

LANTEGLOS-BY-FOWEY PARISH COUNCIL
NOTICE AND AGENDA OF THE FULL COUNCIL MEETING
TO BE HELD IN THE WHITECROSS VILLAGE HALL
TUESDAY, 26th SEPTEMBER 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. 	
114/2017	<u>Apologies for Absence</u> –	
115/2017	<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> – Cllrs. Carter, Kelly and M. Shakerley to sign their dispensation form i.r.o. Polruan Village Hall. 	
116/2017	<p><u>Minutes of Meetings</u> –</p> <ul style="list-style-type: none"> a. <i>Full Council Meeting</i> – 25th July 2017. 	
117/2017	<p><u>Planning Matters</u> –</p> <ul style="list-style-type: none"> a. <i>Neighbourhood Plan (NP)</i> – Members to receive an update. NOTE – CC proposed to offer for sale two properties in Chapel Lane. b. <i>Planning Applications</i> – including any applications received after the agenda had been published. <ul style="list-style-type: none"> i. <u>PA17/07228, The Cider House, Yeate Farm, New Road, Fowey</u> – install replacement windows and door to ground floor of property. The case officer, Ms Sarah Stevens, was unable to grant an extension and the application has subsequently been approved. ii. <u>PA17/07229, The Cider House, Yeate Farm, New Road, Fowey</u> – LBC to install replacement windows and door to ground floor of property. The case officer, Ms Sarah Stevens, was unable to grant an extension and the application has subsequently been approved. iii. <u>PA17/07403, 5 Fore Street, Polruan</u> – works to trees in a Conservation Area, namey remove the tree in garden of No.5 which abuts the garden of No.4 Fore Street. NOTE – Members are not formally consulted on this type of planning application. NOTE – CC decided not to make a TPO. 	<p>Cllr. Moore</p> <p>Information</p> <p>Information</p> <p>Information</p>

- iv. PA17/07693, Rose Cottage, 13 Chapel Lane, Polruan – alterations and extensions to existing property including dormer and rear external steps.
- v. PA17/07983, Seaways, Cliff Rise, Polruan – alterations to dwelling including erection of replacement garage and games room extension with associated works.

c. *Enforcement Cases* –

- i. EN17/00177, 4 Bones Meadow, Greenbank, Polruan – 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 Coplestone.
- ii. EN17/01478, Old Fire Station, Townsend – alleged change of use of part of land for vehicle sales.

NOTE – as the area is still being used for car sales, the case was reported again to Enforcement and to the Neighbourhoods and Public Protection Section of CC.
- iii. EN17/01604, Pieds Dans L'Eau, Lantegos – alleged breach of condition 5 (Construction Traffic Management Plan) of PA15/11192; namely contractors parking on road and not within the site compound. Case officer: Ms Felicity Coplestone.

d. *Planning Applications Approved by CC* – information only.

- i. PA17/04632, Land Adj. to 17 Kendall Park, Polruan – outline planning for proposed housing development of 5 dwellings with associated access. **Members supported this application.**
- ii. PA17/05012, Trethake Mill, Road from Pol-Tec Lane to Junction E of Tredudwell Cottage, Highway – removal of conditions 4 and 5 in respect of decision notice 5/10/81/00959/FLB dated 02.11.81. **Members supported this application.**
- iii. PA17/05246, Three Quarter Cottage, Bodinnick – demolition of glass conservatory to be replaced with side extension plus other various proposed works. It appeared to be very close to the existing footprint. **Members supported this application.**
- iv. PA17/05491, 18 Meadow Close, Polruan – alterations and additions to existing dwelling including 3-storey extension to side, conservatory extension at rear, replacement porch and some external cladding. **Members supported this application.**
- v. PA17/05683, Wycherley, 16 Meadow Close, Polruan – garage extension. **Members supported this application.**
- vi. PA17/06314, Highview, Lanteglos Highway – formation of a double garage. **Members supported this application provided there is adequate drainage and water does not run off onto the roadway.**
- vii. PA17/06336, Reading Room, West Street, Polruan – LBC: replacement of two softwood single-glazed sash windows with two hardwood double-glazed sash windows. **Members supported this application.**
- viii. PA17/06361, 10 Ocean View, Polruan – conversion of existing garage to kitchen/diner with front extension and new roof. **Members supported this application.**

