

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD IN THE WHITECROSS VILLAGE HALL**  
**TUESDAY, 31<sup>st</sup> OCTOBER 2017 @ 7pm**

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

Minute	AGENDA ITEMS	Action
	<p>Prior to the commencement of the meeting, the Clerk was shown Mrs Fisher's UTR number.</p> <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. She advised the meeting may be recorded.</p> <p>Mr Tyson said he was present in support of Minute 133d[ii]/2017.</p> <p>Mr Trueman claimed the Notes of the Parish Lighting Meeting with residents were incorrect. It was pointed out these are 'Notes' and not 'Minutes'. He asked Cllr. Moore to apologise to Cllr. Adams or resign. The remark was ruled out-of-order and the meeting moved on.</p> <p>Mr Bates said the Notes referred to letters from two residents, but these were not circulated. Cllr. Moore said permission of the writers would be sought before circulation. He advised the light outside of his property had been repaired, but with an 'old' lamp not a new one.</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 1<sup>st</sup> to 30<sup>th</sup> September there were two crimes, including the theft of a boat trailer and a criminal damage whereby the offender had since paid for the damage. He warned that rogue traders and cold callers had been checked in the area and advised everyone not to engage with them. Any suspicious activity should be reported via 101.</p> <p>The new telephone number for Looe Police is 01503 266193.</p> <p>b. <i>County Councillor</i> – Cllr. Hannaford referred to the Cornwall Electoral Review. The new waste contract is under consideration. It is proposed there will be a weekly collection, including food. An analysis of the rubbish people put into the refuse sacks showed 25% could be recycled.</p> <p><i>CC Localism Summits</i> – a chance to hear about, and question, a number of Council initiatives including strengthening the community network panels, devolution, the new Council budget and business plan and the work CC are doing to improve waste and recycling, including work to issue a new waste contract for Cornwall by 2020. Nearest to Lanteglos is: on 29<sup>th</sup> November 2017, 1200-1630, Liskeard Town Council Offices.</p> <p>Cllr. Hannaford will be holding a surgery in Polruan this week.</p> <p>There is a £500 grant available through cloud funding for 'nature-based' projects.</p> <p>c. <i>Liskeard &amp; Looe Panel Meeting</i> – Notes of the meeting held on Monday, 9<sup>th</sup> October 2017 had previously been circulated via email.</p> <p>Cllr. Hannaford referred to the Highways Fund which will be delegated to the Community Network Panels.</p>	Clerk
127/2017	<u>Apologies for Absence</u> – Cllrs. Kelly, J. Shakerley and M. Shakerley.	

128/2017	<p><u>Members' Declarations</u> –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</p> <p>b. <i>Non-registerable Interests</i> – Cllr. Adams declared an interest in 133d[iii]/2017.</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> – Cllr. Kelly to sign his dispensation form i.r.o. Polruan Village Hall. Deferred – to the November meeting.</p>	
129/2017	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 26<sup>th</sup> September 2017, <b>AGREED</b> as a true record.</p>	
130/2017	<p><u>Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan (NP)</i> – Cllr. Moore reported the Local Landscape Assessment (LLA) is in the process of being written by Ms Liz Luck. Photos, etc. will be added later. Fowey Harbour Commission had been approached regarding the future of Brazen Island and Penmarlam and the School had been invited to involve the children in developing the NP. The draft plan is being updated, prior to further consultation with residents. It was <b>RESOLVED</b> to make a further grant application for £3,500. An exhibition is planned.</p> <p>b. <i>Planning Applications</i> – including any applications received after the agenda had been published.</p> <p>i. <u>PA17/08947, 8 Meadow Close, Polruan</u> – proposed first floor balcony and associated works. <b>SUPPORT</b>.</p> <p>ii. <u>PA17/09193, 1 Florizel Mews, Fore Street, Polruan</u> – removal of condition 2 (occupancy restriction) of application No.83/00097/F dated 6<sup>th</sup> June 1983. <b>SUPPORT</b>. Cllr. Talling abstained.</p> <p>iii. <u>PA17/02838/PREAPP, Furze Park, Polruan</u> – pre-application advice for a replacement dwelling. <b>NO COMMENT</b>.</p> <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 had not been surfaced. Cllr. Hannaford had left a message for the case officer to the effect this was taking too long to resolve and urging action. She will continue to press for a resolution.</p> <p>ii. <u>EN17/00760, Old Fire Station, Townsend</u> – alleged change of use of part of land for vehicle sales. Mr Bob Hoare, CC's Licensing and Compliance Team rang to advise he had liaised with the PCSO and the owner had given a verbal undertaking not to sell cars from the highway.</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 recent correspondence indicates the developers are now complying with the construction traffic management plan.</p> <p>d. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA17/05486, Lynton, Tinkers Hill, Polruan</u> – alterations and addition to bungalow including reconfiguring roof and extending decking. Members supported this application.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Hannaford</p>

