

LANTEGLOS-BY-FOWEY PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD IN THE WHITECROSS VILLAGE HALL
TUESDAY, 27th MARCH 2018 @ 7pm

Present: Cllr. Moore OBE (Chairman) Cllr. Adams Cllr. Bunt
 Cllr. Carter Cllr. Fisher Cllr. T. Libby
 Cllr. V. Libby Cllr. M. Shakerley Cllr. Talling
 Cllr. Wilton
 In attendance: Mrs Thompson (Parish Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – 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>Dr Helen Doe spoke regarding proposals to mark the End of World War I (Minute 31c/2018 refers). She said 27 men are named on the War Memorial. To put this into perspective there were approximately 1,300 in the parish at the time. It was proposed to have a display of life-sized 'silhouettes' (to represent those who had died) on Whitecross Village Green. This would be backed up with a leaflet and, perhaps, something on the website. A local artist was interested. An application to the Heritage Lottery Fund is under consideration. It was thought the project would cost approximately £7,000.</p> <p>Mr Hill reminded the meeting there is an unofficial memorial at Hall Walk.</p> <p>Mr Tyson said he was present i.r.o. Minute 32f/2018.</p> <p>Cllr. Wilton had received a letter regarding issues relating to Greenbank. The Clerk to send this to Cornwall Housing.</p> <p>Cllr. Moore had received complaints that builders working on the Pleds Dans L'Eau development were not abiding by their Traffic Management Plan. The Clerk to report this to Planning Enforcement.</p> <p>Members received reports from outside authorities as follows:</p> <p>a. <i>Police</i> – in the absence of PCSO Steve Cocks there was no police report.</p> <p>b. <i>County Council</i> – in the absence of Cllr. Hannaford there was no report.</p> <p style="padding-left: 40px;">i. <u>Flats 4 and 5 Chapel Lane, Polruan</u> – Mr Nick Cross the M.D. of Cornwall Housing advised the properties had been assessed and in his opinion they do not meet the criteria to retain them as social housing. The report had been passed to Ms Mel Brain, CC for their decision.</p> <p style="padding-left: 80px;">Cllr. Moore will seek an update from Cllr. Hannaford.</p> <p>c. <i>Liskeard & Looe Network Panel Meeting</i> –</p> <p style="padding-left: 40px;">i. <u>Strengthening Community Networks</u> – document previously circulated via email. Deferred from the February meeting.</p> <p>Various highway issues had been submitted for consideration (February 2018 c[i] refers). The Clerk to report that the wall by Greenbank is crumbling. Cllr. Adams said clarification was needed as to who owned the land.</p> <p>The next meeting is scheduled to be held on 11th June 2018, 18:30 to 20:30 at St Keyne Village Hall.</p> <p>d. <i>Fowey Port User Group</i> – the next meeting is scheduled to be held on 10th April 2018, at 1400 in the Harbour Office. It was RESOLVED Cllr. Carter would attend and represent the PC.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Moore</p> <p>Clerk</p> <p>Cllr. Carter</p>