118/2017	<p><u>Highway Matters</u> –</p> <ul style="list-style-type: none"> a. <i>Hall Terrace</i> – Minute 104b/2017 refers. Cllr. Hannaford advised this is a Cornwall Housing managed car park, but not all the homes are Cornwall Housing so private home owners are being asked for a contribution to the costs of mending the potholes. Cornwall Housing will then commission CORMAC to undertake the work. 	
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	<p>b. <i>Betty Woons Sign</i> – Members to confirm the name to be used on the replacement street sign. Minute 104a/2017 refers.</p> <p>c. <i>Speeding Traffic</i> – Minute 104c/2017 refers. Mr Adrian Drake provided a copy of the previous traffic speed survey results.</p> <p>d. <i>Parking</i> – Members to consider parking in the village and to seek any possible improvements. NOTE – the Chairman had written an article for the <i>Parish Magazine</i> setting out what the PC can and cannot do.</p> <p>e. <i>Street Gullies</i> – Members to consider a proposal to appoint a Member to be in charge of the lengthsman and deal with issues that arise. NOTE – the following gullies had been reported as requiring attention:</p> <ul style="list-style-type: none"> i. Pont; ii. Vicarage Cross and at the top of Trethake; iii. The blocked gully near 79 Fore Street, Polruan had been reported to highways (Ref. No.: 101003322440). <p>f. <i>Street Lighting</i></p> <ul style="list-style-type: none"> i. <i>Battery Lane</i> – Members views are sought on the removal of the last light in Battery Lane, to be replaced with solar lights affixed to a property's fence. ii. <i>Ocean View and Furze Park</i> – Minute 105b/2017 refers. Meeting with the residents concerned, to be held on Monday, 9th October 2017 at 7pm in the Polruan WI Hall. <p>g. <i>Green Lane, Coombeland</i> – Minute 104f/2017 refers. Legal advice had been obtained and the landowner informed that in creating the bund he could be held responsible for any resulting accident. He advised that a local contractor had undertaken to remove the bund with a mechanical digger. He will impress on him the urgency of this matter.</p> <p>h. <i>Whitecross to Vicarage Cross</i> – Minute 104e/2017 refers. Letters had been sent to landowners asking that they cut back trees / hedges to the statutory 17ft height limit.</p> <p>i. <i>Grass Verge, by Carne Hill Cottage</i> – a complaint had been received that lorries travelling to Polruan are encroaching onto the verge. Concern was expressed this could result in damage to the underground water pipe. NOTE – Mr Adrian Drake, Cormac pointed out any apparatus in the verge (that has been approved and installed to appropriate standards) would be at a depth where it shouldn't be damaged by the odd bit of overriding.</p>	<p>Cllr. Fisher</p> <p>Information</p> <p>Information</p> <p>Information</p>
119/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Notice Boards</i> – Minute 105a/2017 refers. Members to receive a progress report, to include consideration of making one good board made up from the remains at a cost of about £140.00.</p> <p>NOTE – new board has been purchased for Whitecross and sited in accordance with the wishes of Whitecross Village Hall committee.</p> <p>b. <i>Free Wi-Fi in Public Places</i> – Members to consider a suggestion for a joint bid to provide free Wi-Fi in places. Details previously circulated via email.</p> <p>c. <i>Public WCs</i> –</p> <ul style="list-style-type: none"> i. <u>St Saviour's</u> – the toilet had to be closed due to the amount of rain water getting into the building. ii. <u>Frogmore</u> – section of the windows in the ladies had 'fallen out'. Mr Ian Simpson had been asked to carry out repairs. iii. <u>The Quay</u> – spare keys held by Cllr. Adams. Mr Bernie Smithson has fitted new lock to Ladies cubicle door. <p>NOTE – a member of the public reported he had received an electric shock using the disabled facilities. An electrician had investigated and no fault found.</p>	

