

LANTEGLOS-BY-FOWEY PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD

ON TUESDAY 28TH OCTOBER 2025 @ 7.00pm

IN POLRUAN VILLAGE HALL

Minute	AGENDA ITEMS	Action
	Present – Cllrs. Rooney (Chair), Ainley, Pyke, Adams, Bunt, Palmer, Hawa, Kelly and the Clerk.	
109/2025	Chairman's Welcome and Public Forum – the Chair opened the meeting and welcomed members of the public. Graham Palmer was present to answer questions referred to the Polruan Town Trust	
	Outside Authorities / Bodies – Members received reports as follows: a. <i>County Councillor Report</i> –Cllr. Candy gave a verbal report. He reported that he was aware of continuing problems around the unreliability of buses, sometimes not turning up and outlined that he is pursuing the provision of a real time notice board by the bus stop in Polruan which will assist people in knowing if and when the buses will arrive. He reported that he will attend the next PUG meeting in November. He also reported that positive news from the morning's planning committee regarding Polruan stores. The blocked drain in Battery Lane is also being escalated by the county council which is aware that a long term solution is necessary. b. <i>South East Cornwall CAP</i> – Cllr Palmer attended the meeting on 7th October 2025 which was held online. She reported a positive experience overall and outlined a few of the points raised. CAP are keen for the public to attend meetings and asked for up-coming meetings to be advertised on the Polruan support page. She reported that Ned Bowie the new police inspector at Looe was keen to engage with the public and will be running a surgery once a month. He outlined new initiatives such as taking sniffer dogs around pubs. Various other matters were outlined including the proposal for a new jetty in Torpoint for a new fleet of electrically charged boats. c. <i>Police</i> – PCSO Cocks sent a written report as he was unable to attend the meeting in person. 1 crime was reported during September that being of harassment. The community van will be in Polruan 9.30 – 10.30 am on Thursday 30th October. If this could be posted on the Polruan support page that would be good. Please refer to Your area Police.uk (www.police.uk) for updates. d. PUG – Cllr Ainley or Clare-Dunbavand will attend the next meeting 25th November 2025.	
110/2025	Apologies – Cllrs Talling, Beresford and Clare-Dunbavand	
111/2025	Members' Declarations – a. <i>Pecuniary/Registerable Declarations of Interests</i> – Cllr Andrew Hawa declared an interest in relation to the discussion around his planning application	

	b. <i>Non-registerable Interests</i> – Cllr John Adams for discussion on two planning applications noted below at Moss Terrace and Pencarreg Townsend Polruan c. <i>Declaration of Gifts</i> – None d. <i>Dispensations</i> None. - e.	
112/2025	Minutes of Meetings – a. <i>Full Council Meeting</i> – 9th September 2025, AGREED as a true record.	

