

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING**  
**TO BE HELD IN THE WHITECROSS VILLAGE HALL**  
**TUESDAY, 27<sup>th</sup> NOVEMBER 2018 @ 7pm**

**NOTE – residents are invited to give their views on a proposed 2% in the Parish Council precept for 2019/2020. This represents an increase of £860 p.a. (shared by all ratepayers in the parish).**

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>b. <i>County Councillor</i> – Cllr. Hannaford.</p> <p>NOTE – Mr Paul Allen advised Cormac had secured funding to replace the fence at Greenbank. As yet they do not have a start date – it will be added to their programmed works.</p> <p>c. <i>Liskeard &amp; Looe Network Panel Meeting</i> – Members to receive a report of the meeting held on 29<sup>th</sup> October 2018.</p> <p>d. <i>Cornwall Community Flood Forum</i> – Ms Cathryn Marcus, Flood Resilience Manager to meet with Members at their February meeting to consider a possible Flood Plan for Polruan.</p> <p>e. <i>Port User Group</i> – Minutes of the meeting held on 6<sup>th</sup> November 2018 previously emailed. Next meeting scheduled for Wednesday 3<sup>rd</sup> April 2019 at 1400 in Fowey Harbour Office.</p>	
140/2018	<u>Apologies for Absence</u> –	
141/2018	<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>	
142/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 23<sup>rd</sup> October 2018.</p>	
143/2018	<p><u>Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan (NP)</i> – Members to receive an update.</p> <p>b. <i>Planning Applications</i> – including any applications received after the agenda had been published.</p>	Cllr. Moore

- i. PA18/09620, The Sea House, Townsend, Polruan – first floor extension and alterations to dwelling.
  - ii. PA18/10261, Chapel House, 1 Battery Lane, Polruan – 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 (resubmission of approved application PA18/00488) Metal open style balustrading to the first floor balcony to be replaced with clear glazed balustrade; Existing PVCu windows/door to first floor balcony to be removed, together with central masonry pier, to allow single opening for double sliding patio doors.
  - iii. PA18/10287, The Old Foundry, Fore Street, Polruan – raise the ground level to the West elevation of the property to form a terrace, convert the existing loft space and remodel the internal layout.
- c. *Planning Applications* – approved by CC: information only.
- i. PA18/06587, Greetwell, Old Road, Bodinnick – conversion of domestic garage to lounge, extensions for utility and bathroom to existing bedroom. **Members objected, but later 'agreed to disagree' on this application.**
  - ii. PA18/07966, Land Adjacent to Allwyns, Lanteglos – reserved Matters application for the construction of dwelling. (Details following application no. PA18/00774 dated 20.03.2018.) **Members supported this application.**
  - iii. PA18/06103, Toms Yard, East Street, Polruan – partial infill of the sea wall to prevent some flooding at high tide with a south west wind and to provide access for the boat crane to land at the north east end of the boat yard. **Members had no objection.**
  - iv. PA18/08446, The Secret House / Drift, 57 Fore Street, Polruan – replacement of existing window in attic room with inward opening door and Juliette balcony. **Members supported this application.**
  - v. PA18/08923, Pieds Dans L'Eau, New Road, Fowey – consent to fell two Elm Trees within Conservation Area. As this application is for works to trees in a Conservation Area, it will be decided by CC under delegated authority. **CC decided not to make a TPO (TCA apps).**
  - vi. PA18/06202, Beacon, 10 Battery Park, Polruan – 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. **Members had no objection.**
- d. *Affordable Housing* – Minute 115e/2018 refers. Members to consider any update from Ms Melanie Brain, Head of Housing Strategy, CC.  
NOTE – the Options Appraisal on 4 and 5 Chapel Lane, Polruan, previously circulated via email.
- e. *Dilapidated Buildings in Polruan/Parish* – Minute 115f/2018 refers. Cllr. Hannaford had been asked for her views on what could be done to bring them back to a habitable state.
- f. *Community Land Trust / Local Housing Working Party* – Minute 129d/2018 refers. Members to consider the next steps.
- g. *Planning Aid England Survey of Parish and Town Councils* – Planning Aid England is a charity associated with the Royal Town Planning Institute, which offers free, independent and professional support and advice to individuals and local communities over planning issues. Survey see: <https://www.surveymonkey.co.uk/r/XQ57L5P>. Details emailed.

144/2018

Highway Matters –

- a. *Outstanding Highways Issues* – Members to consider:
  - i. *Turning to Polruan and Pont* – 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

