

LANTEGLOS-BY-FOWEY PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE WHITECROSS VILLAGE HALL

TUESDAY, 27th FEBRUARY 2018 @ 7pm

Present: Cllr. Moore OBE (Chairman) Cllr. Adams Cllr. Bunt
 Cllr. Fisher (taking minutes) Cllr. T. Libby Cllr. V. Libby
 Cllr. Talling Cllr. Wilton

In attendance
 7 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. The Chair reminded attendees that as it was advertised as a public meeting it could be filmed or recorded by broadcasters, the media or members of the public.</p> <p>Mrs G. Palmer – in respect of Planning Application PA18/00774, Plot adjacent to Allwynds, Lanteglos. Mrs. Palmers' son is the applicant. Mrs Palmer said there is a need for local housing but only a small amount of land available. She gave a brief family history and explanation that her son is looking to return to the parish he grew up in. Should her son gain permission for this building plot, this would be his only residence and would never be used for holiday letting.</p> <p>Ms. J. Curtis – in respect of Bryn-Y-Mor, Chapel Lane, Polruan – alleged installation of a fuel pump in a conservation area. She had given permission for the box to be fixed to her boundary wall, but not the pipe. Her understanding was the pipe was to be installed in the highway and not along her wall. Currently in correspondence with Highways and Planning Enforcement regarding the issues with this installation but fears she may have to take a civil action against the installation.</p> <p>Mr V. Trueman – requested that the February Minutes be updated to a 'word-by-word' account of what he said regarding the notice boards in Polruan as he felt they did not reflect his own personal recording. Cllr. Fisher pointed out that Minutes are not required to be a 'word by word' account of what is said and that Mr Trueman never made this kind of complaint when he was a Councillor.</p> <p>He went on to request that Cllr. Moore apologise for the Code of Conduct complaint against Cllr. Adams and resign. The Chairman ruled him out of order having explained to him again how Councillors are elected, then Chairmen, and that he had no authority in this matter.</p> <p>He also questioned if Cllr. Fisher should be the person taking the Minutes.</p> <p>Cllr. Bunt – the gully / drain by Hall Walk Cottage had been replaced and securely fixed down. Residents had complained because previously it could be lifted to take water. The Clerk to check this with Highways / Cllr. Hannaford and enquire if it could be replaced with a 'liftable' grid.</p> <p>Mr Ivan Tomlin spoke regarding planning application PA18/01495 (Minute 16b[iv]/2018). He passed the plans to Members and offered to answer any questions. There were none.</p> <p>Mr David Hill – asked where No.22 Chapel Lane was? He was informed that it is Tall Stories which is 22 Fore street. Cllr Hannaford's update (below) should read Flats 4 & 5 Chapel Lane.</p> <p>Members to receive reports from outside authorities as follows:</p> <p>a. <i>Police</i> – PCSO Steve Cocks reported there had been two crimes reported for January. One crime had been reported for February – vandalism to the PC Notice boards caused by someone using gaffer tape</p>	<p>Clerk</p>