113/2025	Planning Applications – Members to consider the following, including any applications received after the agenda had been published. a. Dolphins 4A Hockens Lane Polruan Fowey Cornwall PL23 1PP Works to trees in a conservation area (TCA) works include crown reduction and removal of two horizontal branches indicated in photo 3 - Mr Richard Shackleton - PA25/06676 (Case Officer - Philippa Day) Applicant decided not to make a TPO (noted below) b. PA25/06760 Single storey extension to the front elevation of the dwelling to accommodate larger living space to ground floor, replacement of existing balcony without compliance with conditions 2 and 3 of decision notice PA24/09272 dated 20.02.2025. 1 Moss Terrace East Street Polruan Fowey Members were asked to consider a request from the applicant to amend the planning condition 3 and allow a planter to be placed in front of the window instead of installing obscured glass. Members felt that this was not an acceptable option due to the temporary nature of a planter. Clerk to reply to the planning officer c. PA25/07394 Erection of residential garage, with associated works. Pencarreg Townsend Polruan Fowey Case Officer Josep Sandercock No comment d. PA25/07611 Alterations and extension (side/rear/roof) to dwelling with associated works with variation of Condition 2 of Decision Notice PA25/05618 dated 11.09.2025 Blackhall Cliff Rise Polruan Fowey Members' view that this was a standard that had been agreed previously i.e going into the roof space but now the applicant has decided not to create an additional room but leave it as attic space. However, members have requested a diagram showing the elevations of what is now planned to be posted on the planning portal for completeness before recording their final comments. Clerk to refer to the planning officer with this request. e. PA25/07645 Proposed extension to form first floor level over part of existing ground floor, conversion of garage to form annexe accommodation with proposed link to dwelling, closing up of existing driveway and formation of new access and parking area 15 Ocean View Polruan Fowey Cornwall No 15 Ocean view is in the middle of an estate of bungalows set on a hill side outside of the conservation area in Polruan. Some properties at the top of the hill have already converted to an additional first floor without making a significant impact to the character or impact to neighbouring properties (with the exception 9 Ocean view that represents overdevelopment and is not in	Clerk
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	character with the general area). The application is modest in terms of footprint, and the parish council does not consider this to be over development. The application detail provided is minimal in terms of heights of elevations and any diagrams showing visual relationship with neighbouring properties particularly the bungalow to the rear - No 13, Ocean View. Due this lack of visual impact material the parish council is unclear if the application upholds NDP Policy 1 in terms of being will visually well-integrated with nearby structures in terms of form and scale. That development may have overbearing and overshadowing impacts to the neighbouring property 13 Ocean View to the rear of the applicant. Currently the NE elevation and roof line of No 15 is just visible from the living area and garden patio of No 13. The proposed roof line will be 2.4M higher at the apex and 1.3M higher for the flat roof (excluding chimney). The increased roof line and elevation will undoubtedly impact the view from No 13 kitchen, the living area (with French doors a patio) and the garden patio. Whilst there are no significant windows overlooking to the rear and there is no right to a view it was discussed there could be a significant impact to amenity to No 13 due to potential overbearing and overshadowing. There may also be loss of light particularly in the winter months when the sun is lower causing No 15 to shadow No 13's living area. The parish council is mindful that a neighbouring property is currently vacant as the owner has recently died which may mean there are no comments provided from this neighbour even though the amenity of this property maybe impacted. The proposed new entrance appears to be cramped for 2 cars and is on a corner with poor visibility, so the parish council is concerned around safety risks of vehicles entering and exiting the new entrance It was resolved to contact the planning officer with these interim comments and request these are considered in detail as part of the decision process to better inform the parish council to make a final decision. Also to request some further visualisation diagrams as seen from living accommodation and garden of 13 Ocean View is provided.	Clerk
114/2025	Other Planning Matters – a. Social housing update – Cllr Ainley reported that the parish council has received a spreadsheet from Cornwall Housing to show how the council houses are allocated. 51 Greenbank had been allocated to a non-local and 52 and 55 had been allocated locally. Numbers 27 and 28 Greenbank have been identified as being subject to subsidence. The parish council has requested a visit with Cornwall housing to view these houses with the housing officer to understand the severity of this problem. Cllr Candy recognised the frustrations of members regarding why some properties have been vacant for some time. He pointed out that regulations meant that houses had to be fit for living and pass certain criteria before they could be re-let. He is continuing to pressure Cornwall housing to streamline this process to make it quicker. Cllr Bunt also mentioned that the tenant who had moved out of the Winklepicker is in private rental and still waiting to be allocated a council house in Polruan. This is not the only example to local people needing local homes. Members were made aware of a recently vacated council house in Whitecross that has already been empty for one month since the tenant moved out with no sign of this being re-let in the immediate future. b. Ferry Climb car parking area – The clerk had referred this to planning enforcement as the property is now being lived in and is let as holiday	Cllr Ainley Cllr Candy Clerk

	accommodation. She had received a short standard reply referring to the "Enforcement Investigation Flow Chart" and that it is at step 4 of 11 (undergoing investigation). Clerk to continue to pressure enforcement for a response on the action proposed. c. Polruan Stores – Cllr Ainley and Cllr Jim Candy had attended the planning committee meeting earlier today and were delighted to report that the committee unanimously agreed to support the application, due mainly to the benefit to the local community. The chair thanked Cllrs Ainley and Candy for their hard work in securing this positive outcome.	Clerk
115/2025	Planning Applications Approved by CC – for information only. a. PA25/05618 Blackhall Cliff Rise Polruan Fowey Cornwall PL23 1QQ Alterations & extension (side/rear/roof) to dwelling with associated works. APPROVED b. PA25/06754 Fox Valley Cottages Lanlawren Farm Trenewan Looe PL13 2PZ Application for a Lawful Development Certificate for Proposed construction of building for manager's accommodation and additional holiday units: confirmation of commencement of works in relation to decision notice PA22/07246 dated 04.11.2022 - installation of drainage works Granted (CAADs, PIPs and LUs only) c. PA25/06676 Dolphins 4A Hockens Lane Polruan Fowey Cornwall PL23 1PP Works to trees in a conservation area (TCA) - T1 (Copper Beech) works include crown reduction and removal of two horizontal branches indicated in photo 3 Decided not to make a TPO (TCA apps)	
116/2025	Environmental/Amenity Matters – including any items received after the agenda has been published. a. Public Conveniences – Members to consider: i. St Saviour's WCs – Cllr Kelly reported that he had fixed the leaking tap in the ladies. The clerk was asked to contact Source for Business to explain why the latest quarterly bill was so high. She will report back to members. Cllr Kelly will read the water meter each week and report the meter reading to the clerk. ii. Frogmore WCs – The clerk was asked to contact the National Trust to get the lease to be signed by the chairman Cllr Rooney iii. The Quay WCs – Graham Palmer from Polruan Town Trust gave members an update on the situation regarding the renovations of the toilet block. He explained that this project hinged on the money being made available from the section 106 agreement which included the renovation of the Winklepicker flat for social housing. The money was necessary to fund the renovations. Cllr Candy offered to make enquiries as to finding a registered provider to take on the landlord duties (a constituted body able to take on and conform to the law regarding tenants rights etc.) He has this in hand and will do his best to secure this essential part of the process so that the section 106 money can be released. iv. Legionella Testing – Mrs Kelly provided water temperature of 10 degrees C.	Clerk Clerk Cllr Clare Dunbavand Cllr Candy