	<p>ii. <u>PA17/07693, Rose Cottage, 13 Chapel Lane, Polruan</u> – alterations and extensions to existing property including dormer and rear external steps. Members supported this application.</p> <p>iii. <u>PA17/07983, Seaways, Cliff Rise, Polruan</u> – alterations to dwelling including erection of replacement garage and games room extension with associated works. Members supported this application.</p> <p>e. <i>Network Planning Project</i> – the project involves a 6-month trial of an Area Based Team, together with a review of current planning processes and commenced on 1<sup>st</sup> October 2017. Details circulated via email. It was <b>AGREED</b> to invite Ms Davinia Pritchard, CC to meet with Members at 6pm prior to the November Meeting.</p> <p>f. <u>PA17/03981, Tinkers Green, 14 Hockens Lane, Polruan</u> – this application is to be decided at CC’s Planning Committee meeting on 6<sup>th</sup> November 2017. Cllr. Adams will represent the PC at the meeting.</p>	<p>Clerk</p> <p>Cllr. Adams</p>
<p>131/2017</p>	<p><u>Highway Matters</u> –</p> <p>a. <i>Street Lighting</i> – Minute 118f/2017 refers. Notes from the meeting had been circulated. Additions / amendments from residents will be added and the final Notes will then be circulated to all those at the meeting and to Members.</p> <p>Cllr. Moore said Mr David Hill had been very helpful in providing dates relevant to this item.</p> <p>Report from the Clerk containing extracts from the Minutes relating to street lighting at Ocean View was circulated with the agenda and will be placed on the website. Cllr. Moore read the report to the meeting.</p> <p>i. <u>Ocean View and Furze Park</u> – County Cllr. Hannaford was in conversation with CC officers regarding them taking over the street lights at Furze Park as they are the landowners.</p> <p>It appears responsibility for the lights on The Quay no longer lies with the PC.</p> <p>Cllr. Adams said Caradon District Council had been remiss in not obtaining a bond for street lights from the developers. Cllr. Moore pointed out that nothing could be done about that, ‘we are where we are’. Cllr. Adams referred to new research he had done, but refused to share it saying it was up to other Members to do their research. Cllr. Talling referred to the <i>Good Councillors’ Guide</i>, that advises against withholding information.</p> <p>Cllr. Hannaford will make a search for the original planning application for the Ocean View development.</p> <p>The Duchy of Cornwall had written to say the question of their assisting with the creation of a Residents’ Assoc. for Ocean View had been passed to their solicitors, Farrer &amp; Co.</p> <p>Cllr. Talling said the cost of the electricity was not an issue, it was the cost of replacement lamps.</p> <p>A letter had been received from SSE Enterprise i.r.o. a formal maintenance agreement (the current agreement will cease on 31<sup>st</sup> March 2018). It was <b>RESOLVED</b> to defer a decision until February 2018 and in the meantime Cllr. Hannaford will seek a meeting with a senior officer and Cllr. Moore to explain in more detail the circumstances and explore how the issue of lighting at Ocean View can be resolved.</p> <p>ii. <u>Battery Lane</u> – Cllr. Hannaford advised she had spoken to Mr Mark Vincent in Street Lighting and he told her that the street light is being replaced on the other side of the road on Mrs Kidd’s property. This had now been actioned.</p> <p>b. <i>Road Markings</i> – Minute 118c/2017 refers. Ms Sheena Davey, Cormac had advised that Members’ request for the ‘SLOW’ road markings at Townsend to be repainted had been referred to the Area Steward.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Hannaford</p> <p>Clerk</p> <p>Cllr. Hannaford</p>

