

LANTEGLOS-BY-FOWEY PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD
ON TUESDAY 28th FEBRUARY 2023 @ 7pm
In WHITECROSS VILLAGE HALL

| Minute | AGENDA ITEMS | Action |
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| | <p>Present – Cllrs. Adams (Chair), Beresford, Bunt, Rooney (Vice Chair), Talling; and Mrs Thompson (Clerk via Zoom).</p> | |
| | <p>Chairman’s Welcome and Public Forum – the Chairman opened the meeting and welcomed those present.</p> <p>Mr Dave Guy, Chair of Polruan Town Trust, reported that the Veverly car park scheme is nearing completion. A permit parking system for residents is being considered. St Saviour car park tender is now finalised. Winklepicker renovation – currently a shell, with concrete floors about to be laid. It is hoped the business will reopen by end of March but some uncertainty, due to fragile nature of the building. The Polruan post office, housed in the Winklepicker looks like it will resume business once the Winklepicker is back in operation. Post office hours will be the same as the shop’s hours. Polruan quayside parking is hoped to be restored by Easter but this, again, is dependent on the Winklepicker work progressing. Mr Guy had contacted the CEO of South West Water, regarding the lighting at the ferry steps. The outcome is that the town trust will commission the work and South West Water will reimburse.</p> <p>Ferry Climb (Minute 34c/2023 refers). The agent for the planned development, which is at pre-application stage, spoke on the proposal to demolish the existing three-bedroomed bungalow and garage and replace with a five-bedroomed property and garage. No questions from councillors.</p> | |
| | <p>Outside Authorities / Bodies – Members received reports from outside authorities as follows:</p> <p>a. <i>County Councillor Report</i> – Cllr Hannaford had submitted a written report which councillors had all seen. She is now able to resume case work. She outlined why she thinks the proposal for a mayor of Cornwall is a bad idea. A proposal for a referendum on the matter will go to the full council in April. If that is defeated, the 87 Cornwall councillors will vote on it in July. Councillors recorded their thanks for Cllr Hannaford’s report.</p> <p>b. <i>Network Panel</i> – next meeting scheduled to be held on Monday 24th April 2023, 7-9pm, Face to Face venue TBC.</p> <p>Notes of the Meeting held on for 9th January 2023 previously emailed.</p> <p>c. <i>Police</i> – PCSO Cocks – PCSO Stephen Cocks PC Cocks reported that in February 2023 there were six recorded crimes – two burglaries, three assaults and one criminal damage. The burglaries were from farms. PC Cocks appealed to residents to be vigilant and report anything suspicious. Some local youths had been spoken to regarding vandalism at toilets in the parish.</p> <ul style="list-style-type: none"> • Road Safety E-Briefing – January 2023. Details previously emailed. <p>d. <i>PUG Meeting</i> – next meeting scheduled to be held on Friday 17th March at 1000hrs, in the Harbour Office. Cllr. Carmichael is unable to attend and Cllr. Ainley was APPOINTED as his replacement. The Clerk to advise Ms Claire Hoddinott, Fowey Harbour office.</p> | Clerk |
| 31/2023 | <p>Apologies – Cllrs. Ainley, Carmichael, Clare-Dunbavand, Goddard, Kelly and Pyke.</p> | |

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| 32/2023 | <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> | |
| 33/2023 | <p>Minutes of Meetings –</p> <p>a. <i>Full Council Meeting</i> – 17th January 2023, AGREED as a true record.</p> <p>b. <i>Full Council Meeting</i> – 24th January 2023, AGREED as a true record.</p> | |
| 34/2023 | <p>Planning Applications – Members considered the following:</p> <p>a. PA23/00033, Trepela Lanteglos – proposed extension. NO OBJECTION.</p> <p>b. PA23/00754, 22 Meadow Close Polruan – construction of garage. NO OBJECTION.</p> <p>c. PA23/00122/PREAPP, Ferry Climb, Townsend – pre-application advice for replacement dwelling, garage and associated works. The agent was advised that Members believe the plans are in contravention of the neighbourhood development plan and that they need to be redrafted to conform.</p> | <p>Clerk</p> <p>Clerk</p> |
| 35/2023 | <p>Other Planning Matters – details previously emailed.</p> <p>a. <i>Planning Newsletter</i> – January 2023.</p> <p>b. PA22/10850, <i>Rock Bottom West Street Polruan</i> – Ms Abbie Jackson, case officer explained that this application is for a Lawful Development Certificate and is not a planning application, therefore, any evidence supplied is classed as sensitive and subsequently Members are unable to view this in the public domain. Minute 21a/2023 refers.</p> <p>c. PA22/11260, <i>Lugger Inn</i> – Mr Josep Sandercock had provided a copy of the Construction Management Plan.</p> | |
| 36/2023 | <p>Planning Applications Approved by CC – for information only</p> <p>a. PA22/10091, Barn at Lawhippet Farm Lanteglos Highway – proposed conversion of traditional stone barn and rebuild of blockwork agricultural building to form two dwellings.</p> <p>b. 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.</p> <p>c. PA22/11299, Rose Cottage 16 Old Road Bodinnick – works to trees within a conservation area: 1x large Ash tree - lop 15 – 20 feet. Decided not to make a TPO (TCA apps).</p> <p>d. PA22/11356, Churchtown Farm Polruan – Listed Building Consent to repair cracking by tying the North, South and East elevations using steel PFC sections.</p> <p>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.</p> | |
| 37/2023 | <p>Environmental / Amenity Matters – including any items received after the agenda had been published.</p> | |