	<p>A preliminary meeting to discuss plans for the 2018 Fowey Red Arrows Display, will follow on from the Port User Group Meeting, at 1530. Cllr. Shakerley will represent the PC.</p> <p>At the meeting between FHC, representatives of the Town Trust and Lanteglos PC, the Harbourmaster was asked to cost an installation of a pontoon on the inside wall of the Quay. This had subsequently been circulated via email. Cllr. Carter to raise this at the User Group meeting.</p>	<p>Cllr, Shakerley</p> <p>Cllr. Carter</p>
26/2018	<u>Apologies for Absence</u> – Cllr. Kelly.	
27/2018	<p><u>Members' Declarations</u> –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – Cllrs. Fisher, V. Libby and T. Libby in Minute 32d/2018.</p> <p>b. <i>Non-registerable Interests</i> – Cllr. Talling in Minute 29b[iii]/2018 and Cllr. Adams in Minute 32f/2018.</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>	
28/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 27th February 2018, AGREED as a true record.</p>	
29/2018	<p><u>Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan (NP)</i> – Cllr. Moore reported a 'Roaming Exhibition' would be put on display at various venues throughout the parish and a 'taster street stall' to be put up at the next Whitecross Produce Market on 7th April 2018. There would be an opportunity to add comments. It was AGREED to authorise Cllr. Moore to purchase display boards.</p> <p>The final draft of the survey had been sent to Ms Nikki George at CRCC and then it will be distributed to all households in the parish. It was proposed to use Every Corner Distribution to hand deliver the survey at a cost of £320. Responses could be made online or in hardcopy – there was a cost implication in this if Royal Mail's 'Freepost' is used.</p> <p>There had been correspondence with Ms Jo Widdecombe (consultant) i.r.o. identifying sites for possible development, in particular affordable homes. Cllr. Adams reminded the meeting that the s.106 money from 'Bones Meadow' has a time limit in which it needs to be spent. Cllr. Moore said there was a meeting planned to address this issue.</p> <p>b. <i>Planning Applications</i> –</p> <p>i. <u>PA18/02059, Hall Walk Cottage, Old Road, Bodinnick</u> – works to trees in a conservation area, namely reduce ash trees T1 and T2 to 7m high and 5m spread. This application will be dealt with under delegated powers. No comment.</p> <p>ii. <u>PA18/02435, Furze Park, St Saviours Hill, Polruan</u> – replacement dwelling. This site had been the subject of previous applications. Some Members were unclear about what exactly was planned. There was general SUPPORT for the actual location of the dwelling, but Members are concerned about how the 'spoil' would be dealt with and felt a Traffic Management Plan was needed. Screening from the sea was also desirable. Cllr. Adams objected.</p> <p>iii. <u>PA18/02433, The Old Piggery, Coombeland</u> – conversion of barn to dwelling (previously granted consent and works commenced under Class Q approval – PA16/06506). Cllr. Talling left the meeting whilst this item was discussed. SUPPORT. Cllr. Adams objected.</p> <p>iv. <u>PA18/01033, Pendower House, Pont Bottom, Highway</u> – conversion of existing outbuilding into self-contained residential unit. Members had supported the application but did have concerns the property would be used for holiday letting in the future.</p>	<p>Cllr. Moore</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>The case officer had advised the application was initially (incorrectly) registered as conversion of existing outbuilding into self-contained residential unit (i.e. a separate dwelling), but this was not the case. The application does seek permission for the conversion of the building to provide an annexe or holiday accommodation. It was RESOLVED to agree with the case officer's recommendation.</p> <p>c. <i>Enforcement Cases</i> – Members received an update on the following:</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 Coplestone advised this investigation still stands largely as per the previous update. They are still awaiting additional information from the owners of the site. Relevant geotechnical experts had been in contact with CC's structural engineer and they are working to get the appropriate information together for assessment. They are hopeful to get a multi-agency meeting with the owners/agents and any relevant experts from their side, in a couple of weeks' time.</p> <p>ii. <u>EN17/02173, Bryn-Y-Mor, Chapel Lane, Polruan</u> – installation of a fuel pump in a conservation area. Case officer, Felicity Coplestone advised they had concluded their assessment and have advised the owner of the oil pipeline that it is considered the works consisting of the installation of a cabinet and oil pipe line attached to the wall at Chapel Lane, constitutes development for which no planning permission had been applied for.</p> <p>It is considered that due to the adverse impact caused to the character and appearance of the Conservation Area of the cabinet and pipeline that it would be unlikely for planning permission to be approved should any retrospective planning application to retain the works be made. The owner has been invited to arrange to have the cabinet and pipeline removed from Chapel Lane within a period of 21 days from the date of this correspondence. She is currently awaiting contact from the owner confirming their intentions in respect of this matter and a subsequent timescale for compliance.</p> <p>Failure to comply with this informal request will result in the issue and service of a Planning Enforcement Notice to seek the removal of the cabinet and pipeline.</p> <p>iii. <u>EN18/00372, Lower Vuevrey Meadow, Polruan</u> – alleged untidy site. New case.</p> <p>d. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA18/00488, Chapel House, 1 Battery Lane, Polruan</u> – internal alterations to the first floor: a number of non-loadbearing internal walls to be removed to make an open plan living space; One flush window to the internal covered area changing to a box window; Metal balustrading at the front changing from metal to glazed (obscure if required); New glazed balustrading around the garage roof; Existing grey PVCu guttering and downpipes changing to black PVCu.</p>	Clerk
30/2018	<p><u>Highway Matters</u> –</p> <p>a. <i>Street Lighting</i> – Minute 17a/2018 refers.</p> <p>i. <u>Ocean View</u> – an advance payment had been made to SSE Contracting Ltd. and Mr Mark Vincent, ITC Operations Office, CC had confirmed CC will take over these lights, w.e.f. 1st April 2018.</p> <p>ii. <u>Furze Park</u> – the Clerk had advised Mr Jonny Alford, CC and Ms Pam Hartill, Cornwall Housing that w.e.f. 1st April 2018 the PC would no longer be responsible for any of the street lighting in Polruan. The Clerk to request formal confirmation from Mr Vincent.</p>	Clerk