	b. Healthcare Provision – members to receive an update to include: Working towards a public meeting on health provision for Lanteglos after first liaising with Polruan Support Group update Cllr Rooney reported that he attended a meeting with Tammy Skinner, Beth Rigg from the Town Trust and Cllr Clare-Dunbavand in Polruan to discuss the local healthcare provision. Cllr Clare-Dunbavand confirmed that the fire service is still operating two co-responders in Polruan. It is possible that Polruan may be listed as an exception to the move from co-responders to volunteer first responders partly due to the age demographic of the community and partly its isolation. Discussions are ongoing around a number of small, isolated communities. Fowey Hospital – Cllr Rooney reported that we are still waiting for the decision from the judge as to whether this matter will go to judicial review. It is proposed that a meeting will be held with the local MP, GP and members of the local group to discuss how to manage local GP practice being separated from Polruan by the river. Clerk to add this to the next agenda.	Clerk
117/2025	Highway Matters – including any items received after the agenda had been published. a. Road Closure – Closure of Battery Lane going ahead this week. b. Potholes – These should be reported via the Cornwall Council portal with photographs uploaded if required. Anyone can report and problems will be inspected within a certain timeline according to their severity. c. Drains/roads – The clerk updated members following the walk around with the highway steward. Blocked drains reported following the inspection have been cleared where possible. Work is scheduled to re-surface the road and improve drainage from Whitecross to Pont in next year's budget. Cornwall highways will check on ownership of the road alongside the quay in Polruan but in principle have no objection to a boat storage rack but suggest public consultation initially to ensure local support. d. Enhanced LMP grant PROW – the clerk was successful in applying for a grant to improve a section of the Hall Walk from Polruan. Money was secured to cut back overhanging vegetation currently making the path narrow and to remove and level a sloping stone which is a trip and slip hazard to walkers. This is scheduled to be completed in November. Update at next meeting. e. 10 Hocken Lane Polruan – Parking area possible infringement of planning permission. Cllr Palmer explained to members that the original planning permission granted in 2022 was for 3 parking places. The applicant/owner has recently put the property on the market showing parking for 2 cars one in front of the other having separated the other parking spaces for an additional property and possibly more spaces besides. This is a clear breach of the original planning permission. Member asked that the clerk refer this to planning enforcement for investigation.	Clerk Clerk
118/2025	Administrative Matters – not covered elsewhere on the agenda.	

	a. Update on repair of churchyard gate at St John's Bodinnick – Cllr Kelly reported that the gate was collected and is now at the boatyard in Polruan waiting to be repaired. The chair thanked Cllr Kelly b. Cornwall Fire and rescue plan – no comment from members c. Section 106 – Winklepicker – discussed earlier in the meeting d. Provision of extra CCTV – Cllr Pyke reported that the parish council and the Town Trust had worked together to put forward a bid for a grant from the Police and Crime Commission £120k fund. An application had been made for £5k this year with another £5k to be applied for next year to upgrade to infra-red cameras. It has been split into as the micro-wave links will need to be upgraded as part of the scheme. e. Hand-rail – Moss Terrace. The clerk will see if the footpath is recorded on the definitive map of rights of way as a first step towards getting the rusty hand-rail replaced. Clerk to update members f. Cornwall Local Plan – Cllr Ainley had attended one of the recent drop-in sessions discussing the proposals for the next local plan (planning to 2050) f. Police sector inspector update – Cllr Palmer reported positive feedback from Ned Bowie the new local inspector. He is keen to engage with the local community.	Cllr Kelly Cllr Pyke Clerk
119/2025	Financial Matters – a. <i>Accounts for Payment</i> – October payments to a value of £6636.68 were APPROVED for payment. The Clerk to place a copy on the website. b. <i>Bank reconciliation</i> – A copy of the bank reconciliation has been circulated to members. c. <i>Budget monitor</i> – A copy of the budget monitor had been circulated to members. The clerk reported that she had spoken to Barclays bank regarding Cllr Hawa becoming a signatory on the account. Members agreed that the 3 signatories currently are sufficient for the purposes of signing and authorising payments.	Clerk
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120/2025	Documentation / Correspondence – not covered elsewhere on the agenda. Items previously emailed. Needs Budget for Cornwall – no comment Community roadshows – Cornwall Rural and Coastal – no update Draft woodland management plan circulated to members for information. Clerk asked members to forward any comments they may have so that she may respond accordingly Invitation to join CALC Executive Board – No comment.	
121/2025	Diary Dates – Polruan's Got Talent 1 st November 2025	
	Full Council Meeting – 25 th November in WI hall Polruan 7pm	Clerk

122/2025	Information Only / Future Agenda Items –	
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123/2025	Meeting Closed at 9.00pm	
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Signature: (Cllr. Rob Rooney)
 Parish Council Chair

Date: 25th November 2025