

LANTEGLOS-BY-FOWEY PARISH COUNCIL

MINUTES OF THE VIRTUAL COUNCIL MEETING HELD

ON TUESDAY, 27th JULY 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 (Chair), Beresford, Bunt, Carmichael, Clare-Dunbavand, Goddard, Talling, County Cllr. Hannaford and Mrs Thompson (Clerk).	
	Chairman’s Welcome and Public Forum – the Chairman opened the meeting and welcomed those present.	
	<p>Outside Authorities / Bodies – Members received reports as follows:</p> <p>a. <i>County Councillor</i> – Cllr. Edwina Hannaford spoke to her written report (copy on file).</p> <ul style="list-style-type: none"> • Polruan Walkabout – Cllr. Hannaford had provided a report (copy on file) following the walkabout held on Friday 16th July 2021. There are a number of overgrown gardens at Greenbank. <p>Cllr. Hannaford had provided notes of the recent drains meeting (see Minute 105a/2021 below). She said the capacity of the drains is “not fit for purpose”. Work will concentrate on the areas most affected by flooding. She asked the PC to consider setting up a local Flood Forum. Biffa had agreed to carry out weekly checks.</p> <p>Cllr. Hannaford felt that a weight limit at the top of Fore Street might alleviate problems with large vehicles being unable to turn in the lower village. She asked the Parish Council to consider providing a better sign to replace the “informal” sign at Furze Park. She suggested publicising the “Report It” forms to the public and had proposed Lanteglos by Fowey PC to take part in a pilot scheme to report issues to a central point. She suggested the Clerk should write to Highways and advise the best diversion to avoid Tredudwell is through Essa.</p> <p>Queen’s Platinum Jubilee – notes had been circulated by.</p> <p>Cllr. Hannaford said that the drain survey would initially concentrate on the known problem areas. Cllr. Clare- Dunbavand said there is a need to map all the parish drains.</p> <p>The problem of access for an elderly resident to her home is unresolved.</p> <ul style="list-style-type: none"> • Community Speed Watch – reciprocal arrangements are being made with Pelynt. • CC Survey – questionnaire from County Cllr. Barry Jordan previously circulated via email. <p>b. <i>Network Panel</i> – the Clerk to contact Mr David Read, CC and request that other PCs in the Network Group be asked to consider the purchase of a mobile speed camera to be shared amongst the Network Members (Minute 105d/2021 below refers). The Clerk to contact Mr David Read to establish if any other PCs are interested. NOTE – Minutes of the meeting on 14th June previously emailed.</p> <p>c. <i>Police / Tri-Service</i> – PCSO Cocks reported that from 1st to 30th June there were four crimes including two thefts, an assault and one other.</p>	<p>Clerk</p> <p>Clerk.</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>With regards to the Community Speed Watch Team he is in the process of forming a group and has names from willing volunteers from Pelynt and Polruan who he will speak to shortly.</p> <p>PCSO Cocks advised TSSO Barnes is training alongside the Looe Neighbourhood Police Team at present and had attended the recent Polruan village walkabout and joined him on patrols in the area. County Cllr. Hannaford said that TSSO Barnes would give fire cover to Polruan.</p>	
97/2021	Apologies – Cllrs. Ainley, Kelly, Pyke QPM and Rooney.	
98/2021	Chair's Report – nil to report that isn't already on the agenda.	
99/2021	<p>Members' Declarations</p> <p>a. <i>Code of Conduct Training</i> – Cllrs. Kelly and Carmichael were reminded they must watch the YouTube recording and advise the Clerk accordingly.</p> <p>b. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</p> <p>c. <i>Non-registerable Interests</i> – none.</p> <p>d. <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>e. <i>Dispensations</i> – Members RESOLVED to grant the following dispensations:</p> <ul style="list-style-type: none"> • Polruan Village Hall – all Members as custodian trustees of the Hall. Cllr. Goddard did not feel that this was needed. Cllr. Adams will provide a copy of the trustee agreement to Members. NOTE – CALC had provided some information i.r.o. the role of Custodian Trustees (previously emailed). • Polruan Town Trust – Cllr. Goddard. NOTE – Mr Simon Mansell, CC Solicitor advised that a dispensation could be granted. however, if the council is otherwise quorate he advised this is just a speak and leave. 	<p>Cllrs. Kelly / Carmichael</p> <p>Cllr. Adams</p>
100/2021	<p>Minutes of Meetings –</p> <p>a. Full Council Meeting – 22nd June 2021, AGREED as a true record.</p>	
101/2021	<p>Planning Matters –</p> <p>a. Affordable Housing Greenbank – Ms Sophie Tregenna advised that at present this site is not one that CC are looking to progress imminently. The is because it is likely that we would only be able to deliver 1-2 units on the site and so they look to identify a number of additional smaller sites that we can combine to achieve value for money for the Council from a project management perspective. That is not to say that CC will not revisit the site in the future and she will be in touch to update Members of any change. No further action at this stage.</p> <p>b. The Covey, Bodinnick – there had been no response from Mr Jonathan Luker, to involve Members and other interested parties in the Traffic and Construction Management Plan. However, it was understood that he had met with the Ferry Company.</p> <p>c. Lanteglos by Fowey Neighbourhood Plan – Ms Melissa Burrow, CC advised she would expect Lanteglos to go to referendum in September or October this year.</p> <p>d. Townsend Farm – Mr Paul Holden, CC had emailed regarding this building at risk in Lanteglos by Fowey Parish. He had spoken with Historic England about the buildings and more information had been provided. NOTE – Newsletters No.8 & 9 had been circulated via email.</p>	

