

LANTEGLOS-BY-FOWEY PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD IN THE WI HALL, POLRUAN
TUESDAY, 23rd JULY 2019 @ 7pm

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

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present. She reminded attendees that as the meeting was advertised as a public meeting it could be filmed or recorded by broadcasters, the media or members of the public.</p> <p>Mrs Lynn Bartlett thanked Members for supporting the VE Day Commemoration. On 17th September there will be a meeting to set up a Steering Group for the next commemorative event.</p> <p>Mr Henry Rowe said he did not believe the proposal for Bones Meadow would work. He had suggested an alternative to the owners / applicant.</p> <p>A number of residents expressed concern that the footpaths were not being adequately cut. It was AGREED that Cllrs. Moore and Fisher will meet with the new Contractor to discuss what is required.</p> <p>There are various signs on the beaches and wharf, indicating "No Dogs". The signs purport to be from the Parish Council, but Members did not believe this was anything to do with the PC. A Harbour Commissioner was present and was asked to raise this at their next meeting. Cllr. V. Libby will raise this with a Member of the Town Trust (as some of the land is theirs). It was not clear how to go about introducing a "No Dogs on Beach" regime.</p> <p>Cllr. Fisher explained the public meeting to discuss a Residents' Parking Scheme (RPS) had been cancelled. Those present did not believe a RPS would work. It was thought that improvements to the existing signage could be helpful. There was some discussion about contacting the holiday lettings agencies.</p> <p>Members received reports from outside authorities as follows:</p> <ol style="list-style-type: none"> 1. <i>Police</i> – PC Steve Cocks sent his apologies and advised that from 1st to 30th June 2019 no crimes were reported. Noted PC Brailey-Evans had sought Members' views i.r.o. what the local priorities for policing should be for the local area. Deadline for responses 12th July 2019. Details previously emailed. 2. <i>Tri Services Officer</i> – Myghal (Mike) Larter sent his apologies. 3. <i>County Councillor</i> – Cllr. Edwina Hannaford sent her apologies and a written report (copy on file). 4. <i>Liskeard & Looe Network Panel Meeting</i> – next meeting to be held on 14th October 2019, 6.30 pm, St Keyne Village Hall. The School had not provided their views i.r.o. additional safety measures for Channel View but see Minute 79d/2019 below. <p>NOTE – Minutes of the June meeting circulated via email.</p>	<p>Cllrs. Fisher / Moore</p> <p>Cllr. V. Libby</p>
75/2019	<u>Apologies for Absence</u> – Cllrs. Carter, Kelly and Wilton and County Cllr. Hannaford.	

76/2019	<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>	
77/2019	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 25th June 2019, AGREED as a true record.</p>	
78/2019	<p><u>Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan (NP)</i> – Cllr. Moore had provided a written report (copy on file). CC had made their official response to the draft NDP. Cllr. Moore will speak to Mr Paul Webber, consultant about this.</p> <p>The NDP had now reached the stage of the statutory six weeks (Regulation 14) of Pre-Submission Public Consultation.</p> <p>Cllr. Moore reported Appendix I had been removed from the Local Landscape Character Assessment. It was RESOLVED to take legal advice from CC's Legal Department before responding to the Fowey Harbour Commission's solicitors' letters on this subject.</p> <p>The Fowey Harbour Commissioners had been asked to send copies of their Annual Reports to the Parish Council in future.</p> <p>b. <i>Housing Working Party (HWP) / Affordable Housing</i> – it was AGREED to remove this item from future agendas until there was something to report.</p> <p>c. <i>Planning Applications</i> – Members considered the following applications:</p> <p>i. <u>PA19/02698, Toms Yard, East Street, Polruan</u> – further infill of seawall to north boundary. The planned site visit had been cancelled. Members are unable to support the application without clarification on a number of outstanding issues (listed below). Members, therefore, request a site meeting with the agent / applicant, engineer, MMO representative and the planning officer.</p> <p>Areas for discussion include:</p> <p>[1] a revised plan to show where the public steps will be as it is not clear from the plan shown on the Planning Portal;</p> <p>[2] highway issues; Members consider the Traffic Management Plan to be inadequate.</p> <p>[3] methods of working;</p> <p>[4] clarification on the materials to be used as infill (there was concern about the questionable materials used in the last construction phase;</p> <p>[5] testing of water quality (Members would like this carried out by an independent professional, for a period prior to, during and after construction];</p> <p>[6] an employee from the boatyard should be appointed to manage the movement of the delivery lorries to avoid congestion at the entrance to the boatyard;</p> <p>[7] measures to ensure the right of way (acknowledged in the planning application) is preserved, to include safe access for the public and</p> <p>[8] as with similar other local construction projects, wherever possible, infill should be brought in via the river to reduce the quantity of heavy traffic through the village.</p>	<p>Cllr. Moore</p> <p>Cllr. Moore</p> <p>Clerk</p>

