

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING HELD**  
**ON TUESDAY 17<sup>th</sup> JANUARY 2023 @ 7pm**  
**In WHITECROSS VILLAGE HALL**

Minute	AGENDA ITEMS	Action
	<b>Present</b> – Cllrs. Adams (Chair), Beresford, Bunt, Clare-Dunbavand, Pyke, Rooney (Vice Chair), Talling; and Mrs Thompson (Clerk).	
	<p><b>Chairman’s Welcome and Public</b> – the Chair opened the meeting at 7.15pm and welcomed those present.</p> <p>Mr Richard Secular spoke regarding his proposed planning application for The Millhouse, Lombard Farm, Lanteglos Highway. Details of which had been circulated separately. The potential proposed development is for a single storey extension that will facilitate new development to the south elevation. Cllr. Adams explained that Members must be mindful of the need not to pre-determine the matter. Mr Secular was thanked for explaining his plans.</p> <p>Mr Chris Parsons and two other residents of Bodinnick queried why Footpath No.25 that runs behind The Covey is still closed. The Clerk to ask Messrs Chris Monk and James Clapp when the path will be reopened.</p> <p>Mr David Guy and Ms Vicky Hall of the Polruan Town Trust were present.</p>	Clerk
	<p><b>Outside Authorities / Bodies</b> – Members received reports as follows:</p> <p>a. <i>County Councillor Report</i> – Cllr. Edwina Hannaford advised she is going to restart her monthly reports even if she doesn’t attend parish meetings.</p> <p>b. <i>Network Panel</i> – meeting was held on 9<sup>th</sup> January 2023. Agenda previously emailed. Cllr. Rooney was unable to attend.</p> <p>Notes of the Extraordinary Meeting held on 14<sup>th</sup> November 2022 previously emailed.</p> <p>c. <i>Police</i> – PCSO Cocks advised that from 1<sup>st</sup> to 31<sup>st</sup> January 2022 no crimes were reported, however, there had been a series of rural thefts from outbuildings in the area. He advised vigilance and a security check. Any suspicious activity, persons or vehicles should be reported promptly.</p> <p>d. <i>Fowey Port User Group Meeting</i> – Minutes of the meeting held on 22<sup>nd</sup> November 2022 previously emailed.</p>	
1/2023	<b>Apologies</b> – Cllrs. Ainley, Carmichael, Goddard, Kelly and County Cllr. Hannaford (ill health). Cllr. Clare-Dunbavand arrived at 8pm.	
2/2023	<p><b>Members’ Declarations</b> –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</p> <p>b. <i>Non-registerable Interests</i> – Clare-Dunbavand in Minute 7e/2023.</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>	
3/2023	<p><b>Minutes of Meetings</b> –</p> <p>a. <i>Full Council Meeting</i> – 22<sup>nd</sup> November 2022 <b>AGREED</b> as a true record.</p>	

