

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING**  
**TO BE HELD IN THE WHITECROSS VILLAGE HALL**  
**TUESDAY, 28<sup>th</sup> JANUARY 2020 @ 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      |
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|         | <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>Mr Ivan Tomlin to address the meeting regarding Minute 4b[iii]/2020.</p> <p>Members to receive reports from outside authorities as follows:</p> <ol style="list-style-type: none"> <li>1. <i>Police</i> – PC Steve Cocks.</li> <li>2. <i>Tri Services Officer</i> –</li> <li>3. <i>County Councillor</i> – Cllr. Edwina Hannaford.</li> </ol> <p>NOTE – work on the Chapel Lane flats is due to start shortly and due for completion by the end of March 2020.</p> <ol style="list-style-type: none"> <li>4. <i>Fowey Harbour Commission</i> – the Commissioners are hosting a workshop on Thursday 20<sup>th</sup> February at 10am in the Fowey Harbour Office where Alex Curd, a Marine Planning Officer from the (MMO) SW team will discuss the draft plan and its implementation. Details emailed.</li> </ol> |             |
| 01/2020 | <u>Apologies for Absence</u> – Cllr. Shakerley.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |
| 02/2020 | <p><u>Members' Declarations</u> – an update from CC Standards Committee had previously been circulated via email.</p> <ol style="list-style-type: none"> <li>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.</li> <li>b. <i>Non-registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest is apparent.</li> <li>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</li> <li>d. <i>Dispensations</i> – Members to consider any written requests for dispensations.</li> </ol>                                                                                                                                                                               |             |
| 03/2020 | <p><u>Minutes of Meetings</u> –</p> <ol style="list-style-type: none"> <li>a. <i>Full Council Meeting</i> – 26<sup>th</sup> November 2019.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |             |
| 04/2020 | <p><u>Planning Matters</u> – including any items received after the agenda was issued:</p> <ol style="list-style-type: none"> <li>a. <i>Neighbourhood Plan (NP)</i> – Members to receive an update.</li> </ol> <p><i>Guide to Heritage in Neighbourhood Plans</i> – issued by National Trust, Link circulated via email.</p> <ol style="list-style-type: none"> <li>b. <i>Planning Applications</i> – <ol style="list-style-type: none"> <li>i. <u>PA19/10299, Greetwell, Old Road, Bodinnick</u> – non-material amendment to switch the proposed external door from the side of the building to the south elevation (Application number PA18/06587 dated 12<sup>th</sup> October 2018 relates). See 04/2020c(v)/2019 below.</li> </ol> </li> </ol>                                                                                                                                                                                                                | Cllr. Moore |

