

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING HELD**  
**ON TUESDAY 23<sup>rd</sup> APRIL 2024 @ 7pm**  
**IN POLRUAN VILLAGE HALL**

Minute	AGENDA ITEMS	Action
	<b>Present</b> – Cllrs. Rooney (Chair), Adams, Ainley, Beresford, Bunt, Clare-Dunbavand, Talling and the Clerk.	
	<p><b>Chairman’s Welcome and Public Forum</b> – the Chair opened the meeting and welcomed those present.</p> <p>Mr. Peter Parkin and Mr Vic Trueman (both residents of Ocean View, Polruan) spoke regarding building work at 9 Ocean View. Mr Parkin shared with Members images of the raised mound in front of his windows. Mr Trueman mentioned the front garden retaining wall had been removed and part of the planning permission is that this wall is retained. He was advised to report concerns to Cornwall Planning. Cllr. Ainley said if the completed work showed the extensions had not been built to plan then a complaint could be made to Planning Enforcement. It is really a case of “wait and see”.</p>	
	<p><b>Outside Authorities / Bodies</b> – Members received reports as follows:</p> <p>a. <i>County Councillor Report</i> – County Cllr. Jim Candy was elected to serve Looe West, Pelynt, Lansallos &amp; Lanteglos Electoral Division.</p> <p>The Clerk had welcomed Cllr. Candy to his new role and provided background papers regarding s.106 monies (Minute 63/2024 below) and the new waste collection regime (Minute 66d/2024 below). He had provided a brief written report, copy on file. He confirmed he is in discussion with CC officers regarding outstanding issues. Finally, he advised that he has a community pot of £3,000 open for applications.</p> <p>A meeting to be held with Cllr. Candy, CC Housing Team and Members to discuss active issues. Cllr. Bunt wished to be involved. Cllr. Ainley offered to arrange the meeting.</p> <p>b. <i>South East Cornwall CAP</i> – the next meeting is scheduled to be held on Tuesday 4<sup>th</sup> June 2024, in-person meeting to be held in Looe (this meeting will also be the AGM).</p> <p>c. <i>Police</i> – PCSO Cocks advised that from 1<sup>st</sup> to 30<sup>th</sup> April 2024 14 crimes were reported, including 2 Harassment crimes, 1 burglary and 11 criminal damages. <i>“Regarding the numerous reports of Criminal Damage that occurred to vehicles in the village, one suspect was arrested. The enquiries are ongoing and as you can imagine with the number of victims providing statements, it will take some time to process and deal. We will update the Parish Council when the investigation reaches its conclusion.”</i></p> <p>He added: <i>“We are also aware of the issues reported to us involving a female who lives in the village. The information has been reviewed and the potential victims have been informed of the outcomes. As with any potential criminal matter, we assess these reports on a case-by-case basis and would encourage the reporting of any offences or anti-social behaviour as and when they happen. The police continue to work with our partner agencies in the search for a resolution for this and these enquiries remain ongoing. We shall update you once one has been reached.”</i></p> <p>d. <i>Fowey PUG</i> – Minutes of the meeting held on 5<sup>th</sup> April 2024, previously emailed. Cllr. Ainley referred to some forthcoming events including a sail past as part of the D-Day 80 commemorations on Thursday 6<sup>th</sup> June at 4pm and an update on the Youth Engagement Workshop.</p>	Cllr. Ainley

