

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**AGENDA OF THE FULL COUNCIL MEETING TO BE HELD**  
**ON TUESDAY 20<sup>th</sup> FEBRUARY 2024 @ 7pm**  
**IN POLRUAN VILLAGE HALL**

| Minute  | AGENDA ITEMS  | Action                |
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|         | <b>Present –</b>  |                       |
|         | <b>Chairman’s Welcome and Public –</b> members of the public may address the Council on any agenda item, prior to the commencement of the meeting.  |                       |
|         | <p><b>Outside Authorities / Bodies –</b> Members to receive reports from outside authorities as follows:</p> <p>a. <i>County Councillor Report</i> – it is with regret that Members learned of the death of Cllr. Edwina Hannaford. A condolence card had been sent to her husband.</p> <p>b. <i>South East Cornwall CAP</i> – next meeting scheduled to be held on 5<sup>th</sup> March 2024.</p> <p>c. <i>Police</i> – PCSO Cocks.</p> <ul style="list-style-type: none"> <li>• Criminal Justice and You – scheme to assist victims. Cllr. Clare-Dunbavand to attend and report back.</li> </ul>  | Cllr. Clare-Dunbavand |
| 21/2024 | <b>Apologies</b> – Cllr. Goddard.   |                       |
| 22/2024 | <p><b>Members’ Declarations –</b></p> <p>a. <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>b. <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>c. <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>d. <i>Dispensations</i> – Members to consider any written requests for dispensations.</p>   |                       |
| 23/2024 | <p><b>Minutes of Meetings –</b></p> <p>a. <i>Full Council Meeting</i> – 16<sup>th</sup> January 2024.</p>   |                       |
| 24/2024 | <p><b>Planning Applications</b> – Members to consider the following, including any applications received after the agenda had been published.</p> <p>a. PA24/00516, Land N of Frogmore Farm Lanteglos – erection of new agricultural barn for Livestock purposes.</p> <p><a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=S7O5UGFGL3O00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=S7O5UGFGL3O00</a></p> <p>b. PA23/10054, 9 Ocean View – Members to receive an update following Cllr. Ainley’s discussion with Josep Sandercock, CC Planning Officer. .</p> <p><a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=S5JM8QFGKDY00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=S5JM8QFGKDY00</a></p> | Cllr. Ainley          |

