

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD IN THE WHITECROSS VILLAGE HALL**  
**TUESDAY, 26<sup>th</sup> MARCH 2019 @ 7pm**

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

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.</p> <p>A Seagull Control Programme for 2020 to be considered at the April meeting.</p> <p>The Clerk to report street light B004 is not working.</p> <p>There is a broken back rail on bench No.4 on The Hill by the school playground. The Clerk to ask Mr Dave Spry to carry out repairs.</p> <p>Two vehicles are permanently parked on the Whitecross Village Green. The drivers will be asked to move when there are functions in the village hall.</p> <p>Members received reports from outside authorities as follows:</p> <ol style="list-style-type: none"> <li><i>Police</i> – PCSO Steve Cocks advised that from 1<sup>st</sup> to 28<sup>th</sup> February 2019 there were two crimes reported, one minor assault and one harassment without violence. There is a neighbouring issue in Polruan and incidents relating to it should be reported to the Police, preferably by the parents.</li> </ol> <p>PCSO Cocks said he is aware of various parking issues, which he is dealing with. Cllr. Adams asked if there would be more parking patrols.</p> <p>Cllr. Hannaford provided email correspondence confirming that owners of ex-council houses do not have an automatic right to park outside their property.</p> <p>PCSO referred to the traffic incident in Furzeball Lane (Minute 34b[iv]/2019 refers). He warned of a series of tool thefts in the area.</p> <p>The new Tri Services Officer, Myghal (Mike) Larter, was unable to attend as he is still training but passed on his apologies.</p> <ol style="list-style-type: none"> <li><i>County Councillor</i> – Cllr. Hannaford spoke to her report (the Clerk will circulate a copy to Members). She has a Surgery in Polruan this coming Friday.</li> <li><i>Liskeard &amp; Looe Network Panel Meeting</i> – date of next meeting TBC. A copy of this year's Expression of Interest (Eol) for the Highways Scheme had been circulated to Members but no additional items were identified for inclusion. This Eol is for new schemes that you want to nominate, the outstanding schemes from last year are already included for consideration so they do not require another Eol.</li> </ol> <p>Members were invited to nominate a Councillor to sit on an Assessment Panel to evaluate the Eols.</p> <p>Details of a CC volunteer scheme had been circulated via email.</p> <ol style="list-style-type: none"> <li><i>Port User Group</i> – next meeting scheduled for Tuesday, 9<sup>th</sup> April 2019 at 1400 in Fowey Harbour Office. Cllr. Adams will take the place of Cllr. Carter who is unable to attend.</li> </ol>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
30/2019	<u>Apologies for Absence</u> – Cllr. Carter, Fisher and Kelly.	

31/2019	<p><u>Members' Declarations</u> –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</p> <p>b. <i>Non-registerable Interests</i> – none.</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>	
32/2019	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 26<sup>th</sup> February 2019, <b>AGREED</b> as a true record.</p>	
33/2019	<p><u>Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan (NP)</i> – Cllr. Moore reported The Summary Report prepared by CRCC on the detailed Residents' Survey had been published on our website as well as being available in printed booklet form. Situ8 Ltd. had been commissioned to prepare a draft Neighbourhood Plan and printed copies of this are also available.</p> <p>The Local Landscape Character Assessment Report is almost complete and requires the incorporation of the last pieces of information and will then be available as printed copies. There is a direct link between the LLCA and the development of draft policies which is now underway, underpinned by responses and public consultation on the Summary Report of the Residents' Survey.</p> <p>It is impossible to cover every inch or every little byway, but residents' knowledge will augment what we have. All of this then becomes part of the evidence for the Neighbourhood Plan (NDP) and it will carry considerable weight when it comes to examination and referendum. It is planned to hold a 'Pint and a Pasty event' week beginning 25<sup>th</sup> March in Polruan particularly aimed at making contact with people who were not able to take part in the Survey or the Consultation events and to consider the inclusion of Settlement Boundaries or not. We will need to demonstrate that we have made contact with all sectors of our community and have their ideas on what the future of Lanteglos should be. Details will be on line and on posters.</p> <p>It was <b>RESOLVED</b> to grant permission for the following land owned by the Parish Council to be listed as a 'Local Green Space' in the NDP:</p> <ul style="list-style-type: none"> <li>• Whitecross Green,</li> <li>• Small Green at Brendon,</li> <li>• Small corner at the junction of Fore Street, and</li> <li>• East Street in Polruan.</li> </ul> <p>A similar request had been sent to Polruan Town Trust, i.r.o :</p> <ul style="list-style-type: none"> <li>• The Coal Wharf at Polruan,</li> <li>• The Quay,</li> <li>• The Bound,</li> <li>• The Children's Play Area and Park,</li> <li>• The Carpark and overflow Carpark in Polruan.</li> </ul> <p>Finally, a letter had been sent to CC Landownership, CC. Ms Nicola Chegwidde, Estates and Property, CC had requested a plan to assist in identifying the property they own that the Steering Group wish to include in the NP. Cllr. Fisher had been asked to action this i.r.o.:</p> <ul style="list-style-type: none"> <li>• The turn into Bodinnick,</li> <li>• The village green opposite Whitecross Village Hall,</li> <li>• The triangle by Highfield House in Highway, and</li> <li>• The small green splays by the turning to Trethake.</li> </ul>	Cllr. Fisher

