

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**MINUTES OF THE COUNCIL BUSINESS CONDUCTED BY**  
**MEMBERS, ON TUESDAY, 24<sup>th</sup> MARCH 2020**

Due to the current Coronavirus pandemic it was not possible to meet in person, instead Members were invited to comment on agenda items.

What follows is the outcome of their feedback.

Minute	AGENDA ITEMS	Action
25/2020	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 25<sup>th</sup> February 2020, <b>AGREED</b> as a true record. To be signed at a future meeting.</p>	
26/2020	<p><u>Planning Matters</u> –</p> <p>a. <i>Planning Applications</i> –</p> <p>i. <u>PA20/01027, Land Adjacent to Hall Farm, Old Road, Bodinnick</u> – temporary agricultural dwelling. Cllr. Shakerley declared an interest. She and Cllr. Bunt made no comment.</p> <p>The general opinion was to <b>OBJECT</b> on the grounds that in the absence of a Design and Access Statement the need for this temporary agricultural dwelling is not shown. Without this such a development would be development in the open countryside which the CLP does not support nor our emerging NDP, Policy10, “Exceptions Policy”, Policy 1, “Design and Character of Lanteglos-by-Fowey Parish”, and without justification for the temporary agricultural dwelling, would not be supported by Policy 7, “Employment Development”.</p> <p>ii. <u>PA20/00660, Storms Reach, 14 The Quay, Polruan</u> – refurbishment of existing boat shed to be used as annexe to Storms Reach and Holiday let. Cllr. Bunt made no comment.</p> <p>Cllrs. Fisher and T. Libby objected because they felt the size of the proposal does not appear to provide suitable / habitable living space, even as holiday accommodation. However, the general opinion was <b>NO OBJECTION</b>.</p> <p>iii. <u>PA20/01887, 6 Florizel Mews, Fore Street, Polruan</u> - lifting of Condition 2 (occupancy restriction) of Permission 83/00097/F dated 06/06/1983. (Conversion of garage, guest house and two existing dwelling units into 8 houses.) The general opinion was <b>NO OBJECTION</b>.</p> <p>b. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <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.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
27/2020	<p><u>Coronavirus (COVID-19) Action Plan</u> – to assist in preventing the spread of the disease, Members <b>AGREED</b> to deal with matters as follows:</p> <ul style="list-style-type: none"> <li>• <u>Meetings</u> – all meetings to be cancelled during the current pandemic.</li> </ul> <p>It is expected that the law which states an Annual Meeting should be held between 1<sup>st</sup> March and 1<sup>st</sup> June is likely to be suspended.</p>	

	<ul style="list-style-type: none"> <li>• <b>Payments</b> – a Schedule of Payments will be issued shortly before each scheduled meeting and cheques will be posted to those authorised to sign them.  A report from Cllr. Fisher was circulated via email. As a long-term solution, Members <b>RESOLVED</b> to introduce Internet Banking to cover payments.</li> <li>• <b>Planning / Other Urgent Matters</b> – a ‘virtual agenda’ will be published and Members will be asked to respond to the Clerk within a given timeframe.</li> <li>• <b>Authority</b> – the Clerk will canvas Members for their opinion wherever possible, but in urgent cases or where there is no clear consensus it was <b>RESOLVED</b> to authorise the Chair, Vice Chair and Clerk to take decisions during the current pandemic.</li> </ul>																																																	
28/2020	<p><b>Highways Matters</b> –</p> <p>a. <i>Road Closure Request</i> – Old Road, Bodinnick, 27<sup>th</sup> to 28<sup>th</sup> April 2020 (09:30 to 16:30).</p>																																																	
29/2020	<p><b>Financial Matters</b> –</p> <p>a. <i>Accounts for Payment</i> – schedule 2019/20-11 to a value of £2,534.89 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>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>144.35</td> <td>9.00</td> <td>153.35</td> </tr> <tr> <td>Whitecross VH - room hire + WiFi</td> <td>399.39</td> <td></td> <td>399.39</td> </tr> <tr> <td>Polruan WI - hall hire</td> <td>15.00</td> <td></td> <td>15.00</td> </tr> <tr> <td>Polruan Regatta and Children's Sports - grant to VE Day 75<sup>th</sup> Anniversary</td> <td>250.00</td> <td></td> <td>250.00</td> </tr> <tr> <td>WesternWeb Ltd - NDP website</td> <td>15.00</td> <td>3.00</td> <td>18.00</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 (80255585X)</td> <td>147.00</td> <td></td> <td>147.00</td> </tr> <tr> <td>Opus Energy - Quay WCs</td> <td>10.48</td> <td>0.52</td> <td>11.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="border-top: 1px solid black;"><b>£2,534.89</b></td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – a copy was circulated via email.</p>	<b>PAYMENTS</b>	<b>Price</b>	<b>VAT</b>	<b>Total</b>	Mrs Thompson - salary	582.08		582.08	HMRC	146.57		146.57	Mrs Thompson - expenses	144.35	9.00	153.35	Whitecross VH - room hire + WiFi	399.39		399.39	Polruan WI - hall hire	15.00		15.00	Polruan Regatta and Children's Sports - grant to VE Day 75 <sup>th</sup> Anniversary	250.00		250.00	WesternWeb Ltd - NDP website	15.00	3.00	18.00	M. Fisher - WC cleaning	812.50		812.50	CC - Quay WC rates (80255585X)	147.00		147.00	Opus Energy - Quay WCs	10.48	0.52	11.00				<b>£2,534.89</b>	
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30/2020	<p><b>Correspondence / Documents</b> – not covered elsewhere on the agenda:</p> <p>a. <i>CC Parish Council Newsletter</i> – February 2020. Circulated via email</p> <p>b. <i>Clerks &amp; Councils Direct</i> – March 2020.</p> <p>c. <i>Housing Supplementary Planning Document</i> – circulated via email.</p>																																																	
31/2020	<p><b>Diary Dates</b> – including any items received after the agenda had been published. <b>Details previously circulated</b></p> <p>a. <i>Full Council Meeting</i> – 28<sup>th</sup> April 2020 (“virtual” meeting only). See 27/2020 above.</p> <p>b. <i>Parish Meeting</i> – meeting cancelled. See 27/2020 above</p> <p>c. <i>Clerk's Leave</i> – 28<sup>th</sup> March – 5<sup>th</sup> April 2020 (inclusive).</p>																																																	

Signature: ..... (Cllr. Pat Moore)  
Parish Council Chair

Date: 28<sup>th</sup> April 2020