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| 25/2024 | <p><b>Other Planning Matters</b> – details previously emailed.</p> <p>a. <i>Section 106 Funding</i> – Cllrs. Adams to advise the Clerk of the s.106 money he believes has been allocated to the Parish. When this is available the Clerk to ask Nick Marsden, CC Affordable Housing Manager to meet with Cllrs. Rooney, Ainley and Adams.</p> <p>NOTE – Ms Vicky Halls is the PTT contact for any possible discussion on The Winklepicker.</p> <p>b. <i>Preparing for a new Local Plan for Cornwall</i> – Parish Councils are invited to attend a CC training Event via Teams on Wednesday 28<sup>th</sup> February 2024, 4.00-5.30. Details previously emailed.</p>   | <p>Cllr. Adams / Clerk</p> <p>Members</p>  |
| 26/2024 | <p><b>Planning Applications Approved by CC</b> – for information only.</p> <p>a. PA23/09784, The Old Sunday School School Lane Polruan – demolition of garage and addition of additional storey to dwelling.</p> <p>b. PA23/09315, Old Ferry Inn Old Road Bodinnick – retrospective application for fencing and decking North of The Old Ferry Inn.</p>  |  |
| 27/2024 | <p><b>Planning Applications Refused by CC</b> – for information only.</p> <p>a. PA23/09086, Coombeland Highway Fowey – extension and retrofit of existing cottage plus enlargement of garage.</p> <p>b. PA23/09586, Sailaway 9 Hockens Lane Polruan – demolition and replacement 2-storey front extension, single storey rear extension and Juliet balcony to first floor bedroom</p>  |  |
| 28/2024 | <p><b>Environmental / Amenity Matters</b> – 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"> <li>i. <u>St Saviour's WCs</u> – Cllrs Adams and Kelly had arranged for repairs to the disabled toilet door after a user was trapped inside. He had also cleared the toilets; a large toilet roll was rammed up the bend!</li> <li>ii. <u>Frogmore WCs</u> – Members to receive an update regarding possible renewal of the lease (expiry 31<sup>st</sup> May 2025) with the National Trust.</li> <li>iii. <u>The Quay WCs</u> – see also Closed Session below. Cllr. Pyke had reported a meeting had been held with the Polruan TT which Cllr. Rooney also attended. Research is now underway to ascertain if some funding is available.<br/><br/>NOTE – Cllrs. Beresford and Pyke are the PC's representatives and Ms Vicky Halls for the Polruan TT.</li> <li>iv. <u>Legionella Testing</u> – Mrs Kelly to provide the water temperatures.</li> </ol> <p>b. <i>Whitecross Land Registration</i> – the Clerk had submitted the PC'S Statement of Value and the amended Rights of Way. Ms Helen Furneux Principal Solicitor, CC had taken over from Ms Jessica Bishop and a meeting is to arranged with her and Cllrs. Adams and Talling</p> <p>c. <i>SW Water</i> – Members to receive an update:</p> <ul style="list-style-type: none"> <li>• <u>Water Quality Testing</u> – the Environment Agency (EA) had advised that anyone can apply for a beach to become bathing water designation. Details on: <a href="https://www.gov.uk/guidance/designate-a-bathing-water">Designate a bathing water: guidance on how to apply - GOV.UK (www.gov.uk)</a>.</li> <li>• <u>Planned Desalination Plant at Par</u> – Ms Catherine Thomson confirmed she will take this to CAP. Members to consider submitting their views on the proposal.</li> </ul> <p>d. <i>Changes to Household Waste Collections</i> – Gina Varcoe, Cornwall Waste Dept. advised that any resident provided with a wheelie bin may request it is replaced with a waste collection sack. Casework: CAS-05284-K2N0B7.</p> | <p>Information</p> <p>Cllrs. Pyke / Beresford</p> <p>Cllrs. Pyke/ Beresford</p> <p>Mrs Kelly</p> <p>Cllrs. Adams / Talling</p> <p>Cllr. Rooney</p> |

