

LANTEGLOS-BY-FOWEY PARISH COUNCIL
MINUTES OF THE EXTRAORDINARY COUNCIL MEETING
HELD ON TUESDAY 24th JANUARY 2023 @ 7pm
In WHITECROSS VILLAGE HALL

Minute	AGENDA ITEMS	Action
	<p>Present – Cllrs. Adams (Chair), Ainley, Beresford, Bunt, Clare-Dunbavand, Goddard, Pyke, Talling; and Mrs Thompson (Clerk).</p> <p>Ms Jenny Hall was present, representing Polruan Town Trust.</p>	
	<p>Chairman’s Welcome and Public – the Chair opened the meeting and welcomed those present.</p> <p>Cllrs. Clare-Dunbavand and Beresford to liaise with the contractor regarding repairs to East Hill handrail.</p>	Cllrs. Clare-Dunbavand / Beresford
18/2023	<p>Apologies – Cllrs. Carmichael, Kelly and Rooney.</p>	
19/2023	<p>Members’ Declarations –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</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>	
20/2023	<p>Planning Applications – Members RATIFIED the decisions taken at their meeting on 22nd November 2022.</p> <p>a. PA22/09557, 2 Battery Park Polruan – non-material amendment in relation to decision notice PA20/08081 dated 23/12/2020 for alteration to the design of two of the proposed windows in the west elevation, the steps, terrace and entrance details of the extension at the east of the property, the location of the toilet and fire escape arrangements and option for slate finish to gable ends. NO OBJECTION.</p> <p>b. PA22/09306, 9 Wherry Place School Lane Polruan – single storey rear extension. NO OBJECTION.</p> <p>c. PA22/10091, Barn at Lawhippet Farm Lanteglos Highway – proposed conversion of traditional stone barn and rebuild of blockwork agricultural building to form two dwellings. NO OBJECTION</p> <p>d. PA22/10092, Barn at Lawhippet Farm Lanteglos Highway – Listed Building consent for the proposed conversion of traditional stone barn and rebuild of blockwork agricultural building to form two dwellings. NO OBJECTION.</p>	Clerk Clerk Clerk Clerk
21/2023	<p>Planning Applications January – Members RATIFIED the decisions taken at their meeting on 17th January 2023.</p> <p>a. PA22/10850, Rock Bottom West Street Polruan – application for a Lawful Development Certificate for an existing use as a dwelling (use class C3). OBJECT on the grounds there is insufficient information to make a decision.</p> <p>b. PA22/11260, The Luggier Inn Fore Street Polruan – proposed refurbishment works including change of use of staff accommodation to letting rooms and internal and external enhancement works.</p>	

	<p>Members had NO OBJECTION 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.</p> <p>c. 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 [b] above. .</p> <p>d. 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. NO OBJECTION.</p> <p>e. PA22/11356, Churchtown Farm Polruan – Listed Building Consent to repair cracking by tying the North, South and East elevations using steel PFC sections. NO OBJECTION.</p>	
22/2023	<p>Financial Matters –</p> <p>a. <i>Public Rights of Way (PROWs)</i> – Members RATIFIED the decision to enter into the Local Maintenance Partnership for 2023-24, in return for a grant of £1,704.68.</p> <p>b. <i>Budget 2023/24</i> – Members considered their budgetary needs in conjunction with the Regular Maintenance schedule and RESOLVED to accept the previously circulated draft 2023/24 budget. The Clerk pointed out that this leaves the 2024 end-of-year figure very tight and Members will need to be careful about agreeing expenditure not budgeted for.</p> <p>Members considered keeping the precept at its current level but the 2023/24 budget is tight and it was considered better to increase this by 2% (well below inflation) than to have to make a large increase in future years. It was further RESOLVED to set the precept at £47,476 for 2023/24. The Clerk to advise CC and circulate the agreed budget.</p>	Clerk
23/2023	<p>Time Critical Items – it has not been possible to secure an extension to the deadlines on the following matters.</p> <p>a. <i>Hall Farm, Bodinnick</i> – Cornerstone (WHP Telecoms Ltd.) invite Members comments on a proposed base station installation upgrade. Deadline 1st February 2023. Cllr. Ainley pointed out the letter indicates an antenna of 12.5m being replaced by 15m one BUT the plans show the final height of post and antenna as being 18.6m so that's 6m higher. The Clerk to advise the applicant and Cornwall Planning.</p> <p>b. <i>Polruan Town Trust (PTT)</i> – Members were pleased to learn that the Chairs of the PTT and the Parish Council had agreed that in future communication between the two organisations would be between the Chairs and not the Clerks.</p> <p>c. <i>Road Closure</i> – St Saviours Hill, Polruan, 6th to 17th February 2023 (07:30 to 17:00 hours). The Clerk to advise Highways that some form of access to the St Saviour's car park (used by Coastguard / Coast Watch) will be needed. She will also request Highways to please avoid school holidays in future.</p> <p>d. PA22/08032, 7 Fore Street Polruan – amended plans received rear roof to be raised 600mm to accommodate mezzanine bedroom, lantern to be added to new grp roof on the extension that comes out in line with existing building and removes court yard to rear of existing dwelling. NO OBJECTION. Deadline 1st February 2023.</p>	Clerk Clerk Clerk