4/2023	<p><b>Planning Applications</b> – Members considered the following:</p> <ul style="list-style-type: none"> <li>a. PA22/10850, Rock Bottom West Street Polruan – application for a Lawful Development Certificate for an existing use as a dwelling (use class C3). <b>OBJECT</b> on the grounds there is insufficient information to make a decision.</li> <li>b. PA22/11299, Rose Cottage 16 Old Road Bodinnick – works to trees within a conservation area: 1x large Ash tree - lop 15 – 20 feet. NOTE – Members are not required to comment on this type of planning application</li> <li>c. PA22/11260, The Lugger Inn Fore Street Polruan – proposed refurbishment works including change of use of staff accommodation to letting rooms and internal and external enhancement works. Cllr. Adams said most of the work was internal. Members had <b>NO OBJECTION</b> in principle but they do have concerns that the Traffic Management Plan requested by Mr Josep Sandercock had not yet been received and point out that the plans could add to the problems already experienced by the leisure industry in recruiting and housing staff if all the staff accommodation is converted to letting rooms. They are aware of comments on the Facebook page regarding outdoor seating area.</li> <li>d. PA22/11261, The Lugger Inn Fore Street Polruan – Listed Building Consent for proposed refurbishment works including change of use of staff accommodation to letting rooms and internal and external enhancement works. As for [c] above.</li> <li>e. PA22/11357, Churchtown Farm Polruan – Listed Building Consent to replace existing man-made tiles (asbestos containing) with Argentinian Riverstone slate to match original appearance. Strengthen existing roof structure and raise section of floor to improve access and egress into bathroom, whilst benefitting head height to ground floor WC. Cllr. Adams said he believed Churchtown Farm is mentioned in the Domesday Book. <b>NO OBJECTION.</b></li> <li>f. PA22/11356, Churchtown Farm Polruan – Listed Building Consent to repair cracking by tying the North, South and East elevations using steel PFC sections. <b>NO OBJECTION.</b></li> </ul>	<p>Clerk</p> <p>NFA</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
5/2023	<p><b>Other Planning Matters</b> – details previously emailed.</p> <ul style="list-style-type: none"> <li>a. PA22/05284, 10 Hockens Lane Polruan – Minute 146a/2022 refers. Members’ complaint regarding the handling of this application was upheld and: “...a genuine, one-off mistake and we will endeavour to learn from it in the future, by ensuring we carefully check our communications with the Parish Council to try to avoid these types of errors...” No further action.</li> </ul>	
6/2023	<p><b>Planning Applications Approved by CC</b> – for information only</p> <ul style="list-style-type: none"> <li>a. PA22/07129, Old Ferry Inn Old Road Bodinnick – Change of Use of Part of the Old Ferry into Dwelling.</li> <li>b. PA22/01607/PREAPP, St Saviours Church Fore Street Polruan - pre-application advice on the redevelopment of St Saviours Church due to the church being redundant for its existing use, seeking guidance on potential uses. CC had closed the case and offered advice.</li> <li>c. PA22/07420, 3 Hall Terrace Old Road Bodinnick – construction of first floor extension (variation to approved PA21/00093). Cllr. Bunt declared an interest and left the room.</li> <li>d. PA22/08266, 13 Ferris Way Polruan – proposed loft conversion and dormers.</li> <li>e. PA22/08820, Penpont Lanteglos – ground mounted solar PV panels.</li> <li>f. PA22/09306, 9 Wherry Place School Lane Polruan – single storey rear extension.</li> </ul>	

	<p>g. PA22/09197, Old School House 11 Old Road Bodinnick – application for tree works within a Conservation Area: T1 - Hawthorn- reduce height and radial crown spread by 1.5m to leave radial crown spread of 4.5m and height at 5m. T2 - Red Oak - reduce height by 1.5m to leave at 9.5m in height and radial crown spread by 1.5m to leave 4.5m. No cuts to exceed 30mm in diameter. CC decided not to make a TPO (TCA apps).</p>	
7/2023	<p><b>Environmental / Amenity Matters</b> – including any items received after the agenda had been published.</p> <p>a. <i>Public Conveniences</i> – Members considered:</p> <ul style="list-style-type: none"> <li>i. <u>St Saviour's WCs</u> – see Closed Session below.</li> <li>ii. <u>Frogmore WCs</u> – it had proved impossible to dry out the toilets enough to enable repainting, etc. The Work had, therefore, been postponed until the Spring.</li> <li>iii. <u>The Quay WCs</u> – see Closed Session below.</li> <li>iv. <u>Legionella Testing</u> – Mrs Kelly to be asked to provide the water temperatures.</li> </ul> <p>b. <i>East Hill</i> – the contractor is away at present and there was no update regarding repairs to the handrail. Cllr. Beresford will chase.</p> <p>c. <i>Whitecross Village Green</i> – parking enforcement commenced on 10<sup>th</sup> January 2023. Members to provide photographs of a vehicle parked there permanently to be provided to the Clerk.</p> <p>d. <i>Betty Hewans Footpath</i> – Mr Chris Monk, Countryside Access Team advised repairs to the surface of Betty Hewans had been completed. Cllr. Pyke will provide photographs of the path which remains in a poor condition. Mr Monk is due to meet with the Works Supervisor this week and they will then put together a quote for us.</p> <p>e. <i>Polruan Post Office Facility</i> – Members to consider possible future funding of a Post Office facility. Mr David Guy spoke on this subject. He said the Polruan Town Trust (PTT) are not involved in the contract between the shop owners and the Post Office. Mr Guy outlined several options and summarised by saying if the community wants a PO facility in Polruan then decisions are needed as to who will provide it and who will pay for it.</p> <p>Cllr. Adams said advice had been sought from CALC who advised that the council cannot use public money to subsidise a private business. He added that those concerned were open to ideas / suggestions.</p> <p>Mr Guy said the PTT are looking at ways to be more open and keep the community better informed of their activities, e.g. Facebook, better use of their website. He said there had been issues with damp in the Winkle-picker and work is underway to remedy this. He was thanked for his attendance.</p>	<p>Clerk</p> <p>Cllr. Beresford</p> <p>Members / Clerk</p> <p>Cllr. Pyke / Clerk</p>
8/2023	<p><b>Highway Matters</b> – including any items received after the agenda had been published.</p> <p>a. <i>Strategic Sign Plan</i> – on 18<sup>th</sup> October 2022, Mr Will Glassup, Highways advised he had finished the sign project and the final signs (Junction to St Saviours) are being designed by Cormac, including the sign requested at School Hill. The Clerk had requested an update 9<sup>th</sup> and 16<sup>th</sup> January 2023.</p> <p>b. <i>Road from Pont to Vicarage Cross</i> – Members to consider Cormac's Soils and Geologists Engineers' report, following a walk of Pont road. The Clerk had requested an update 9<sup>th</sup> and 16<sup>th</sup> January 2023.</p> <p>c. <i>Review of the Status of Highways / Footways / Byways</i> – Minute 130e/2022 refers. In the absence of Cllr. Goddard this item was deferred to the February meeting. See also item [d] below.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Goddard / Clerk</p>

