

LANTEGLOS-BY-FOWEY PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE WHITECROSS VILLAGE HALL

TUESDAY, 26th SEPTEMBER 2017 @ 7pm

Present: Cllr. Moore (Chairman) Cllr. Adams Cllr. Bunt
 Cllr. Carter Cllr. Fisher Cllr. T. Libby
 Cllr. V. Libby Cllr. M. Shakerley Cllr. Talling

In atten- Mrs Thompson (Clerk) County Cllr. Hannaford
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Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present, with a particularly warm welcome to the members of the public.</p> <p>Ms Margaret French spoke regarding Bodinnick Heights. She said it had never been resurfaced since she had lived there. It was now in a dangerous state. Cllr. Hannaford will ask Highways to look at the potholes on Bodinnick Heights and arrange for the gravel that has accumulated to be cleared.</p> <p>Ms Clare Hadley made a plea to revert to the name Betty Hewans (Minute 118b/2017 refers). She has local connections, going back many years, and the name was always Betty Hewans.</p> <p>Mr Adrian Bate said there are still errors on the PC's entry on CC's website, in particular Cllr. Moore is not shown as being the Chairman.</p> <p>Mr Trueman asked if meetings could be split between Whitecross and Polruan. The Clerk to put on a future agenda.</p> <p>Mr Bate referred to the letter about the parish lighting. He said CC had set a precedent in the village by paying for lighting on Battery Park, which is a private road. Cllr. Hannaford said she had previously pointed this out to CC.</p> <p>The Clerk to invite the Duchy of Cornwall to the Parish Lighting meeting on 9th October, as they own the road at Ocean View. An invitation letter also to be sent to Cornwall Housing Ltd.</p> <p>Members received reports from outside authorities as follows:</p> <p>a. <i>Police</i> – PCSO Steve Cocks sent his apologies and reported that from 1st July – 31st August 2017 there were five crimes, including a dog out of control causing injury, a communications act crime and three marine related thefts.</p> <p>b. <i>County Councillor</i> – Cllr. Hannaford said the Boundary Review of Cornwall had now formally commenced with a deadline of February 2018 for comments. Members will be consulted on the Waste Policy in due course. She had requested the Tinkers Green planning application goes to Committee.</p> <p>Resurfacing of the parking area at Hall Terrace had been authorised. Cllr. Bunt said there was no point in doing this unless the drain/gully just above the parking area is cleared, as water will continue to overflow and further damage the area. Cllr. Hannaford will ask Highways to look into this and add it to the regular maintenance schedule if not already on it.</p> <p>She will provide details of the new Highways management set up. She suggested the PC might like to approach the owners of land by Pont Bottom to help with flooding on the site. The Clerk to provide Cllr. Hannaford with the photographs of the recent flooding.</p> <p>c. <i>Liskeard & Looe Panel Meeting</i> – next meeting scheduled to be held on Monday, 9th October 2017 at Pelynt, 6.30pm.</p>	<p>Cllr Hannaford</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>vi. <u>PA17/08859, Pendennick, New Road, Fowey</u> – tree works to fell two large Monteray pine trees subject to a TPO. NO OBJECTION.</p> <p>vii. <u>PA17/08937, 18 Ocean View, Polruan</u> – conversion of garage to additional accommodation with 1st floor extension over and proposed entrance porch including other alterations. SUPPORT.</p> <p>c. <i>Enforcement Cases</i> – an update had been requested:</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 reported Information had been provided by the developer which is being assessed by planning enforcement, highways structures and engineering. Investigation remains ongoing.</p> <p>ii. <u>EN17/01478, Old Fire Station, Townsend</u> – alleged change of use of part of land for vehicle sales. Case officer, Felicity Copplestone reported the case had been closed as a recent site visit revealed that the vehicles for sale had been removed. Case closed.