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| | <p>a. <i>Public Conveniences</i> – Members considered:</p> <ul style="list-style-type: none"> i. <u>St Saviour’s WCs</u> – see Closed Session below. ii. <u>Frogmore WCs</u> – remedial works on hold until the Spring. iii. <u>The Quay WCs</u> – see Closed Session below. <p>NOTE – Cllr. Kelly reported the toilets had been vandalised 3 times in the last week and had to unblock The Quay and St Saviours WCs several times with sewage spilling over the floor where items had been jammed in the pipe work. PCSO Cocks had previously advised that dates, times, locations, cost of repair etc. are needed to complete the Police online crime report form.</p> <p>Two benches situated on the quay had also been vandalised.</p> <ul style="list-style-type: none"> iv. <u>Legionella Testing</u> – the water temperatures are all at 10°. <p>b. <i>East Hill</i> – Cllr. Beresford reported repairs to the handrail had been completed.</p> <p>c. <i>Whitecross Village Green</i> – Minute 7c/2023 refers. The vehicle that had been parked on the site had recently been removed.</p> <p>d. <i>Land Registration</i> – Ms Jessica Bishop, CC’s Legal Dept. will be dealing with the formal registration of the Whitecross Village Green in the PC’s name. She needs to know if there are any “disclosable overriding interests” in the land. Any councillors with knowledge of such are asked to contact the Clerk.</p> <p>e. <i>Footpath No.25</i> – Messrs Chris Monk and James Clapp, CAT had been asked when this PROW would be re-opened. The closure order had subsequently been extended to 19th July 2023 (24 hours). The need for the order had been challenged by the property owners.</p> <p>Noted Cllr. Rooney had explained this to the residents who attended the January meeting.</p> <p>f. <i>Betty Hewans Footpath</i> – Minute 7d/2023 refers. Mr Chris Monk, Countryside Access Team (CAT) advised the cost will be £5,620 for a handrail on the site. Members felt this was too expensive and they will seek alternative suppliers and costs. Clerk to advise Mr Monk. Deferred to the March meeting.</p> <p>Mr Monk acknowledged the surface requires remedial treatment that is likely to be beyond the scope of our small revenue budget and it is, therefore, included on the bid for next years (23/24) Capital money.</p> <p>g. <i>Dog Fouling</i> – Members are concerned about what seems to be a growing problem but there is no easy solution, other than education. The parish newsletter to be asked to publicise the issue.</p> | <p>Cllr. Kelly</p> <p>Clerk / Members</p> <p>Clerk</p> |
| 38/2023 | <p>Highway Matters – including items received after the agenda had been published.</p> <ul style="list-style-type: none"> a. <i>Strategic Sign Plan</i> – Mr Will Glassup, Highways had provided a list of proposed sign amendments for Polruan (with photographs). Members confirmed they are happy with the proposals. Document previously emailed. There is one outstanding sign to be attended to at the gate to The Hills in Polruan but noted the footpath is maintained by the National Trust. b. <i>Road from Pont to Vicarage Cross</i> – Mr Will Glassup, Highways advised he does not have an update on the proposed Ground Investigation works, however monitoring is being undertaken. The Clerk to chase for March. c. <i>Blocked Highway Drains</i> – the blocked / overflowing drains had been reported to Highways: <p>[1] Essa,</p> | <p>Clerk</p> |