	<p>Mrs Palmer reported a car had been broken into at Lantic Bay Car Park, the PCSO was aware. Mr Trueman reported that one of the Betty Hewans signs he had placed on behalf of Mr Tomlin had been pulled off but had since been replaced.</p> <p>b. <i>County Councillor</i> – in the absence of Cllr. Hannaford there was no report</p> <p>i. <u>Flats 4 and 5 Chapel Lane, Polruan</u> – Cllr. Moore reported Cornwall Housing intends to dispose of this property. County Cllr. Hannaford had reminded them what was discussed with Mr Adrian Pengelly about monies from the sale of West Street being used to bring Chapel Lane up to standard.</p> <p>c. <i>Liskeard & Looe Network Panel Meeting</i> – Minutes and supporting documentation of the meeting held on 16th January previously circulated via email. The next meeting scheduled to be held on 11th June 2018, 18:30 to 20:30 at St Keyne Village Hall.</p> <p>i. <u>Strengthening Community Networks</u> – document previously circulated via email. Members to consider this further and PC representative to take comments forward to the meeting. Discussion deferred to the March meeting.</p> <p>ii. <u>Highways' Budget</u> – Members considered a suggestion from Cllr. Hannaford that Members make a bid for a grant from the £50K devolved Highway budget. Member felt projects within the parish worth bidding for this grant would be:</p> <ul style="list-style-type: none"> • Parking at Lanteglos Highway, • The retaining wall opposite the entrance to Greenbank, • Repairing the leat at Essa. <p>iii. <u>Broadband 'Not-Spots'</u> – Members were not aware of any such areas within the parish.</p>	<p>Clerk</p> <p>Cllr. Moore</p>
13/2018	<u>Apologies for Absence</u> – Cllrs. Carter, Shakerley, Kelly, the Clerk and County Cllr. Hannaford. In the absence of the Clerk, Cllr. Fisher kindly took the Minutes.	
14/2018	<u>Members' Declarations</u> –	
	<p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – Cllrs. Moore, Talling, Adams, Wilton and T. Libby in Minute 16b[i]2018; Cllrs V. Libby, T. Libby and Fisher in Minute 19a/2018.</p> <p>b. <i>Non-registerable Interests</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>	
15/2018	<u>Minutes of Meetings</u> –	
	<p>a. <i>Full Council Meeting</i> – 30th January 2018, AGREED as a true record. Cllr Adams objected to Page 1 – Public Participation. He said comments made by Mr Trueman were not recorded 'word for word'. He also said the public are within their rights to question the accuracy of the Minutes.</p>	
16/2018	<u>Planning Matters</u> –	
	<p>a. <i>Neighbourhood Plan (NP)</i> – Cllr. Moore referred the Meeting to the NP Minutes (available on the PC's website).</p> <p>Cllr. Adams requested further clarification regarding access to Brazen Island mentioned in the report from the meeting with the Harbourmaster. In Cllr. Moore's report it stated that future access would only be by water. However, it already has a public footpath to it. Cllr. Moore allowed Mr Hill to clarify there are no plans to create an access road and that all current access (footpath and water) remain.</p>	

- b. *Planning Applications* – including any applications received after the agenda had been published.
- i. PA18/00774, Plot Adj. to Allwynds, Lanteglos – outline application with all matters reserved for proposed new dwelling. Cllrs. Moore, Talling, Wilton, Adams and T. Libby left the meeting whilst this item was discussed. This left Cllrs. Fisher, V. Libby and Bunt.
Although not a quorum, the Members present supported the application, as the site is naturally a building plot adjacent to the existing row of bungalows. A bungalow would be in keeping and the site has good access. Members also supported this as a principal residence.
 - ii. PA18/01350, Jan Syvy, Old Road, Bodinnick – consent to fell 3 Leylandi, 1 Ash, 2 Cherry, 1 Oak clump and 1 Eucalyptus tree within Bodinnick Conservation area. Noted this type of application is dealt with under delegated authority by CC's case officer.
 - iii. PA18/01033, Pendower House, Pont Bottom, Highway – conversion of existing outbuilding into self-contained residential unit. **SUPPORT**. Members did have concerns that the property will be used for holiday letting in the future, but it is understood that this would require a separate planning application.
 - iv. PA18/01495, Midships, 2 New Quay Terrace, East Street, Polruan – installation of first floor balcony to front elevation of dwelling. **OBJECT** to this application. Members felt the balcony was not in keeping and would be very prominent over the footpath. In turn, this would also cause an overlooking issue. Members did not have an issue with the full height window and a 'Juliet Balcony' may be more appropriate.
 - v. PA18/01629, Springhill, Chapel Lane, Polruan – works to trees in a conservation area, namely crown reduction of mature ash, reshape two mature oaks, crown reduce semi-mature cherry, crown raise semi-mature beech avenue, reduce by 40% small beech hedge and remove dead poplar. Noted this type of application is dealt with under delegated authority by CC's case officer.
- c. *Enforcement Cases* – Members received an update on the following:
- 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 Copplestone.
 - ii. Bryn Y Mor, Chapel Lane, Polruan – alleged installation of a fuel pump in a conservation area. Case officer: Ms Felicity Copplestone had advised the planning enforcement investigation is continuing and she had been compiling the information provided to her by the owner of the pipeline and consulting various other departments in order to fully assess the situation.