	<p>flows past the drain and continues along the valley. Mr Paul Allen, Highways had been provided with photographic evidence of the scale of the problem and advised they will look to clear the vegetation at the side of the road to help it flow into the pipe.</p> <p>NOTE – Cllr. V. Libby reported the sump at Pont had not been cleaned. Cllr. Adams had been told with a view to Mr Sanchez clearing the sump.</p> <p>ii. <i>Lengthsman Scheme</i> – Mr Allen had previously advised there is a reluctance to allow the parish to carry out any drainage maintenance due to insurance and liability issues.</p> <p>NOTE – Members' had proposed that a grant of £2,000 is made available, to be drawn down as and when the work is carried out.</p> <p>iii. <i>Replacement Signs</i> – Mr Allen advised Highways has no objection to the PC renewing the timber sign at Watergate to Pont, etc. with like-for-like new sign.</p> <p>iv. <i>Drains</i> – Mr Allen had been asked for the following drains to be cleared but had advised the drains had been inspected and Highways could see no evidence of the blockages. We will monitor any future issues here.</p> <ul style="list-style-type: none"> <li>• Drain by three gates going into Bodinnick village</li> <li>• The manhole covers at the bottom of Old Road outside the Old Ferry Inn had been bubbling up since being cleared.</li> </ul> <p>b. <i>Wall of the Layby at Hall Terrace, Bodinnick</i> – Minute 130b/2018 refers. Mr Matthew Gallagher, Senior Housing Management Officer advised a surveyor had viewed the damage to the wall and concluded that it would not be a cost effective to demolish the remaining wall and create additional parking.</p> <p>A repair has been logged to repair the wall.</p> <p>c. <i>Fowey Safety Works</i> – Ms Lindsay Opie, Cormac had emailed to advise that design work on sections of the retaining wall on Place Road, Fowey is completed. They are currently negotiating the legal agreements for the soil nailing to take place. The retaining wall repair at Fowey Hotel Gardens, the Esplanade is now likely to be postponed until October 2019. Details previously emailed.</p> <p>d. <i>Road Closure, Essa and Pont Hill</i> – Ms Sophie Daniel, Kelly Communications advised they are planning to undertake cabling works on behalf of BT in Polruan. This will require a road closure due to road width so in order to minimise disruption we propose out of hours working and off-peak times.</p>	<p>Information</p> <p>Information</p> <p>Information</p>
145/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Public Conveniences</i> –</p> <ol style="list-style-type: none"> <li>i. <u>The Quay WCs</u> – any issues.</li> <li>ii. <u>Legionella Testing</u> – Cllr. Fisher to provide the test results as an interim measure, until the new contract commences April 2019.</li> <li>iii. <u>Business Rates</u> – The Chancellor of the Exchequer had announced that public toilets will receive new mandatory business rates relief.</li> <li>iv. <u>WC Refurbishment</u> –Invitations to quote for the refurbishment of the St Saviours and The Quay toilets will be issued. Deadline for responses is 21<sup>st</sup> January with work to be completed by Easter.</li> </ol> <p>b. <i>Internet for Meetings at Polruan</i> – Minute 131e/2018 refers. Members to receive an update regarding the provision of broadband to the WI Hall.</p> <p>c. <i>Policeman's Walk</i> – the broken/collapsed outside edge of the footpath from Chapel Lane to Policeman's Walk had been reported to Mr Paul Allen, Cormac by Cllr. Hannaford.</p>	<p>Information</p> <p>Information</p> <p>Information</p> <p>Cllr. V. Libby</p>

146/2018	<u>Administrative Matters</u> – a. <i>Parish News</i> – permission had been granted to have a copy of the PN uploaded to the PC's website.	
147/2018	<u>Financial Matters</u> – a. <i>Accounts for Payment</i> – schedule 2018/19-07. b. <i>Budget Monitor</i> – <b>copy to be circulated at the meeting.</b> c. <i>Bank Reconciliation</i> – the bank reconciliation to be verified in accordance with the Financial Regulations. d. <i>2017/18 External Audit</i> – PKF Littlejohn (External Auditors) had passed the Council's account without comment. Copies had been placed on the website and notice boards.	Cllr. V. Libby
148/2018	<u>Correspondence / Documents</u> – not covered elsewhere on the agenda: a. <i>War Memorials Trust</i> – Bulletin No.79, November 2018. b. <i>South Western Ambulance Service</i> – response regarding the role of First Responders, via Sheryll Murray, MP. c. <i>Working with Your Council</i> – CALC training course. Details emailed. d. <i>Clerks &amp; Councils Direct</i> – November 2018. [Chair's copy.]	
149/2018	<u>Information Only / Items for Future Agendas</u> –	
150/2018	<u>Diary Dates</u> – a. <i>Council Meeting</i> – 22 <sup>nd</sup> January 2019. Members to consider continuance of the community bus to ferry people to meetings (67a/2018 refers). b. <i>NP Meeting</i> – TBC. c. <i>Clerk's Leave</i> – 22 <sup>nd</sup> December 2018 to 1 <sup>st</sup> January 2019 inclusive.	
151/2018	<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.	
152/2018	<u>2019 Contracts</u> – the successful contractors had been asked to supply: a. <i>WC Cleaning</i> – Mrs Fisher £5 million public liability cover. b. <i>PROW and Whitecross Green</i> – Mr Fowler: <ul style="list-style-type: none"> <li>• £5 million public liability cover.</li> <li>• Risk Assessment.</li> <li>• Training certificates.</li> </ul> c. <i>Weed Spraying</i> – A1 Trees and Grounds Ltd. <ul style="list-style-type: none"> <li>• £5 million public liability cover.</li> <li>• Risk Assessment.</li> <li>• Training certificates.</li> </ul>	
153/2018	<u>Exception Site</u> – Members to receive a confidential verbal report regarding a potential site for affordable housing.	
154/2018	<u>Enforcement Cases</u> – Members' to receive any updates on the outstanding enforcement cases.	
155/2018	<u>Meeting Closed</u> –	

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

Date: 19<sup>th</sup> November 2018