</p> <p>Members reported that vehicles with trade plates were parked on the road at the weekend. The Clerk to report to Public Protection.</p> <p>iii. <u>EN17/01604, Pieds Dans L'Eau, Lantegos</u> – 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 Copplestone reported that following several site visits it had been agreed to serve a Planning Contravention Notice to establish the contractors and subcontractors businesses, their vehicles and all other vehicles registered to any employee at the site. This can then be cross referenced to evidential photographs gained during site visits at the car park and surrounding areas.</p> <p>The Clerk to approach the owner / agent and request they ensure compliance with the Traffic Management Plan.</p> <p>d. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA17/04632, Land Adj. to 17 Kendall Park, Polruan</u> – outline planning for proposed housing development of 5 dwellings with associated access.</p> <p>ii. <u>PA17/05012, Trethake Mill, Road from Pol-Tec Lane to Junction E of Tredudwell Cottage, Highway</u> – removal of conditions 4 and 5 in respect of decision notice 5/10/81/00959/FLB dated 02.11.81.</p> <p>iii. <u>PA17/05246, Three Quarter Cottage, Bodinnick</u> – 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.</p> <p>iv. <u>PA17/05491, 18 Meadow Close, Polruan</u> – alterations and additions to existing dwelling including 3-storey extension to side, conservatory extension at rear, replacement porch and some external cladding.</p> <p>v. <u>PA17/05683, Wycherley, 16 Meadow Close, Polruan</u> – garage extension.</p> <p>vi. <u>PA17/06314, Highview, Lanteglos Highway</u> – formation of a double garage.</p> <p>vii. <u>PA17/06336, Reading Room, West Street, Polruan</u> – LBC: replacement of two softwood single-glazed sash windows with two hardwood double-glazed sash windows.</p> <p>viii. <u>PA17/06361, 10 Ocean View, Polruan</u> – conversion of existing garage to kitchen/diner with front extension and new roof.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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118/2017	<p><u>Highway Matters</u> –</p> <p>a. <i>Hall Terrace</i> – Minute 104b/2017 refers. Covered by Cllr. Hannaford's report above. She was asked to follow up clearing the drains and the removal of the wall. She pointed out that this involves dealing with two different departments / organisations.</p> <p>b. <i>Betty Woons / Hewans Sign</i> – Minute 104a/2017 refers. Cllr. Moore spoke regarding the background and advised the Language Panel are of the opinion that Betty Woons is the correct option. It was RESOLVED to request the sign in the name of Betty Hewans, in accordance with local knowledge.</p> <p>Cllr. Moore said a lady had fallen on Betty Hewans lane and been injured. It had been established the owner of the adjacent property does not own the land and CC also denied ownership. The Clerk to make a search of the Land Registry.</p> <p>The sign at the junction of School Lane with Fore Street had been broken off. The Clerk to request a replacement from Highways.</p> <p>Two wooden sign posts, one indicating Mixtow and the other Penpol, require repair. The Clerk to report to Highways.</p> <p>c. <i>Speeding Traffic</i> – Minute 104c/2017 refers. Mr Adrian Drake, Cormac provided a copy of the previous traffic speed survey results. He acknowledged these clearly indicate there wasn't a speeding issue before the introduction of the 20mph limit. When the 30mph limit was in place, the mean speed was at or around 20mph. Likewise, accident statistics do not suggest the area is dangerous. He pointed out the size of the signage is all that is legally permitted. He added a permanent flashing sign would cost the community around £9k-£10k (assuming there is easy access to power) – the solar ones are more and generally unreliable.</p> <p>Cllr. Hannaford said she had requested a temporary speed sign, but there is a waiting list. The Clerk to request the 'SLOW' sign on the road needs repainting.