	<p>c. <i>Parking</i> – Minute 118d/2017 refers. A search of the Land Registry for the owner of land behind the new Fire Station revealed no results. The Fire &amp; Rescue Service had provided a map of the area owned by CC, which includes this site. It had been suggested the site could be used for parking, but Members <b>AGREED</b> to take no further action.</p> <p>d. <i>Street Gullies</i> – Minute 118e/2017 refers. A site visit with Mr Paul Allen, Cormac, County Cllr. Hannaford and Cllr. Adams had been arranged for 2<sup>nd</sup> November 2017.</p> <p>Cllr. Talling had provided photographs of a blocked drain at the top of Trethake and potholes on Poltec Lane, which had been reported to Highways.</p> <p>e. <i>Street Signs</i> – Minute 118b/2017 refers.</p> <p>i. <i>Betty Hewans Sign</i> – Minute 118b/2017 refers. Ms Fiona Lee, CC reported she had passed the request for the sign to be ‘Betty Hewans’ to the Cornish Language Office as she cannot proceed until an accurate Cornish translation is supplied of the agreed name.</p> <p>A search of the Land Registry for the owner of Betty Hewans / Woon Lane provided no results.</p> <p>ii. <i>School Lane</i> – Cllr. V. Libby reported the sign had been put at Well and it should be further down Fore Street by the railings, just past the Church. The Clerk had reported this to Ms Sheena Davey, Highways</p> <p>iii. <i>Wooden Signs</i> – Cormac had replaced the wooden signposts, one indicating Mixtow and the other Penpol with metal municipal ones. Members felt it unlikely to get this changed back, even though it constitutes a loss of landscape character. Cllr. Moore said this was of concern to those compiling the LLA.</p> <p>The Clerk to report the new sign at the Penpol junction is obstructing visibility at Lanteglos Highway.</p> <p>There is also a new sign pointing to Polruan and Bodinnick, and Liskeard. Cllr. Moore reported it would also appear the place name at the Eastern end of Lanteglos has either been scrubbed and polished or replaced altogether.</p> <p>iv. <i>West Street</i> – Members considered the provision of ‘narrow street warning’ and /or SatNav signs at either end of West Street and <b>AGREED</b> to take no further action.</p> <p>f. <i>Weed Spraying</i> – Mr Adrian Chapman, Lanhydrock Garden Services advised he will arrange for Policeman’s Lane and the area behind the village hall to be spray on the next spray, which will be as soon as they can fit it in and the weather allows. The Clerk to ask for this to be done as soon as possible.</p> <p>The Clerk to remind Mr Sanchez the final cut of the PROWs is overdue.</p> <p>g. <i>St Saviour’s Area Street Sweeping</i> – in response to a complaint the St Saviour’s area had not been swept Ms Gina Varcoe, CC advised the area around St Saviours was swept on Friday 9<sup>th</sup> September and is due to be swept again w/c 23<sup>rd</sup> October. This location falls within Zone 2 and is therefore swept approximately every 6 – 8 weeks, however if standards fall below Grade B in respect of litter or detritus this can be reported by emailing <a href="mailto:refuseandrecycling@cornwall.gov.uk">refuseandrecycling@cornwall.gov.uk</a>. This had not been done as yet. The Clerk to remind Ms Varcoe.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
132/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Harbour Matters</i> – Minute 119f/2017 refers. Members considered the response from Capt. Paul Thomas, Fowey Harbour Board (previously circulated via email) i.r.o.:</p> <p>i. <u>Polruan Pontoon</u> – this pontoon has been removed due to damage it had suffered and the poor weather forecast which would have caused further problems.</p>	