24/2023	<p>Frogmore WCs – Members RATIFIED the decisions taken at their meeting on 22nd November 2022.</p> <p>a. Male WCs – RESOLVED to accept a quotation of £490 (including materials) for:</p> <ul style="list-style-type: none"> • cleaning and bleaching walls and tiles • painting the walls and tiles • sealing the floor <p>b. Female WCs (outer section) – RESOLVED to accept a quotation of £250 (including materials) for:</p> <ul style="list-style-type: none"> • cleaning and bleaching the walls and tiles • painting the walls and tiles • sealing the floor outside the cubicle 	
25/2023	<p>Miscellaneous Items – Members RATIFIED the decisions taken at their meeting on 22nd November 2022:</p> <p>a. <i>Whitecross Village Green</i> – the signs were awaiting installation by Mr Treve Fowler. It was RESOLVED that the Clerk would send letters to Whitecross residents advising parking would be enforced w.e.f. 10th January 2023</p> <p>b. <i>Budget Monitor</i> – Members reconsidered their budget in light of plans to refurbish the public WCs and it was RESOLVED to remove the provision of a new Polruan bus shelter and reconsider in 2023.</p> <p>c. <i>Bodinnick Green</i> – it was RESOLVED to cut regularly the green area where the parish seat is by the junction to Bodinnick village. The Clerk to liaise with Mr Treve Fowler.</p>	
26/2023	<p>Information Only / Future Agenda Items –</p> <p>a. <i>Whitecross Village Green</i> – the Clerk had reported the car parked permanently on site to the parking enforcement company.</p> <p>b. <i>Dog on Leads</i> – this item is on the February agenda.</p> <p>c. <i>Bodinnick Car Park</i> – Cllr. Bunt reported there is a boat left in the car ark. The Clerk to place on the February agenda.</p> <p>d. <i>Bodinnick Drains</i> – the Clerk to send a copy of Highways’ response to Cllr. Bunt</p> <p>e. <i>Complaint Policies</i> – Cllr. Goddard to draft a policy for circulation</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Goddard</p>
27/2023	<p>Closed Session – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded and they are instructed to withdraw.</p>	
28/2023	<p>St Saviour’s and The Quay WCs – an advertisement for refurbishment of the WCs had been placed with ‘Cornwall Live’, ‘Cornish Times’, ‘Parish News’, PC and government websites. Cllr. Goddard said there had been some interest but only one expression of interest had been received and that was incomplete. Members felt that with the amount of money involved they must show due diligence and that they were unable make a decision.</p> <p>The Clerk, in liaison with Cllrs. Adams and Goddard, to request the missing documentation is completed, including a breakdown of costs. The contractor will then be invited to meet with Members at an Extraordinary Meeting.</p>	<p>Clerk</p>
29/2023	<p>Standing Contracts – Members AGREED to the following:</p> <p>a. WC Cleaning – Mrs Kathryn Kelly had agreed to continue for 2023/24. £1,380. The price will be the same.</p>	<p>Clerk</p>

	<p>b. PROW Cutting – A1 Tree & Grounds Ltd. had agreed to continue for 2023/24. The Clerk to advise the contractor.</p> <p>i. Prows in the parish, 1st cut during May @ £1,400. The price is the same.</p> <p>ii. Prows in the parish for a 2nd cut during August £1,200. The price is the same.</p> <p>iii. To cut the grass verge opposite Greenbanks, grass behind the toilets and the shrubs below Rock cottage £200 per cut. The price is the same.</p> <p>c. Weed spraying – A1 Tree & Grounds Ltd. had agreed to continue for 2023/24. £250 per spray.</p> <p>d. Whitecross Village Green – Mr Treve Fowler had agreed to continue for 2023/24. £52.50 per cut, previously £50.</p> <p>Contracts must go out to tender in October 2023. It was RESOLVED to set up a Working Party with Cllrs. Ainley, Clare-Dunbavend and Goddard to review the tender documents and report back to Full Council. The Clerk to send copies of the existing documentation.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Working Party</p> <p>Clerk</p>
30/2023	Meeting Closed – 20.14pm.	

Signature: (Cllr. John Adams)
Parish Council Chair

Date: 28th February 2023