

# LANTEGLOS-BY-FOWEY PARISH COUNCIL

## MINUTES OF THE FULL COUNCIL MEETING

### HELD IN THE POLRUAN WI HALL

### TUESDAY, 24<sup>th</sup> SEPTEMBER 2019 @ 7pm

Present: Cllr. Moore OBE (Chairman)      Cllr. Adams      Cllr. Bunt  
 Cllr. Carter      Cllr. Fisher      Cllr. Kelly  
 Cllr. T. Libby      Cllr. V. Libby      Cllr. Talling  
 Cllr. Wilton

In attendance: Mrs Thompson (Parish Clerk)      Three members of the public

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 it was advertised as a public meeting it could be filmed or recorded by broadcasters, the media or members of the public.</p> <p>Mrs Angie Crown spoke i.r.o. 102b[iii]/2019. Her written comments had previously been circulated. She made the following points:</p> <ol style="list-style-type: none"> <li>1. Inappropriate development in AONB.</li> <li>2. Outside existing building line.</li> <li>3. Does not conform with policies 1,9 and 10 in the emerging. neighbourhood plan (lanteglosbyfoweyplan.org.uk).</li> <li>4. Does not satisfy criteria for infill, rounding off and local need.</li> <li>5. There are at least four properties for sale on Highway, one of which has remained unsold since it was built.</li> <li>6. It would be of grave concern to create a new entrance / exit on a dangerous bend which incorporates a junction, where traffic calming measures have recently been installed on a road with a speed limit of 60 mph.</li> <li>7. As an immediate neighbour to the proposed development she would experience increased pollution and noise as the drive as shown on the plans would run extremely close to her property.</li> </ol> <p>Mr Victor Trueman asked if the Parish Council is informed of any changes to signage within the parish. It was pointed out this is not always done. He was pleased to see that the Betty Hewans sign had been erected (in Cornish).</p> <p>Mr Adrian Bate raised several items regarding the August Minutes (a) His name had been spelt incorrectly in the Public Forum; (b) Third paragraph, Public Forum "...or removed from..." was deleted; (c) see also Minute 101/2019 below.</p> <p>Members received reports from outside authorities as follows:</p> <ol style="list-style-type: none"> <li>1. <i>Police</i> – PC Steve Cocks sent his apologies and reported that from 1<sup>st</sup> to 31<sup>st</sup> August 2019 four crimes were reported, all marine related, including three thefts of outboard motors and one theft of a dinghy.  There had been reports of a stray dog running loose around Whitecross which had also been reported to CC's Dog Warden. He urges all dog owners to ensure their dogs are kept under control.</li> <li>2. <i>Tri Services Officer</i> – Myghal (Mike) Larter was not present.</li> <li>3. <i>County Councillor</i> – Cllr. Edwina Hannaford was unable to attend due to family illness.</li> <li>4. <i>Liskeard &amp; Looe Network Panel Meeting</i> – next meeting to be held 6.30pm, on 14<sup>th</sup> October 2019, St Keyne Village Hall.</li> </ol>	