</p> <p>d. <i>Parking</i> – Members considered a complaint that the renewed parking restrictions in the village had not been widely advertised, but Cllr. Moore pointed out it had been included in several issues of the <i>Parish Magazine</i>.</p> <p>She had written an article for the <i>Parish Magazine</i> setting out what the PC can and cannot do. Cllr. Adams said there was space for parking behind the new Fire Station. The Clerk to seek to establish ownership.</p> <p>e. <i>Street Gullies</i> – it was RESOLVED to appoint Cllr. Adams to liaise with the Lengthsman and deal with issues that arise. A budget of £300 p.m. to keep the drains clear was APPROVED.</p> <p>Noted the following gullies require attention, but Members felt the blockages were too much for the Lengthsman to deal with. It was RESOLVED to ask Highways to clear the drains, on the understanding that the PC's Lengthsman would then deal with any future problems. Members drew up a priority list and the Clerk arrange a meeting with Mr Paul Allen, County Cllr. Hannaford and Cllr. Adams.</p> <ol style="list-style-type: none"> Pont; Vicarage Cross; Top of Trethake; Butts Park; Frogmore Farm; Top of Bodinnick. <p>The blocked gully near 79 Fore Street, Polruan had been reported to highways (Ref. No. 101003322440). It had not been cleared. The Clerk to remind Highways</p>	<p>Cllr. Hannaford</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p>f. <i>Street Lighting</i></p> <p>i. <i>Battery Lane</i> – Ms Louise Kidd had obtained permission from CC to remove a telegraph pole and street light, opposite her property. It is intended that Western Power will carry out the work during the second week of October. If a new street light is required, they will leave enough cable for it.</p> <p>Cllr. Adams had not received the emails. The Clerk to recirculate them.</p> <p>The Clerk to also establish where the new light is to be sited.</p> <p>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> <p>The Clerk to confirm with Ms Amy Looker, CC that if the lights are brought up to standard, would CC consider adopting them.</p> <p>g. <i>Green Lane, Coombeland</i> – Minute 104f/2017 refers. Discussion on this item was deferred to the Closed Session.</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.</p> <p>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>Clerk</p> <p>Clerk</p> <p>Clerk</p>
119/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Notice Boards</i> – Minute 105a/2017 refers. It was RESOLVED to build one good board made up from the remains of two old ones, at a cost of about £140.00. This would then be used to replace the current one at Whitecross. The current board to be put into storage in liaison with Mr Gavin Shakerley.</p> <p>A new board had been purchased for Whitecross and will be sited in accordance with the wishes of Whitecross Village Hall committee.</p> <p>b. <i>Free Wi-Fi in Public Places</i> – the Clerk to check with Mr David Read, CC if he plans to put together a joint bid with other PCs in the Community Network.</p> <p>c. <i>Public WCs</i> –</p> <p>i. <i>St Saviour's</i> – the toilet had to be closed for approx. 36 hours due to the amount of rain water getting into the building.</p> <p>ii. <i>Frogmore</i> – section of the windows in the ladies had 'fallen out'. Mr Ian Simpson had been asked to carry out repairs. The Clerk to remind Mr Simpson.</p> <p>iii. <i>The Quay</i> – Cllr. Adams had given the spare keys to Cllr. Fisher. Mr Bernie Smithson had fitted new lock to ladies' cubicle door and replaced the corroded toilet seat in the disabled cubicle.</p> <p>Noted 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 considered a suggestion to appoint a Footpath Watcher, to ensure footpaths are in good order and open to all, but they did not feel this was necessary. The Clerk to check with Mr Sanchez when the PROWs are due for their second cut and to check with Lanhydrock Garden Services when the next weed spray is due.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk Clerk</p>

