

LANTEGLOS-BY-FOWEY PARISH COUNCIL
NOTICE AND AGENDA OF THE FULL COUNCIL MEETING
TO BE HELD IN THE WHITECROSS VILLAGE HALL
TUESDAY, 25th JULY 2017 @ 7pm

Members of the public and press are invited to attend this meeting of the Council. It should be noted that meetings could be filmed or recorded by broadcasters, the media or members of the public.

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council, prior to the commencement of the meeting.</p> <p>Members to receive reports from outside authorities as follows:</p> <ul style="list-style-type: none"> a. <i>Police</i> – PCSO Steve Cocks. b. <i>County Councillor</i> – Cllr. Hannaford. c. <i>Liskeard & Looe Panel Meeting</i> – next meeting scheduled to be held on Monday, 9th October 2017 at Pelynt, 6.30pm. 	
100/2017	<u>Apologies for Absence</u> – Cllrs. Carter and M. Shakerley.	
101/2017	<p><u>Members' Declarations</u> –</p> <ul style="list-style-type: none"> a. <i>Pecuniary/Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda. b. <i>Non-registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest is apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – Members to renew dispensations for All Members i.r.o. Polruan Village Hall. 	
102/2017	<p><u>Minutes of Meetings</u> –</p> <ul style="list-style-type: none"> a. <i>Full Council Meeting</i> – 27th June 2017. 	
103/2017	<p><u>Planning Matters</u> – including any applications received after the agenda had been published.</p> <ul style="list-style-type: none"> a. <i>Neighbourhood Plan (NP)</i> – Members to receive an update, to include co-opting Mr Toby Wakeham to the Steering Group. NOTE – report of the Local Landscape Character Assessment Workshop previously circulated via email. b. <i>Planning Applications</i> – including any applications received after the agenda had been published. <ul style="list-style-type: none"> i. <u>PA17/05486, Lynton, Tinkers Hill, Polruan</u> – alterations and addition to bungalow including reconfiguring roof and extending decking. ii. <u>PA17/05683, Wycherley, 16 Meadow Close, Polruan</u> – garage extension. iii. <u>PA17/06314, Highview, Lanteglos Highway</u> – formation of a double garage. iv. <u>PA17/06361, 10 Ocean View, Polruan</u> – conversion of existing garage to kitchen / diner with front extension and new roof. 	Cllr. Moore

	<p>c. <i>Enforcement Cases</i> –</p> <p>i. <u>EN17/00177, 4 Bones Meadow, Greenbank, Polruan</u> – alleged construction of gabion basket design wall not being built in accordance with approved plans PA15/09540; namely safety concerns associated with the wall which is leaning out over the public footway and also the path which has not been surfaced. Case officer, Felicity Copplestone.</p> <p>ii. <u>EN17/00760, Old Fire Station, Townsend</u> – outside area being used to sell cars. Ms Felicity Copplestone, case officer had closed this case.</p> <p>NOTE – Ms Copplestone advised if the vehicles are for sale within the curtilage of the property then it can be investigated by planning enforcement as a change of use of the land. If a vehicle is being displayed for sale on the public highway then it may fall under the Clean Neighbourhoods and Environment Act 2005 which is dealt with by the Neighbourhoods and Public Protection Section of CC who can be contacted through: publicprotection@cornwall.gov.uk.</p>	
104/2017	<p><u>Highway Matters</u> –</p> <p>a. <i>Highway Signage</i> – Minute 89b/2017 refers.</p> <p>i. <u>Lanteglos Highway</u> – a ‘concealed entrance’ warning sign to be ordered.</p> <p>ii. <u>Betty Woons Sign</u> – update requested from Ms Fiona Lee, CC.</p> <p>iii. <u>Bodinnick Heights</u> – Mr Adrian Drake, Cormac reported he will arrange for the new sign to be installed in the revised location. Regrettably, street name plates have to be to a specific standard (shape, size and appearance) and he cannot offer a high visibility option.</p> <p>b. <i>Hall Terrace</i> – Minute 89d/2017 refers. Members to receive an update, regarding Cllr. Hannaford’s request to Cornwall Housing that potholes are repaired.</p> <p>c. <i>Speeding Traffic</i> – a resident had emailed to draw attention to the speed of traffic using Fore Street, Townsend and Greenbank. He suggested:</p> <ol style="list-style-type: none"> 1. Much larger speed limit signs replace the existing small ones. 2. LED speed indicating sign which would hopefully have a traffic calming effect 3. Request random visits by the traffic police. <p>d. <i>Street Cleaning</i> – Members to consider a complaint that use of a blower to clean the streets results in it blowing dust and detritus off the road onto adjoining properties, it is further alleged that it damages the road surface.</p> <p>e. <i>Whitecross to Vicarage Cross</i> – Members to consider a complaint i.r.o. low hanging trees and bushes. NOTE – photographs of the greenery previously circulated via email.</p> <p>f. <i>Green Lane, Coombeland</i> – Minute 89a/2017 refers. Members’ insurers and the Ramblers Association had both advised against the PC removing the obstruction, as this would make them liable for any damage to adjoining property.</p>	<p>Cllr. Talling / Clerk</p> <p>Information</p> <p>Cllr. Talling</p> <p>Information</p>
105/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Notice Boards</i> – Minute 90a/2017 refers. Members to receive an update i.r.o. installation of the new boards and removal of the old, to include consideration if the latter is fit to be refurbished. NOTE – Mr Bernie Smithson had been asked to undertake this work.</p> <p>b. <i>Parish Lighting</i> – Minute 98/2017 refers. Mr Mark Vincent reported CC will not adopting lighting that is on a private road. Members to confirm they will to accept the previous quotation for repairs to the existing lighting.</p>	