	<p>b. <i>Telephone Kiosk</i> – Minute 18d/2018 refers. Cllr. V. Libby said the paint had arrived and the kiosk will be painted shortly.</p> <p>c. <i>End of World War I</i> – Minute 18g/2018 refers. Cllr. Shakerley said the Heritage Lottery Fund (HLF) are looking favourably at events to commemorate the end of World War I. Whitecross Village Hall are willing to sponsor the application. Local organisations will be invited to become involved. In addition to the temporary display on Whitecross Village Green, a permanent record would be made.</p> <p>It was RESOLVED to support, in principle, the project with a grant and to permit Whitecross Village Green to be used for the display. The Clerk to draft a letter of support to the HLF. There was some discussion about duplicating the names of the war dead at Whitecross, when this is already covered by the War Memorial.</p> <p>d. <i>Public Conveniences</i> –</p> <p>i. <u>Frogmore WCs</u> – damage caused by burst water pipes. Toilets temporarily closed.</p> <p>ii. <u>Legionella Testing</u> – the Clerk to seek the advice of the Insurance Brokers as to whether this is needed. Mr Hill offered to supply details of a ‘do-it-yourself’ kit.</p> <p>iii. <u>St Saviour’s WCs</u> – Mr Smithson had been asked to replace the toilet seat in the gents.</p>	<p>Clerk</p> <p>Clerk</p>																																
32/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2017/18-09 to a value of £10,800.39 was APPROVED for payment.</p> <p>The Clerk to remind Mr Smithson to install the notice board and to liaise with either Cllrs. Shakerley or Talling regarding the location.</p> <table border="1" data-bbox="327 1055 1264 1294"> <thead> <tr> <th>PAYMENTS</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SSE Contracting Ltd - Ocean View</td> <td>7,314.96</td> <td>1,462.99</td> <td>8,777.95</td> </tr> <tr> <td>Mrs Thompson - salary</td> <td>561.08</td> <td></td> <td>561.08</td> </tr> <tr> <td>HMRC</td> <td>143.36</td> <td></td> <td>143.36</td> </tr> <tr> <td>Mrs Fisher - WC cleaning</td> <td>700.00</td> <td></td> <td>700.00</td> </tr> <tr> <td>CRCC – Neighbourhood Plan survey</td> <td>500.00</td> <td>100.00</td> <td>600.00</td> </tr> <tr> <td>EDF Energy</td> <td>18.00</td> <td></td> <td>18.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£10,800.39</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>Income & Expenditure Report 2017/18</i> – copy was circulated at the Meeting. The Clerk to check the income figure and report back to the April meeting.</p> <p>d. <i>Bank Standing Order</i> – Minute 19a/2018 refers. Cllr. Moore had written to the bank to create a standing order for Mrs Fisher for 2017/18.</p> <p>e. <i>LMP Partnership</i> – it was RESOLVED to accept a grant of £1,462.07 to maintain the PROWs, compared to £1,329.19 in 2017/18. The Clerk to submit the acceptance form to CC.</p> <p>f. <i>Grant Application</i> – Cllr. Adams left the meeting whilst this was discussed. Members RESOLVED to make a grant of £2,500 in 2018/19 from the Lanteglos PCC for upkeep of the churchyard.</p>	PAYMENTS	Price	VAT	Total	SSE Contracting Ltd - Ocean View	7,314.96	1,462.99	8,777.95	Mrs Thompson - salary	561.08		561.08	HMRC	143.36		143.36	Mrs Fisher - WC cleaning	700.00		700.00	CRCC – Neighbourhood Plan survey	500.00	100.00	600.00	EDF Energy	18.00		18.00				£10,800.39	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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33/2018	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Gorsedh Kernow</i> – invite nominations for their annual open Awards and Competitions scheme. Details previously circulated via email.</p> <p>b. <i>Cornwall Glass</i> – grant fund available.</p> <p>c. <i>Kernow Carers’ Service</i> – poster outlining their services.</p>																																	
34/2018	<p><u>Information Only / Items for Future Agendas</u> – none.</p>																																	

35/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – 24th April 2018.</p> <p>b. <i>NP Meeting</i> –17th April 2018. TBC.</p> <p>c. <i>Parish Meeting</i> – 14th May 2018. Cllr. T. Libby offered to order tea, coffee and cakes from Crumpets and to book the Polruan WI Hall. The Clerk to send invitations to local organisations.</p> <p>d. <i>Cornwall Community Land Trust</i> – half-day seminar. Friday 20th April 2018, 9.30am – 2pm. Truro City Hall. Details previously emailed.</p>	Cllr. T. Libby / Clerk
36/2018	<p><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.</p>	
37/2018	<p><u>PROW 613/19/1, Nordown Lane</u> – it was RESOLVED to accept the quotation from A1 Tree Surgery to cut back the trees, etc. and lay the woodchipped debris on the path at a cost of £450+VAT.</p>	Clerk
38/2018	<p><u>Frogmore WCs</u> – it was RESOLVED to accept the quotation from Mr Simpson for £168 plus the cost of stand-off clips. The Clerk to request this work is carried out for Easter, if possible.</p> <p>The Clerk to check the additional cost of insuring the various toilet blocks.</p>	Clerk Clerk
39/2018	<p><u>Public Seating</u> – Minute 18f/2018 refers. The two seats from Glasdon had not been ordered as the total sum involved would be more than that set aside in the budget. It was RESOLVED to order two of the usual type.</p> <p>Three quotations had been sought, but only one received:</p> <p>a. To install the two new concrete bases. It was RESOLVED to accept a quote of £240-£250 from Mr Simpson to fit the new benches, to include removal of the existing concrete base.</p> <p>b. Any repairs to the seats on Polruan Quay, including repainting them. The Clerk to confirm that only four benches need this treatment.</p>	Clerk Clerk Clerk
40/2018	<p><u>Meeting Closed</u> – 21.06pm.</p>	

Signature: (Cllr. Moore)
Parish Council Chairman

Date: 24th April 2018