	<p>PROW 613/19/1 – the Clerk to obtain a quotation from Mr Sanchez to cut back the overhanging trees on this path.</p> <p>e. <i>Red Arrows</i> – Cllr. M. Shakerley's notes from the 'wash up' meeting following the Red Arrows display, were previously circulated via email.</p> <p>f. <i>Port Users Group (PUG)</i> – it was RESOLVED to take the following matters to Capt. Thomas, Fowey Harbour Board:</p> <ul style="list-style-type: none">i. <u>Polruan Pontoon</u> – this has been removed, but the public would like it to remain in situ longer. There is a new pontoon at Penmarlem but it had not been connected to the jetty.ii. <u>Boatyard Activities</u> – to include any possible impact on the environment. No further action.iii. <u>Sand Dredging</u> – sand from the sand bar previously had been used to replenish the sand on Front Beach.iv. <u>Crowd Funding</u> – a volunteer had offered to set up a crowd funding bid to help finance improvements to the infrastructure, as outlined above.	<p>Clerk</p> <p>Clerk</p>																																																																												
120/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2017/18-05, to a value of £10,173.39 was APPROVED for payment.</p> <p>The cheque to Heritage Cornwall Ltd. to be held until the company has completed the work – the lettering remains outstanding and needs to be completed in time for the Remembrance Service.</p> <table><thead><tr><th>PAYMENTS</th><th>Price</th><th>VAT</th><th>Total</th></tr></thead><tbody><tr><td>Mrs Thompson - salary</td><td>561.28</td><td></td><td>561.28</td></tr><tr><td>HMRC</td><td>143.16</td><td></td><td>143.16</td></tr><tr><td>Mrs Thompson - expenses</td><td>65.86</td><td></td><td>65.86</td></tr><tr><td>Mrs Fisher - WC cleaning</td><td>700.00</td><td></td><td>700.00</td></tr><tr><td>Mr A. Sanchez - grass cutting @ Whitecross Green</td><td>100.00</td><td></td><td>100.00</td></tr><tr><td>Mr B. Smithson - notice boards + repairs to The Quay WCs</td><td>240.00</td><td></td><td>240.00</td></tr><tr><td>SSE Enterprise - parish lighting routine maintenance</td><td>235.56</td><td>47.11</td><td>282.67</td></tr><tr><td>AED Locator (EU) Ltd - Bodinnick defibrillator annual charge</td><td>315.00</td><td>63.00</td><td>378.00</td></tr><tr><td>Red 17 - notice board</td><td>609.00</td><td>121.80</td><td>730.80</td></tr><tr><td>Viking - fireproof filing cabinet</td><td>999</td><td>199.80</td><td>1,198.80</td></tr><tr><td>EDF Energy - public conveniences</td><td>201.27</td><td>3.18</td><td>204.45</td></tr><tr><td>CC - Quay WC rates</td><td>140.00</td><td></td><td>140.00</td></tr><tr><td>CC - St Saviour's WC rates</td><td>119.00</td><td></td><td>119.00</td></tr><tr><td>EDF Energy - Parish Lighting</td><td>343.22</td><td>8.40</td><td>351.62</td></tr><tr><td>SW Water - Frogmore WCs</td><td>32.92</td><td></td><td>32.92</td></tr><tr><td>SW Water - St Saviours WCs</td><td>146.43</td><td></td><td>146.43</td></tr><tr><td>Heritage Cornwall Ltd - repairs to war memorial</td><td>3,982.00</td><td>796.40</td><td>4,778.40</td></tr><tr><td></td><td></td><td></td><td>10,173.39</td></tr></tbody></table> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation was verified in accordance with the Financial Regulations by Cllr. V. Libby.</p> <p>c. <i>Bank Signatures</i> – Minute 91d/2017 refers. Cllrs. M. Shakerley and Talling had visited the bank and submitted their paperwork.</p> <p>d. <i>Cornwall Community Flood Forum (CCFF)</i> – Minute 106e/2017 refers. Cllr. Carter will establish what resources the CCFF could provide.</p> <p>e. <i>Employment Status</i> – Cllrs. Fisher, T. Libby and V. Libby left the meeting whilst this item was discussed. Cllr. Carter had liaised with the toilet cleaner and subsequently completed the HMRC online form. The result being that Mrs Michelle Fisher is considered to be self-employed. The Clerk to ask Mrs Fisher for her UTR number.