	<ul style="list-style-type: none"> <li>• <u>Swimming General Directive</u> – previously circulated. Members <b>AGREED</b> that they in general support the directive and Cllr Ainley will inform FHC on behalf of Members.</li> <li>• <u>Water Sampling</u> – testing to be requested if the number of swimmers meet the criteria. Cllr. Candy has a contact who may be able to assist.</li> </ul>	Cllr. Ainley  Cllr. Candy
58/2024	<b>Apologies</b> – Cllrs. Carmichael, Goddard, Kelly and Pyke.	
59/2024	<b>Members' Declarations</b> – <ul style="list-style-type: none"> <li>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</li> <li>b. <i>Non-registerable Interests</i> – none.</li> <li>c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds</li> <li>d. <i>Dispensations</i> – none.</li> </ul>	
60/2024	<b>Minutes of Meetings</b> – <ul style="list-style-type: none"> <li>a. <i>Full Council Meeting</i> – 26<sup>th</sup> March 2024, <b>AGREED</b> as a true record.</li> </ul>	
61/2024	<b>Planning Applications</b> – no planning application to discuss.	
62/2024	<b>Other Planning Matters</b> – details previously emailed. <ul style="list-style-type: none"> <li>a. <i>Cornwall Planning Partnership</i> – Members were invited to apply to join the partnership, but the deadline had now passed. Details emailed.</li> </ul>	
63/2024	<b>Section 106 Funding / CIL Payments</b> – Cllr. Ainley said some of the money from sale of West Street had been used to renovate the 4 and 5 Chapel Lane properties and that the remained (circa £135k) had been used in other projects in Cornwall. Members did not accept the remainder of the money is lost as in 2018/19 they had been promised this money would be ringfenced. Cllr. Ainley to seek clarification from Nick Marsden, CC.  Members had been told that CIL monies due on The Covey, 9 Ocean View have now been given an 'exemption' so will not be paid and Hoe Cottage CIL still to be confirmed. This is something to be discussed with Cllr. Candy.  NOTE – the Affordable Housing Manifesto to be revised for consideration at the May Council Meeting.	Cllr. Ainley       Cllr. Rooney
64/2024	<b>Planning Applications Approved by CC</b> – for information only. <ul style="list-style-type: none"> <li>a. PA23/10054, 9 Ocean View Polruan – replacement dwelling without compliance with Condition 2 of decision notice PA21/07433 dated 15.11.2021.</li> <li>b. PA24/00518, The Boatyard Store East Street Polruan – increasing height of roof over part of existing boat shed.</li> </ul>	
65/2024	<b>Planning Applications Refused by CC</b> – for information only. <ul style="list-style-type: none"> <li>a. PA24/01994, Ferry Climb, Townsend – proposal application for Non-Material Amendment to PA23/07168 for Proposed alterations to roof to form gable ends and increase ridge to match the heights part of the existing roof., namely 1) Update the approved elevations to include stone and timber. 2) Amend size and shape of the approved gable end window. <u>CC decided not acceptable as amendment.</u></li> </ul>	
66/2024	<b>Environmental / Amenity Matters</b> – <ul style="list-style-type: none"> <li>a. <i>Public Conveniences</i> – Members considered: <ul style="list-style-type: none"> <li>i. <u>St Saviour's WCs</u> – Ray Rigg, Station Manager NCI Polruan reported problems with the disabled toilet:</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>• The hand drier is not working.</li> <li>• The toilet roll dispenser is broken and needs replacing</li> <li>• The tap stays on a very long time after one presses the cap.</li> </ul> <p>The Clerk to contact Mr Grainger to seek his action re the above.</p> <p>ii. <u>Frogmore WCs</u> – a meeting with Messrs Andy Simmons and Pete Delbridge both of the National Trust (NT) is to be held to discuss what repairs / refurbishment is needed, incl when it might be possible to undertake any works. NOTE – lease expiry date is 31<sup>st</sup> May 2025.</p> <p>iii. <u>The Quay WCs</u> – see also Closed Session below. Members to receive an update.</p> <p>NOTE – Cllrs. Beresford and Pyke are the PC’s representatives and Ms Vicky Halls for the Polruan TT.</p> <p>iv. <u>Legionella Testing</u> – the water temperatures are all at 10°.</p> <p>v. <u>Waste Disposal</u> – Mrs Kelly had not responded to the request for details. Cllr. Ainley said the Polruan Village Hall were looking into this. The Clerk to contact the Hall’s secretary, Claire Palmer.</p> <p>b. <i>Whitecross Land Registration</i> – Ms Helen Furneaux, Principal Solicitor, had been asked for an update regarding registration of the site. The Clerk had requested an update from Ms Furneaux. She will chase for May.</p> <p>c. <i>Whitecross Parking Area</i> – Minute 46c/2024 refers. Members agreed unanimously: “That LBFPC <b>RESOLVES</b> not to order replacement signs from Flash Parking. Furthermore, LBFPC resolves not to renew the contract with Flash Parking when it expires.”</p> <p>Members further <b>RESOLVED</b> to erect their own signs saying “No overnight parking”.</p> <p>d. <i>Waste Collection</i> – Members considered complaints regarding storage of the new waste collection bins and commercial bins in the Conservation Area. Cllr. Clare-Dunbavand said there are issues with holiday lets receiving domestic waste receptacles which may encourage them to use domestic waste services. He asked <i>Do we have a view on bins being left outside properties permanently?</i> It was discussed that given the village is a conservation area and residents need planning permission for minor changes then allowing unsightly bins left outside houses in the street seemed a contravention of the conservation area principles.</p> <p>Cllr. Adams said under the new regime the choice is between a bin or a bag and residents can go online and request bags if bin is inappropriate. Cllr. Bunt said that passers-by are putting dog waste into household bins, which results in the bins not being emptied. Cllr. Clare-Dunbavand will write a letter to CC setting out Members’ concerns and asking them to clarify the position regarding usage of food waste receptacles by holiday lets and whether there is a policy concerning when bins may be placed outside properties, with a copy to Cllr. Candy.</p>	<p>Clerk</p> <p>Cllrs. Pyke / Beresford</p> <p>Cllrs. Pyke/ Beresford</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Clare-Dunbavand</p>
67/2024	<p><b>Highway Matters</b> – including any items received after the agenda had been published.</p> <p>a. <i>Footpath at Lawhippet</i> – the Clerk had written to the landowner requesting they deal with the fallen tree.</p> <p>b. <i>Potholes, Pont Bottom</i> – a resident had provided photographs of the potholes, which had been forwarded to Highways for repair, W242080328</p>	
68/2024	<p><b>Administrative Matters</b> – not covered elsewhere on the agenda.</p> <p>a. <i>Cornwall Legal Service Level Agreement 2024/25</i> – Members <b>AGREED</b> to re-join the scheme for 2024/25. Details previously circulated. NOTE – no fee is payable unless the SLA needs to be invoked.</p> <p>b. <i>CALC Training</i> – programme for APRIL &amp; MAY previously circulated.</p>	<p>Clerk</p>

