

LANTEGLOS-BY-FOWEY PARISH COUNCIL
AGENDA OF THE FULL COUNCIL MEETING TO BE HELD
ON TUESDAY 24th MAY 2022 @ 7pm
In POLRUAN VILLAGE HALL

| Minute | AGENDA ITEMS | Action |
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| | Present – | |
| 73/2022 | Election of Chair – Cllr. Adams currently in post. | |
| | Chairman’s Welcome and Public – members of the public may address the Council on any agenda item, prior to the commencement of the meeting. | |
| 74/2022 | Apologies – | |
| 75/2022 | <p>Members’ Declarations –</p> <p>a. <i>Members’ Interests</i> – Members to update their Members’ Interest form (previously emailed), if needed.</p> <p>b. <i>Pecuniary/Registerable Declarations of Interests</i> – Members must declare an interest, which had been declared on their Register of Financial Interests form, relevant to the agenda.</p> <p>c. <i>Non-registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent.</p> <p>d. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds</p> <p>e. <i>Dispensations</i> – Members to consider any written requests for dispensations.</p> | Members |
| 76/2022 | <p>Minutes of Meetings –</p> <p>a. <i>Full Council Meeting</i> – 4th May 2022.</p> | |
| 77/2022 | <p>Planning Applications – Members to consider the following, including any applications received after the agenda had been published.</p> <p>a. PA22/04403, Castle Keep West Street Polruan – works to a tree in a conservation area, works are to T1 (Monterey Cypress) - remove first primary branch growing toward Castle Keep and remove x2 lowest second-order branches to the east over the roof of neighbouring property.</p> <p>NOTE - this application is for works to trees in a Conservation Area, it will be decided under delegated authority.</p> | Information |
| 78/2022 | <p>Planning Matters – details previously emailed.</p> <p>a. <i>Social Housing Manifesto</i> – Minute 30a/2022 refers. Members to revisit the manifesto and consider any amendments.</p> <p>b. <i>Formal Complaint</i> – an email, approved by Members, had been sent to other Parish / Town Councils to ascertain if they had similar difficulties and whether they would be interested in joining forces in taking this further. Deferred to the July meeting to allow time for responses to be received.</p> <p>NOTE – a complaint can be made to the Local Government Ombudsman within 12 months.</p> | Cllr. Rooney Information |

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| | <p>c. <i>Viability Assessments for Rural Exception Sites (RES)</i> – letter from Cubert PC suggesting action to take if an application to build on an RES is received. Details previously emailed.</p> | |
| 79/2022 | <p>Planning Applications Approved by CC – for information only</p> <p>a. PA22/01635, Old Ferry Inn Old Road Bodinnick – proposed re-roofing and addition of new roof light on south elevation.</p> <p>b. PA22/03595, 8 St Saviours Hill Polruan – non-material amendment in relation to decision notice PA21/07112 dated 28.09.2021: glazed link/flat roof sections between proposed dormers removed on front and rear of roof and reinstated as pitched slate roof; proposed first floor outrigger cladding revised from render to timber cladding; external down-lighter by rear entrance door and terrace door; and other minor material revisions to balustrades, doors and windows.</p> | |
| 80/2022 | <p>Environmental / Amenity Matters – including any items received after the agenda had been published.</p> <p>a. <i>Public Conveniences</i> – Members to consider:</p> <ol style="list-style-type: none"> i. <u>St Saviour's WCs</u> – works specification deferred to future meeting. ii. <u>Frogmore WCs</u> – iii. <u>The Quay WCs</u> – iv. <u>Regular Maintenance Schedule</u> – deferred to future meeting. v. <u>Legionella Testing</u> – Mrs Kelly to provide the water temperatures. <p>b. <i>Shop</i> – Members to receive an update regarding the future provision of a shop in Polruan.</p> <p>c. <i>Polruan Surgery</i> – Members to consider:</p> <ol style="list-style-type: none"> i. Appointments – complaint i.r.o. unavailability of appointments. ii. Dispensing Services – responses to Members' letters to <ul style="list-style-type: none"> • The response from NHS England – Cllr. Goddard will circulate some bullet points for further consideration • Fowey River Practice, (copy to NHS England) seeking clarification on a number of points (Minute 33d/2022 refers). <p>d. <i>Betty Woons Footpath</i> – Members to consider any response from Mr Chris Monk, Countryside Accident Team i.r.o. the injured residents request for the steps to be smoothed and a handrail installed.</p> <p>e. <i>Whitcross Village Green</i> – Members to receive an update i.r.o. letters to residents requesting they do not park on the Green. NOTE – Working Party asked for help with wording of letter + addresses.</p> <p>f. <i>Cornwall AONB's Monumental Improvement project</i> – The National Lottery Heritage Fund have awarded almost £500k funding to the project</p> | <p>Mrs Kelly Cllr. Ainley</p> <p>Cllr. Goddard</p> <p>Members / Clerk Information</p> |
| 81/2022 | <p>Highway Matters – including any items received after the agenda had been published.</p> <p>a. <i>Parking Restrictions</i> – Members to receive the Traffic Regulation Order for Polruan provided by Ms Zoe Hall, CC. Copy previously emailed.</p> | |
| 82/2022 | <p>Election of Vice Chairman 2022/23 – Cllr. Rooney currently in post.</p> | |
| 83/2022 | <p>Appointment of Members to Committees / Outside Bodies –</p> <p>a. <i>Polruan Village Hall Committee</i> – Cllr. Kelly currently in post.</p> <p>b. <i>Fowey Harbour Port Users Group</i> – Cllr. Carmichael currently in post.</p> | |

