

LANTEGLOS-BY-FOWEY PARISH COUNCIL

MINUTES OF THE VIRTUAL MEETING HELD ON

TUESDAY, 19th JANUARY 2021 @ 7pm

NOTE – it is the responsibility of all those joining a ‘Zoom’ meeting to check their security settings

Minute	AGENDA ITEMS	Action
	Present – Cllrs. Adams, (Vice Chair), Carter, Fisher, T. Libby, V. Libby, Shakerley, Talling and the Clerk.	
	<p>Chairman’s Welcome and Public Forum – Cllr. Adams took the Chair and welcomed those present.</p> <p>Mr and Mrs James Strawbridge spoke regarding their planning application (Minute 5d/2021). They explained the proposed accommodation would be a self-contained “granny annexe”. They felt the extension would be sympathetic to neighbouring properties. They explained how the parking space would be landscaped and would include access steps / path. Cllr. Talling referred to the car that used the layby for parking.</p> <p>Mr Gavin Shakerley addressed Members regarding his planning application (Minute 5b/2021 refers). He explained they wanted to improve the access and increase the accommodation and invited any questions.</p>	
	<p>Outside Authorities / Bodies – Members received reports from outside authorities as follows:</p> <ol style="list-style-type: none"> a. <i>County Councillor</i> – in the absence of Cllr. Edwina Hannaford (due to ill health) there was no report. <ul style="list-style-type: none"> • <i>Community Chest</i> – Cllr. Hannaford is offering £400 to alleviate hardship in our communities during the pandemic. The Clerk to pass the information to the school for their possible use. • <i>Covid Vaccine Clinics</i> – Ms Toni Hartwell, Fowey Practise had advised that at the current time they have no definite information about the COVID vaccination programme. Cllr. Carter said he had received the vaccine at Bodmin Hospital. He said it was very well organised. Cllr. Adams reported the Polruan residents over 80 had received their jab. Cllr. V. Libby said home visits were being arranged, where appropriate. b. <i>Network Panel</i> – next meeting will be held in 25th January 2021. The agenda had been circulated via email. c. <i>Police</i> – for information only. Details previously emailed <ul style="list-style-type: none"> • Special Constables who agree to complete a set number of shifts will be paid an allowance as the force strengthens its response to policing the coronavirus pandemic. • PCSO Steve Cocks reported that from 01/11/2020 – 31/12/2020 there were 6 crimes details of which can be found on the Police UK website and any queries regarding the Covid restrictions can be found on the Government website. • This web page had been set up centrally, for members of the public to report suspected Covid-19 breaches to the police. https://www.police.uk/tua/tell-us-about/c19/v7/tell-us-about-a-possible-breach-of-coronavirus-covid-19-measures/ 	Clerk
1/2021	Apologies – Cllrs. Bunt, Kelly, Moore, Wilton and County Cllr. Hannaford.	