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|         | <ul style="list-style-type: none"> <li>ii. <u>PA19/11252, Springhill Cottage, Chapel Lane, Polruan</u> – works to trees in a conservation area, namely fell Cherry tree (T1).<br/>NOTE – as this application is for works to trees in a Conservation Area, it will be decided under delegated authority. There is no need for Members to submit comments to the local planning authority.</li> <li>iii. <u>PA20/00091, The Nook, 63 Fore Street, Polruan</u> – demolition and removal of existing summerhouse, renewal of concrete base and construction of replacement summerhouse.</li> <li>iv. <u>PA20/00159, Headland, 3 Battery Lane, Polruan</u> – non-material amendment for reduction in the size of the turntable and the creation of the ramp, reconfiguration of the courtyard steps and reduction in the main terrace size (Application number PA17/03611 dated 21<sup>st</sup> June 2017 relates).</li> <li>v. <u>PA19/10868, Frogmore Farm, Lanteglos</u> – temporary farm dwelling.</li> </ul> <p>c. <i>Planning Applications Approved/Closed by CC</i> – information only.</p> <ul style="list-style-type: none"> <li>i. <u>PA19/02870/PREAPP, Lower Vuevrey Meadow, Polruan</u> – pre-application advice to site a storage container. <b>Closed by CC and advice given.</b><br/>Public Forum above refers.</li> <li>ii. <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.</li> <li>iii. <u>PA19/08558, Highfield, Townsend, Polruan</u> – demolition of the existing house and garage and construction of a new house. Extension of the vehicular driveway.</li> <li>iv. <u>PA19/09061, Creekside House, Mixtow</u> – extension and parking bay.</li> <li>v. <u>PA19/10299, Greetwell, Old Road, Bodinnick</u> – non-material amendment to switch the proposed external door from the side of the building to the south elevation (Application number PA18/06587 dated 12<sup>th</sup> October 2018 relates).</li> <li>vi. <u>PA19/09383, 52a Fore Street, Polruan</u> – extension and alterations.</li> <li>vii. <u>PA19/09736, 2 Brendon, St Saviours Hill, Polruan</u> - construct a two-storey extension with loft terrace to the rear elevation of the property.</li> <li>viii. <u>PA19/09837, 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 with variation of condition 2 of decision PA18/09068 dated 7<sup>th</sup> December 2018.</li> </ul> <p>d. <i>Withdrawn Applications</i> – information only.</p> <ul style="list-style-type: none"> <li>i. <u>PA19/04947, 42 West Street, Polruan</u> – installation of air source heat pump on south elevation.</li> </ul> <p>e. <i>Draft Cornwall Design Guide and Cornwall Streetscape Design Guide</i> – <a href="http://www.cornwall.gov.uk/designguide">www.cornwall.gov.uk/designguide</a>. Consultation period from Monday 20<sup>th</sup> January to Monday 2<sup>nd</sup> March 2020.</p> |  |
| 05/2020 | <p><u>Highway Matters</u> – including any items received after the agenda had been published.</p> <ul style="list-style-type: none"> <li>a. <i>Community Speed Watch</i> – Minute 131a/2019 refers. An appeal for volunteers to join a CSW for Polruan was made in the <i>Parish News</i>. Members to consider any action.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |

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|         | <p>NOTE – PC Brailey-Evans had provided a copy of the traffic speed statistics i.r.o. St Saviour’s Hill, Polruan, which showed no-one had been recorded driving over 25mph. <b>Report previously emailed.</b></p> <p>b. <i>Highways Consultation</i> – the Townshend, Traffic Calming (EDG1673 SK6) (Region West) had now been published and is ready to view: <a href="https://www.engagespace.co.uk/cornwall/consultation_Dtl.aspx?consult_id=1890&amp;status=2&amp;criteria=1">https://www.engagespace.co.uk/cornwall/consultation_Dtl.aspx?consult_id=1890&amp;status=2&amp;criteria=1</a>. Details previously emailed.</p> <p>c. <i>Winter Maintenance Service</i> – details of Highways’ gritting schedule circulated via email.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                   |
| 06/2020 | <p><u>Environmental / Amenity Matters</u> – including any items received after the agenda had been published.</p> <p>a. <i>Public Conveniences</i> –</p> <p>i. <u>The Quay WCs</u> – any issues.<br/><u>Frogmore WCs</u> – any issues.</p> <p>ii. <u>St Saviour’s WCs</u> – any issues.<br/>NOTE – the Clerk had reminded Mr Chris Mylward to confirm when the fence will be completed and to provide 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>iii. <u>Legionella Testing</u> – Mrs Fisher to provide the test results.</p> <p>b. <i>PROW 613/25/1</i> – Members to receive the following update:</p> <p>i. Mr Fowler had been asked to cut back the footpath as wide as possible.</p> <p>ii. The Sumarch tree in Barrs Close and the Countryside Access Team (CAT) reported they are “looking into the tree” and will provide an update when more information is known.</p> <p>iii. CAT advised they had put together a small works package to replace the railings here with new post and rail. This is currently with their programmers to be done shortly.</p> <p>c. <i>Greenbank</i> – Minute 132a/2019 refers. Members to receive an update, to include the views of Polruan School children and an application for funding to the High Street Heroes fund.</p> <p>d. <i>Polruan Doctors’ Surgery</i> – the Surgery have agreed to attend a public meeting on Tuesday 18<sup>th</sup> February 2020, 5.30/6.00pm to discuss proposed changes to dispensing in small rural areas.</p> <p>e. <i>Seagull Control Programme</i> – Minute 66c/2019. The scheme had been advertised in the <i>Parish News</i> and those with nesting seagulls asked to register their property.</p> <p>f. <i>Whitecross Notice Board</i> – Cllr. Talling had repaired the board, voluntarily.</p> | <p>Clerk</p> <p>Mrs Fisher</p> <p>Cllr. Moore</p> |
| 07/2020 | <p><u>Administrative Matters</u> – including any items received after the agenda had been published.</p> <p>a. <i>Website Events Calendar</i> – WesternWeb query if Members wish to have this deleted from the PC website as it is not being used.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                   |
| 08/2020 | <p><u>Financial Matters</u> – including any items received after the agenda had been published.</p> <p>a. <i>Accounts for Payment</i> – schedule 2019/20-09.</p> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation to be verified.</p> <p>c. <i>2020/21 Budget</i> – Members to consider their budget for 2020/21 and set the precept accordingly. A copy of the draft budget to be provided to Members at the meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p>Cllr. V. Libby</p>                             |