99/2019	<u>Apologies for Absence</u> – Cllr. Shakerley and County Cllr. Hannaford.	
100/2019	<u>Members' Declarations</u> – <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>	
101/2019	<u>Minutes of Meetings</u> – <ul style="list-style-type: none"> <li>a. <i>Extraordinary Council Meeting</i> – 27<sup>th</sup> August 2019. The heading was changed to “Extraordinary Council Meeting, with this and the amendments raised by Mr Bate (Public Forum above refers) the Minutes were <b>AGREED</b> as a true record.</li> </ul>	
102/2019	<u>Planning Matters</u> – <ul style="list-style-type: none"> <li>a. <i>Neighbourhood Plan (NP)</i> – a copy of Cllr. Moore’s report is on file.</li> <li>b. <i>Planning Applications</i> – <ul style="list-style-type: none"> <li>i. <u>PA19/05156, Land S of Barrs Close, Old Road, Bodinnick</u> – works to trees in a Conservation Area, namely thin and top two sycamore trees which currently overhang the cars queuing for the Bodinnick Ferry (Tree is currently 9 metres wished to reduce by 4 metres). <b>NO OBJECTION.</b></li> <li>ii. <u>PA19/02263/PREAPP, Coombeland, Highway/Trethake</u> – pre-application advice for Passivhaus, two storey extension at right angles to existing house. In the absence of detail Members are unable to comment.</li> <li>iii. <u>PA19/02360/PREAPP, Highfields, Lanteglos</u> – pre-application advice for new detached 4-bedroom dwelling to rear of Highfields. <b>OBJECT</b> on grounds this would be development in the open countryside and Members do not believe there is any benefit as at least four properties are for sale in Highway, one of which has remained unsold since it was built.</li> <li>iv. <u>PA19/08299, 1 Brendon, St Saviours Hill, Polruan</u> – convert the existing loft space with associated modest pitched roof dormer to the front elevation. <b>NO OBJECTION.</b></li> </ul> </li> <li>c. <i>Planning Applications Approved by CC</i> – information only. <ul style="list-style-type: none"> <li>i. <u>PA19/04943, Blue Cottage, Old Road, Bodinnick</u> – Listed Building Consent for improvement of cottage; replacement of moisture damaged timber panels on the porch and the rear living room windows with like-for-like units.</li> <li>ii. <u>PA19/04985, Bramblecombe, Penpoll</u> – demolition of an existing timber summer house and replacement with a new summer house.</li> <li>iii. <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.</li> <li>iv. <u>PA19/05507, Lantivet House, Highway</u> – proposed replacement dwelling.</li> </ul> </li> <li>d. <i>Planning Newsletter</i> – <a href="https://www.cornwall.gov.uk/media/39434636/e-bulletin-july-2019.pdf">https://www.cornwall.gov.uk/media/39434636/e-bulletin-july-2019.pdf</a>. Link emailed to Members.</li> <li>e. <i>Fowey Harbour Revision Order</i> – Cllr. Moore reported that comments from Members and the NDP Steering Group had previously been emailed and then submitted.</li> </ul>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	f. <i>Fowey Hotel</i> – a watch will be kept for an anticipated planning application.	Clerk
	g. <i>PA19/02698, Toms Yard, East Street, Polruan</i> – the Clerk to ask Mr Jonathan Luker for the information and site visit requested in July.	Clerk
103/2019	<p><u>Highway Matters</u> –</p> <p>a. <i>Highways</i> – Minute 79a/2019 refers. Members received updates i.r.o.:</p> <p>i. <u>Furze Park / Wherry Place</u> – Cornwall Housing (CH) had undertaken to repair the potholes. Cllr. Moore said that CH had received a quotation of £15K to resurface the Car Park but have insufficient funds. Cllr. Moore will circulate CH’s notes regarding the walkabout discussion. A possible dropped kerb for a disabled resident is under consideration.</p> <p>ii. <u>Lanteglos Highway</u> – Mr Paul Allen, Highways had advised that any increase to the parking area on the grass verge at Lanteglos Highway, needs to be submitted to Cornwall Council Planning. Members will discuss this with residents in the area.</p> <p>iii. <u>Road Sign, Essa Road</u> – the wording for a new sign at the Polruan end of Essa road to be the same both sides. Members felt it was preferable to utilise the existing posts and replace the existing sign with the same sort of metal ‘look alike fingerpost’ that had recently been installed in Lansallos.</p> <p>The recently erected fingerpost is not straight. Cllr. Kelly will speak to the contractor.</p> <p>The recently purchased sat nav signs, etc. will be erected by Cllrs. Talling and Fisher.</p> <p>iv. <u>Townsend</u> – Mr Paul Allen Highways had advised the soil left on the road will be removed in due course.</p> <p>v. <u>Greenbank</u> – on the walkabout with the residents’ representative, Cornwall Housing and the Tri Service officers had agreed to cut back some brambles and take remedial action regarding the fences.</p> <p>Cllr. Moore will discuss the “affordable housing funds” with County Cllr. Hannaford.</p> <p>NOTE – details of a possible source of funding previously emailed: High Street Heroes Funding.</p> <p>Mr Fowler to be asked to do a one-off hard back of the vegetation at Greenbank by the signs, postbox, etc.</p> <p>b. <i>Essa</i> – covered by Minute 103a[iii]/2019.</p> <p>c. <i>PROW Issues</i> – the Clerk had circulated the tender information issued to contractors. Members to consider if any amendments are needed. Further discussion deferred to the October meeting.</p> <p>i. <u>Penmarlam Footpath</u> – Cllr. Shakerley had taken photographs and a video showing the ‘wobbly’ handrail, which had been forwarded to the Countryside Access Team.</p> <p>ii. <u>Hall Walk Footpath</u> – Mr Andy Simmons, National Trust advised that if clearing of trees, etc. is needed to open up the views, he will arrange for this to be done over winter.</p> <p>iii. <u>The Hills Overgrown Vegetation</u> – Cllr. Adams to liaise with Mr Sanchez i.r.o. the area to be cut. See also Minute 110/2019 below.</p> <p>Mr Paul Thomas, Harbourmaster had granted verbal permission to cut back the vegetation to open up the view around the benches.</p> <p>iv. <u>Mixtow to Bodinnick Footpath</u> – Members’ views were sought on the ‘Bull in Field’ signs. Cllr. Moore had researched some information on this subject, which will be forwarded to the correspondent.</p>	<p>Cllr. Moore</p> <p>Members</p> <p>Clerk</p> <p>Cllr. Kelly</p> <p>Cllrs. Talling / Fisher</p> <p>Cllr. Moore</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Adams</p> <p>Clerk</p>