69/2024	<p><b>Safer Community Project</b> – Cllr. Rooney had attended a meeting with the Polruan Town Trust. Further discussed deferred to the May Meeting when costings should be available.</p>	
70/2024	<p><b>Financial Matters</b> –</p> <p>a. <i>Accounts for Payment</i> – April payments to a value of £5,083.30 was <b>APPROVED</b> for payment. The Clerk to place a copy on the website.</p> <p>The Clerk to check the meter readings / estimated charges on earlier water bills for The Quay WCs and to ask Cllr. Kelly to check whether there is a leak on our side of the meter.</p> <p>b. <i>Bank Reconciliation</i> – the final Bank Reconciliation for 2023-24 is with the Internal Auditor.</p> <p>c. <i>Budget Monitor</i> – the 2023-24 year-end Budget Monitor had been emailed</p>	<p>Clerk</p> <p>Clerk</p>
71/2024	<p><b>Documentation / Correspondence</b> – not covered elsewhere on the agenda</p> <p>a. <i>Cornwall Together</i> – NHS newsletter, March 2024.</p> <p>b. <i>Rural Village Services Group</i> – more information about the group and the services that they provide is on: <a href="https://www.rsonline.org.uk/page/rural-village-services-group">https://www.rsonline.org.uk/page/rural-village-services-group</a>. A decision on whether to join at £50 p.a. was deferred to the May meeting.</p> <p>c. <i>Forest for Cornwall</i> – Spring newsletter circulated via email.</p> <p>d. <i>Ocean Housing</i> – “Accomplishments and Key Priorities” report previously emailed.</p> <p>e. <i>Tamar Crossings newsletter</i> – Spring edition. Previously emailed.</p>	<p>Clerk</p>
72/2024	<p><b>Diary Dates</b> –</p> <p>a. <i>Parish Council Meeting</i> – 28<sup>th</sup> May 2024, in Whitecross Village Hall. It was <b>AGREED</b> to start the meeting at 6.30pm and the Clerk to attend in person.</p> <p>b. <i>Parish Meeting</i> – the following matters were raised at the Meeting held on 16<sup>th</sup> April 2024.</p> <ul style="list-style-type: none"> <li>• In terms of Second Homeowners Tax (i.e. 100% council Tax) – do holiday rentals have to pay this tax if they are not registered as a business? The Clerk to make enquiries.</li> <li>• What is the status on pothole filling? A general discussion was held on around the efforts to date which are not providing a long-term fix and the underlying need to sort out road drainage to prevent mended potholes from recurring. NFA.</li> <li>• A concern was raised about fuel spillages and rust/ dust on the water near Toms boat yard particularly in the Front beach area. It was advised to contact the Environment Agency and report if there is visible pollution. NFA</li> </ul> <p>c. <i>Community Engagement Demonstration</i> – Cllrs. Rooney and Goddard had attended a free online demonstration by NALC’s national partner GoCollaborate, of their online community engagement and consultation platform. Cllr. Rooney had concerns about the costs involved. The Clerk to clarify with Cllr. Goddard if he is of the same opinion. If that is the case “No further Action”.</p> <p>d. <i>3<sup>rd</sup> Cornwall Dementia Conference</i> – Friday 17<sup>th</sup> May 2024 at 9am to 4.30pm, Royal Cornwall Showground, Pavilion Centre. Details emailed</p>	<p>Clerk</p> <p>Clerk</p>
73/2024	<p><b>Information Only / Future Agenda Items</b> –</p> <p>a. None.</p>	