	<p>[9] it appears that an MMO Licence has not been applied for and Members consider this essential.</p> <p>If a site meeting is not held and the Planning Officer is minded to approve the application, then Members request it is taken to CC's Planning Committee for decision. In the meantime, Members continue to OBJECT to this application.</p> <p>ii. <u>PA19/04947, 42 West Street, Polruan</u> – installation of air source heat pump on south elevation. NO OBJECTION.</p> <p>iii. <u>PA19/05184, Bones Meadow, Greenbank, Polruan</u> – retaining walls to public right of way and plots 1, 2 and 3 including planting at base of footpath wall to cover structure of wall together with maintenance strategy for the planting. Steps and path from the public right of way to access the rear of plots 2 and 3. Path from the public right of way to access the rear garden of plot 4 and path from Bones Meadow to Meadow Walk.</p> <p>Cllr. Adams said nothing had changed since the site meeting some two years' ago. He said he did not believe the gabion baskets were adequate (they had been filled with 'spoil') and do not meet Highways' own criteria.</p> <p>A resident said that in heavy rain, water pours out of the retaining wall / gabions. As an engineer he had suggested an alternate i.e. French drain.</p> <p>Members maintain their concern about the gabion baskets and seek written assurance from a CC / Highway Engineer that the gabions had been certified as being fit for purpose. A permeable path would be preferable to the proposed tarmac, which Members believe was in original application. They support Mr Henry Rowe's view that a suitable French drain should be installed.</p> <p>iv. <u>PA19/05505, 5 Walk Terrace, West Street, Polruan</u> – replacement of asbestos cement slates with natural slate and addition of roof light. Replacement of door and windows. NO OBJECTION, but Members would prefer local rather than Brazilian slate.</p> <p>v. <u>PA19/05507, Lantivet House, Highway</u> – proposed replacement dwelling. SUPPORT like for like, but not with a possible holiday annexe.</p> <p>vi. <u>PA19/04985, Bramblecombe, Penpoll</u> – demolition of an existing timber summer house and replacement with a new summer house. NO OBJECTION, but Members would like a condition to ensure the summer house remains ancillary to the main dwelling.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
79/2019	<p><u>Highway Matters</u> –</p> <p>a. <i>Site Meeting with Mr Paul Allen, Highways</i> – Minute 79a/2019 refers. Members received a report, following the walkabout with Mr Paul Allen on 17th July 2019:</p> <p>i. <u>Furze Park</u> – Cllr. Hannaford had again requested improvements to the road surface, including pothole repairs and a possible dropped kerb for a disabled resident. The Clerk to support Cllr. Hannaford's request for urgent work and to request the road is resurfaced.</p> <p>ii. <u>Residents' Parking Scheme</u> – dealt with under the Public Forum.</p> <p>iii. <u>New Signage</u> – there is a significant body of work being put in on signage and we now know where new signs are going and what they will say. This includes Clearways, Passing Places, and the wooden signs we have had made. The Clerk to ask for a copy of the map showing the location of the signs to be replaced and to enquire if it is possible (when the existing signs are removed), to replace them with wooden ones that the PC will fund.</p> <p>Cllr. Talling said Mr Dave Spry had not yet collected the wooden sign for installation. The Clerk to remind him.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>iv. <u>Lanteglos Highway Signage</u> – Mr Paul Allen advised he is going ahead with installing the new sign.