

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING**  
**TO BE HELD IN THE WHITECROSS VILLAGE HALL**  
**TUESDAY, 25<sup>th</sup> SEPTEMBER 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>Mr Ivan Tomlin to address the Meeting regarding planning application PA18/07754 (Minute 115b[i]/2018 refers).</p> <p>Members to receive reports from outside authorities as follows:</p> <p>a. <i>Police</i> – PCSO Steve Cocks.</p> <p style="padding-left: 40px;">NOTE – photographs showing vandalism to gates had been forwarded to the Police.</p> <p>b. <i>County Councillor</i> – Cllr. Hannaford.</p> <p style="padding-left: 40px;">NOTE – see also Minute 115f/2018 below.</p> <p>c. <i>Liskeard &amp; Looe Network Panel Meeting</i> –</p>	
112/2018	<u>Apologies for Absence</u> –	
113/2018	<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>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>	
114/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 24<sup>th</sup> July 2018.</p>	
115/2018	<p><u>Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan (NP)</i> – Members to receive an update.</p> <p style="padding-left: 40px;"><i>Polperro and Lansallos Neighbourhood Plan</i> – consultation deadline was 7<sup>th</sup> September 2018. Previously circulated via email.</p> <p>b. <i>Planning Applications</i> – including any applications received after the agenda had been published.</p> <p style="padding-left: 40px;">i. <u>PA18/07754, Gwel An Mor, Townsend, Polruan</u> – proposed Juliet balcony/French doors within west elevation of property.</p> <p style="padding-left: 40px;">ii. <u>PA18/07966, Land Adjacent to Allwynds, Lanteglos</u> – reserved Matters application for the construction of dwelling. (Details following application no. PA18/00774 dated 20.03.2018.)</p>	Cllr. Moore

	<p>c. <i>PA18/06202, Beacon, 10 Battery Park, Polruan</i> – 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>Minute 93b[iii]/2018 and August Public Forum refers. Members had made a response of 'No Objection'. NOTE – neighbours had since raised concerns.</p> <p>d. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <i>PA18/02435, Furze Park, St Saviours Hill, Polruan</i> – replacement dwelling. <b>Members supported this application, with reservations.</b></p> <p>e. <i>Affordable Housing</i> – Minute 107C/2018 refers. Members to receive an update.</p> <p>f. <i>Dilapidated Buildings in Polruan/Parish</i> – Minute 109a/2018 refers. Cllr. Hannaford had been asked for her views on what could be done to bring them back to a habitable state.</p> <p>g. <i>Planning Conferences for Local Councils</i> – events will take place in Penzance, St Austell and Liskeard. There is a charge of £12 per delegate and the deadline for expressions of interest is 10<sup>th</sup> September 2018. Details previously emailed.</p> <p>NOTE – a place had been booked for Cllr. Moore to attend the session at St Austell.</p> <p>h. <i>PA18/06103, Toms Yard, East Street, Polruan</i> – the planning application has yet to be decided by CC, but work has commenced. Complaints have been received i.r.o.:</p> <p>i. <u>Lorry Movements</u> – in the supporting documentation accompanying the application the agent says: <i>Delivery lorries will be limited to two per day avoiding the hours between 8am and 10am...</i> Evidence strongly suggests this is being exceeded.</p> <p>NOTE – Capt. Paul Thomas, Fowey Harbourmaster advised that to date all their supplies had been delivered by barge and they still plan the concrete lorries to arrive via the car ferry direct to BI.</p> <p>ii. <u>Back Hill</u> – complaints had been received about Quay Hill being very slippery and dangerous to walk on and also that a lady slipped on it recently.</p> <p>i. <i>Planning Appeal</i> – PA18/01495, Midships, 2 New Quay Terrace, East Street, Polruan. Appeal Dismissed. No Costs claimed. <b>Members had objected to this application.</b></p>	Information
116/2018	<p><u>Highway Matters</u> –</p> <p>a. <i>Highways Issues from the July Meeting</i> – Mr Paul Allen advised the Highway Steward is looking into matters raised by Members:</p> <p>i. The conifers at the entrance to Ocean View, just below the old garage, are overhanging the road causing pedestrians to walk in the road.</p> <p>ii. The buddleias at Pont are now growing halfway across the road, again, causing hazards to traffic and pedestrians.</p> <p>iii. <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>b. <i>Lengthsman Scheme</i> – Minute 94b/2018 refers. Mr Paul Allen advised he is discussing with CC Members' proposal that a grant of £2,000 is made available, to be drawn down as and when the work is carried out.</p>	