It appears that the Section 50 Streetworks Notice for putting the pipe underground was appropriately applied for. However, the Section 50 only covers apparatus which goes underground and in the highway. Apparatus above ground along the highway goes to the Highways Department to assess, which did not happen prior to the pipeline being installed.

The Highways and Environment section have some concerns regarding pollution risk and fire risk but do not consider that the pipeline poses an issue with the use of the public highway.

CC's Building Regulations department had been consulted in respect of the pipeline and considers that it does not fall within Part J of the Building Regulations, as such it cannot be controlled via those regulations.

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	<p>The Neighbourhoods and Public Protection Team had also been consulted and had advised that should a spill or leak happen from the oil pipeline then they could deal with the remedial works but that the oil pipeline cannot be controlled via their legislation.</p> <p>She will consider all aspects, assessing the impact of the pipeline and box on the character of the area and determining an appropriate course of action in respect of planning legislation in due course.</p> <p>d. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA17/04168, Sails, St Saviours Hill, Polruan</u> – construction of garage / boat store with solar panels mounted on roof, to include new vehicular access.</p> <p>Cllr. Bunt left the meeting at this point (8pm).</p>	
17/2018	<p><u>Highway Matters</u> –</p> <p>a. <i>Street Lighting</i> – Minute 131a/2017 refers.</p> <p>i. <u>Ocean View</u> – new lights had been ordered but no date has been given for the installation. The Clerk to contact SSE and seek a date for this work to be carried out.</p> <p>ii. <u>Furze Park</u> – Cllr. Hannaford is in discussion with CC officers regarding CC taking over the street lights at Furze Park as they are the landowners. The Clerk to request an update.</p> <p>b. <i>Street Signage</i> –</p> <p>i. <u>Betty Woons / Hewans Lane</u> – Minute 7b[iii]/2018 refers. The sign (listing both spelling variations) had been ordered.</p> <p>ii. <u>School Lane Bungalows</u> – Cllr. V. Libby reported the School Lane sign placed at Well had been covered with tape and the sign saying School Lane Bungalows had been painted over when the wall was painted. Cllr. Adams also informed the Meeting the street mapping is incorrect for School Lane. Cllr Hannaford has logged this with the correct department.</p> <p>c. <i>Greenbank, Polruan</i> – Minute 7c/2018 refers. Ms Katy Gouldstone, Cornwall Housing had agreed to revisit the repairs to the fence, at the entrance to Greenbank and report back regarding further required works.</p> <p>d. <i>Grass Verge Cutting</i> – Minute 7d/2018 refers. There has been no response from Mr Garry Gool / Ms Sharon Davey, Cormac regarding their request for an increase in the grant offered to cut the verges (currently £264 p.a.). The Clerk to pursue.</p> <p>e. <i>Excess Rainwater</i> – January Public Forum refers. There had been no response from Highways, regarding rainwater which is running from Highfield to the bottom of the hill, missing a drain because the camber is wrong. The Clerk to pursue.</p> <p>f. <i>Drains at Mixtow and Potholes at Penpol</i> – there had been no response from Highways i.r.o. this matter, reported during the January meeting by Cllr. Hannaford using Highway online reporting form. The Clerk to pursue.</p> <p>g. <i>A38 'Case for Action'</i> – Cllr. Moore's report had been submitted to the Highways' Consultation. Copy previously emailed to Members. Minute 6g/2018 refers.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
18/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Harbour Matters</i> – Minute 7a/2018 refers. A copy of Cllr. Moore's report of the meeting with Capt. Thomas, Fowey Harbour Board and representatives from the Polruan Town Trust had been emailed to Members.</p> <p>i. <u>Planning Permission</u> – covered by NP Minutes.</p> <p>ii. <u>Polruan Pontoon</u> – options circulated to Members via email. Covered by NP Minutes.</p> <p>iii. <u>Sand Dredging</u> – Covered by NDP Minutes.</p>	

