

LANTEGLOS-BY-FOWEY PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
TUESDAY, 28th SEPTEMBER 2021 @ 7pm
In WHITECROSS VILLAGE HALL

Minute	AGENDA ITEMS	Action
	Present – Cllrs. Adams (Chair), Ainley, Bunt, Carmichael, Clare-Dunbavand, Goddard, Kelly, Pyke, Rooney (Vice Chair), Talling; County Cllr. Hannaford and Mrs Thompson (Clerk).	
	<p>Chairman’s Welcome and Public Forum – the Chairman opened the meeting and welcomed those present. Cllr. Adams thanked Cllrs. Goddard and Rooney for helping to set up before the meeting. It was thought beneficial to purchase a small microphone.</p> <p>Cllr. Bunt had received a complaint about the junction from Penpoll to Lanteglos Highway. County Cllr. Hannaford will speak to Mr Will Glassup to establish if improvements can be made. The Clerk to forward details.</p>	Cllr. Hannaford / Clerk
	<p>Outside Authorities / Bodies –</p> <p>a. <i>County Councillor</i> – Cllr. Edwina Hannaford reported:</p> <ul style="list-style-type: none"> • <u>Shared path Greenbank</u> – she had made further representation about the removal of the shared path to senior officers. Blocking this shared entrance has meant that the elderly lady now can’t exit her home as her direct entrance has steps where the shared entrance is a gentle slope. Cllr. Hannaford has asked officers in Cornwall Housing Limited to look at this again. • <u>Tenants and residents meeting</u> – she had asked officers in Cornwall housing Ltd. to set up a tenants and residents meeting; with a view to working with residents, the Parish Council and tenants’ representative, Ms Johnson, on an appropriate agenda. • <u>Climate Emergency development plan document</u> – CC had approved the Plan to go to public examination. • <u>Polruan Surgery</u> – Cllr. Hannaford had made representation to Fowey River Surgery to ensure that dispensing will continue and that the service can be extended. The challenge is that the surgery is asserting that because the surgery in Fowey is within 1.6miles of Polruan they have no obligation to provide this service in Polruan. What this does not take into account obviously is the river between and the steep hills either side to negotiate. She has been working with Lord Berkeley to challenge this “rule”. She had also written to the surgery asking when they are likely to reopen in Polruan. • <u>Drains meeting</u> – she had reminded the CC street cleaning compliance officer [Gina Varcoe] about the agreement to pay special attention to Battery Lane. She is happy to convene a “drains” meeting. Cllr. Adams to provide items for the agenda. <p>b. <i>Network Panel</i> – Mr David Read, CC will publish Members’ request for a mobile speed camera to share amongst the Panel Members in the next Network Newsletter.</p> <ul style="list-style-type: none"> • Liskeard and Looe Community Network Panel Newsletter – August 2021. Circulated via email. 	Cllr. Adams

	<ul style="list-style-type: none"> Minutes of the meeting held on 14th June had been emailed. Next meeting is scheduled for 11th October 2021; agenda emailed. Cllr. Rooney is unable to attend but Minutes will be available. <p>c. <i>Police / Tri-Service</i> – PCSO Cocks reported that from 1st July to 31st August 2021 there were four various crimes included an attempted theft, a criminal damage, a Communications crime and one other. Members queried what he meant by: “<i>Considering the amount of visitors to the Parish over the busy summer period I trust you will agree that these figures are not too bad and show how safe the area is.</i>” The Clerk to seek clarification.</p> <p>With regards to TSSO Barnes, PCSO Cocks advised he had been training with the Police in Looe and had been on patrol in Polruan. It is understood he should be in post shortly.</p> <ul style="list-style-type: none"> Police and Crime Plan – survey can be found on: Safe, resilient and connected communities – Alison Hernandez launches survey into Police and Crime Plan · Devon & Cornwall Police & Crime Commissioner (devonandcornwall-pcc.gov.uk). <p>There followed some discussion i.r.o. the surveys received and whether they should be completed as individual Members or as a Parish Council. It was felt that should a Member view a survey as being of importance then s/he would request that it is placed on the agenda for “group completion”.</p> <p>d. <i>Fowey Port Users Group</i> – next meeting to be held on Tuesday 2nd November at 1400. Venue TBC. Members were asked for any topics they might wish to raise at the meeting.</p> <p>e. <i>National Trust</i> – in light of CC’s Ash Dieback briefing note (previously emailed), no action had been taken i.r.o. ash trees on National Trees property. Outside Bodies report item [d] June meeting refers.</p>	Clerk
120/2021	Apologies – Cllr. Beresford.	
121/2021	Members’ Declarations <p>a. <i>Code of Conduct Training</i> – all Members and the Clerk had completed the training and / or watched the YouTube video.</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> – none.</p>	
122/2021	Minutes of Meetings – <p>a. <i>Full Council Meeting</i> – 27th July 2021. Cllr. Goddard maintained that Minute 99e/2021 should be amended. He and the Clerk will liaise and approval of the Minutes was deferred to the October meeting.</p> <p>b. <i>Extraordinary Meeting</i> – 17th August 2021, AGREED as a true record.</p>	Cllr. Goddard / Clerk
123/2021	Planning Matters – <p>a. <i>Bude and Stratton Town Council</i> – Members consider the TC’s proposal (outlined in full on the agenda) and it was AGREED that Cllr. Rooney and County Cllr. Hannaford would draft a response to be circulated to Members Further discussion deferred to the October meeting.</p> <p>b. <i>Draft Cornwall AONB Management Plan 2022-2027</i> – circulated via email. See: https://letstalk.cornwall.gov.uk/aonb-management-plan-review. Deadline 8th October 2021. Members to respond individually.</p>	Cllrs. Rooney / Hannaford Clerk Members