	<p>The FHB share the wish to have the pontoon in place for longer but this has to be balanced with safety and practicality. Capt. Thomas pointed out the pontoon is a relatively recent (1999) addition and when established it was made very clear that it was for 'summer months only'. By way of background for Members the pontoon is currently valued at £160,000 and annually suffers damage that cost £5-6,000 to repair on top of the routine slipping and maintenance costs. The damage is caused by the hogging and sagging motion from the swell to which Polruan is particularly vulnerable. It is not caused by lateral movement so the adding of an additional pile would not help.</p> <p>The FHB are looking at an option to replace the existing pontoon with the plastic modular type (like the new one at Penmarlam) this although smaller and less substantial can flex and cope with swell better than the existing one. This could be sourced for around £40,000. Some larger vessels may no longer be permitted to moor alongside, limiting use to genuine tenders and small craft. Members thoughts on this idea would be welcome. Also the Board of Commissioners would be happy to consider any proposal should Members wish to take on the current pontoon on a leasehold basis to maintain it in situ longer at their risk by underwriting the repair and maintenance costs.</p> <p>Members felt they are not in a position to take on a lease of the pontoon, but suggested that two smaller pontoons are used to replace the larger one.</p> <p>The Clerk to request copies of the PH Minutes for the last two years and regular copies twice-yearly meetings. When is the next meeting – Cllrs. Carter and Adams.</p> <p>ii. <u>Penmarlem Pontoon</u> – Capt. Thomas confirmed the new pontoon at Penmarlam had not been connected to the jetty, but this will be done once sub-contractors complete the work at Polruan.</p> <p>iii. <u>Sand Dredging</u> – Fowey Harbour Commissioners own 'front beach' at Polruan. The practise of redistributing dredged material is now regulated by the Marine Management Organisation and a licence is required to permit this activity. That said over the winter months it is not unusual for a strong gale to deposit sand back on the beach in time for the summer.</p> <p>Capt. Thomas concluded by saying Fowey Harbour is a Trust port and all funds raised are reinvested back into the Port. Should Members raise funds to support their work through crowd funding or other means it would be very much appreciated.</p> <p>b. <i>Free Wi-Fi in Public Places</i> – Minute 119b/2017 refers. Mr David Read, CC, advised he was aware of the scheme to provide free Wi-Fi in public places, but felt there was insufficient information to take this forward.</p> <p>c. <i>Public Conveniences</i> –</p> <p>i. <u>St Saviour's WCs</u> – Mr Smithson had replaced the ladies' toilet seat.</p> <p>ii. <u>Frogmore WCs</u> – work on the refurbishment of the toilets will commence shortly.</p> <p>Members <b>AGREED</b> to a request from the Cornwall Autistic Partnership to place a small plaque in all the public conveniences, it is approx. 10 inch in length, by 3 wide and 5 mm thick. The idea is to promote awareness of Autism in Cornwall and to give a warning to Autistic people regarding the noise levels. The Clerk to advise Mr David Tyack, CC.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
133/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2017/18-05 to a value of £4,558.98 was <b>APPROVED</b> for payment. It was <b>AGREED</b> keys to the filing cabinet would be held by the Chair, Vice Chair, Clerk and Cllr. Bunt.</p>	

	<b>PAYMENTS</b>	<b>Price</b>	<b>VAT</b>	<b>Total</b>	
	Mrs Thompson - salary	561.08		561.08	
	HMRC	143.36		143.36	
	Mrs Thompson - expenses	126.60	10.40	137.00	
	Cllr. Moore - keys to fire proof cabinet	10.00		10.00	
	Royal British Legion - poppy wreath	30.00		30.00	
	Western Web - annual service charge	67.00	13.40	80.40	
	Polruan WI - hall hire	15.00		15.00	
	Mrs Fisher - WC cleaning	700.00		700.00	
	SW Water - St Saviours WCs	294.13		294.13	
	SW Water - Frogmore WCs	74.36		74.36	
	CC - St Saviour's WC rates	119.00		119.00	
	EDF Energy - Parish Lighting	169.24	8.46	177.70	
	CC - legal fees	323.00	64.60	387.60	
	SW Water - Quay WCs	591.85		591.85	
	Mr B. Smithson - St Saviour's WC repairs	60.00		60.00	
	CC - Quay WC rates	140.00		140.00	
	Lanteglos-by-Fowey PCC - grant churchyard maintenance	837.50		837.50	
	Lanteglos Age Concern – Christmas Lunch appeal	200.00		200.00	
				<b>£4,558.98</b>	
	b. <i>Bank Reconciliation</i> – the bank reconciliation was verified in accordance with the Financial Regulations by Cllr. V. Libby.				
	c. <i>Bank Signatures</i> – Minute 120c/2017 refers. The Clerk reported it seemed that before the bank would add Cllrs. M. Shakerley and Talling as bank signatures they required a mandate form from her. This had now been provided and would enable the bank to continue to send her bank statements. She would not be a signature to the accounts.				Clerk
	d. <i>Grant Requests</i> – Members to consider:				
	i. <u>Cornwall Community Flood Forum (CCFF)</u> – Minute 120d/2017 refers. Cllr. Carter will attend a meeting of the Forum on 3 <sup>rd</sup> November. He did not think a grant was appropriate.				
	ii. <u>Burial Ground</u> – Cllr. Adams left the room whilst this was discussed. It was <b>RESOLVED</b> to make a grant of £500 to survey the unmapped areas of the burial ground and complete a grave location map.				Clerk
	e. <i>2018/19 Budget</i> – items to be considered include [1] the cost of upgrading the Ocean View street lighting; [2] public benches on Polruan Quay. Members to inform the Clerk of any other projects for consideration.				All Members
134/2017	<u>Administrative Matters</u> – a. <i>Website</i> – Minute 121b/2017 refers. Photographs of all Members were now displayed on the website.  CC had corrected their error and removed the entry on their website, which showed Cllr. Adams as the Chairman.				
135/2017	<u>Correspondence / Documents</u> – not covered elsewhere on the agenda: a. <i>Cornwall Electoral Review</i> – the total number of CC Councillors will be 87. The Review will make proposals on: • The number of divisions • The number of councillors representing each division • Division boundaries • Names of divisions  Closing date is 19 <sup>th</sup> February 2018. Details previously circulated via email. CC are holding consultation events, the nearest to Lanteglos is 13 <sup>th</sup> November 2017, 1800-2000, Main Hall, Liskeard Town Council.  Further discussion deferred to the November meeting.				

