

LANTEGLOS-BY-FOWEY PARISH COUNCIL
NOTICE AND AGENDA OF THE FULL COUNCIL MEETING
TO BE HELD IN THE WHITECROSS VILLAGE HALL
TUESDAY, 24th JULY 2018 @ 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> <p>a. <i>Police</i> – PCSO Steve Cocks.</p> <p><u>Proposed Merger of Devon and Cornwall Police to join with Dorset</u> – details on: http://www.futurepolicing.co.uk. Details previously circulated via email. Deadline for comments 27th August 2018.</p> <p>b. <i>County Councillor</i> – Cllr. Hannaford.</p> <p>c. <i>Liskeard & Looe Network Panel Meeting</i> –</p> <p>NOTE – letter from the <i>Liskeard & Looe Network Panel</i>, to the Chief Constable and Ms Alison Hernandez, Police and Crime Commissioner regarding police coverage for the area. Copy previously emailed.</p> <p>d. <i>Padstow Harbour Commission</i> – Capt. Paul Thomas advised work to refurbish the slipway at Brazen Island was due to begin w/c 2nd July. Materials for the project will be arriving by barge to site and current planning is for concrete lorries to be brought over by car ferry. There may be a short period after the school holidays where lorries may get access via Tom's Yard but that is very much subject to activity at the yard at the time. The project is scheduled to complete by 21st December 2018.</p>	
90/2018	<u>Apologies for Absence</u> –	
91/2018	<p><u>Members' Declarations</u> –</p> <p>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.</p> <p>NOTE – Cllr. Shakerley had been booked to attend Code of Conduct training on 2nd October 2018; Cllr. Carter the session on 27th September.</p> <p>b. <i>Non-registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest is apparent.</p> <p>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> –</p>	
92/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 26th June 2018.</p>	
93/2018	<p><u>Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan (NP)</i> – Members to receive an update.</p> <p><i>Neighbourhood Plans, Affordable Housing, and Cornwall Local Plan Housing Apportionment</i> – letter from the N Cornwall Cluster Group, previously circulated via email.</p>	Cllr. Moore

	<p>b. <i>Planning Applications</i> – including any applications received after the agenda had been published.</p> <p>i. <u>PA18/05310, Mixtow Cottage, Mixtow</u> – pitched roof over the existing flat roof extension.</p> <p>ii. <u>PA18/05311, Mixtow Cottage, Mixtow</u> – Listed Building Consent for pitched roof over the existing flat roof extension.</p> <p>iii. <u>PA18/06202, 10 Battery Park, Polruan</u> – removal of existing dormer bungalow first floor hipped roof structure and 3 dormers. Build up existing external walls to form increased first floor accommodation with new hipped roof structure over.</p> <p>c. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA18/02883, Trecoombe, Lanteglos Highway</u> – conversion and extension of garage, within curtilage of existing dwelling house to form annexe and/or seasonal holiday accommodation. Members supported this application.</p> <p>d. <i>Affordable Housing</i> – Minute 80d/2018 refers. Members to consider the next step following the meeting with Ms Melanie Brain, CC i.r.o. Flats 4 and 5 Chapel Lane, Polruan, to include consideration of the options paper from Mr Andrew Prendergest.</p> <p>e. <i>Draft Planning Validation Guide</i> – consultation ends 5pm Friday 24th August 2018. Details previously emailed.</p> <p>f. <u>PA18/04710, Headland, 3 Battery Lane, Polruan</u> – an error on the Traffic Management Plan had been reported to the case officer, Mark Wigley.</p>	Information
94/2018	<p><u>Highway Matters</u> –</p> <p>a. <i>Retaining Wall, Greenbank</i> – Minute 81b/2018 refers. Ms Mandy Langdon, CC had advised the land appears to be public maintained highway. Members to consider any response from Mr Paul Allen regarding repairs. Cllr. Adams had provided the Clerk with some historical information which she had forwarded to Mr Allen.</p> <p>b. <i>Lengthsman Scheme</i> – Minute 81e/2018 refers. Members to consider the draft list of work (copy previously emailed) prior to submission to Mr Paul Allen for CC’s consideration to devolve to the PC with a grant to cover the cost.</p> <p>i. <i>Repairs to the Leat at Essa</i> – Mr Paul Allen, Cormac advised they have no proposals to carry out any repair work at the leat apart from digging it out a bit deeper. They will add this location to our list of future ditch maintenance work and monitor any future issues.</p> <p>ii. <i>Turning to Polruan and Pont</i> – a new pipe and drain were installed at the turning last year to help prevent flooding of properties along the Pont Valley. At times of high rainfall, water flows past the drain and continues along the valley. Property is still vulnerable. A slight alteration in the camber of the road or a small ramp to guide the water into the drain would stop this.</p> <p>iii. <i>Pont Sump</i> – the sump to be cleared regularly, especially in winter.</p>	
95/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>End of World War I</i> – Minute 82b/2018 refers. Members to receive an update i.r.o. the project to commemorate the end of WWI.</p> <p>b. <i>Public Conveniences</i> –</p> <p>i. <u>The Quay WCs</u> – Members to consider having the exterior repainted.</p> <p>ii. <u>Legionella Testing</u> – Ms Jennifer Graham, CC had amended the Legionella Testing report, following Members’ comments regarding the ‘dead end’ pipework at Frogmore. Copy previously circulated via email.</p>	Cllr. Shakerley