2/2021	<p>Members' Declarations</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – Cllrs. T. Libby and Fisher in Minute 5d/2021; and Cllr. Shakerley in Minute 5b/2021.</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>	
3/2021	<p>Minutes of Meetings –</p> <p>a. <i>Full Council</i> – 24th November 2020, AGREED as a true record.</p> <p>b. <i>Lanteglos Working Party</i> – 19th November 2020. Omitted, in error, from November agenda. AGREED as a true record.</p>	
4/2021	<p>Planning Matters –</p> <p>a. <i>Neighbourhood Plan (NP)</i> – nil to report.</p> <p>b. <i>Climate Emergency Development Plan Document</i> – consultation runs from Monday 14th December and runs until Friday 5th February 2021. Details previously emailed.</p> <p>c. <i>Affordable Housing, Greenbank</i> – Members considered a potential proposal to develop a small affordable housing scheme on the garage block site and use the grassed area for replacement resident parking. The Clerk to advise Ms Sophie Tregenna, CC that Members felt this was worthy of further consideration and look forward to receiving further information / plans.</p>	Clerk
5/2021	<p>Planning Applications – Members considered:</p> <p>a. PA20/10071, 16 Ocean View, Polruan – single storey extensions and alterations with proposed new garage. Existing parking arrangement to be retained. Cllr. Fisher declared an interest. Members declared they had NO OBJECTION via email.</p> <p>b. PA20/10935, Pont House, Lanteglos – extensions to dwelling to provide bathroom and porch, construction of new access ramp. Construction of new dormer and demolition of Southern window opening to create door. Construction of steps and replacement of windows. Cllr. Shakerley had declared an interest. SUPPORT.</p> <p>c. PA20/10666, Greetwell, Old Road, Bodinnick – change of use for part of the dwelling to be used as holiday accommodation. NO OBJECTION but Members do feel additional parking is needed and this change of use would create a change to business use.</p> <p>d. PA21/00093, 3 Hall Terrace, Old Road, Bodinnick – replace the existing side single storey extension and create a two-storey side extension Annex. Cllrs. Fisher and T. Libby had declared an interest. NO OBJECTION.</p> <p>Cllr. Fisher left the meeting at this point.</p>	Clerk Clerk Clerk
6/2021	<p>Planning Applications Approved by CC – for information only</p> <p>a. <u>PA20/02090/PREAPP, Rock Bottom, West Street, Polruan</u> – pre-app advice for the renovation and extension of an existing dwelling, Closed advice given.</p> <p>b. <u>PA20/05175, Trevedda Farm, Pol-tec Lane, Lanteglos</u> – proposed alterations to farmhouse and change of use of outbuilding to self-contained letting annexe.</p>	

	<p>c. <u>PA20/05619, Trevedda Farm, Pol-tec Lane, Lanteglos</u> – Listed Building Consent for proposed alterations to farmhouse and change of use of outbuilding to self-contained letting annexe. Members felt this would be an improvement.</p> <p>d. <u>PA20/06085, Land adj. to 17 Kendall Park, Polruan</u> – reserved matters application for the construction of 5 dwellings (Details following application number PA17/04632 dated 5th Sept 2017).</p> <p>e. <u>PA20/06577, 3 Barrs Close, Old Road, Bodinnick</u> – proposed extensions and alterations. The precedent had been set for properties in the area.</p> <p>f. <u>PA20/06621, Hoe Cottage, Battery Lane, Polruan</u> – demolition of dwelling, construction of replacement dwelling and garage and associated works and refurbishment of existing outbuilding.</p> <p>g. <u>PA20/08081, 2 Battery Park, Polruan</u> – proposed alterations to property including a new access driveway, erection of a garage/workshop/boat/store and associated parking, loft conversion to provide a lounge and storage space, and reversal of floors to include some minor external alterations, and the erection of an entrance porch/conservatory. The case officer, Shauna Vandermeulen, advised she has noted Members' comment regarding the need for a Traffic Management Plan. She confirmed that neighbouring properties had been consulted in line with the standard guidelines.</p> <p>h. <u>PA20/08602, 42 Greenbank, Polruan</u> – domestic alterations to form rear dormer and off-street parking and dropped kerbs, with associated works.</p>	
7/2021	<p>Environmental / Amenity Matters – including any items received after the agenda had been published.</p> <p>a. <i>Public Conveniences</i> –</p> <ul style="list-style-type: none"> • <u>Frogmore WCs</u> – Cllr. Adams reported there was a problem with dog waste being left in the area. The Clerk to write to the Area Manager of the National Trust asking for their co-operation in dealing with the problem, perhaps to provide a bin or erect signs asking visitors to take their waste home with them. • <u>The Quay WCs</u> – Cllr. Kelly had checked the water meter and reported it appears there is no leak. • <u>St Saviour's WCs</u> – Cllr. Adams reported Mr Devereux is due to start work shortly on the minor refurbishments, including new toilet seats and door to the ladies, bleaching walls, etc. <p>In the absence of Cllr. Fisher Members were unable to consider a sketch plan and costings for a new purpose-built toilet block. The Clerk to contact Cllr. Fisher requesting an update.</p> <ul style="list-style-type: none"> • <u>Timer Locks</u> – Members DECLINED to accept a quotation from Cormac for a keyless entry system at a cost of £3,507.12 for St Saviours and £3,567.12 for the Quay WCs. • <u>Legionella Testing</u> – Mrs Kelly reported the water temperatures are all recording 10°. <p>b. <i>Public Rights of Way</i> – Minute 128c/2020 refers. The Countryside Access Team (CAT) had agreed to draw up a joint programme of outstanding works, namely:</p> <ul style="list-style-type: none"> • The stile on New Road to Mixtow. Mr Chris Monk, CAT, had agreed to measure up and sort the materials needed to replace the handrail posts, either side of the descending steep path, northside of stone stile, over Cornish hedge. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Mrs Kelly</p>