	<p>c. <i>Let's Talk Homes</i> – https://letstalk.cornwall.gov.uk/housing-strategy. It was RESOLVED to set up a Working Party [WP] to draw up a response. The WP to be Cllrs. Rooney, Kelly and Ainley. Further discussion deferred to the October meeting.</p>	<p>Working Party Clerk</p>
124/2021	<p>Planning Applications – Members considered the following:</p> <ol style="list-style-type: none"> a. PA21/07600, Trevarder House road from Frogmore Farm to Junction SW of Tregavithick – erection of a new outbuilding. SUPPORT. b. PA21/08621, 65 West Street Polruan – renovation and minor extension of lower ground floor of existing dwelling. NO OBJECTION. c. PA21/07884, Henwood 12 Road from Castle Farm to Junction NE of Whitecross – application of natural Larch Cladding to weatherproof and improve thermal insulation and visual appearance. NO OBJECTION. d. PA21/02351/PREAPP, The Coach House Pendower House Lanteglos – pre-application advice for demolition of existing sheds and construction of 1 bed holiday unit. NO COMMENT but Members were advised to pay particular attention to the Neighbourhood Plan when considering any full planning application. e. PA21/08507, Lawhippet Farm Lanteglos Highway – Listed Building Consent for replacement of windows and doors. SUPPORT. 	<p>Clerk Clerk Clerk Clerk Clerk</p>
125/2021	<p>Planning Applications Approved by CC – for information only</p> <ol style="list-style-type: none"> a. PA21/04762, Chapel House Chapel Lane Polruan – replacement of existing conservatory with extension including WC, enlargement of existing window to the north elevation, removal of chimney stack, construction of greenhouse. b. PA21/06096, Penmarlam Caravan and Camping Park – S73 application to vary condition 3 of planning decision 5/78/0832 dated 2/04/1979. 	
126/2021	<p>Environmental / Amenity Matters – including any items received after the agenda had been published.</p> <ol style="list-style-type: none"> a. <i>Public Conveniences</i> – <ul style="list-style-type: none"> • <u>St Saviour's WCs</u> – Minute 86a/2021 refers. Cllr. Adams reported advice was being sought regarding re-alignment of the drains. Deferred for further consideration. Cllr. Kelly had provided photographs of graffiti, which cannot be removed. • <u>Frogmore WCs</u> – Members RESOLVED to accept the quotation from Mr 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; and to paint floor in anti-slip paint at a cost of £1,534. The Clerk to advise Mr Devereux. Cllr. Adams is liaising with Mr Andrew Simmons regarding installation of the dog waste bins. • <u>The Quay WCs</u> – Cllrs. Pyke and Kelly had spoken with Mr Robin Sainsbury, Chair of Polruan Town Trust who had assured them that the Trust would continue to provide a grant towards the running of the toilets. With this assurance Members RESOLVED to sign the lease. Members DECLINED a proposal to seek donations from local businesses towards the running costs. • <u>Legionella Testing</u> – Mrs Kelly reported the water temperature is 10° in all the toilet blocks. 	<p>Cllr. Adams Clerk Clerk Cllr. Adams Clerk</p>