	<p>b. <i>Public Conveniences</i> –</p> <p>i. <u>Quay WC</u> – Mr Smithson had been asked to repair/replace the disabled door lock. Members AGREED to his suggestion of using a stainless lock if this happens in the future to avoid a repetition of the lock breaking.</p> <p>c. <i>Ferry Blue Tickets</i> – Minute 7d/2018 refers. A meeting to be arranged with Mr Alan Toms, regarding the qualifying criteria for Blue Ferry Tickets. Cllrs. Kelly, Adams and Moore to represent the PC.</p> <p>d. <i>Telephone Kiosk</i> – Minute 7f/2018 refers. Cllr. V. Libby had been in contact with BT and had organised delivery of the paint and materials for the telephone kiosk. She had organised a volunteer, Mr Brookes, to paint the Kiosk.</p> <p>Cllr V. Libby is also arranging to pressure wash and generally tidy up the area outside the Kiosk and the notice board.</p> <p>e. <i>Notice Boards</i> – January Public Forum refers. It was RESOLVED that a sign be placed in the notice boards telling people how they can get their notices placed. Additional keys to be ordered/cut for Members’ use. A proposal to provide keys for every organisation that might wish to post a notice was considered unworkable.</p> <p>f. <i>Public Seating</i> – it was RESOLVED to replace two seats on The Hill with two identical ones to the one sited by the Town Trust. Two new seats to be ordered by the Parish Council from Glasdon. Quotes for two new concrete bases, the old concrete ends from the old seats to be broken up and used in base concrete, bolt down new seats to be obtained; also to be added to the quotations is any repairs to the seats on Polruan Quay and to paint them. Quotes to be received for the next meeting.</p> <p>g. <i>End of World War I</i> – following the Parish Council’s successful completion of the renovation of the War Memorial, at St Wyllow Church, to mark the start of WW1 Cllr. Moore said work was underway for a project to commemorate the end of WWI. Deferred to the March meeting when more information will be available.</p>	<p>Clerk</p> <p>Cllr. Kelly</p> <p>Cllr. V. Libby</p> <p>Cllr. Fisher</p> <p>Clerk Clerk</p>																																																																
<p>19/2018</p>	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2017/18-08 to a value of £2,986.47 was APPROVED for payment, including two late payments to Mr Sanchez and Cllr. Moore (listed below).</p> <p>Members AGREED to settle Mrs Michelle Fisher’s invoices by standing order w.e.f. April 2018. Cllrs. Fisher, V. Libby and Libby left the meeting whilst this item was discussed.</p> <table border="1" data-bbox="327 1444 1260 1982"> <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>23.72</td> <td></td> <td>23.72</td> </tr> <tr> <td>Mrs Thompson - expenses</td> <td>23.76</td> <td></td> <td>23.76</td> </tr> <tr> <td>CC - uncontested election replaced cancelled chq 100359</td> <td>214.84</td> <td></td> <td>214.84</td> </tr> <tr> <td>Whitecross VH - WiFi grant</td> <td>308.56</td> <td></td> <td>308.56</td> </tr> <tr> <td>EDF Energy - public WCs</td> <td>63.59</td> <td>3.18</td> <td>66.77</td> </tr> <tr> <td>Mr B. Smithson - repairs to quay disabled WC</td> <td>33.00</td> <td></td> <td>33.00</td> </tr> <tr> <td>SW Water - The Quay WCs</td> <td>415.08</td> <td></td> <td>415.08</td> </tr> <tr> <td>Mrs Fisher - WC cleaning</td> <td>700.00</td> <td></td> <td>700.00</td> </tr> <tr> <td>SW Water - St Saviours WCs</td> <td>229.46</td> <td></td> <td>229.46</td> </tr> <tr> <td>SW Water - Frogmore WCs</td> <td>54.67</td> <td></td> <td>54.67</td> </tr> <tr> <td>EDF Energy -</td> <td>80.00</td> <td></td> <td>80.00</td> </tr> <tr> <td>Mr A. Sanchez - Whitecross Green + drain clearing</td> <td>253.45</td> <td></td> <td>253.45</td> </tr> <tr> <td>Cllr. Moore – NP