	<p>d. <i>Footpath Watcher</i> – Members to consider a suggestion they appoint a Footpath Watcher, to ensure footpaths are in good order and open to all.</p> <p>e. <i>Red Arrows</i> – notes from the ‘wash up’ meeting following the Red Arrows display, previously circulated via email.</p> <p>f. <i>Port Users Group (PUG)</i> – suggestions have been received from the public. Members to consider taking the following matters to the PUG:</p> <p>i. <u>Polruan Pontoon</u> –</p> <p>ii. <u>Boatyard Activities</u> – to include any possible impact on the environment.</p> <p>iii. <u>Crowd Funding</u> – to help finance improvements to the infrastructure.</p>	
120/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2017/18-05.</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. Members to receive an update i.r.o. adding Cllrs. M. Shakerley and Talling as bank signatures</p> <p>d. <i>Cornwall Community Flood Forum (CCFF)</i> – Minute 106e/2017 refers. Details previously circulated via email. Members to consider a proposal to make a grant. Deferred from the July meeting.</p> <p>e. <i>Employment Status</i> – Members to receive a verbal report, i.r.o. the employment status of the toilet cleaner.</p> <p>f. <i>Audit</i> –</p> <p>i. <u>2016/17 Audit</u> – Grant Thornton, the External Auditor, has approved the accounts without comment.</p> <p>ii. <u>Internal Auditor</u> – Members to confirm they wish to use Hudson Accountants Ltd. as the PC’s Internal Auditor for 2017/18.</p>	<p>Cllr. V. Libby</p> <p>Cllr. Carter</p> <p>Cllr. Carter</p>
121/2017	<p><u>Administrative Matters</u> –</p> <p>a. <i>Adoption of Policies and Strategies</i> – deferred from the July meeting. Note – document previously emailed. Members to re-adopt the following:</p> <p>i. <i>Social Media</i> – recording at meetings</p> <p>b. <i>Website</i> – photographs needed for new Members, i.e. Cllrs. Bunt, Carter, T. Libby, V. Libby, M. Shakerley and Talling. Minute 92c/2017 refers.</p>	<p>Members</p>
122/2017	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Neighbourhoods Overview and Scrutiny Committee Waste Collection and Cleansing Contract Inquiry</i> – CALC will attend this CC meeting, to be held on Friday, 29th September 2017. The Inquiry session involves the five Panel Members asking the witnesses/experts a number of questions in order to gain knowledge and enable them to recommend a preferred service delivery and shortlisted service design for future waste collections after 2020. Members are invited to make their views known.</p> <p>b. <i>Clerks & Councils Direct</i> – September 2017. Chairman’s copy.</p> <p>c. <i>Polruan Regatta and Children’s Sports Committee</i> – letter from the Committee thanking Mrs Michelle Fisher for ensuring that the Quay toilets were open and kept clean throughout the Regatta Day on Bank Holiday Monday. Members of the public were heard to remark on the cleanliness of the toilets. Thank you, too, to Members for allowing the toilets to remain open on a very busy day.</p> <p>d. <i>Countryside Alliance Awards 2017</i> – nominated by the public, the Awards recognise and honour those who routinely go the extra mile for their community. Nominations are open from now until 13th November 2017. Details previously circulated via email.</p>	

123/2017	<u>Information Only / Items for Future Agendas</u> – a.	
124/2017	<u>Diary Dates</u> – a. <i>Council Meeting</i> – Tuesday, 31 st October 2017. b. <i>NP Meeting</i> – TBC. c. <i>Free Winter Safety Event</i> – Tuesday, 19 th September 2017, 1-4pm @ Looe Community Fire Station. Details previously circulated via email. d. <i>Electoral Reviews of CC and the PCs of Cornwall</i> – Saturday, 14 th October 2017 at New County Hall, Truro (10am-4pm). The event is open to member and non-member councils and is your opportunity to find out how this will affect your council and your community. Lunch and Refreshments will be provided. The cost for the day is just £10/person. e. <i>Cornwall Rural Housing Assoc. AGM</i> – Friday, 29 th September 2017, 10.45am at The Pavilion Centre, Royal Cornwall Showground.	
125/2017	<u>Meeting Closed</u> –	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 18th September 2017

Contact: 12 Bonython Drive, Grampound, Truro, Cornwall, TR2 4RL.
Tel: 01726-884024
E-mail: clerk@lanteglosbyfowey.org.uk
Website: www.lanteglosbyfowey.org.uk