	<p>Cllr. Moore said we would like residents' help with Settlement Boundaries and whether these should be included in the draft Neighbourhood Plan. Our advice on Settlement Boundaries was strongly in drawing these tight around the settlements which means, as we already know, that any infill and rounding-off sites are just about exhausted or earmarked. Anything else would be regarded as a Rural Exception Site which might help us to prevent any further inappropriate development in the AONB and would need our support. Some Councillors and members of the Steering Group feel that it is not necessary to include these in the NDP as there is already enough protection in Cornwall Local Plan Policy 3. The proposed Settlement Boundaries for Bodinnick and Polruan are based on those in the old Caradon Plan of 2009.</p> <p>Cllr. Moore reported there is no minimum housing target for us to meet in order to be in conformity with the CC Local Plan and any development is driven by identified housing need, and we have until 2030 to do this. This number has been hovering around 37 since at least 2012 but dropped to 17 registered with HomeChoice in January. Members of the Parish Council and the Neighbourhood Plan Steering Group had met with Mr Alyn Shott of CRHA and Ms Kylie Lambert, architects of ALA Associates to discuss a preliminary sketch to gauge how much land will be required and to start a conversation. There is still a long way to go and as more information is gathered, surveys and reports will be commissioned and a more detailed proposal for the property mix and layout which will reflect local need and views. We would encourage anyone who might be interested in this to register on Cornwall HomeChoice.</p> <p><u>PA19/00009/NDP, Fowey Town Council</u> – Plan Proposal submitted for the designated Fowey Parish Neighbourhood area. The Statutory six-week consultation will be between 7<sup>th</sup> March–18<sup>th</sup> April. Members <b>AGREED</b> this was a comprehensive, well researched Plan with appropriate policies. They appreciate the work that had gone into the Plan and wish them well.</p> <p>b. <i>Housing Working Party (HWP)</i> – Terms of Reference were circulated and <b>AGREED</b>.</p> <p>c. <i>Planning Applications</i> – including any applications received after the agenda had been published.</p> <p>i. <u>PA19/01817, 4 St Saviours Hill, Polruan</u> – demolition of a single storey extension and construction of a two-storey extension and associated works. <b>NO OBJECTION</b> but Members would like the style of the existing red-brick terrace to be maintained.</p> <p>d. <i>Planning Applications</i> – approved/closed by CC: information only.</p> <p>i. <u>PA18/03386/PREAPP, Land E of Bodinnick Heights, Bodinnick</u> – pre-app enquiry for the construction of 14 new dwellings to include 7 plots for affordable housing and 7 plots for market housing.</p> <p>e. <i>C. Toms &amp; Sons Yard</i> – Minute 20g/2019. There had been no response from Mr Toms i.r.o. Members' request that the area allocated for deliveries is clearly marked.</p>	<p>Clerk</p> <p>Clerk</p>
34/2019	<p><u>Highway Matters</u> – Members considered the responses from Mr Paul Allen, Highways i.r.o.</p> <p>a. <i>Road Signage</i> –:</p> <p>i. <i>Church Lane Turning</i> – Mr Allen advised someone must have straightened the sign as it was found to be fine and not leaning. Members <b>APPROVED</b> the new fingerposts. Cllr. Shakerley to inform Mr Kim Furniss of this. No further action (NFA).</p> <p>ii. <i>Bodinnick</i> – Mr Allen agreed the metal road sign as you approach the turns for Trethake and St Veep from the direction of Bodinnick is wrong but said that as it had been like this for many years without any issues, the sign will be added to their replacement list but with a low priority. NFA.</p>	<p>Cllr. Shakerley</p>

