

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING**  
**TO BE HELD IN THE WHITECROSS VILLAGE HALL**  
**TUESDAY, 22<sup>nd</sup> JANUARY 2019 @ 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 style="padding-left: 40px;">NOTE – a letter from the Police Commissioner i.r.o. proposal to increase the police element of the council tax was circulated via email</p> <p>b. <i>County Councillor</i> – Cllr. Hannaford.</p> <p>c. <i>Liskeard &amp; Looe Network Panel Meeting</i> – next meeting scheduled to be held on 6<sup>th</sup> February 2019, 1 pm, Looe Town Council Offices.</p> <p style="padding-left: 40px;">NOTE – the Cornwall Leadership Team representatives for the Truro and Roseland Community Network Panel is Suzanne Wixey (Service Director – Adult Care &amp; Support). Details previously circulated.</p>	
01/2019	<u>Apologies for Absence</u> – Cllr. Moore.	
02/2019	<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>	
03/2019	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 27<sup>th</sup> November 2018.</p>	
04/2019	<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> <p style="padding-left: 20px;">i. <u>PA18/03386/PREAPP, Land East of Bodinnick Heights, Old Road, Bodinnick</u> – pre-application enquiry for the construction of 14 new dwellings to include 7 plots for affordable housing and 7 plots for market housing</p> <p style="padding-left: 20px;">ii. <u>PA18/11145, Land S of Whitecross Cottages, Lanteglos</u> – installation of sewage treatment plant and associated works.</p> <p style="padding-left: 20px;">iii. <u>PA18/11394, Lynton, Tinkers Hill, Polruan</u> – provision of pitched roof in lieu of flat roof to existing building.</p>	Cllr. Moore

	<ul style="list-style-type: none"> <li>iv. <u>PA18/11411, Rhoslan, 4 Tinkers Hill, Polruan</u> – demolition of existing sub-standard dwelling, and replacement with energy efficient timber frame dwelling.</li> <li>v. <u>PA18/11517, 2 Florizel Mews, Fore Street, Polruan</u> – conversion of garage, guest house and two existing dwelling units into eight houses with variation of condition 2 of Decision Notice 5/10/83/00097F dated 6<sup>th</sup> June 1983 to allow use for holiday letting.</li> <li>vi. <u>PA18/11527, 3 Florizel Mews, Fore Street, Polruan</u> – conversion of garage, guest house and two existing dwelling units into eight houses with variation of condition 2 of Decision Notice 5/10/83/00097F dated 6<sup>th</sup> June 1983 to allow use for holiday letting.</li> <li>vii. <u>PA18/11770, Land and Agricultural Buildings SW of Pont Cottage, Lanteglos</u> – proposed detached dwelling.</li> <li>viii. <u>PA18/11848, 42 West Street, Polruan</u> – change the pebble dash on the north road facing wall to painted render; remove 2 chimneys to the west elevation; install 2 circular windows in the north facing gable end and reslate the wall. Block up windows on the west elevation and add two roof lights in the west elevation.</li> <li>ix. <u>PA18/12135, Prime Cellars, Old Road, Bodinnick</u> – Marine Management Organisation consultation for Proposed stone slipway at Prime Cellars: Full Review Delivery.</li> </ul> <p>c. <i>Planning Applications</i> – approved by CC: information only.</p> <ul style="list-style-type: none"> <li>i. <u>PA18/07754, Gwel An Mor, Townsend, Polruan</u> – proposed Juliet balcony/French doors within west elevation of property. <b>Members had no objection.</b></li> <li>ii. <u>PA18/09068, The Covey, 14 Old Road, Bodinnick</u> – extension and alteration to dwelling to include remodelling of lower, upper and first floors, landscaping works, new swimming pool, extension and enlargement of garage. <b>Members had originally objected.</b></li> <li>iii. <u>PA18/09620, The Sea House, Townsend, Polruan</u> – first floor extension and alterations to dwelling. <b>Members had originally objected</b></li> <li>iv. <u>PA18/10261, 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 (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. <b>Members supported the application.</b></li> </ul> <p>d. <i>Dilapidated Buildings in Polruan/Parish</i> – Minute 143e/2018 refers. Members to receive an update.</p> <p>e. <i>Housing Working Party (HWP)</i> – Minute 153/2018 refers. Members to meet with Mr Andrew George, CCLT on 31<sup>st</sup> January, with a view to his assistance with the creation of an Housing Working Party and to investigate options for delivering community-led housing in the parish.</p>	Cllr. Moore
05/2019	<p><u>Highway Matters</u> –</p> <p>a. <i>Road Signs</i> –</p> <ul style="list-style-type: none"> <li>i. <i>Replacement Signs</i> – deferred to Minute 13/2019 below. NOTE – Mr Paul Allen had refused permission to replace the existing metal signs at Lanteglos Highway with a wooden fingerpost. The Clerk had subsequently contacted the Portfolio-holder County Cllr. Geoff Brown to request he considers a policy that would permit this.</li> <li>ii. <i>Other Road Signage:</i></li> </ul>	