</p> <p>v. <u>Highway</u> – the traffic calming at Highway is going ahead. The Clerk to seek clarification as to who we should be contacting about increasing the area available for parking.</p> <p>vi. <u>Townsend</u> – the overhanging trees had been cut down but there still remains some clearing to be done at ground level. The Clerk to ask Mr Treve Fowler if he is able to dig out the conifers / scrubby material that remains.</p> <p>vii. <u>Greenbank</u> – the area is in need of improvement. It was RESOLVED to seek funding from Cllr. Hannaford's Community Chest: to do something about the cracked concrete/tarmac, new seedbank plantings and boats similar to the ones at Brendon, generally making the place something to be proud of. The Clerk to obtain an application form.</p> <p>b. <u>Essa</u> – Members requested the direction sign at the top of Essa Hill to have the same information on the side facing the road into Polruan and Mr Paul Allen had been asked to consider this when the old 'blue bordered' direction signs are replaced. NOTE – Members had offered to fund a new wooden sign if Mr Allen could arrange installation.</p> <p>c. <u>C. Toms & Sons Yard</u> – Minute 79e/2019 refers. Mr Kevin Francis had undertaken to see if it is possible to install appropriate signage and new gate at the area allocated for lorry deliveries.</p> <p>d. <u>Mobile Speed Camera (MSC)</u> – Minute 79f/2019 refers. Cllr. Moore had sent a written report following the conversation with PC Brayley-Evans about Channel View traffic calming. A speed monitor is to be installed in Channel View (near the school), which will provide raw data on what the speeds are, and what happens at different times of day. This would give us a much better picture of what is actually happening and whether our perceptions are borne out by records.</p> <p>When the traffic calming measures are working at Lanteglos Highway, the Speed Monitor could be tried there.</p> <p>St Cleer PC had clarified their scheme for a mobile speed camera to be shared amongst PCs differs from what CC are proposing through the Network Panel. Details previously emailed.</p> <p>e. <u>Road Closures – Essa</u> – 27th August to 4th September 2019.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
80/2019	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <u>Public Conveniences</u> –</p> <p>i. <u>The Quay WCs</u> – Cllr. Fisher reported the disabled and ladies middle cubical both need new toilet seats. The Clerk to ask Mr Bernie Smithson to action.</p> <p>ii. <u>Frogmore WCs</u> – no issues.</p> <p>iii. <u>St Saviour's WCs</u> – Mr Chris Mylward had yet to submit a quotation i.r.o. repairs to the path / step outside the gentleman's WC, together with a post to prevent traffic mounting the step.</p> <p>iv. <u>Legionella Testing</u> – the test results, provided by Mrs Fisher, showed the water temperature to be 16° - 17° in all toilet blocks.</p> <p>b. <u>Parish Emergency / Flood Plan</u> – Minute 80b/2019 refers. Members to consider implementing an Emergency Plan for the parish; and to consider a request to declare a Climate Emergency. Deferred until Cllr. Carter is present. Cllr. Carter had provided a report, previously circulated.</p> <p>c. <u>Trade Waste</u> – Minute 80d/2019 refers. Cllr. Adams reported the collection of trade waste is the responsibility of the business owner. The Clerk to express Members' dismay at the continuing collection issues to Paul Giddings, Biffa General Manager for I&C in Cornwall and Devon.</p>	<p>Clerk</p> <p>Cllr. T. Libby</p> <p>Cllr. Carter</p> <p>Clerk</p>