	<ul style="list-style-type: none"> • Mr Chris Monk, CAT is liaising with the owners of Hall Farm and Porthpean House who had agreed to put up replacement kissing gates or stiles. No further action. • <i>Footpath from Les Pieds dans l'Eau to Penmarlam</i> – Ms Katie Jose, Countryside Officer advised she believes this enquiry may relate to path 24. CAT have this on their list of paths to inspect after which, she will be able to update Members. • A number of footpath signs are leaning / broken / missing and need repair / replacing: <ul style="list-style-type: none"> [1] Public footpath sign on the Pont to Essa had been replaced by Cllr. Talling. [2] loose sign at Nordown Lane. Cllr. Talling will look into this. [3] the sign by Polruan School is now missing. The Clerk to contact CAT for a replacement, which Cllr. Talling will erect. <p>c. <i>Greenbank</i> – Minute 133a/2020 refers. In the absence of Cllr. Moore there was no update i.r.o. plans to improve the area.</p>	<p>Clerk / Cllr. Talling</p> <p>Cllr. Moore</p>
8/2021	<p>Highway Matters – including any items received after the agenda was issued.</p> <p>a. <i>Drainage Issues</i> –</p> <ul style="list-style-type: none"> • Polruan – a written report of the meeting with CC; SW Water; County Cllr. Hannaford and Members had been circulated. <p>Noted a further meeting is to be held and the Clerk had emailed the various delegates to set a date.</p> <p>Cllr. Adams said Highways had cleared the drains from Frogmore Farm to Vicarage Cross and they are now running freely.</p> <ul style="list-style-type: none"> • Ocean View – Mr Glassup advised he had looked at the twelve drains on Ocean View in Polruan, but unfortunately due to the current climate all our teams are working at maximum capacity and Cormac are unable to provide a quote. Cllr. Adams said he did not believe the runoff was coming from Ocean View but further up the hill. No further action. • Sump, Near Tredudwell Manor – Mr Justin Shakerley had granted permission for the sumps on his land to be cleared to prevent drainage issues. Cllr. Adams reported the cost would be a maximum of £500. <p>b. <i>Lanteglos Highway</i> – Members considered the results of the Penpoll Junction Survey results (copy previously circulated). The majority of responses had been in favour of at least four additional parking spaces. It was RESOLVED to hold a site meeting to draw up a plan on Tuesday 26th January at 10.30am. It will then be necessary to discuss the proposal with Highways and to seek quotations from contractors with a Chapter 8 Ticket to work on the Highway to sweep both corners of the junction and extend the existing parking areas.</p> <p>Noted the CIL money (£1,680) could be used for this purpose. The CIL Report is available on the PC's website.</p> <p>c. <i>Ferry Hill Car Park</i> – Members considered a proposal to reinstate the lines for parking bays and the provision of a mirror to aid road safety and RESOLVED to contact Highways for their views.</p> <p>Cllr. Talling had provided photographs of Bodinnick parking issues:</p> <ol style="list-style-type: none"> 1. First photo shows council house wall; there's a section missing at the top end with some other gaps lower down. 2. The second photo shows where the ferry queue starts. Someone regularly parks just the lower side of this; between 	<p>Clerk</p> <p>Members</p> <p>Clerk</p> <p>Clerk</p>