102/2021	<p>Planning Applications – Members considered the following:</p> <ul style="list-style-type: none"> a. PA21/05956, 52A Fore Street Polruan – householder application for proposed extension and alterations. SUPPORT. b. PA21/06090, Polveithan Farm Lanteglos Highway – construction of agricultural shed as covered dung store for mid-tier stewardship scheme. SUPPORT. c. PA21/06096, Penmarlam Caravan and Camping Park – S73 application to vary condition 3 of planning decision 5/78/0832 dated 2/04/1979. NO COMMENT. 	Clerk Clerk Clerk
103/2021	<p>Planning Applications Approved by CC – for information only.</p> <ul style="list-style-type: none"> a. PA21/03651, 76 Fore Street Polruan – extension for new bedroom and bathroom on first floor above existing kitchen to rear of property and new opening for a small window to the north west elevation. b. PA21/02653, Ring O’Bell Lanteglos – full application for the proposed partial demolition of dwelling, construction of extension and provision of new openings. 	
104/2021	<p>Environmental / Amenity Matters – including any items received after the agenda had been published.</p> <ul style="list-style-type: none"> a. <i>Public Conveniences</i> – Members considered: <ul style="list-style-type: none"> • <u>St Saviour’s WCs</u> – nil to report. • <u>Frogmore WCs</u> – <ul style="list-style-type: none"> ○ New paths to the ladies and gents – Cllr. Kelly had advised work is to start this week. ○ New ceiling cladding / repainting the floor with non-slip paint. See Minute 112b/2021 below. ○ Negotiations with the National Trust – see Minute 112c/2021 below. • <u>The Quay WCs</u> – in the absence of Cllrs. Kelly and Pyke there was no verbal report of the discussion with the Mr Robin Sainsbury, Chair of Polruan Town Trust regarding a possible new lease, to include a larger, guaranteed grant towards the running costs of the toilets. Deferred to the September meeting. Cllr. Carmichael suggested that businesses might be willing to contribute towards the costs. • <u>Legionella Testing</u> – Mrs Kelly reported the water temperature is 10° in all the toilet blocks. • <u>Hand Sanitisers</u> – Cllr. Kelly had advised the sanitisers units had been donated free of charge and will be installed this week. b. <i>Greenbank</i> – work on the new planting has been completed. Mr Gary and Mrs Lynn Napier had kindly offered to water and maintain the bed. The Clerk to send a letter of thanks. 	Cllr. Kelly Clerk Clerk
105/2021	<p>Highway Matters – including any items received after the agenda had been published:</p> <ul style="list-style-type: none"> a. <i>Drainage Issues</i> – covered by County Cllr. Hannaford report above. County Cllr. Hannaford had kindly provided notes of the meeting held on 29th June 2021 (previously emailed). b. <i>Bodinnick Wall</i> – the wall had been replaced with a “crash barrier”. c. <i>Speed Camera</i> – see Outside Bodies [b] and [c] above. 	