	<p>b. <i>Other Highway Issues</i> –</p> <ul style="list-style-type: none"> <li>i. <u>Poltec Lane</u> – Mr Allen advised the grass in centre of the road is not causing any safety issues. NFA.</li> <li>ii. <u>Highway Hill</u> – January Public Forum refers. Highways had been asked when repairs to the road would be undertaken, given that green paint had sprayed some time ago. Mr Allen explained the potholes on this road had now been completed. NFA.  The hedges at the top of Highway Hill that are a traffic hazard and the brambles, above Lawhippett, had also been reported. Cllr. Bunt will provide the Clerk with ownership details to enable Mr Allen to write to the landowners.</li> <li>iii. <u>Road from Little Churchtown Farm to Pont Hill, Ref. W1918673</u> – subsidence of the road. A photograph and map had been provided to Highways. Mr Allen reported this road is on their list for repairs in the new financial year, in the meantime it will be monitored. NFA.</li> <li>iv. <u>Essa</u> – there is signage directing traffic coming up from Pont, but nothing for traffic travelling from Polruan / Polperro. Mr Allen indicated additional direction signs are not considered necessary, however, if the PC wish to erect a new timber post and timber signs then he has no objections but asks to see the proposed location and wording before getting the signs manufactured. Decision whether to replace with a fingerpost or metal sign deferred to the April agenda.</li> <li>v. <u>Layby at Saffron Cottage, Pont</u> – layby is subsiding. Cllr. Fisher had reported this online.</li> <li>vi. <u>Furzeball Lane</u> – following damage to a private driveway, the Police had suggested a new prohibitive sign should be placed at the top of Furzeball Lane, at the junction by Trevedda, with a 'max width' shown on it and saying no entry to HGVs. Mr Allen advised he does not have the funding for this.  It was <b>AGREED</b> to purchase appropriate signs to encourage drivers not to use their SatNavs. Cllr. Talling to liaise with the Clerk over the purchase of signs at a number of locations in the parish.</li> <li>vii. <u>Tree</u> – the Clerk to write to the landowner and ask if he will cut back a leaning tree on the left-hand side of the road from the Bodinnick Ferry heading towards the car park.</li> </ul> <p>c. <i>Greenbank Fence</i> – Highways' Works Programming Team originally confirmed that Greenbank Polruan is on the programme to start at the end of February / early March. The Clerk had sent a reminder only to be told the work is currently programmed to start on 7<sup>th</sup> May 2019.</p> <p>d. <i>Grit Bin, Bodinick Heights</i> – Minute 25a/2019 refers. Members <b>RESOLVED</b> to provide a grit bin to be sited by the red post-box. Cllr. Shakerley will provide the grid reference for delivery and the Clerk to order a bin from Cormac. A supply of salt is held at Whitecross.</p>	<p>Cllr. Bunt / Clerk</p> <p>Clerk</p> <p>Cllr. Talling / Clerk</p> <p>Clerk</p>
35/2019	<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> – no issues.</li> <li>ii. <u>Frogmore WCs</u> – Mr Smithson had repaired the flush in the ladies. Someone had removed the cover from the electric switch to the hand-drier in the ladies. The Clerk to ask Mr Ian Poulter to carry out repairs.</li> <li>iii. <u>St Saviour's WCs</u> – no issues.</li> <li>iv. <u>Legionella Testing</u> – the new contract commences April 2019 and Mrs Fisher will provide the test results to the Clerk from then on.</li> </ul>	<p>Clerk</p>