	<p>c. <i>Drain / Gulley Clearing</i> – Minute 94b/2018 refers. Cllr. Adams to have requested Mr Sanchez to start clearing drains in preparation for winter.</p> <p>d. <i>Turning to Polruan and Pont</i> – Minute 94b/2018 refers. Highways had been asked to consider a slight alteration in the camber of the road or a small ramp to guide the water into the drain would stop rainwater flowing past the rain and continuing along the valley.</p> <p>e. <i>Road Closure</i> – 29<sup>th</sup> October to 2<sup>nd</sup> November 2018 (08:00 to 16:30) at Essa &amp; Pont Hill, Polruan. Details previously emailed.</p>	
117/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>End of World War I</i> – Minute 95a2018 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 proposals to:</p> <ul style="list-style-type: none"> <li>• Replace the disabled toilet lock to enable a radar key to be used 24 hours, i.e. at night.</li> <li>• Replace the toilet roll holders with white plastic versions, similar to those in St Saviours and Frogmore.</li> </ul> <p>ii. <u>St Saviours WCs</u> – Members to receive an update i.r.o. repainting the toilet block and to consider possible refurbishment and future usage of the building.</p> <p>EMAIL from Adrian 25/8/18: I'll organise Bernie to board it up (<i>broken window</i>) ASAP. I think it can then wait for the council to decide what work needs doing to the block such as the rotten window frames, new roof...</p> <p>iii. <u>Legionella Testing</u> – 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.</p> <p>ii. <u>Notice Boards</u> – Mr Simpson had been asked to install the new board at Whitecross.</p> <p>d. <i>Bank Behind Noticeboards, Polruan</i> – Members to receive an update.</p> <p>e. <i>Internet for Meetings at Polruan</i> – Minute 109c/2018 refers.</p> <p>f. <i>Tree Preservation Order</i> – land SW of Hall Walk Cottage, Old Road, Bodinnick. A provisional TPO had been made by CC for 6 months w.e.f. 15<sup>th</sup> March 2018. The Clerk had enquired if this would be renewed.</p> <p>g. <i>Nordown Lane</i> – the work to cut back the hedges (Minute 37/2018 refers) had been postponed to September to allow birds to nest undisturbed. The Clerk had reminded A1 Trees Ltd.</p>	<p>Cllr. Shakerley</p> <p>Cllr. Moore</p> <p>Information</p> <p>Information</p>
118/2018	<p><u>General Data Protection Regulations (GDPR)</u> –</p> <p>a. <i>Data Asset Register</i> – CALC confirmed that pension details for employees should be retained for 75 years post-employment. Members to now consider and adopt the DRA drawn up by the Clerk.</p> <p>b. <i>Data Audit</i> – <b>copy attached.</b></p> <p>c. <i>Freedom of Information Publication Scheme</i> – <b>revised copy attached.</b></p>	
119/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2018/19-05.</p> <p>i. <u>Quay WCs</u> – Members to consider any response from the Polruan Trust towards the continuation of a grant towards running costs.</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>Internal Audit 2017/18</i> – Members to consider and adopt the revised Asset Register (<b>revised copy attached</b>). The Clerk to complete the Internal Audit Response Record sheet and return to Hudson Accounting.</p> <p>d. <i>Barclays Looe Branch</i> – closing on Friday, 14<sup>th</sup> December 2018. NOTE – Barclays Fowey branch is closing on Friday, 26<sup>th</sup> October 2018 (Minute 63c/2018 refers).</p>	Cllr. V. Libby
120/2018	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Clerks and Councils Direct</i> – September 2018. Chair's copy.</p> <p>b. <i>Parish News</i> – copy deadline for the next issue is 14<sup>th</sup> October 2018. The new Editor is Ms Suzanne Goddard, <a href="mailto:suzanne.goddard1@gmail.com">suzanne.goddard1@gmail.com</a>.</p> <p>c. <i>Statement of Licensing Act Policy</i> – the revised draft policy was previously emailed. Deadline for comments is 5<sup>th</sup> December 2018.</p> <p>d. <i>Cornish Ports and Harbours: Polruan Historic Waterfront</i> – Historic England advise they had received an application to add the above to the List of Buildings of Special Architectural or Historic Interest. Details previously emailed and a copy sent to the NDP Steering Group.</p>	
121/2018	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>Clerk's Handover Notes</i> – a revised copy had been supplied to the Chair and Vice Chair.</p>	Information
122/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – 23<sup>rd</sup> October 2018.</p> <p>b. <i>NP Meeting</i> – TBC.</p> <p>c. <i>Cornwall Rural Housing Assoc. Ltd</i> – annual review, Monday 17<sup>th</sup> September 2018, 10.30am, Royal Cornwall Showground, Wadebridge. Details previously emailed.</p> <p>d. <i>Cornwall Community Land Trust</i> – event invitation on Wednesday, 17<sup>th</sup> October 2018, Duloe Jubilee Centre. Details previously emailed.</p>	
123/2018	<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>	
124/2018	<p><u>Enforcement Cases</u> – Members' to receive any updates on the outstanding enforcement cases.</p> <p>NOTE – CC has decreed this information cannot be made public.</p>	
125/2018	<p><u>Meeting Closed</u> –</p>	

Signature: ..... (Mrs Gillian Thompson)  
Parish Clerk

Date: 17<sup>th</sup> September 2018

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