	<p>NOTE – the cleaning contractor had agreed to record the water temperature and had been provided with a form for this purpose.</p> <p>c. <i>Maintenance Issues</i> – Minute 61d/2018 refers.</p> <p>i. <u>Benches</u> – Mr Simpson had been reminded to repair the one at Bodinnick. Mr and Mrs James and Helena Hobson had sent a cheque to cover the cost of new bench.</p> <p>ii. <u>Notice Boards</u> – Mr Simpson had been asked to install the new board at Whitecross.</p> <p>d. <i>Planters</i> – Members to consider an offer to provide and maintain flower planters in the square at the junction of East Street and Fore Street. Details previously circulated via email.</p> <p>e. <i>Doctors' Surgery</i> – Minute 82g/2018 refers. It is understood the lease has quite a few years to run and previous discussions regarding some sort of all-purpose building at the top of the village has proved problematic.</p>	Information
96/2018	<p><u>General Data Protection Regulations (GDPR)</u> –</p> <p>a. <i>Data Asset Register</i>– Members to consider the draft register previously circulated via email. Copy attached.</p> <p>b. <i>Data Audit</i> – on hold pending further guidance.</p> <p>c. <i>Freedom of Information Publication Scheme</i> – on hold pending adoption of the Data Audit.</p>	
97/2018	<p><u>Adoption of Policies and Strategies</u> – copies previously circulated via email.</p> <p>a. <i>H&S Policy</i> – Members to consider the draft Policy. Copy attached.</p>	
98/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2018/19-04.</p> <p>i. <u>Quay WCs</u> – a grant of £2,500 had been received from the Polruan Trust towards the running costs of the toilets.</p> <p>ii. <u>Affordable Housing</u> – Members to consider an 'Affordable Housing' budget heading and to agree the budget sum.</p> <p>NOTE – Members deferred agreeing a contribution towards the cost of Highway issues pending agreement of the scheme details with Mr Allen.</p> <p>b. <i>Budget Monitor</i> – copy to be circulated at the meeting.</p> <p>c. <i>Bank Reconciliation</i> – the bank reconciliation to be verified in accordance with the Financial Regulations.</p> <p>d. <i>Ocean View Lighting</i> – June Public Forum refers. Mr Mark Vincent, CC insisted the sixth light column was installed. In view of this, SSE Enterprise Ltd. had been instructed to proceed and install the sixth light. NOTE – there will be no additional cost to the Parish Council.</p>	<p>Cllr. V. Libby</p> <p>Information</p>
99/2018	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Clerks & Councils Direct</i> – July 2018. Chairman's copy.</p> <p>b. <i>First Time Central Heating: Warm and Well Cornwall</i> – details on to find out the qualification criteria and get help with heating a home see: www.cornwall.gov.uk/warmandwell. Details previously emailed.</p>	
100/2018	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a.</p>	
101/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – 25th September 2018.</p>	

	<p>NOTE – no meeting to be held in August, except that the Chairman may call an Extraordinary Meeting if necessary.</p> <p>b. <i>NP Meeting</i> – TBC.</p> <p>c. <i>Clerk’s Leave</i> – 18th August – 2nd September 2018 (inclusive).</p> <p>d. <i>Liskeard Carers Forum</i> – 25th July 2018 from 1.00 to 3.00pm, at Liskerret Community Centre. Details previously emailed</p>	
102/2018	<p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.</p>	
103/2018	<p><u>Contracts</u> – Members to consider and agree the content of the tender packs. Minute 87b/2018 refers.</p> <p>a. <i>WC Cleaning</i> – to include a requirement to record water temperature daily</p> <p>b. <i>PROWs / Whitecross Village Green</i> – to include the footpath opposite the entrance to Greenbank; the footpath below Cliff Rise and the grass behind St Saviours WCs; plus shrubs/bushes below Rock Cottage at the bottom of Sydney Hill.</p> <p>c. <i>Weed Spraying</i> – to include additional roads, namely: Gayhurst Road, Chapel Lane and the lane leading to Studio Cottage.</p> <p>d. <i>Lengthsman’s Scheme</i> – drain clearance on an ad hoc basis.</p>	
104/2018	<p><u>Enforcement Cases</u> – Members’ to receive any updates on the outstanding enforcement cases.</p>	
105/2018	<p><u>Meeting Closed</u> –</p>	

Signature: (Mrs Gillian Thompson)

Parish Clerk

Date: 16th July 2018

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