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|         | <p>Members to ratify the movement of £1,500 from the Contingency Budget to the NDP Budget.</p> <p>NOTE – no comments had been received regarding a proposed 2% increase in the precept.</p> <p>NOTE – guidance setting out how the CIL payment may be spent had been circulated via email.</p> <p>d. <i>VE Day 75<sup>th</sup> Anniversary</i> - 8<sup>th</sup> May 2020. For information on planned activities see <a href="http://www.veday75.org">www.veday75.org</a>. Deferred from the November agenda (Minute 123i/2019 refers). Members to consider making a grant towards this project. NOTE – VJ Anniversary 15<sup>th</sup> August 2020.</p>                                                                                  |  |
| 09/2020 | <p><u>Correspondence / Documents</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Tree Charter Newsletter</i> – December 2019. Circulated via email.</p> <p>b. <i>Wellbeing Projects</i> – Ms Alison Clapson, Cornwall Housing had emailed to advise the Consultation and Engagement Team are hoping to put on a few wellbeing projects from January to March in the Polruan area.</p> <p>c. <i>Christmas Card</i> – Sheryll Murray MP.</p> <p>d. <i>Clerks &amp; Councils Direct</i> – January 2020. Chair's copy.</p> <p>e. <i>Cornwall Rural Housing Association</i> – seek volunteers to join their Management Board. Details previously emailed.</p> <p>f. <i>Citizens Advice Cornwall Newsletter</i> – Winter 2019-20.</p> |  |
| 10/2020 | <p><u>Information Only / Items for Future Agendas</u> –</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
| 11/2020 | <p><u>Diary Dates</u> – including any items received after the agenda had been published. <b>Details previously circulated</b></p> <p>a. <i>Full Council Meeting</i> – 25<sup>th</sup> February 2020.</p> <p>b. <i>Neighbourhood Plan Meeting</i> – TBC.</p> <p>c. <i>Parish Meeting</i> – Members to set a date.</p> <p>d. <i>CALC AGM</i> – 30<sup>th</sup> January 2020 at County Hall, Truro, 7.30pm.</p> <p>e. <i>Cornwall Community Land Trust</i> – Community Led Housing Seminar. Monday 3<sup>rd</sup> February 2020, One for All Community Centre, Lanivet.</p> <p>f. <i>Cornwall Community Flood Forum Workshops</i> – details emailed.</p>                                                                                  |  |
| 12/2020 | <p><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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| 13/2020 | <p><u>Contracts</u> – Members to receive an update i.r.o.:</p> <p>a. <i>PROWs</i> – Members agreed that all the silver paths should be cut and the current contractor had been asked for a revised price to cover the cost of cutting <b>ALL</b> the paths twice a year.</p> <p>b. <i>Weed Spraying</i> – to include additional roads, namely: Gayhurst Road, Chapel Lane and the lane leading to Studio Cottage. Closing date set at 6<sup>th</sup> January 2020. Deferred from the December meeting.</p> <p>NOTE – advertisements had been placed in the <i>Parish News</i> and on the website and appropriate contractors on the preferred tender list had been invited to tender.</p>                                               |  |
| 14/2020 | <p><u>Meeting Closed</u> –</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |

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

Date: 21<sup>st</sup> January 2020