllr. Moore)	10.00		10.00	Mrs Fisher - WC cleaning	675.00		675.00	Mr A. Sanchez - trimming around new benches	300.00		300.00	SSE Contracting Ltd - street lighting maintenance	78.52	15.70	94.22	Cllr. Moore - NP expenses	84.87		84.87				£1,957.80	
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24/2017	<p><u>Administrative Matters</u> –</p> <p>a. <i>Street Furniture</i> – bus shelter; seating; etc. Cllr. Adams to provide photographs and the document to then be placed on the website.</p> <p>b. <i>Public Conveniences</i> – Cllr. Adams had provided photographs of the public WCs managed by the PC. These will be incorporated into a document, which will then be placed on the website.</p> <p>c. <i>Parish Meeting</i> – 24th April 2017 in Polruan WI Hall. The Clerk to book the hall. Cllr. Adams will provide the Clerk with a list of local organisations, so that invitations can be sent to the Parish Meeting.</p> <p>d. <i>Parish Council Election 2017</i> – the deadline for return of the nomination packs to CC is 4th April. The Clerk can collect any completed forms at the March meeting and arrange delivery to CC.</p>	<p>Cllr. Adams Cllr. Adams Clerk Cllr. Adams / Clerk</p>																																								
25/2017	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>NALC Tree Charter Survey</i> – details previously circulated via email. The survey will be open until Tuesday 28th February 2017.</p> <p>b. <i>Better Planning : Better Farming</i> – leaflet from the NFU. Details previously circulated via email.</p> <p>c. <i>Operation Hedgehog</i> – poster to help your neighbourhood become hedgehog-friendly. Copy to be placed on the website.</p> <p>d. <i>Homes for Locals Forever</i> – information from the Homes for Locals seminar in Truro on 27th January. Details previously circulated via email.</p> <p>e. <i>Additional Road Safety and Drainage Schemes</i> – newsletter from CC. Details previously circulated via email.</p> <p>f. <i>Changes in the Water Industry</i> – from 1st April 2017 businesses will be able to choose a retail services supplier. NOTE – SW Water will continue to provide water and wastewater services.</p> <p>g. <i>Sustainable Drainage Systems (SuDS)</i> – Members to consider writing to Ms Sherryl Murray, MP to help reinforce the importance of the SuDS report's findings and recommendations. Details previously circulated via email.</p>	<p>Clerk</p>																																								

	<p>h. <i>National Plant Monitoring Scheme (NPMS)</i> – the aim is to collect data to provide an annual indication of changes in plant abundance and diversity. More information on: www.npms.org.uk. <i>Details previously circulated via email.</i></p> <p>i. <i>Clerks & Councils Direct</i> – March 2017. Taken by Cllr. Adams.</p> <p>j. <i>WC Business Rates</i> – letter from the North Coast Cluster Group (NCCG) to County Cllr. Adam Paynter that public conveniences, previously financed by CC, should be free of business rates (<i>previously circulated via email</i>). Cllr. Hannaford said the VOA had insisted that business rates are charged. It was RESOLVED to support the letter from the NCCG.</p>	Clerk
26/2017	<p><u>Future Agenda Items</u> –</p> <p>a. None.</p>	
27/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 28th March 2017, Whitecross Village Hall. It was RESOLVED to hold an Extraordinary meeting to consider the Lengthsman’s Scheme, War Memorial repairs and any other urgent matters, at 7pm on 14th March 2017.</p> <p>b. <i>NP Meeting</i> – 14th March 2017, following the Extraordinary Meeting.</p> <p>c. <i>Relay for Life</i> – a Cancer Research Event being held in Liskeard on 27th May 2017. For more details go to: www.cruk.org/relay.</p> <p>d. <i>Free War Memorials Workshop</i> – 8th March 2017, 9.45am – 1pm. To reserve a free place at the workshop visit www.eventbrite.co.uk/e/war-memorials-condition-survey-workshop-truro-tickets-28287176707 or contact Civic Voice on 0151 707 4319 or email info@civicvoice.org.uk.</p> <p>e. <i>Environmental Growth Challenge</i> – Eden Project, Wednesday 8th March 9am-4pm. Tickets £10 including lunch. <i>Details previously emailed</i>. See: https://www.eventbrite.co.uk/e/cornwalls-environmental-growthchallenge-2017-tickets-31056522896</p> <p>f. <i>Fowey Valley : creating a resilient treescape workshop</i> – 20th March 2017, 1000-1600, East Taphouse village hall</p>	Clerk
28/2017	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>	
29/2017	<p><u>War Memorials Trust</u> – Minute 07b/2017 refers. A site visit had been made and two options considered:</p> <p>a. Option 1 –</p> <ol style="list-style-type: none"> i. Replace and realign walls with concrete block and render ii. Realign Granite Pillars replace chain and hooks iii. Remove and lower concrete floor to display bottom lettering iv. Pressure wash Plinth only v. Repaint all lettering in black vi. Install new base floor using geo-mesh membrane and suitable granite chippings vii. Re-gravel two footpaths using geo-mesh and granite chipping <p>b. Option 2 –</p> <ol style="list-style-type: none"> i. Remove failed walls and replace with bespoke Cornish Hedge cost approx £250 per linear metre height 3ft with quoins at entrance. ii. Lower and replace floor with membrane and granite chippings iii. Pressure wash plinth only iv. Repaint lettering in black v. Re-gravel footpaths to memorial 	

	Option 1 was the preferred option and it was RESOLVED to contact three contractors from the approved list with details of Option 1 and request a quotation. Cllr. Adams will provide the list of contractors to the Clerk.	Clerk / Cllr. Adams
30/2017	<u>Frogmore WCs</u> – Minute 07f/2017 refers. The views of the National Trust are awaited. Noted the project has a maximum budget of £3,500.	Cllr. Adams
31/2017	<u>Parish Lighting</u> – Members considered a quotation from SSE Enterprise Lighting to carry out repairs to the lighting and AGREED to take no further action. Cllrs. Moore and Talling abstained and Cllr. Adams voted against the proposal.	
32/2017	<u>Meeting Closed</u> – 21.34pm.	

Signature: (Cllr. Adams)
Parish Council Chairman

Date: 28th March 2017