

**LANTEGLOS-BY-FOWEY PARISH COUNCIL**  
**AGENDA OF THE FULL COUNCIL MEETING TO BE HELD**  
**ON TUESDAY 24<sup>th</sup> SEPTEMBER 2024 @ 6.30pm**  
**IN WHITECROSS VILLAGE HALL**

Minute	AGENDA ITEMS	Action
	<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.  Representatives from the Battery Park Residents Association BPRA to attend and explain their plans for a service road. Minute 151b/2024 refers.	
143/2024	<b>Casual Vacancy</b> – Members to consider any expressions of interest and to co-opt a new Councillor if possible. The Clerk to then advise CC.	
	<p><b>Outside Authorities / Bodies</b> – Members to receive reports from outside authorities as follows:</p> <p>a. <i>County Councillor Report</i> – Members to consider Cllr. Candy’s report.</p> <p>b. <i>South East Cornwall CAP</i> – action notes of the last CAP Meeting were previously emailed. Future meetings to be held on:</p> <ul style="list-style-type: none"> <li>• Tuesday 3 December 2024</li> <li>• Tuesday 4 March 2025</li> </ul> <p><u>Affordable Housing Allocation</u> – Members to formally agree to a proposal regarding housing allocation to be taken to CAP requesting their support.</p> <p><u>Community Area Partnerships (CAP) Online Survey 2024</u> – details previously emailed.</p> <p>NOTE – National Highways’ presentation i.r.o. the Saltash Tunnel was circulated via email.</p> <p>c. <i>Police</i> – PCSO Cocks. August Newsletter previously circulated via email.</p> <p>NOTE – Police issued an open letter to communities on the recent disorder; previously emailed.</p> <p>NOTE – survey circulated: “Victims’ views on courts sought”.</p>	Members
144/2024	<b>Apologies –</b>	
145/2024	<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>	

146/2024	<p><b>Minutes of Meetings –</b></p> <p>a. <i>Full Council Meeting – 23<sup>rd</sup> July 2024.</i></p>	
147/2024	<p><b>Planning Applications –</b> Members to consider the following, including any applications received after the agenda had been published.</p> <p>a. PA24/05544, Churchtown Farm Polruan – Listed building consent for partial rebuild of east elevation gable wall; removal of cement-based render; partial rebuild of chimney stack adjacent the party wall; making good existing trusses. Due to time constraints, a response of “No Objection” was submitted, following emailed discussion with Members.</p> <p>NOTE – see also Minute 149d/2024 below.</p> <p>b. PA24/06144, 29 Fore Street Polruan – Listed Building Consent for proposed removal of existing man-made roof covering, and re-roofing with natural slate.</p> <p><a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SHSZ3RFGICJ00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SHSZ3RFGICJ00</a></p>	NFA
	<p>c. PA24/00895/PREAPP, Land S of Chapel House, Chapel Lane, Polruan – pre-application advice for proposed new dwelling.</p> <p><a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SH2W53FG0JW00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SH2W53FG0JW00</a></p>	
	<p>d. PA24/01013/PREAPP, 1 Moss Terrace, East Str., Polruan – pre-application advice for single storey extension to front of dwelling.</p> <p>Gini (in email above): pre-application advice for single storey extension to front of dwelling. This all makes sense and is a good Pre App so as long as they don't via away from this for the full application No</p> <p><a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SIKKF1FG1Z500">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SIKKF1FG1Z500</a></p>	
	<p>e. PA24/06228, The Old Watch House West Street Polruan – extension of existing balcony and alteration to water access steps.</p> <p><a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SHWK0UFG1FD00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SHWK0UFG1FD00</a></p>	
	<p>f. PA24/06559, Penolva 2 New Road Lanteglos – works to trees subject to a Tree Preservation Order (TPO), works include Sycamore-E2/08/TPO/00025 1 meter reduction to South side of tree – to minimise overhanging limbs to property.</p> <p><a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SIKRAIFGLAB00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=SIKRAIFGLAB00</a></p>	
148/2024	<p><b>Other Planning Matters –</b> details previously emailed.</p> <p>a. <i>PA24/02582, Land Adjacent to Veverly Car Park Townsend</i> – change of use of land to storage compound, and the creation of a new access.</p> <p>Members to appoint a Member to represent the PC when this application is considered by CC Planning Committee.</p> <p>b. <i>Public Landing Access Toms Yard as stated in PA19/02698</i> – Members to consider. <a href="https://planning.cornwall.gov.uk/online-applications/simpleSearchResults.do?action=firstPage">https://planning.cornwall.gov.uk/online-applications/simpleSearchResults.do?action=firstPage</a></p>	Members
149/2024	<p><b>Planning Applications Approved by CC –</b> for information only.</p> <p>a. PA24/04174. 58 West Street, Polruan – extension to incorporate a small courtyard into the main house by enclosing the ground floor space and building a small first floor extension with extended hipped roof over.</p> <p>b. PA24/00516, Land N of Frogmore Farm Lanteglos – erection of new agricultural barn for livestock purposes.</p>	