expenses</td> <td>21.88</td> <td></td> <td>21.88</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="border-top: 1px solid black;">£2,986.47</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>	PAYMENTS	Price	VAT	Total	Mrs Thompson - salary	561.28		561.28	HMRC -	23.72		23.72	Mrs Thompson - expenses	23.76		23.76	CC - uncontested election replaced cancelled chq 100359	214.84		214.84	Whitecross VH - WiFi grant	308.56		308.56	EDF Energy - public WCs	63.59	3.18	66.77	Mr B. Smithson - repairs to quay disabled WC	33.00		33.00	SW Water - The Quay WCs	415.08		415.08	Mrs Fisher - WC cleaning	700.00		700.00	SW Water - St Saviours WCs	229.46		229.46	SW Water - Frogmore WCs	54.67		54.67	EDF Energy -	80.00		80.00	Mr A. Sanchez - Whitecross Green + drain clearing	253.45		253.45	Cllr. Moore – NP expenses	21.88		21.88				£2,986.47	<p>Bank signatures</p>
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	c. <i>Budget Monitor</i> – circulated at the Meeting.	
20/2018	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Adult Social Care Charging Policies</i> – CC seek Members’ views. See http://www.cornwall.gov.uk/carepolicies for more information. Deadline for comments was 26th February 2018. Details previously emailed.</p> <p>b. <i>Grow Nature Seed Fund</i> – the Fund supports small-scale projects that help create more space for nature within local communities. More information about the Grow Nature Seed Fund is available on our website: www.cornwall.gov.uk/grow-nature/funding. Up to £500 available for eligible projects, run by locally based ‘not for profit’ organisations.</p> <p>c. <i>Cornwall Rural Housing Assoc.</i> – copy of the 2017 Annual Report and a leaflet explaining the work of the CRHA.</p> <p>d. <i>Community Energy Funding</i> – email from Mr Ben Eardley, Energy Analysis previously circulated to Members.</p> <p>e. <i>Royal Wedding</i> – organisers are encouraged to complete an Event Planning form to be sent to CC. Details previously circulated via email.</p> <p>f. <i>Royal Voluntary Service</i> – Ms Mandy Turner, Community Development Worker, RVS offered to meet with Members, if there is interest in creating opportunities for any form of gathering for over 55’s to be sustainable and to be led by volunteers. Details previously circulated via email.</p>	
21/2018	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>Weed Spraying</i> –</p> <p>b. <i>Drains at Tredudwell / Butts Park</i> – the Clerk to report.</p>	Clerk Clerk
22/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – 27th March 2017.</p> <p>b. <i>NP Meeting</i> – 20th March 2018.</p> <p>c. <i>Digital Cornwall Week</i> – Monday 26th February 2018, 10:00am to 2:00pm.</p> <p>d. <i>Planning in Cornwall, for People or Profit?</i> – a debate organized by Cornwall for Change (C4C). To register visit: https://www.eventbrite.co.uk/e/planning-in-cornwall-for-people-or-profit-tickets-42983249055</p> <p>e. <i>Cornwall Community Land Trust</i> – the free seminar had been cancelled.</p> <p>f. <i>Cornwall AONB Annual Conference</i> – Saturday, 14th April 2018. Booking is essential via this link https://www.eventbrite.co.uk/e/the-future-of-the-farmed-environment-in-cornwall-free-conference-tickets-42746657403.</p>	
23/2018	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.	
24/2018	<u>PROW 613/19/1, Nordown Lane</u> – the two quotations were vastly different and Members were concerned applicants were not quoting to the same specification. It was RESOLVED the specification for the work is cut all the trees on both sides of the path and square up. Everything to be shredded and laid in the path for walking over. The Clerk to clarify if applicants wish to amend their quote. Other quotes can also be received. Decision deferred.	Clerk
25/2018	<u>Meeting Closed</u> – 21:02pm.	

Signature: (Cllr. Moore)
Parish Council Chairman

Date: 27th March 2018