	<p>d. <i>Chapel Lane</i> – in response to a complaint regarding a waste bin left on the lane, Ms Cassie Kenny, Cornwall Housing Ltd. stated: “<i>Cornwall Housing did not have a problem with the bin being outside as there are no other options for our tenant and the lane is not driveable. On looking at our mapping system I can confirm that Chapel Lane is in fact a footway and not an access road and should not be driven on. However, I have noticed that there are no signs anywhere to state this. I have therefore contacted Highways to install signs at both ends to avoid any more issues with the lane....</i>” NOTE – this has implications for 8c/2023 and will be dealt with as part of the above.</p> <p>e. <i>Road Closure</i> – details previously circulated via email.</p> <ul style="list-style-type: none"> <li>• St Saviours Hill, Polruan, 6<sup>th</sup> to 17<sup>th</sup> February 2023 (07:30 to 17:00 hours). Intention notice.</li> </ul> <p>f. <i>Bodinnick Signage</i> – Minute 153a/2022 refers. The Clerk had order “Beware of horses” signs and Cllr. Talling will erect them.</p> <p>g. <i>Bodinnick Drains</i> – blocked / overflowing drains had been reported to Highways for attention. Their decision was that it did not require attention but that it is inspected regularly. Reference No. W222026475. The Clerk to request the detritus is removed and to report additional blocked drains at [1] Essa, [2] Vicarage Cross to Frogmore; [3] by Ferry Inn, Bodinnic, [4] Whitecross Hill both side of entrance to Lamellyn Farmhouse. If Highways do not act she was authorised to approach Mr Andreas Sanchez.</p> <p>h. <i>Culvert, Pont</i> – Mr Will Glassup had sent the local team with a JCB to remove the large stone. They will return (when the water level decreases) to reset in place</p> <p>i. <i>Road Gritting</i> – County Cllr. Hannaford had requested that the road from the junction of the B3359 towards Bodinnick and onward to Polruan is placed on the precautionary salting route. Further supplies of salt/grit had been delivered. Cllr. Adams will follow this up.</p> <p>j. <i>Pont Bottom</i> – Highways had inspected the water flowing over the road from a disturbed underground spring near the Ring a Bells and advised it does not require action. Reference No. W222027798.</p> <p>k. <i>Fore Street Drains</i> – Mr Alan Burrows, SW Water had written to advise they had undertaken extensive CCTV surveys of the sewerage network in Polruan to establish misconnections. Issues with one property on Chapel Lane had since been rectified. Details previously emailed. The Clerk to request provision of the promised CCTV report.</p>	<p>Cllr. Goddard / Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Adams</p> <p>Clerk</p>
9/2023	<p><b>Administrative Matters</b> – not covered elsewhere on the agenda.</p> <p>a. <i>Freedom of Information Request</i> – the Clerk was given authority to seek legal advice from CC if needed.</p>	
10/2023	<p><b>Financial Matters</b> –</p> <p>a. <i>Accounts for Payment</i> –</p> <ul style="list-style-type: none"> <li>• December schedule – to a value of £6,576.86 was <b>APPROVED</b> for payment.</li> <li>• January schedule – to a value of £3,949.45 was <b>APPROVED</b> for payment.</li> </ul> <p>NOTE –the Clerk to place copies on the website.</p> <p>b. <i>Bank Reconciliation</i> – copy of the Bank Reconciliation to follow.</p> <p>c. <i>Public Rights of Way (PROWs)</i> – the Clerk had agreed to continue with the SLA for the Local Maintenance Partnership for 2023-24, in return for a grant of £1,704.68.</p>	<p>Clerk</p>