74/2024	<p><b>Closed Session</b> – 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>	
75/2024	<p><b>Standing Contracts</b> – Members received an update, including issuing of the formal contract to A1 Tree Surgery for the PROWs, Weed-spraying and Whitecross Village Green grass cutting. Additional documentation had been provided by the contractor, however, Cllr. Goddard had pointed out that although the documentation is pretty comprehensive and confidence inspiring, he noted there are two omissions at the moment:</p> <ol style="list-style-type: none"> <li>1. Certificate of training/qualification for COSHH materials (there is a helpful risk assessment for COSH materials which is good evidence that they understand this but he did not see a certificate of completed training specific to COSH).</li> <li>2. Risk Assessments and Method Statements for each of the contracts are not present (apart from COSHH).</li> </ol> <p>Cllr. Goddard advised it is perfectly acceptable to let the contract and to get A1 Tree Services to provide the above before they start the job, but it is a condition of the contract that we have either received a written one or they have verbally briefed a Member and a note is taken of that briefing. This one can just be a condition that they do not start work until we have seen that Risk Assessment and Method Statement. The Clerk to advise the Contractor accordingly and provide the contracts for signing.</p> <p>The Clerk to then notify the unsuccessful candidates.</p> <p>Cllrs Ainley and Clare-Dunbavand acknowledged that although they are part of the Working Party dealing with the Standing Contracts it was Cllr. Goddard who had done the majority of the work. Members formally thanked Cllr. Goddard for all his hard work.</p>	<p>Clerk</p> <p>Clerk</p>
76/2024	<p><b>St Saviour's and The Quay WCs</b> – Cllr. Goddard advised he aims to get the documentation ready for the Government website in time for the meeting to for Members to agree the scope.</p> <p>Working Party – Cllrs. Ainley, Clare-Dunbavend and Goddard.</p>	
77/2024	<p><b>Facebook</b> – there followed a confidential debate on online comments.</p>	
78/2024	<p><b>Meeting Closed</b> – 20:54.</p>	

Signature: ..... (Cllr. Rob Rooney)  
Parish Council Chair

Date: 28<sup>th</sup> May 2024