	<p>c. PA24/05439, Lawhippett Farm Lanteglos Highway Lanteglos – following a customer request for a three-phase connection NGED will be required to upgrade the existing overhead network to facilitate the connection....</p> <p>d. PA24/05544, Churchtown Farm Polruan – Listed building consent for partial rebuild of east elevation gable wall; removal of cement-based render; partial rebuild of chimney stack adjacent the party wall; making good existing trusses.</p>	
150/2024	<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> <p>i. <u>St Saviour’s WCs</u> – see also Minute 159/2024 below.</p> <p>ii. <u>Frogmore WCs</u> – The National Trust (NT) had been asked for an update i.r.o. the redecoration which is due to start in September/October. NOTE – lease expires 31<sup>st</sup> May 2025.</p> <p>iii. <u>The Quay WCs</u> –</p> <ul style="list-style-type: none"> <li>• <i>Water Usage</i> – Cllr. Kelly advised the high water bill is due to the cistern in the ladies. He has asked someone to look at it.</li> <li>• <i>Cleaning</i> – following the complaints from the Polruan Town Trust the toilets are now being cleaned 3 times daily.</li> <li>• <i>Hygiene Waste Bins</i> – Cllr. Kelly had provided a photograph showing how the new bins are “a magnet for rubbish”. NOTE – Members to consider any quotations for signage in the Closed Session.</li> <li>• <i>Leak in Gents WC</i> – a quotation for repairs had been forwarded to the Polruan Town Trust (PTT). NOTE – the PTT is seeking help to make an application for funding regarding a rebuild of The Quay building. NOTE – Cllr. Kelly to keep a log of meter readings.</li> </ul> <p>iv. <u>Legionella Testing</u> – Mrs Kelly advised the water temperatures are all at 10°.</p> <p>v. <u>Sanitary Waste Disposal</u> – the Clerk had signed the “Duty of Care” documentation.</p> <p>b. <i>Doctors’ Surgery</i> – Members to receive an update.</p> <p>c. <i>Greenbank Seating</i> – Members to receive an update regarding purchase of a new bench. NOTE – five Members requested this item be placed onto the September agenda in accordance with Standing Order 7a.</p> <p>d. <i>Lanteglos Churchyard</i> – Members to consider a complaint regarding the condition of the churchyard.</p> <p>e. <i>Waste Collection</i> – Members to consider a complaint about non-collection due to parked vehicles.</p> <p>f. <i>Whitecross Green</i> – Ms Helen Ferneux, CC advised CC’s Highways Team have confirmed there is a small area of land within the area that we want to register which is already owned by CC and seems to relate to when the road was realigned. The good news is that the Highways Team has no objection to our registering the rest of the land that was not included within the original conveyance even where this includes the area that is technically Highways. It just means that it can be used as highways verge and is subject to highways rules. She will now progress the application to the Land Registry.</p>	<p>Information</p> <p>Information</p> <p>Cllr. Goddard Cllr. Ainley</p> <p>Information</p>