	b. <i>Cornwall AONB</i> – Chairperson is sought. Closing date for applications is 12 Noon, Monday 30 <sup>th</sup> October 2017; Interviews Wednesday 22 <sup>nd</sup> November 2017. Details previously circulated via email.	
136/2017	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>Bryn Y Mor, Chapel Lane, Polruan</i> – installation of apparatus to pump oil to the property. County Cllr. Hannaford had reported this as a planning enforcement case.</p> <p>Mr Paul Allen, Cormac had advised he doesn't think there is anything Highways can do as the apparatus is attached to the wall and is not interfering with the use of the highway. Correct permissions had been granted for the excavations under the highway. Members disputed this. Cllr. Adams will discuss this further with Mr Allen at the meeting on Thursday.</p>	
137/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – Tuesday, 28<sup>th</sup> November 2017. Cllr. V. Libby gave her apologies.</p> <p>Members considered a proposal to hold some meetings in Polruan. It was pointed out the PC's files are now stored in the Whitecross Village Hall, which also has access to the internet. Cllr. Adams proposed holding alternate meetings at Polruan and Whitecross. This proposal was not seconded. It was <b>RESOLVED</b> to continue to hold the monthly meetings at Whitecross. The voting was five for and two against.</p> <p>b. <i>NP Meeting</i> – 14<sup>th</sup> November 2017.</p> <p>c. <i>Project Griffin Awareness Sessions</i> – Liskeard town Council Office, Wednesday, 8<sup>th</sup> November 2017, 6p-8pm. Project Griffin is a national counter terrorism awareness initiative for business and event organisers. Its primary mission is to engage, encourage and enable members of the community to work in partnership with the police to deter, detect and counter terrorist activity and crime. Details previously circulated via email.</p> <p>d. <i>Cornwall Community Flood Forum's Annual Conference</i> – Friday, 3<sup>rd</sup> November 2017, Truro Town Hall from 09.30 - 4.00pm. Details previously circulated via email.</p> <p>e. <i>Stride Cornwall</i> – a Cancer Research Event being held at Lanhydrock on 5<sup>th</sup> November 2017 at 11.00 am.</p> <p>f. <i>Preventing Violent Extremism and Terrorism Conference</i> – 13<sup>th</sup> November 2017, St John's Hall, Penzance. The Clerk has further information. Only one delegate per organisation.</p>	Clerk
138/2017	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
139/2017	<u>PROW 613/19/1</u> – there was no quotation to cut back the overhanging trees on this path. Cllr. T. Libby will ask Mr Sanchez to ring the Clerk to confirm if he is still willing to cut the PROWs and act as parish Lengthsman.	Cllr.T. Libby
140/2017	<u>Approved Contractors' List</u> – Mr Bradley Pearce to be added to the list, subject to receipt of copies of his insurance and relevant certificates.	
141/2017	<u>Meeting Closed</u> – 21.26pm.	

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

Date: 28<sup>th</sup> November 2017