</p>	PAYMENTS	Price	VAT	Total	Mrs Thompson - salary	561.28		561.28	HMRC	143.16		143.16	Mrs Thompson - expenses	65.86		65.86	Mrs Fisher - WC cleaning	700.00		700.00	Mr A. Sanchez - grass cutting @ Whitecross Green	100.00		100.00	Mr B. Smithson - notice boards + repairs to The Quay WCs	240.00		240.00	SSE Enterprise - parish lighting routine maintenance	235.56	47.11	282.67	AED Locator (EU) Ltd - Bodinnick defibrillator annual charge	315.00	63.00	378.00	Red 17 - notice board	609.00	121.80	730.80	Viking - fireproof filing cabinet	999	199.80	1,198.80	EDF Energy - public conveniences	201.27	3.18	204.45	CC - Quay WC rates	140.00		140.00	CC - St Saviour's WC rates	119.00		119.00	EDF Energy - Parish Lighting	343.22	8.40	351.62	SW Water - Frogmore WCs	32.92		32.92	SW Water - St Saviours WCs	146.43		146.43	Heritage Cornwall Ltd - repairs to war memorial	3,982.00	796.40	4,778.40				10,173.39	<p>Clerk</p> <p>Cllr. Carter</p> <p>Clerk</p>
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	<p>f. <i>Audit</i> –</p> <p>i. <u>2016/17 Audit</u> – Grant Thornton, the External Auditor, had approved the accounts without comment. Copies would be posted on the notice board and website.</p> <p>ii. <u>Internal Auditor</u> – Members RESOLVED to use Hudson Accountants Ltd. as the PC's Internal Auditor for 2017/18.</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 RESOLVED to re-adopt the following:</p> <p>i. <i>Social Media</i> – recording at meetings.</p> <p>b. <i>Website</i> – Cllr. Carter will provide copies of the photographs used for the election leaflet for new Members, Cllrs. Bunt, Carter, T. Libby, V. Libby and Talling. Minute 92c/2017 refers.</p>	Cllr. Carter
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. The Inquiry session involves the 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> <p>e. <i>St Wyllow's Church</i> – an enquiry had been received i.r.o. a memorial in the churchyard. This had been passed to Dr Helen Doe and the incumbent.</p> <p>f. <i>Age Concern</i> – it was RESOLVED to make a grant of £200 towards the Christmas Lunch appeal. Cllr. Fisher voted against the proposal.</p>	Clerk
123/2017	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>A3 Printer</i> – the Clerk to purchase A4, A3 and ink cartridges for the printer.</p>	
124/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – Tuesday, 31st October 2017.</p> <p>b. <i>NP Meeting</i> – 10th October 2017.</p> <p>c. <i>Free Winter Safety Event</i> – Tuesday, 19th September 2017, 1-4pm @ Looe Community Fire Station. Details previously circulated via email.</p> <p>d. <i>Electoral Reviews of CC and the PCs of Cornwall</i> – Saturday, 14th October 2017 at New County Hall, Truro (10am-4pm). The event is open to member and non-member councils and is an opportunity to find out how this will affect your council. Lunch and Refreshments will be provided. The cost for the day is just £10/person. The Clerk to provide the information to Cllrs. Carter and Moore.</p>	Clerk

	<p>e. <i>Cornwall Rural Housing Assoc. AGM</i> – Friday, 29th September 2017, 10.45am at The Pavilion Centre, Royal Cornwall Showground.</p> <p>f. <i>Social Services and Health Care</i> – Cllr. Carter said a wealth of information had been collated and a meeting looking at the future will be held on 16th November 2017. He will intend.</p> <p>g. <i>Whitecross Village Hall</i> – meeting to be held on 17th October 2017 at 7pm, to consider a proposal to change the village hall's governing status.</p>	
125/2017	<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.	
118g/2017	<p><u>Green Lane, Coombeland</u> – 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 removed the bund with a mechanical digger.</p> <p>The Clerk to write to the landowner and thank him for removing the bund and to advise him to contact the Flood Forum for advice in protecting his property. The legal advice the PC received precludes Members from taking action i.r.o. the bund.</p>	Clerk
126/2017	<u>Meeting Closed</u> – 21.37pm.	

Signature: (Cllr. Moore)
Parish Council Chairman

Date: 31st October 2017