151/2024	<p><b>Highway Matters</b> – including any items received after the agenda had been published.</p> <p>a. <i>Polruan Bus Shelter</i> – Members to receive an update regarding a replacement roof and repainting of the shelter.</p> <p>b. <i>Battery Park</i> – the Battery Park Residents Association BPRA (in the process of being set up) is proposing to surface (tarmac) the service road through the Park. Planning permission may be needed but the BPRA ask Members if they have any concerns. Email from Dr Martin Quinn previously circulated via email.</p>	Cllr. Kelly
152/2024	<p><b>Administrative Matters</b> – not covered elsewhere on the agenda.</p> <p>a. <i>PC Website</i> – Local government websites are required to comply with Web Content Accessibility Guidelines (WCAG). WesternWeb Ltd. are making the necessary changes to the PC's website.</p> <p>b. <i>Zoom</i> – does anyone have Zoom so the Clerk can be invited to winter meetings. NOTE – this to avoid the need to purchase Zoom for her use.</p>	Information
153/2024	<p><b>Safer Community Project</b> – the new CCTV had been installed and is now “up and running”.</p>	Information
154/2024	<p><b>Financial Matters</b> –</p> <p>a. <i>Accounts for Payment</i> – September payment schedule to follow.</p> <ul style="list-style-type: none"> <li>• August payments to a value of £11,620.66 were <b>APPROVED</b> for payment via email.</li> </ul> <p>NOTE – the August payments will be circulated via email.</p> <p>b. <i>Bank Reconciliation</i> – copy of the Bank Reconciliation to follow.</p> <p>c. <i>Budget Monitor</i> – copy to follow.</p>	
155/2024	<p><b>Documentation / Correspondence</b> – not covered elsewhere on the agenda. Items previously emailed.</p> <p>a. <i>Cornwall Together</i> – NHS monthly bulletin.</p> <p>b. <i>Lithium-ion Battery Campaign</i> – Update No.1.</p> <p>c. <i>Planning News for Local Councils and Agents</i> - Summer 2024 now published.</p> <p>d. <i>CC Town and Parish Council Newsletter</i> – August 2024</p> <p>e. <i>Cornwall Community Land Trust</i> - August News.</p> <p>f. <i>Cornwall Together</i> – NHS August 2024 newsletter.</p> <p>g. <i>Affordable Housing Newsletter</i> - September 2024.</p> <p>h. <i>CC's Weekly Planning Newsletter</i> – September 2024.</p> <p>i. <i>CC's Town and Parish Council Newsletter</i> – September 2024.</p> <p>j. <i>Clean Cornwall Newsletter</i> – September 2024.</p> <p>k. <i>Forest for Cornwall Autumn Newsletter</i> – 2024.</p>	
156/2024	<p><b>Diary Dates</b> –</p> <p>a. <i>Full Council Meeting</i> – 22<sup>nd</sup> October 2023, in Polruan Village Hall. Time to be agreed.</p>	
157/2024	<p><b>Information Only / Future Agenda Items</b> –</p> <p>a.</p>	

158/2024	<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.	
159/2024	<b>St Saviour's WCs</b> – Members to consider Cllr. Goddard's Tender report. Working Party – Cllrs. Goddard, Beresford and the Clerk.	Cllr. Goddard
160/2024	<b>WC Cleaning Contract</b> – Members to consider Cllr. Goddard's Tender report. Working Party – Cllrs. Goddard, Beresford and the Clerk.	Cllr. Goddard
161/2024	<b>Quay WCs</b> – Members to consider: <ul style="list-style-type: none"> <li>• <i>Hygiene Waste Bin Signage</i> –. Minute 150a/v refers.</li> </ul>	
162/2024	<b>Planning Enforcement Cases</b> – Cornwall Council had deemed planning enforcement matters to be confidential. Members received a verbal update:	
163/2024	<b>Meeting Closed</b> –	

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

Date: 17<sup>th</sup> September 2024

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