	<p>b. <i>Public Rights of Way</i> –</p> <ul style="list-style-type: none"> • Path 27 Lanteglos Highway, via Colquite to Penpoll – there was no update from Mr Chris Monk regarding negotiations with the landowner regarding the stile, about 100 meters, from Highfield House. Deferred to the November meeting. • Footpath 24 from Les Pieds dans l'Eau to Penmarlam – there was no update Mr Monk advised regarding improvements planned for this path. Deferred to the November meeting <p>c. <i>Signage</i> – Members received updates, including:</p> <ul style="list-style-type: none"> i. Polruan School – there was no update from Mr Chris Monk regarding provision of a bespoke footpath sign. Deferred to the November meeting. ii. Frogmore and Trevarder Turning – Mr Will Glassup advised the sign had been installed. <p>d. <i>Water Pressure (WP)</i> – Mr Kevin Stone, SW Water had provided WP data for Ocean View. Previously circulated via email. Similar problems are being experienced at Kendall Park and Ferris Way.</p> <p>e. <i>Flood Forum</i> – Members considered a suggestion (from County Cllr. Hannaford) to set up a Polruan Flood Forum. Deferred until after the Cornwall Community Flood Forum to be held on 5th November 2021. The Clerk to resend details to Cllr. Clare-Dunbavand.</p> <p>f. <i>Legacy Trees for Cornwall</i> – Minute 108b/2021. Members RESOLVED to apply for a legacy tree to be planted on Whitecross Village Green. NOTE – the PC thereby agrees to maintain the tree for 15 years. The named contact is Cllr. Talling.</p> <p>g. <i>Campaign to ban the sale of environmentally-damaging body boards</i> – Members RESOLVED to support this campaign. Details emailed.</p> <p>h. <i>Sewage at Pont</i> – Members had received a complaint regarding the state of the water at the upper reaches of Pont where the water appears “scummy / sewage”. It was thought this could be due to a possible sewage leak. The Clerk to report to SW Water</p> <p>i. <i>Climate and Ecology Bill</i> – Members RESOLVED to support this Bill. The Clerk to inform CC and Sheryl Murray MP.</p> <p>j. <i>Whitecross Village Green</i> – Members considered:</p> <ul style="list-style-type: none"> i. Field Access – the Clerk to check if the PC’s insurance to see if it covers vehicles parked on its land. It was RESOLVED to set up a Working Party (Cllr. Pyke [WP Chair] together with Cllrs. Talling and Clare-Dunbavand) to seek solutions to the problem of “abandoned” vehicles and report to the next meeting. The Clerk to send additional information from the Whitecross Village Hall Committee. ii. Ash Trees – ash dieback is present in some of the trees. It was RESOLVED to ask Mr Treve Fowler to advise. <p>k. <i>Greenbank</i> – it was RESOLVED to accept the quotation to plant Spring bulbs at a cost of £120 (approx.) It was further AGREED to move Mr Zac Harris to relocate the bin at the same time. Cllr. Carmichael and the Clerk to liaise as to new position.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk / Cllr. Talling</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Working Party Clerk</p> <p>Clerk</p> <p>Clerk</p>
127/2021	<p>Highway Matters – including any items received after the agenda was issued.</p> <p>a. <i>Weight Limit Fore Street</i> – it was RESOLVED to invite Mr Will Glassup to attend a site meeting to establish the cost of a Traffic Regulation Order (TRO) and to seek his advice i.r.o. a suitable weight limit. County Cllr. Hannaford wished to attend.</p>	<p>Clerk</p>