81/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2019/20-04 to a value of £5,005.21 was APPROVED for payment. The schedule includes known payments for July and August.</p> <p>The Clerk explained the bank had made an error and refused the payment to Mrs Fisher for June; hence the duplicate payment made this month. An invoice is expected from Mr Fowler and the cheque will be completed when this is received. Cllr. Adams queried the water usage for St Saviour's WC. Cllr. Fisher will check if there is a leak.</p> <p>The Clerk to produce a Budget Monitor at each Full Council meeting.</p> <table border="1" data-bbox="325 483 1273 1128"> <thead> <tr> <th>PAYMENTS</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>A. Fisher - WC cleaning</td><td>812.50</td><td></td><td>812.50</td></tr> <tr><td>Mrs Thompson - salary</td><td>582.08</td><td></td><td>582.08</td></tr> <tr><td>HMRC</td><td>145.40</td><td></td><td>145.40</td></tr> <tr><td>Mrs Thompson - expenses</td><td>125.19</td><td></td><td>125.19</td></tr> <tr><td>A. Fisher - WC cleaning</td><td>812.50</td><td></td><td>812.50</td></tr> <tr><td>CC - Quay WC rates</td><td>133.00</td><td></td><td>133.00</td></tr> <tr><td>SW Water - Quay WCs</td><td>23.86</td><td></td><td>23.86</td></tr> <tr><td>EDF Energy - Frogmore WCs</td><td>95.27</td><td>4.76</td><td>100.03</td></tr> <tr><td>Mr Treve Fowler - Whitecross Green + PROWs + cleaning layby signs</td><td>0.00</td><td></td><td>0.00</td></tr> <tr><td>CC - St Saviour's WC rates</td><td>125.00</td><td></td><td>125.00</td></tr> <tr><td>Opus Energy - Quay WCs</td><td>177.87</td><td>8.89</td><td>186.76</td></tr> <tr><td>SW Water - St Saviours WCs</td><td>122.47</td><td></td><td>122.47</td></tr> <tr><td>SW Water - Frogmore WCs</td><td>38.44</td><td></td><td>38.44</td></tr> <tr><td>CC - St Saviour's WC rates</td><td>125.00</td><td></td><td>125.00</td></tr> <tr><td>Mrs Thompson - salary</td><td>581.88</td><td></td><td>581.88</td></tr> <tr><td>HMRC</td><td>145.60</td><td></td><td>145.60</td></tr> <tr><td>CC - Quay WC rates</td><td>133.00</td><td></td><td>133.00</td></tr> <tr><td>Mrs Fisher - WC cleaning</td><td>812.50</td><td></td><td>812.50</td></tr> <tr><td colspan="3"></td><td>£5,005.21</td></tr> </tbody> </table> <p>b. <i>Bank Reconciliation</i> – Cllr. V. Libby verified the bank reconciliation.</p>	PAYMENTS	Price	VAT	Total	A. Fisher - WC cleaning	812.50		812.50	Mrs Thompson - salary	582.08		582.08	HMRC	145.40		145.40	Mrs Thompson - expenses	125.19		125.19	A. Fisher - WC cleaning	812.50		812.50	CC - Quay WC rates	133.00		133.00	SW Water - Quay WCs	23.86		23.86	EDF Energy - Frogmore WCs	95.27	4.76	100.03	Mr Treve Fowler - Whitecross Green + PROWs + cleaning layby signs	0.00		0.00	CC - St Saviour's WC rates	125.00		125.00	Opus Energy - Quay WCs	177.87	8.89	186.76	SW Water - St Saviours WCs	122.47		122.47	SW Water - Frogmore WCs	38.44		38.44	CC - St Saviour's WC rates	125.00		125.00	Mrs Thompson - salary	581.88		581.88	HMRC	145.60		145.60	CC - Quay WC rates	133.00		133.00	Mrs Fisher - WC cleaning	812.50		812.50				£5,005.21	Cllr. Fisher
PAYMENTS	Price	VAT	Total																																																																															
A. Fisher - WC cleaning	812.50		812.50																																																																															
Mrs Thompson - salary	582.08		582.08																																																																															
HMRC	145.40		145.40																																																																															
Mrs Thompson - expenses	125.19		125.19																																																																															
A. Fisher - WC cleaning	812.50		812.50																																																																															
CC - Quay WC rates	133.00		133.00																																																																															
SW Water - Quay WCs	23.86		23.86																																																																															
EDF Energy - Frogmore WCs	95.27	4.76	100.03																																																																															
Mr Treve Fowler - Whitecross Green + PROWs + cleaning layby signs	0.00		0.00																																																																															
CC - St Saviour's WC rates	125.00		125.00																																																																															
Opus Energy - Quay WCs	177.87	8.89	186.76																																																																															
SW Water - St Saviours WCs	122.47		122.47																																																																															
SW Water - Frogmore WCs	38.44		38.44																																																																															
CC - St Saviour's WC rates	125.00		125.00																																																																															
Mrs Thompson - salary	581.88		581.88																																																																															
HMRC	145.60		145.60																																																																															
CC - Quay WC rates	133.00		133.00																																																																															
Mrs Fisher - WC cleaning	812.50		812.50																																																																															
			£5,005.21																																																																															
82/2019	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Street Trading Policy</i> – consultation will run until 31st October 2019.</p> <p>b. <i>Clerks and Councils Direct</i> – July 2019. Chairman's copy.</p> <p>c. <i>Discover</i> – Cornwall disability magazine, Summer 2019,</p>																																																																																	
83/2019	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. <i>Tenders</i> – the Clerk to establish when a review of the existing contracts is due and to place on a future agenda.</p> <p>b. <i>Green Lane, Coombeland</i> – the Clerk to request the landowner to remove the Bund that has recently been re-installed.</p>	Clerk Clerk																																																																																
84/2019	<p><u>Diary Dates</u> – details previously circulated</p> <p>a. <i>Full Council Meeting</i> – 24th September 2019, Polruan WI Hall.</p> <p>b. <i>Neighbourhood Plan Meeting</i> – TBC.</p> <p>c. <i>Housing Working Party</i> – NFA.</p> <p>d. <i>Clerk's Leave</i> – 27th July to 4th August and 17th August to 1st September (inclusive).</p> <p>e. <i>Walk for Parkinsons</i> – Gribben Head, 8th September 2019.</p> <p>f. <i>Tackling Littering, Flytipping and Dog Fouling</i> – CC offer free training in how to use the new enforcement tool to all Parish Councils. To book a place email Neighbourhoods and Public Protection Service at cep@cornwall.gov.uk or ring 01209 616990.</p>																																																																																	