	<p>d. <i>C. Toms &amp; Sons Yard</i> – Minute 79e/2019 refers. Mr Kevin Francis is currently in Australia. He will see if it is possible to install appropriate signage and new gate at the area allocated for lorry deliveries on his return to Polruan.</p> <p>e. <i>Community Speed Watch</i> – for the October agenda.</p>	<p>Clerk</p> <p>Clerk</p>																																																												
104/2019	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Public Conveniences</i> –</p> <p>i. <u>The Quay WCs</u> – the gents' urinal frequently blocks. Cllr. Adams advised that SW Water had a contractor on site due to problems with drainage in the area. The Clerk to clarify the situation.</p> <p>ii. <u>Frogmore WCs</u> – no issues.</p> <p>iii. <u>St Saviour's WCs</u> – Mr Chris Mylward had undertaken to complete the fence. Cllr. T. Libby will speak to him i.r.o. timescale for the work. She also will seek quotations 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> – Mrs Fisher had provided the test results.</p> <p>b. <i>Parish Emergency / Flood Plan</i> – Members considered the recommendations in Cllr. Carter's updated report (circulated at the August meeting). He said that contact would be made with the householders most at risk of flood to ensure they are aware of the available help.</p> <p>c. <i>Benches, The Hills, Polruan</i> – deferred to the closed session.</p> <p>d. <i>Dogs on Beaches</i> – Minute 95b/2019 refers. CC's consultation deadline is 19<sup>th</sup> November 2019. Details previously emailed. The Clerk to request a seasonal dog ban for Back and Front Beaches, Polruan.</p> <p>e. <i>Tackling Littering, Flytipping and Dog Fouling</i> – Members <b>DECLINED</b> to receive this training, which can be delivered FOC by Mr James Peck, CC.</p> <p>f. <i>Remembrance Service</i> – Cllr. Adams had ordered the poppy wreath and Cllr. Fisher will lay it on behalf of the Parish Council.</p> <p>g. <i>Bodinnick Defibrillator</i> – AED Locators Ltd. had queried the termination of the maintenance contract with them (details emailed previously). It was <b>AGREED</b> the Clerk would sign the disclaimer requested by AED Locators Ltd. as the unit is now covered by Duchy Defibrillators (DD). The clerk to check with DD that the Ambulance Service are linked in and the unit will be replaced if it is used.</p>	<p>Clerk</p> <p>Cllr. T. Libby</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Fisher</p> <p>Clerk</p>																																																												
105/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2019/20-06 to a value of £5,581.54 was <b>APPROVED</b> for payment. The payment for the signposts to be held pending resolution of concerns raised in Minute 103a[[iii]]/2019 refers.</p> <table border="1"> <thead> <tr> <th>PAYMENTS</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Archer Signs &amp; Panels Ltd - signs</td> <td>411.05</td> <td>82.21</td> <td>493.26</td> </tr> <tr> <td>Mrs Thompson - salary</td> <td>582.08</td> <td></td> <td>582.08</td> </tr> <tr> <td>HMRC</td> <td>146.57</td> <td></td> <td>146.57</td> </tr> <tr> <td>Mrs Thompson - expenses</td> <td>62.69</td> <td></td> <td>62.69</td> </tr> <tr> <td>Royal British Legion - poppy wreath</td> <td>30.00</td> <td></td> <td>30.00</td> </tr> <tr> <td>PKF Littlejohn LLP - external audit</td> <td>300.00</td> <td>60.00</td> <td>360.00</td> </tr> <tr> <td>PCC - grass cutting at St Wyllow</td> <td>889.67</td> <td></td> <td>889.67</td> </tr> <tr> <td>M. 