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| | <ul style="list-style-type: none"> c. <i>Whitecross Village Hall Committee</i> – Cllr. Bunt currently in post. d. <i>The Churchyard Guild</i> – Cllr. Beresford currently in post. e. <i>Age Concern</i> – Cllr. Bunt currently in post. f. <i>Staffing Committee (four posts)</i> – Cllrs. Adams, Beresford, Kelly and Talling currently in post. | |
| 84/2022 | <p>Administrative Matters – not covered elsewhere on the agenda.</p> <ul style="list-style-type: none"> a. <i>Preferred Contractors List</i> – copy previously emailed. Members to consider setting up a Working Party to deal with this matter. b. Policies – Members to consider and approve: <ul style="list-style-type: none"> i. Risk Assessment – copy to follow. | |
| 85/2022 | <p>Financial Matters –</p> <ul style="list-style-type: none"> a. <i>Accounts for Payment</i> – schedule No.2022/23-02. NOTE – the payment schedule to follow. NOTE – Zurich have amended the policy and have waived the additional charge for the period between now and the renewal date. Upon renewal, the additional charge for the revised rebuild values will be £314.06. This brings the revised premium to £1,120.92. b. <i>Budget Monitor</i> – a copy of the budget monitor to follow. Members to confirm: <ul style="list-style-type: none"> i. Earmarked Reserves - £10K for Community shop + £10K for replacement bus shelter. ii. Reserves Statement – that the minimum level of free reserves shall be no less than 6 months normal expenditure, i.e. £25,000 and the maximum level £40,000. c. <i>Bank Reconciliation</i> – copy of the Bank Reconciliation to follow. d. <i>End of Year Accounts 2021/22</i> – a copy of the Income and Expenditure account attached. <ul style="list-style-type: none"> i. Internal Auditor’s Report – Members to consider any recommendations, to include: ii. Annual Governance Statement – Members to consider and approve the statement. Copy to follow. iii. Accounting Statement – Members to receive and accept the accounts, prior to submission to the External Auditor and to consider any matters raised by their Internal Auditor. Copy to follow. e. <i>CIL Reports</i> – revised reports had been submitted to Mr Ryan Searle, CC and been placed on the PC’s website. | Information |
| 86/2022 | <p>Documentation / Correspondence – not covered elsewhere on the agenda</p> <ul style="list-style-type: none"> a. <i>Forest for Cornwall</i> – Spring Newsletter. Previously emailed. | |
| 87/2022 | <p>Diary Dates –</p> <ul style="list-style-type: none"> a. <i>Full Council Meeting</i> – Tuesday 28th June 2022, Polruan Village Hall. b. <i>Clerk’s Leave</i> – 26th May to 6th June 2022 (inclusive). | |
| 88/2022 | <p>Information Only / Future Agenda Items –</p> <ul style="list-style-type: none"> a. <i>Apologies</i> – Cllr. Ainley gave her apologies for 28th June 2022. | |

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| 89/2022 | Meeting Closed – the presentation of reports from outside bodies to follow. | |
| | <p>Outside Authorities / Bodies – Members to receive reports from outside authorities as follows:</p> <ul style="list-style-type: none"> a. <i>County Councillor</i> – Cllr. Edwina Hannaford to include an update on the proposed Mayor for Cornwall. b. <i>Police</i> – PCSO Cocks. <ul style="list-style-type: none"> • Services for Victims and Survivors of Crime – survey, Link is: https://form.jotform.com/victimsupportSDP/victim-care-comms-survey c. <i>Tri-Service</i> – TSSO Barnes. d. <i>Fowey Harbour Commissioners (FHC)</i> – Members to receive a report following the meeting held on 25th April 2022. <p>NOTE – the response from the FHC regarding relocation of the public steps had been circulated via email.</p> | Cllr. Carmichael |

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 17th May 2022

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