	<ul style="list-style-type: none"> <li>• <i>Church Lane Turning</i> – currently lying on top of the hedge. November public forum refers.</li> <li>• <i>Betty Woons / Hewans Lane</i> – Mr Steve May, CC Address Management Officer has agreed the PC may provide a sign for this lane. The Cornish translation for Betty Woons is GRADHOW BETTY WOON, there isn't a translation of Betty Hewans.</li> <li>• <i>Mixtow</i> – Dr Helen Doe had asked Members to consider replacing the metal signs to Mixtow from Lanteglos Highway with wooden ones. She also pointed out that the metal road sign as you approach the turns for Trethake and St Veep from the direction of Bodinnick is wrong. It suggests the St Veep turn is before Trethake.</li> </ul> <p>iii. <i>Drains</i> – Mr Allen had been asked to:</p> <ul style="list-style-type: none"> <li>• Have the drain by three gates going into Bodinnick village cleared.</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 144b/2018 refers. Mr Matthew Gallagher, Senior Housing Management Officer had been asked to delay repair to the wall, whilst Members canvassed residents, in particular their willingness (or otherwise) to contribute to the cost of demolishing the remain wall and creating additional parking.</p> <p>c. <i>Poltec Lane</i> – Members to consider a proposal to clear the vegetation growing.</p> <p>d. <i>Bodinnick Bench</i> – the bench had been badly damaged with part of it torn out of the concrete.</p> <p>e. <i>Road Closure</i> – Pont Bottom, Highway. 26<sup>th</sup> January to 8<sup>th</sup> February 2019 (07:30 to 18:00 hours, weekends included) Details emailed previously.</p>	<p>Cllr. Bunt</p> <p>Cllr. V. Libby</p> <p>Information</p>
06/2019	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Public Conveniences</i> –</p> <ul 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.</li> </ul> <p>b. <i>Internet for Meetings at Polruan</i> – Minute 145b/2018 refers. Members to receive an update regarding the provision of broadband to the WI Hall.</p> <p>c. <i>Mussel Farms in Lantivet Bay</i> – the MMO advised both applications have been refused. Details previously emailed.</p>	<p>Cllr. Fisher</p> <p>Cllr. V. Libby</p> <p>Information</p>
07/2019	<p><u>Administrative Matters</u> –</p> <p>a. Community Governance Reviews – the review, which will be conducted by CC, can look at the name of the PC, the warding arrangements within the area, the number of members on your council as well as the external boundaries of your parish. Details emailed. Further information: <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf</a></p>	
08/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2018/19-08.</p> <p>b. <i>PROW Grants</i> – CC has offered £1,462.07 to maintain the footpaths in the parish for 2019/20.</p>	