	<p>v. <u>Refurbishment</u> – work on refurbishment of the The Quay and St Saviour’s WCs is nearing completion. Mr Mylward had advised the windows in St Saviour’s are rotten and it was <b>RESOLVED</b> to have them replace with UPVC and safety glass.</p> <p>b. <i>Parish Emergency / Flood Plan</i> – Minute 22b/2019 refers. Members deferred consideration regarding implementing an Emergency Plan for the parish to the April meeting when Cllr. Carter is present.</p> <p>NOTE – Ms Cathryn Marcus, CC Flood Resilience Manager to provide details of any instances where a developer contributed to the cost of flood prevention schemes.</p> <p>The Clerk had provided a link to Cornwall Fire Service Community Safety Service Plan: <a href="https://www.cornwall.gov.uk/media/18532890/cfrcs-service-plan-16-19.pdf">https://www.cornwall.gov.uk/media/18532890/cfrcs-service-plan-16-19.pdf</a>.</p> <p>c. <i>Bodinnick Bench</i> – Minute 22c/2019 refers. Cllr. Bunt reported the bench had been repaired free of charge, for which Members expressed their thanks.</p> <p>d. <i>Penpol up through to Colquite (FP 613/27/4)</i> – Mr James Clapp, Cormac, Countryside Officer, advised they will inspect the broken slats on the boardwalk and arrange for repairs to be made as required. Minute 10b/2019 refers. No work had been done as yet. The Clerk to advise Mr Clapp that the main supporting beams also appear rotten.</p> <p>e. <i>Hall Walk</i> – views are disappearing because of the trees. The Clerk to approach the National Trust to see if the view could be opened up.</p>	<p>Clerk</p> <p>Ms Marcus</p> <p>Clerk</p> <p>Clerk</p>																																																												
36/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2018/19-10 to a value of £11,595.68 was <b>APPROVED</b> for payment.</p> <table border="1"> <thead> <tr> <th><b>PAYMENTS</b></th> <th><b>Price</b></th> <th><b>VAT</b></th> <th><b>Total</b></th> </tr> </thead> <tbody> <tr> <td>Mrs Thompson - salary</td> <td>570.64</td> <td></td> <td>570.64</td> </tr> <tr> <td>HMRC</td> <td>144.38</td> <td></td> <td>144.38</td> </tr> <tr> <td>Mrs Thompson - expenses Mar</td> <td>76.10</td> <td></td> <td>76.10</td> </tr> <tr> <td>Mrs Fisher - WC cleaning</td> <td>725.00</td> <td></td> <td>725.00</td> </tr> <tr> <td>Mr B. Smithson - repairs to St Saviour ladies’ WCs</td> <td>75.00</td> <td></td> <td>75.00</td> </tr> <tr> <td>South West Water Business - Quay WCs (Jul-Oct + Oct-Jan)</td> <td>781.49</td> <td></td> <td>781.49</td> </tr> <tr> <td>Mr Chris Mylward - refurbishment of St Saviour’s and The Quay WCs</td> <td>6,528.00</td> <td></td> <td>6,528.00</td> </tr> <tr> <td>Kim Furniss Boatbuilder - fingerpost</td> <td>585.00</td> <td></td> <td>585.00</td> </tr> <tr> <td>Whitecross VH committee - Hall Walk war memorial (grant)</td> <td>204.00</td> <td></td> <td>204.00</td> </tr> <tr> <td>Cllr. Moore - NDP inks + stationery</td> <td>103.17</td> <td>19.58</td> <td>122.75</td> </tr> <tr> <td>Situ8 - NDP preparation</td> <td>1,200.00</td> <td>240.00</td> <td>1,440.00</td> </tr> <tr> <td>EDF Energy - new toilet block</td> <td>18.00</td> <td></td> <td>18.00</td> </tr> <tr> <td>Whitecross VH – room hire + WiFi</td> <td>356.32</td> <td></td> <td>325.32</td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>£11,595.68</b></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>Budget Monitor</i> – a copy of the budget monitor was circulated.</p> <p>d. <i>Grant Request</i> – Members <b>AGREED</b> to Lanteglos PCC’s request to a continuation of their grant towards churchyard maintenance of up to £2,500 for 2019.</p>	<b>PAYMENTS</b>	<b>Price</b>	<b>VAT</b>	<b>Total</b>	Mrs Thompson - salary	570.64		570.64	HMRC	144.38		144.38	Mrs Thompson - expenses Mar	76.10		76.10	Mrs Fisher - WC cleaning	725.00		725.00	Mr B. Smithson - repairs to St Saviour ladies’ WCs	75.00		75.00	South West Water Business - Quay WCs (Jul-Oct + Oct-Jan)	781.49		781.49	Mr Chris Mylward - refurbishment of St Saviour’s and The Quay WCs	6,528.00		6,528.00	Kim Furniss Boatbuilder - fingerpost	585.00		585.00	Whitecross VH committee - Hall Walk war memorial (grant)	204.00		204.00	Cllr. Moore - NDP inks + stationery	103.17	19.58	122.75	Situ8 - NDP preparation	1,200.00	240.00	1,440.00	EDF Energy - new toilet block	18.00		18.00	Whitecross VH – room hire + WiFi	356.32		325.32				<b>£11,595.68</b>	<p>Clerk</p>
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37/2019	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Polling Districts and Polling Places Review</i> – Members do not wish to be invited to comment. Details previously circulated via email.</p> <p>b. <i>Vitality of Towns</i> – Members are invited to comment on this CC review. Details previously emailed.</p>																																																													