	<p>c. <i>War Memorial</i> – Minute 72b/2017 refers. Heritage Cornwall Ltd. was due to start works to the war memorial w/c 12th July 2017.</p> <p>d. <i>Street Maintenance</i> – Minute 72c/2017 refers.</p> <p>i. Lanhydrock Garden Services had been reminded to carry out the weed spraying urgently.</p>	<p>Information</p> <p>Information</p>
106/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2017/18-04.</p> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation to be verified in accordance with the Financial Regulations.</p> <p>c. <i>Bank Signatures</i> – Minute 91d/2017 refers. Cllrs. Fisher / Moore asked to ring bank and obtain mandatory forms. NOTE – Cllrs. M. Shakerley and Talling added as bank signatures</p> <p>d. <i>Asset Register</i> – Members to review the Asset Register, to include new items. Minute 73c/2017 refers.</p> <p>e. <i>Cornwall Community Flood Forum (CCFF)</i> – details previously circulated via email. Members to consider making a grant.</p>	
107/2017	<p><u>Administrative Matters</u> –</p> <p>a. <i>File Storage</i> – arrangements to be made to store the PC's files, equipment, etc. in the back room of Whitecross Village Hall.</p> <p>NOTE – a fire proof filing cabinet to be ordered.</p> <p>b. <i>Adoption of Policies and Strategies</i> – deferred from the June meeting. Note – documents previously emailed. Members to re-adopt the following:</p> <p>i. <i>Standing Orders</i> –</p> <p>ii. <i>Statement of Internal Control</i> –</p> <p>iii. <i>Asset Register</i> –</p> <p>iv. <i>Risk Assessments</i> –</p> <p>v. <i>Financial Regulations</i> – revised copy previously circulated via email.</p> <p>vi. <i>Freedom of Information Act</i> – publication scheme.</p> <p>vii. <i>Unreasonably Persistent and/or Vexatious Complaints</i> –</p> <p>viii. <i>Communications Strategy</i> –</p> <p>ix. <i>Social Media</i> – recording at meetings.</p> <p>x. <i>Complaints Policy</i> –</p> <p>c. <i>Website</i> – photographs needed for new Members. Minute 92c/2017 refers.</p>	Members
108/2017	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Cornwall Electoral Review</i> – Minute 93a/2017 refers. the Local Government Boundary Commission for England is undertaking an electoral review of CC. Members are invited to comment on the number of County Councillors. Cllr. Hannaford to forward a report that might prove helpful. Deferred from the June meeting.</p> <p>b. <i>Whitecross Village Hall</i> – thank you from the VH Committee i.r.o. Members' donation of £150 towards refurbishment work.</p> <p>c. <i>Deregulation of the Water Industry</i> – letter of explanation from SW Water.</p> <p>d. <i>Clerks & Councils Direct</i> – July 2017. Chairman's copy.</p> <p>e. <i>M&S Energy Community Fund</i> - M&S Energy has made £300,000 available to support community groups like across the UK. It is aimed at those seeking to raise money for a renewable energy based project in the community. See</p>	Cllr. Moore

	<p>www.mandsenergyfund.com/signup. Details previously circulated via email.</p> <p>f. <i>Off-street Parking Orders</i> – consultation i.r.o. CC’s proposal to consolidate all current off-street parking orders.</p> <p>g. <i>Cornwall Takes Tea with the World</i> – Town and Parish Councils, churches and community groups are asked to come together to help in bringing our Immigrants and Migrant Workers into the communities they are working in during this post Brexit time. Contact Bev Wilson on 07772565655 or email bwilson@inclusioncornwall.co.uk. Details previously emailed.</p> <p>h. <i>Vital Signs Questionnaire</i> – research questionnaire from Cornwall Community Foundation (CCF). Previously circulated via email.</p>	
109/2017	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a.</p>	
110/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – Tuesday, 26th September 2017. NOTE – no meeting to be held in August, except that the Chairman may call an Extraordinary Meeting if necessary.</p> <p>b. <i>NP Meeting</i> – TBC.</p> <p>c. <i>Code of Conduct Training</i> – CC had arranged an additional session in Liskeard on 27th July between.</p>	
111/2017	<p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.</p>	
112/2017	<p><u>Frogmore WCs</u> – Minute 97/2017 refers. Members to consider any quotations for the refurbishment work.</p>	
113/2017	<p><u>Meeting Closed</u> –</p>	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 17th July 2017

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