	<p>g. <i>Code of Conduct Training</i> – offered by CC:</p> <ul style="list-style-type: none"> • 4th September 2019 - 14.00pm-16.00 - GW:03, Council Offices, Dolcoath Avenue, Camborne • 3rd October 2019 - 10:00-12:00 - Public Hall, Liskeard Town Hall, Liskeard • 17th October 2019 - 18:00-20:00 - Council Chamber, New County Hall, Truro <p>To book contact: hannah.mccomb@cornwall.gov.uk. Details emailed.</p> <p>h. <i>Cornwall Community Flood Forum</i> – are holding three flood warden training events in September designed to complement the development of your community flood plan:</p> <ol style="list-style-type: none"> i. Tuesday 24th September – St Pirans Hall, Goldsithney. ii. Wednesday 25th September – Tremayne Community Centre, Mylor. iii. Saturday 28th September – ‘One for All’ Community Centre, Lanivet. Place booked for Cllr. Shakerley. 	
85/2019	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>	
86/2019	<p><u>Enforcement Cases</u> – Members’ received updates on the outstanding enforcement cases.</p> <p>NOTE – CC had decreed this information must remain confidential.</p>	
87/2019	<p><u>Meeting Closed</u> – 21.09pm.</p>	

Signature: (Cllr. Moore)
Parish Council Chairman

Date: 24th September 2019