	<p>c. <i>Calor Rural Community Fund</i> – Calor is offering community projects the chance to win one of 21 grants, with prizes ranging from £1,000 to £5,000. Details circulated via email.</p> <p>d. <i>Tenders</i> – Mr Fowler had provided copies of his Public Liability insurance and chainsaw and brush cutter certificates; and Mrs Fisher had sent a copy of her £5M insurance cover. Details had been forwarded to the Chair and Vice Chair.</p>	
38/2019	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>Defibrillator</i> – there had been a report of a problem with the defibrillator in Fowey and Members wished to ensure the one in Bodinnick is working correctly.</p>	Clerk
39/2019	<p><u>Diary Dates</u> –</p> <p>a. <i>Council Meeting</i> – 23<sup>rd</sup> April 2019, Polruan WI Hall.</p> <p>b. <i>Parish Meeting</i> – 15<sup>th</sup> April 2019, Polruan WI Hall. Cllr. Fisher to provide a copy of the 2018 Parish Meeting Notes for signing.</p> <p>c. <i>Neighbourhood Plan Meeting</i> – TBC.</p> <p>d. <i>Housing Working Party</i> – TBC.</p> <p>e. <i>Road Safety and Community Speed Engagement Event</i> – 14<sup>th</sup> May 2019, 9.30am – 1.30pm, County Hall, Truro. Details previously emailed.</p>	Cllr. Fisher
40/2019	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>	
41/2019	<p><u>Enforcement Cases: EN17/02173, Bryn-Y-Mor, Chapel Lane, Polruan</u> – installation of a fuel pump in a conservation area. Case officer, Felicity Copplestone had emailed to say she had carried out a site inspection which confirmed, an email received from the owner of the pipeline, that the oil pipe line and associated alarm box had been removed from the wall at Chapel Street, Polruan. As such, the breach of planning control had been resolved, and the enforcement investigation into this matter had been closed.</p> <p>Members disagreed and said not all the pipe work had been removed. Cllr. Adams will provide the Clerk with a photograph and the Clerk will then advise Ms Copplestone.</p>	Cllr. Adams / Clerk
42/2019	<p><u>Meeting Closed</u> – 21.04pm.</p>	

Signature: ..... (Cllr. Moore)  
Parish Council Chairman

Date: 23<sup>rd</sup> April 2019