	<p>the yellow grid and the ferry sign. This will soon be a problem with ferry access. The Clerk to contact Highways to see if the hatched box can be extended.</p> <p>d. <i>Signage</i> –</p> <ul style="list-style-type: none"> • Passing place sign at Frogmore (on the clear way) – Cllr. Talling had kindly erected the sign. • Sign, Trethake /Tremeer Cross – Mr Will Glassup had requested its design and replacement. This will go to CC for approval and then be added to Cormac’s programme of works. <p>e. <i>Gritting</i> – a report had been received on 8th January that a number of roads in the parish were lethal with ice. It was RESOLVED to purchase four additional grit bins (two large and two small) to be sited: [1] Ring of Bells, [2] Whitecross Hill, [3] Trethake; [4] Vicarage Cross. Cllr. Shakerley to organise a key for the salt store at Whitecross.</p> <p>f. <i>Paul Allen</i> – Mr Allen will retire from Cormac at the end of March. His replacement as Highways & Environment Manager is Mr Will Glassup. It was AGREED to send a letter of thanks, together with a welcome to Mr Glassup</p> <p>g. <i>Proposed Road Closure</i> – Whitecross Hill to Little Churchtown Farm, 22nd to 26th February 2021. Details previously emailed.</p> <p>h. <i>Highway Wall</i> – the Highway Steward advised he will inspect the section of wall that goes off Fore Street towards Furze Park and the School to ensure the falling stones are not causing a highway hazard (Reference No. W2155135).</p>	<p>Clerk</p> <p>Clerk Cllr. Shakerley</p> <p>Clerk</p> <p>Clerk</p>
9/2021	<p>Administrative Matters – not covered elsewhere on the agenda.</p> <p>a. <i>Code of Conduct Review</i> – consultation ends 18th February. Details previously emailed.</p>	
10/2021	<p>Financial Matters –</p> <p>a. <i>2021/22 Budget</i> – Members RESOLVED to accept the Clerk’s draft budget for 2021/22 with the following amendments:</p> <ul style="list-style-type: none"> • Parish News – grant increased to £1,000 • War Memorial – Cllr. Adams to seek permission to weed spray the memorial. The budget was increased to £500 to allow for this. <p>It was further RESOLVED to set the precept at £45,632.</p> <p>Noted a notice had been placed in the Parish News and website asking for comments on a 2% increase in precept.</p> <p>b. <i>Accounts for Payment</i> – schedule No.2020/21-10 to a value of £3,265.46 was APPROVED for payment. A copy of the payment schedule is available to view on the website.</p> <p>NOTE – signatures to cheques and online banking to confirm willingness to stand for re-election.</p> <p>Schedule No.2020/21-09 to a value of £2,814.15 was previously approved for payment via email. A copy of the payment schedule is available to view on the website.</p> <p>c. <i>Bank Reconciliation</i> – a copy of the bank reconciliation was circulated via email.</p> <p>d. <i>Grant</i> – Members RESOLVED to request the return of the grant made towards the Parish VE Day 75 celebrations, which had been cancelled due to the pandemic.</p>	<p>Cllr. Adams / Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	NOTE – it is intended to celebrate the Queen’s Platinum Jubilee on 3 rd June 2022, at which time a grant is likely to be requested.	
11/2021	<p>Documentation / Correspondence – not covered elsewhere on the agenda</p> <ul style="list-style-type: none"> a. <i>Christmas Card</i> – from Sheryl Murray MP. b. <i>Ethical Standards Review</i> – paper from CALC previously circulated via email. Deadline for comments was 15th January 2021. c. <i>Citizens Advice Cornwall</i> – winter newsletter. Previously emailed. d. <i>2021 Census</i> - the Census is taking place on Sunday 21st March 2021. Posters to promote the event are available and Ms Heidi Clemo (heidi.clemo98@field.census.gov.uk) extends an invitation to speak to Councillors on request. Details previously emailed. e. <i>Neighbourhood Planning E Bulletin</i> – December 2020. Circulated via email. f. <i>Clerks & Councils Direct</i> – January 2021. 	
12/2021	<p>Diary Dates –</p> <ul style="list-style-type: none"> a. <i>Full Council Meeting</i> – 23rd February 2021. b. <i>Launch of Localism Vision and Strategy</i> – 25th January 2021, 10am. Details previously emailed. 	
13/2021	<p>Information Only / Future Agenda Items –</p> <ul style="list-style-type: none"> a. None. 	
14/2021	Meeting Closed – 9.15pm.	

Signature: (Cllr. Moore OBE)
Parish Council Chair

Date: 23rd February 2021