	<p>d. <i>Budget 2023/24</i> – consideration of the 2023/24 budget and setting of the precept was deferred to the Extraordinary Meeting.</p> <p>e. <i>CC Finances</i> – Cllrs. Goddard and Rooney had attended a briefing and the latter's report was previously circulated via emailed.</p> <p>f. <i>Bank Signatures</i> – Cllr. Adams reported he is continuing with efforts to add Cllrs. Clare-Dunbavand and Godfrey as bank signatures and the removal of those who are no longer serving as Councillors.</p>	<p>Clerk</p> <p>Cllr. Adams</p>
11/2023	<p><b>Documentation / Correspondence</b> – not covered elsewhere on the agenda</p> <p>a. <i>Devolution / Mayor for Cornwall</i> – Members are invited to respond to the consultation <a href="https://letstalk.cornwall.gov.uk/bigdeal">https://letstalk.cornwall.gov.uk/bigdeal</a>. Closing date for comments is 17<sup>th</sup> February 2023. Details previously emailed. Members maintain their objection to the proposal and the Clerk was instructed to reiterate their objection to the proposal.</p> <p>NOTE – public consultation events on the proposals are planned for:</p> <ul style="list-style-type: none"> <li>• St Austell: 16 January 2023, 6.30pm: Penrice Academy Hall, Charlestown Road.</li> <li>• Truro: 24 January 2023, 6.30pm: New County Hall, Treyew Road.</li> <li>• Saltash: 26 January 2023, 6.30pm: Saltash Guildhall, Saltash Town Council, Lower Fore Street.</li> <li>• Penzance: 30 January 2023, 6.30pm: St Johns Hall, Alverton Street</li> <li>• Launceston: 7 February 2023, 6.30pm: Main Hall, Launceston Town Hall, Western Rd.</li> </ul> <p>b. <i>National Tree Week</i> – 2022 Newsletter previously emailed.</p> <p>c. <i>Royal Cornwall Hospitals NHS Trust's Patient Leader Programme</i> – details previously emailed.</p>	<p>Clerk</p>
12/2023	<p><b>Diary Dates</b> –</p> <p>a. <i>Full Council Meeting</i> – 28<sup>th</sup> February 2023, in Whitecross Village Hall.</p> <p>b. <i>Extraordinary Meeting</i> – 24<sup>th</sup> January 2023, 7pm in Whitecross Village Hall. It was <b>AGREED</b> that the following Members would print and post the notice of meetings and the agendas on the notice boards: Cllr. Adams – Greenbank, Cllr. Talling – Whitecross, Cllr. Clare-Dunbavand – The Quay.</p> <p>c. <i>CALC Annual Meeting</i> – Tuesday 21<sup>st</sup> February 2023, at 7pm in the Shire Hall Suite, Bodmin.</p> <p>d. <i>CALC Affordable Housing Information Event</i> – Wednesday 19<sup>th</sup> April 2023, from 4pm onwards at Heartlands Conference Centre, Pool.</p>	
13/2023	<p><b>Information Only / Future Agenda Items</b> – none.</p>	
14/2023	<p><b>Closed Session</b> – in view of the confidential business about to be transacted, namely quotations, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>	
15/2023	<p><b>St Saviour's and The Quay WCs</b> – deferred to Extraordinary meeting.</p>	<p>Clerk</p>
16/2023	<p><b>Standing Contracts</b> – deferred to Extraordinary meeting</p>	
17/2023	<p><b>Meeting Closed</b> – 8.28pm.</p>	

Signature: ..... (Cllr. John Adams)  
Parish Council Chair

Date: 28<sup>th</sup> February 2023