	<p>b. <i>20s Plenty</i> – Members RESOLVED to support a CC proposal to limit traffic to 20mph through the village of Polruan. The Clerk to advise Mr David Read and Mr Will Glassup, Highways.</p> <p>c. <i>Battery Lane</i> – Members AGREED the signage needs to be “tidied”. The Clerk to ask Mr Glassup, Highways to replace the “Uneven Surface” sign and to refurbish the historic “Street Name Plate”: It was RESOLVED to provide a “Do not follow SatNav / width restriction” signs. Members to provide the Clerk with the measurements.</p> <p>d. <i>Bodinnick Village</i> – the Clerk to ask Mr Glassup to replace the “All Ferry Traffic – keep left” signage that used to greet traffic coming off the ferry.</p> <p>e. <i>Grit Bins</i> – Mr Will Glassup, Highways had been provided with a list of grit bins in the parish.</p>	<p>Clerk</p> <p>Clerk</p> <p>Members / Clerk</p> <p>Clerk</p>
128/2021	<p>Administrative Matters – not covered elsewhere on the agenda.</p> <p>a. <i>Village Hall</i> – Cllr. Adams had provided a copy of the Custodian Trustee agreement, which had been circulated. Minute 99e/2021 refers.</p> <p>b. <i>Climate Literacy Training Course</i> – details previously emailed: https://vimeo.com/502214146</p> <p>c. <i>Learning Hub Accounts</i> – two free accounts provide access to the other online training that is available within the Council’s Learning Hub, including: Equality and Diversity Awareness; Information Governance; An Introduction to The Human Rights; Safeguarding in Cornwall; Cyber Security; and Workplace H&S. Cllr. Goddard and the Clerk to apply for the places. Cllr. Hannaford left the meeting at this point.</p> <p>d. <i>Preferred Contractor’s List</i> – Members AGREED to add Mr R.A. Kelly to the list of preferred contractors.</p> <p>e. <i>Cornwall Association of Local Councils</i> – applications are invited to fill two vacancies on the CALC Executive Board. Details previously emailed.</p> <p>f. <i>Email Addresses</i> – Members AGREED in principle to give a dedicated email address to each Member. The package to cost £60 p.a., plus £30 set up. However, Cllr. Goddard said there may be a better solution and he will provide the Clerk with more details.</p>	<p>Clerk</p> <p>Cllr. Goddard / Clerk</p>
129/2021	<p>Financial Matters –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2021/22-05 to a value of £4,809.93 was APPROVED for payment. A copy of the payment schedule had been circulated via email to Members. The Clerk to place a copy on the website The Clerk had added the new dog waste bins to the Insurance Policy and the Asset Register.</p> <p>b. <i>2020/21 Accounts</i> – Members AGREED and ACCEPTED the External Auditors report, in which was made the following comment: Information has come to our attention highlighting the fact that the amended Section 2 (<i>Internal Auditor’s Report</i>) of the 2019/20 AGAR was not published on the smaller authority’s website by the dates specified in the Accounts and Audit Regulations 2015. The response to Section 1, Assertion 3 should therefore have been ‘No’. In response the Mr Steve Hudson, Internal Auditor advised: <i>The publication requirements have not been met as the amended accounting statements were not published until this was discovered during the internal audit.</i> The Clerk to post a copy of the Auditor’s report on the PC’s website.</p> <p>c. <i>Budget Monitor</i> – a copy of the Budget Monitor was circulated via email.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>d. <i>Bank Reconciliation</i> – a copy of the Bank Reconciliation was circulated via email and VERIFIED by Members.</p> <p>e. <i>Bank Signatures</i> – it was RESOLVED to add Cllr. Carmichael as a third signature to the bank accounts. The Clerk had obtained mandate forms to remove ex-Members as signatures to the account.</p>	Clerk Clerk
130/2021	<p>Documentation / Correspondence – not covered elsewhere on the agenda</p> <p>a. <i>Cornwall's Local Transport Plan</i> – details previously circulated. To comment, please see: www.cornwall.gov.uk/connectingcornwall.</p> <p>b. <i>Wellbeing and Public Health at Cornwall Council</i> – details of availability of mental health and suicide prevention training previously circulated, see: https://www.healthycornwall.org.uk/training/.</p> <p>c. <i>Kernow Connect</i> – leaflet previously circulated outlining support services for young people.</p> <p>d. <i>Inclusion Matters</i> – partnership project for the benefit and support of anyone with health and wellbeing needs. Details previously emailed.</p>	
131/2021	<p>Diary Dates –</p> <p>a. <i>Full Council Meeting</i> – 26th October 2021.</p> <p>b. <i>Royal Cornwall Hospitals</i> – Annual Public Meeting had now been published on our website, ahead of the meeting next Thursday, 2nd September at 4.30pm. You can find the papers, including our annual report and accounts, on: https://doclibrary-rcht.cornwall.nhs.uk/</p>	
132/2021	<p>Information Only / Future Agenda Items –</p> <p>a. <i>Waste and Recycling</i> – collection service. Cllr. Clare-Dunbavand to formulate a discussion paper for circulation prior to the October meeting.</p>	Cllr. Clare-Dunbavand
133/2021	Meeting Closed – 21:31pm.	

Signature: (Cllr. John Adams)
Parish Council Chair

Date: 26th October 2021