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|         | e. <i>PROW Contract</i> – the Local Maintenance Partnership (LMP) contract with CC had been signed and returned by the Clerk.  |  |
| 29/2024 | <p><b>Highway Matters</b> – including any items received after the agenda had been published.</p> <p>a. <i>Road Closure</i> – details previously emailed.</p> <ul style="list-style-type: none"> <li>• Old Road, Bodinnick– 11<sup>th</sup> to 12<sup>th</sup> March 2024 (19:00 to 06:00 hours).</li> <li>• The Quay, Polruan – 13<sup>th</sup> to 15<sup>th</sup> March 2024 (19:00 to 23:30 hours).</li> </ul>  |  |
| 30/2024 | <p><b>Administrative Matters</b> – not covered elsewhere on the agenda.</p> <p>a. <i>Adoption of Policies and Strategies</i> – Members to consider re-adopting the following policies:</p> <ol style="list-style-type: none"> <li>i. <i>Standing Orders</i> – latest version adopted June 2018. No changes.</li> <li>ii. <i>Statement of Internal Control</i> – No changes. This must be done before submitting the AGAR.</li> <li>iii. <i>Asset Register</i> – copy circulated.</li> <li>iv. <i>Freedom of Information Act (publication scheme)</i> – copy attached. No changes</li> <li>v. <i>GDPR Data Audit</i> – copy attached. No changes</li> <li>vi. <i>Unreasonably Persistent and/or Vexatious Complaints</i> – copy attached. No changes.</li> <li>vii. <i>Communications Strategy</i> – copy attached. No changes.</li> <li>viii. <i>Social Media</i> – copy attached. No changes</li> <li>ix. <i>H&amp;S Policy</i> – copy attached. No changes</li> <li>x. <i>Complaints Policy</i> – copy attached. No changes.</li> <li>xi. <i>Financial Regulations</i> – latest version previously adopted. No changes.</li> <li>xii. <i>Social Housing Policy</i> – revised January 2024. NFA.</li> <li>xiii. <i>Asset Maintenance Policy</i> – changes agreed Oct 23, Cllr. Goddard to action. Revised document will then follow.</li> <li>xiv. <i>Harassment Policy</i> – NFA needed.</li> </ol> <p>b. <i>Charitable Trust</i> – Cllr. Edgar had been booked to attend this training course at a cost of £60.</p> | <p>Cllr. Goddard</p> <p>Information</p>      |
| 31/2024 | <p><b>Financial Matters</b> –</p> <ol style="list-style-type: none"> <li>a. <i>Accounts for Payment</i> – February payment schedule to follow.</li> <li>b. <i>Savings Account</i> – deferred from the November Meeting. Members to consider options for moving money to an interest paying account.</li> <li>c. <i>Bank Reconciliation</i> – copy of the Bank Reconciliation to follow.</li> <li>d. <i>Budget Monitor</i> – copy to follow.</li> <li>e. <i>Internal Audit</i> – the Clerk advised Hudson Accounting Ltd. had given notice they are unable to continue after this financial year. An alternative provider needs to be appointed for 2024/25.</li> </ol>   | <p>Cllrs. Adams / Goddard</p> <p>Members</p> |
| 32/2024 | <p><b>Documentation / Correspondence</b> – not covered elsewhere on the agenda</p> <ol style="list-style-type: none"> <li>a. <i>Cornwall Together</i> – monthly bulletin from NHS Cornwall and Isles of Scilly Integrated Care Board. Previously emailed.</li> </ol>   |  |

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|         | <p>b. <i>Gypsy, Roma &amp; Traveller Strategy</i> – consultation, deadline 5pm on Friday, 26<sup>th</sup> April. Details emailed.</p> <p>c. Devolution expectations with a caution – Members to consider the email from Mr Alan Percy (previously emailed).</p>  | Cllr. Rooney  |
| 33/2024 | <p><b>Diary Dates –</b></p> <p>a. <i>Parish Council Meeting</i> – 26<sup>th</sup> March 2024.</p> <p>b. <i>Parish Meeting</i> – Members to set a date and agree the venue. Members to consider the provision of drinks and nibbles.</p>  |               |
| 34/2024 | <p><b>Information Only / Future Agenda Items –</b></p> <p>a.</p>   |               |
| 35/2024 | <p><b>Closed Session</b> – 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>   |               |
| 36/2024 | <p><b>Standing Contracts</b> – tender documentation had been sent regarding:</p> <ul style="list-style-type: none"> <li>i. PROWs</li> <li>ii. Weed spraying</li> <li>iii. Whitecross</li> <li>iv. WC Cleaning – Members to consider deferring the start of this contract to October 2024 and to agree the length of that contract.</li> </ul> <p>Working Party – Cllrs. Ainley, Clare-Dunbavend and Goddard.</p> | Members       |
| 37/2024 | <p><b>St Saviour’s and The Quay WCs</b> – Members to agree a deferment to March 2024 to allow time for an update to the specification.</p> <p>Working Party – Cllrs. Ainley, Clare-Dunbavend and Goddard.</p>  | Working Party |
| 38/2024 | <p><b>Planning Enforcement Cases</b> – Cornwall Council had deemed planning enforcement matters to be confidential. Members to receive a verbal update:</p>  |               |
| 39/2024 | <p><b>Meeting Closed</b> –</p>   |               |

Signature: ..... (Mrs Gillian Thompson)  
Parish Clerk

Date: 14<sup>th</sup> February 2024

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