106/2021	<p>Administrative Matters – not covered elsewhere on the agenda.</p> <p>a. <i>Risk Assessment</i> – Members AGREED to adopt the RA i.r.o. face-to-face meetings in the Whitecross Village Hall (previously circulated), with the option for the Clerk and public to attend virtually. It was further AGREED that the Clerk should contact Mr David Read, CC and Looe Town Council for advice as to how to achieve this. Cllr. Clare-Dunbavand was willing to assist in testing the concept.</p>	Clerk
107/2021	<p>Financial Matters –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2021/22-04. A copy of the payment schedule is available to view on the website. Cllrs. Adams and Talling were authorised to make the payments via BACS. The Clerk to produce future Payment Schedules before the meeting.</p> <p>b. <i>Budget Monitor</i> – a copy of the Budget Monitor was circulated via email.</p> <p>c. <i>Bank Reconciliation</i> – a copy of the Bank Reconciliation was circulated via email and verified by Members.</p> <p>d. <i>CIL Money</i> – Mr Ryan Searle, CC confirmed the PC was entitled to spend the money on the Greenbank project. The Clerk to submit the details to Mr Searle in October 2022.</p>	Clerk Cllrs. Adams / Talling Clerk
108/2021	<p>Documentation / Correspondence – not covered elsewhere on the agenda</p> <p>a. Cornwall Partnership NHS Foundation Trust – Health Works for Cornwall: new programme that aims to support those who are unemployed, with a health-related barrier, into employment or training within the health and care sector. Details previously emailed.</p> <p>b. Memorial Trees for Cornwall – details previously emailed. The Clerk to request a tree.</p> <p>c. <i>Clerks & Councils Direct</i> – July 2021.</p> <p>d. <i>AONB</i> – newsletter circulated via email.</p>	Clerk
109/2021	<p>Diary Dates –</p> <p>a. <i>Full Council Meeting</i> – 28th September 2021. Cllr. Beresford gave his apologies. Members confirmed this will be a F2F meeting, subject to COVID restrictions remaining lifted. The Clerk to book the Whitecross Village Hall. See also 106a/2021 above.</p> <p>NOTE – no meeting is planned for August except that the Chair may call an Extraordinary Meeting to discuss any urgent items.</p> <p>b. <i>Clerk's Leave</i> – 31st July to 8th August and 21st to 30th August 2021 (inclusive).</p>	Clerk
110/2021	<p>Information Only / Future Agenda Items –</p> <p>a. <i>Ocean View Water Pressure</i> – Cllr. Adams reported he had received three letters from residents of Ocean View complaining about the low water pressure. It was AGREED to write to SW Water expressing Members' concerns.</p> <p>NOTE – copy sent to Mr Jason Buzza, SWW.</p>	Clerk
111/2021	<p>Closed Session – in view of the confidential nature of the business about to be transacted, namely quotations, 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>	

112/2021	<p>Frogmore WCs – Members considered:</p> <p>a. It was RESOLVED to accept the quotation from Mr Alastair Devereux to remove existing plasterboard ceilings in both ladies and gents toilets. Disposal of waste. Then to clad, fit and trim ceiling in UPVC hollow board. To paint floor in anti-slip paint at a cost of £1,534. The Clerk to liaise with Mr Devereaux and to advise him that The National Trust require works are carried out in accordance with the Construction (Design and Management) Regulations (CDM 2015): https://www.hse.gov.uk/construction/cdm/2015/summary.htm.</p> <p>b. Mr Bill Makin, National Trust had provided a copy of the Lease (copy in LBF/WC). The lease will expire on 31st May 2025. Members want to open negotiations in 2023 to negotiate a new lease.</p> <p>c. Mr Bill Makin, NT advised that in recognition of the Parish Council's continued management of the toilets at Frogmore, the NT would be willing to contribute to the provision of two dog bins as proposed.</p>	Clerk Clerk
113/2021	Meeting Closed – 21:14pm.	

NOTE – all recommendations made above by Members were subsequently ratified by the Chair and Clerk under delegated powers.

Signature: (Cllr. John Adams)
Parish Council Chair

Date: 28th September 2021