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| | <p>[2] Vicarage Cross to Frogmore; [3] by Ferry Inn, Bodinnick, [4] Whitecross Hill both side of entrance to Lamellyn Farmhouse.</p> <p>Highways had also been asked to remove the detritus from the Bodinnick drain (Reference No. W222026475). The Highways Steward confirms he had raised defects for the drains to be cleared at the locations listed. Members remain unhappy about the drain cleaning around the parish, which is being carried out in an unsatisfactory manner. The Clerk to contact Highways on this matter</p> <p>d. <i>Bodinnick Car Park</i> – Members considered what action to take regarding Cllr. Bunt's report that there is a boat left in the car park. The Clerk to report to CC.</p> <p>e. <i>River Tamar Toll Charges</i> – Members considered and RESOLVED to support a proposal to support the Tamar Toll Action Group in their bid to “demand for tolls to be abolished with the proviso that the workers directly employed in collecting tolls will not be disadvantaged”. The Clerk to advise the TTAG.</p> <p>f. <i>Fore Street Drains</i> – Mr Alan Burrows, SW Water had been asked for a copy of the CCTV report of the drains on Fore Street. The subsequent response from SW Water Finance and Regulatory had been emailed. The Clerk to request copy of the CCTV video, not just the still photographs.</p> <p>g. <i>Traffic Mirror</i> – residents in Greenbank, Polruan are concerned at the poor visibility at the junction with the main road. Members AGREED to seek the Highways' views i.r.o. fitting a mirror to improve the view of traffic from Townsend.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| 39/2023 | <p>Administrative Matters – not covered elsewhere on the agenda.</p> <p>a. <i>CALC Spring Training Programme</i> – details previously emailed. Interested Members are asked to contact the Clerk.</p> <p>b. <i>Harassment Policy</i> – Cllr. Goddard's draft policy had been circulated. Points 10a) (i) and (iii) were amended to include 'Council Members' as well as Council 'staff', with that change Members RESOLVED to adopt the Policy. Cllr Goddard was thanked for his efforts in compiling the policy. The Clerk to place a copy to the website.</p> | <p>Clerk</p> |
| 40/2023 | <p>Standing Contracts – the Working Party set up to review the tender documents and report back to Full Council had yet to meet. The Clerk had provided copies of the existing documentation. Minute 29/2023 last paragraph refers. Deferred to March.</p> <p>Working Party – Cllrs. Ainley, Clare-Dunbavend and Goddard.</p> | |
| 41/2023 | <p>Financial Matters –</p> <p>a. <i>Accounts for Payment</i> – the February schedule to a value of £4,514.22 was APPROVED for payment. The Clerk to place copies on the website.</p> <p>b. <i>Bank Reconciliation</i> – a copy of the Bank Reconciliation had previously been circulated.</p> <p>c. <i>Bank Signatures</i> – the bank had written to advise Cllrs. Clare-Dunbavand and Godfrey had been added as bank signatures and those who are no longer serving as Councillors had been removed. Formal confirmation is awaited.</p> | <p>Clerk</p> <p>Cllr. Adams</p> |
| 42/2023 | <p>Documentation / Correspondence – not covered elsewhere on the agenda</p> <p>a. <i>Community Food Growing Spaces</i> – survey circulated to Members.</p> | |

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| | <p>b. <i>University Research</i> – Members are invited to assist by giving their views on new Government proposals aimed at reducing fly-tipping. Details previously emailed.</p> | |
| 43/2023 | <p>Diary Dates –</p> <p>a. <i>Full Council Meeting</i> – 28th March 2023, in Whitecross Village Hall. Cllr. Carmichael sent his apologies. Noted meetings move to Polruan from April 2023.</p> <p>b. <i>Parish Meeting</i> – Monday 24th April 2023, 7pm in the WI Hall. The Clerk to book the hall and Crumpets for refreshments.</p> <p>c. <i>Trail Running Event</i> – in support of Children's Hospice South West on Saturday 11th March. Starting on East Looe Beach and finishing at Polruan Coal Wharf. Noted the contractor will open the WCs.</p> <p>d. <i>How can local councils and councillors get involved in local housing provision?</i> – free CALC event. Wednesday 19 April 2023, 4-8pm, Chi an Bobel Conference Centre, Heartlands. The Clerk to check availability for Cllr. Rooney.</p> <p>e. <i>Safeguarding Training</i> - 3 March 2023, 9:30 – 13:00, St Erme Community Centre, Trispen.</p> <p>f. <i>Let's Talk Water</i> – Thursday 2nd March 2023, 2-4pm. Online forum. Details previously emailed.</p> <p>g. <i>Great British Spring Clean 2023</i> – Members support is sought for this year's campaign running from 17th March to 2nd April 2023. Details previously emailed.</p> <p>h. <i>Coronation Event</i> – The Polruan Regatta and Children's Sports organisation had booked 'Take a Chance on Us', the ABBA tribute band to play on the Old Coal Wharf on Saturday May 6th at 20.00.</p> <p>i. <i>D-Day 80</i> – Beacons are encouraged on 6th June 2024 to mark this event.</p> | Clerk |
| 44/2023 | <p>Information Only / Future Agenda Items –</p> <p>a. <i>Whitecross Village Green</i> – Cllr Bunt said some people had misunderstood the village hall car park signage and as a consequence, are afraid of being "ticketed" if they park. It was agreed that Cllr. Talling would remove the original, white sign which may be responsible for the confusion.</p> <p>b. <i>Bodinnick Ferry</i> – a letter of complaint i.r.o. parking issues at the location had been received by Cllr. Kelly. The Clerk to report the matter to Planning Enforcement and Parking Enforcement.</p> <p>c. Cllr. Adams advised that, with regret, he must step down as Chair of the Parish Council, due to health issues. He will remain as a councillor. Cllr. Rooney will continue as Vice Chair and a new Chair will be appointed at the PC's Annual Meeting in May. The Clerk to amend the website.</p> | Cllr. Talling Clerk Clerk |
| 45/2023 | <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> | |
| 46/2023 | <p>St Saviour's and The Quay WCs – discussion deferred to the March meeting.</p> | Clerk |
| 47/2023 | <p>Meeting Closed – 20.52 pm.</p> | |

Signature: (Cllr. John Adams)
Parish Council Chair

Date: 28th March 2023