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>Erecting signposts</td> <td>160.00</td> <td></td> <td>160.00</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>170.71</td> <td>8.54</td> <td>179.25</td> </tr> <tr> <td>Mr Treve Fowler - various</td> <td></td> <td></td> <td>1,607.52</td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>£5,581.54</b></td> </tr> </tbody> </table>	PAYMENTS	Price	VAT	Total	Archer Signs & Panels Ltd - signs	411.05	82.21	493.26	Mrs Thompson - salary	582.08		582.08	HMRC	146.57		146.57	Mrs Thompson - expenses	62.69		62.69	Royal British Legion - poppy wreath	30.00		30.00	PKF Littlejohn LLP - external audit	300.00	60.00	360.00	PCC - grass cutting at St Wyllow	889.67		889.67	M. Fisher - WC cleaning	812.50		812.50	CC - Quay WC rates	133.00		133.00	Erecting signposts	160.00		160.00	CC - St Saviour's WC rates	125.00		125.00	Opus Energy - Quay WCs	170.71	8.54	179.25	Mr Treve Fowler - various			1,607.52				<b>£5,581.54</b>	
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	<p>b. <i>Bank Reconciliation</i> – Cllr. V. Libby verified the bank reconciliation.</p> <p>c. <i>Budget Monitor</i> – a copy was circulated at the meeting.</p> <p>d. <i>External Audit</i> – the External Auditors had approved the 2018/19 accounts. Details had been posted on the website.</p> <p>e. <i>Financial Regulations</i> – Members <b>RESOLVED</b> to adopt the revised model Regulations. The Clerk to place a copy on the website.</p>	Clerk
106/2019	<p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Clerks &amp; Councils Direct</i> – Chair’s copy of the September 2019 issue</p> <p>b. <i>Toolkit for Local Councils</i> – ICO toolkit to help local councillors with the top three data protection challenges they face:</p> <ul style="list-style-type: none"> <li>• Data sharing</li> <li>• Using personal devices.</li> <li>• Data audits.</li> </ul> <p>You can download all the resources <a href="https://ico.org.uk/for-organisations/in-your-sector/local-government/">https://ico.org.uk/for-organisations/in-your-sector/local-government/</a>. Details previously emailed.</p> <p>c. <i>Cornwall AONB Latest News</i> – September 2019.</p> <p>d. <i>NHS Kernow</i> – Long Term Plan newsletter. Details previously emailed.</p>	
107/2019	<p><u>Information Only / Items for Future Agendas</u> –</p> <p>a. None.</p>	
108/2019	<p><u>Diary Dates</u> – including any items received after the agenda had been published. Details previously circulated</p> <p>a. <i>Full Council Meeting</i> – 22<sup>nd</sup> October 2019, Whitecross Village Hall.</p> <p>b. <i>Neighbourhood Plan Meeting</i> – TBC.</p> <p>c. <i>Clerk’s Leave</i> – 26<sup>th</sup> October to 3<sup>rd</sup> November 2019 (inclusive).</p> <p>d. <i>Polruan Village Hall</i> – AGM to be held on 24<sup>th</sup> September 2019. Once approved, the accounts will be made available.</p> <p>e. <i>Cornwall’s Localism Summit</i> – 6<sup>th</sup> November, at Wadebridge Showground. Morning registration will begin at 09.30 to 15.30.</p> <p>f. <i>Cornwall Community Resilience Network</i> – 9.30am, Saturday 28<sup>th</sup> September 2019, ‘One for All’ Community Centre, Lanivet.</p> <p>g. <i>Planning Conference</i> – details of the Planning Workshops had previously been circulated via email.</p>	Clerk
109/2019	<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>	
110/2019	<p><u>Enforcement Cases</u> – Members’ were given an update. CC had deemed this information is confidential.</p>	
111/2019	<p><u>Benches, The Hills, Polruan</u> – three quotations had been sought. It was <b>RESOLVED</b> that Cllr. Adams would liaise with Mr Andreas Sanchez regarding installation of two replacement benches. The Clerk to place an order.</p>	Cllr. Adams Clerk
112/2019	<p><u>Meeting Closed</u> – 8.58pm.</p>	

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

Date: 22<sup>nd</sup> October 2019