	<p>c. <i>2019/20 Budget</i> – Members to consider their budget and set the precept. <b>Copy of the draft budget to be circulated at the meeting.</b></p> <p>The minimum and maximum level of free reserves required should be considered as part of the budget setting process in future and be recorded in the Minutes. The requirement, or not, for a contingency sum should also form part of the budget discussions.</p> <p>d. <i>Bank Reconciliation</i> – the bank reconciliation to be verified in accordance with the Financial Regulations.</p> <p>e. <i>The Sowenna Appeal</i> – grant appeal to build a brighter future for young people in Cornwall. Details previously emailed.</p> <p>f. <i>2018/19 Internal Audit</i> – at the request of the Auditor various documents had been provided to him.</p>	Cllr. V. Libby
09/2019	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Lanteglos Age Concern</i> – thank you card.</p> <p>b. <i>Tre-Service Safety Officer</i> – briefing paper. Previously circulated via email</p> <p>c. <i>Cornwall Boundary Review</i> – the final recommendations from the Boundary Commission had been circulated via email.</p> <p>d. <i>MHCLG Programmes to Support the Creation of Pocket Parks</i> – includes refurbishment of existing parks. Deadline Friday 25<sup>th</sup> January 2019. See: <a href="http://www.gov.uk/government/publications/pocket-parks-plus-supporting-parks-and-public-spaces">www.gov.uk/government/publications/pocket-parks-plus-supporting-parks-and-public-spaces</a> Details previously emailed.</p> <p>e. <i>Sheryll Murray MP</i> – Christmas card to Members.</p> <p>f. <i>Cornwall Minerals Safeguarding Development Plan</i> – the document was adopted by CC on 4<sup>th</sup> December 2018. The DPD now carries full weight as part of the policy framework for Cornwall. Details previously emailed.</p> <p>g. <i>Cornwall Community Land Trust</i> – December 2018 newsletter. Copy previously emailed.</p> <p>h. <i>Clerks and Councils Direct</i> – January 2019.</p> <p>i. <i>CC 2019 Off-Street Parking Order</i> – <a href="http://www.cornwall.gov.uk/trafficconsult">www.cornwall.gov.uk/trafficconsult</a>. Deadline for responses 1<sup>st</sup> February 2019.</p> <p>j. <i>Time and Tide Bell</i> – a gift of public art for one coastal community in Cornwall. Details previously circulated via email.</p> <p>k. <i>Cornwall Rural Housing Association</i> – a charitable housing association which builds and manages affordable housing throughout Cornwall and the Isles of Scilly. Candidates are invited to put their name forward to join the management committee. Details previously emailed.</p>	
10/2019	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a.</p>	
11/2019	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – 26<sup>th</sup> February 2019.</p> <p>NOTE – 2019 meetings will be held on fourth Tuesday of the month (except August and December). Members to confirm the venue.</p> <p>b. <i>NP Meeting</i> – TBC.</p> <p>c. <i>CALC</i> – the next smaller councils’ meeting will be held on Tuesday, 29<sup>th</sup> January 2019 in The Pattern Hall, Charlestown from 10.00am - 12.00pm. Details emailed previously.</p> <p>d. <i>Community Governance Review</i> – CALC is holding a conference to help PCs understand the process on Saturday, 16<sup>th</sup> February 2019. Cost £15 per delegate. Booking essential.</p>	

	e. <i>Western Power Annual Stakeholder Event</i> – with lunch. 7 <sup>th</sup> February 2019, Royal Cornwall Showground. Cllr. Moore will attend.	Cllr. Moore
12/2019	<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.	
13/2019	<u>Replacement Road Signs</u> – Members to consider any quotations: a. Replacement of the old rotten wooden fingerpost sign at the turning to Pont and Polruan at the Watergate junction. b. Replacement of the wooden fingerpost sign to Lanteglos Church on the road between Pont and Polruan. c. Replacement of the existing signs at Lanteglos Highway, directing traffic to Lostwithiel and Lerryn, with a wooden fingerpost.	
14/2019	<u>WC Refurbishment</u> – Members to consider any quotations for refurbishment of St Saviour's and The Quay WCs.	
15/2019	<u>Enforcement Cases</u> – Members' to receive any updates on the outstanding enforcement cases.	
16/2019	<u>Meeting Closed</u> –	

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

Date: 15<sup>th</sup> January 2019

Contact: 12 Bonython Drive, Grampound, Truro, Cornwall, TR2 4RL.  
Tel: 01726-884024  
E-mail: [clerk@lanteglosbyfowey.org.uk](mailto:clerk@lanteglosbyfowey.org.uk)  
Website: [www.lanteglosbyfowey.org.uk](http://www.lanteglosbyfowey.org.uk)