

LANTEGLOS-BY-FOWEY PARISH COUNCIL
NOTICE AND AGENDA OF THE COUNCIL MEETING
TO BE HELD IN THE WI HALL, POLRUAN
MONDAY, 28th OCTOBER 2013 @ 7.00 pm

Members of the public and press are invited to attend this meeting of the Council.

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – Members of the public are reminded that recording, broadcasting or transmitting the proceedings by any means is not permitted, so mobile phones, I-pads and tablets should be turned off.</p> <p>Prior to the commencement of the meeting a period will be allowed for members of the public to ask questions or comment on matters on the Agenda. Also reports from the Police and Cornwall Councillor, if present.</p> <p>a.</p> <p>b. <i>Police</i> – PCSO David Evans.</p> <p>c. <i>County Councillor</i> – Cllr. Hannaford to give a report, to include:</p> <p>i. <i>Treetops, Pont, Langeglos</i> – the unfinished retaining wall has dangerous spikes protruding from it; Members to receive a verbal report as to a remedy</p> <p>ii. <i>Land at Brendon</i> – Minute 73b/2013 refers. Covered by County Cllr. Hannaford's report. A copy of the deeds is now available. County Cllr. Hannaford to advise what action is needed to create car parking.</p> <p>iii. <i>Drains and Water Run-off</i> – Minute 80a/2013 refers. Cllr. Hannaford was to have invited suitable officers to meet with Members to address their concerns regarding the combined sewage / surface water issues.</p> <p>iv. <i>Residents Parking Permit Scheme</i> – Members to consider introducing such a scheme; Cllr. Hannaford to provide advice.</p>	
	<p><u>Feedback from the September Meeting</u> –</p> <p>a. <i>Letter of Complaint</i> – in the Public Session of the September meeting, a letter of complaint was handed to the Chairman. Advice on the contents were sought from Cornwall Association of Local Councils and, as the complaint referred to a non-Council related matter, it was deemed inappropriate to comment further.</p>	
94/2013	<p><u>Members' Declarations:</u></p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – Members must declare an interest, in an agenda item, which has been declared on their Register of Financial Interests form.</p> <p>b. <i>Non-Pecuniary/Disclosable 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 not accept any gifts or hospitality that they are offered or receive in connection with their official duties as a member that could be seen by the public as likely to influence their judgement in these matters.</p> <p>d. <i>Dispensations</i> – Members to consider granting any written dispensations that have been received.</p>	

95/2013	<u>Apologies for Absence</u> –	
96/2013	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 30 th September 2013. b. <i>Extraordinary Meeting of the Full Council</i> – 18 th October 2013. c. <i>Planning Committee Meeting</i> – 18 th October 2013	
97/2013	<u>Planning Committee</u> – Members to consider the recommendations of the Planning Committee meeting held on 18 th October 2013, in respect of: a. <i>PA13/08936, Hall Walk Cottage, Bodinnick</i> – certificate of lawfulness for the continued use of land as residential garden. RECOMMENDATION is for the Planning Officer to determine on the balance of probabilities. b. <i>PA13/08017, Old School House, 11 Old Road, Bodinnick</i> – notification for consent to reduce Sweet Chestnut by 3m, Lime by 3m, remove Elm within a group of 4 and Elm within a group of 3 within a conservation area. RECOMMENDATION is to support.	
98/2013	<u>Planning Applications Approved by Cornwall Council</u> – information only. a. <i>PA13/06954, Tonkins Quay House, Lanteglos</i> – roof extension incorporating a dormer window and to extend the balcony over an existing flat roof. NOTE – Members supported this application.	
99/2013	<u>Other Planning Matters</u> – a. <i>Treetops, Pont, Lanteglos</i> – covered by County Cllr. Hannaford’s report. b. <i>Enforcement Cases Closed by CC</i> – i. <i>EN13/01117, Land Adjacent to Polruan Holiday Centre, Townshend</i> – Change of use of land to builder’s yard. Reason for closure: immune from enforcement action. NOTE – do Members wish to arrange a meeting with the National Trust, to try to seek a solution? ii. <i>EN13/02151, 62 Greenbank, Polruan</i> – construction of fence in excess of 1m at the front of the property. Reason for closure: breach resolved. c. <i>New Enforcement Cases Reported to CC</i> – i. <i>EN13/02386, Methodist Chapel, 51 West Street, Polruan</i> – alleged breach of planning control.	
100/2013	<u>Environmental / Amenity Matters</u> – a. <i>Lanteglos-by-Fowey War Memorials Working Party</i> – Minute 75c/2013 refers. Members to receive an update, regarding a grant application to carry out a condition survey and to consider a proposal that the Parish Council formally adopts (or become custodians of) the war memorial in line with our powers under the Public Health Act 1936, s.125. b. <i>Polruan Play Area</i> – Minute 75e/2013 refers. Members to receive an update, regarding a meeting with the Town Trust and Mrs Bate. c. <i>Land at Brendon</i> – Minute 73b/2013 refers. Covered by County Cllr. Hannaford’s report. d. <i>Polruan WCs</i> – Members to receive any report from Ms Fran Garton; to include confirmation that the keysafe has been installed. Members to also receive a progress report, regarding the works to St Saviour’s WCs: installation of urinal and hand-dryer. Minute 83b refers.	Cllr. Doe
101/2013	<u>Highways Matters</u> – a. <i>Drains and Water Run-off</i> – Minute 80a/2013 refers. Covered by County Cllr. Hannaford’s report.	

	<ul style="list-style-type: none"> b. <i>Residents' Parking Permit Scheme</i> – covered by Cllr. Hannaford's report. c. <i>Weather Plan</i> – Members to review arrangements to grit roads, etc. d. <i>Fore Street Resurfacing</i> – Mr Robert Hancock, Cormac has advised that resurfacing works from The Quay to St Saviour's Hill junction, continuing as patching works to Ferris Way, will commence on Tuesday, 21st January 2014, and take 4 days. They intend to operate in two 3 hour shifts, commencing at 0900hrs to 1200hrs and 1300hrs to 1600hrs. It is hoped that businesses and residents can plan journeys and deliveries around these shift periods, as machinery cannot be moved from the highway, once a shift commences. Full details previously emailed. 	Cllr. Moore Information
102/2013	<u>Defibrillator</u> – Minute 46d/2013 refers. Report previously circulated via email by Cllr. Jolliff. Members to receive a verbal update.	Cllr. Jolliff
103/2013	<u>Administrative Matters</u> – <ul style="list-style-type: none"> a. <i>Parish Council Website</i> – Minute 76a/2013 refers. Members to receive a verbal report; and to consider a proposal that the money received from business advertisements should be ring-fenced to cover the cost of a community, website diary. b. <i>Polruan Website</i> – Minute 76b/2013 refers. Members to receive an update, regarding the removal of references to Lanteglos PC, from this website. c. <i>Citizen's Advice Bureau</i> – Minute 79f/2013 refers. Deferred from the September meeting. Members to consider inviting Mr John Ede to give a presentation on the work of the Citizen's Advice Bureau. NOTE – Cllr. Wilde was to have obtained a prospectus from Mr Ede. d. <i>Council Meeting Venues</i> – Members to consider a proposal to alternate the venue for Council meetings between Whitecross and Polruan. 	Cllr. Doe Cllrs. Doe / Moore Cllr. Wilde Cllr. Wakeham
104/2013	<u>Financial Matters</u> – <ul style="list-style-type: none"> a. <i>Accounts for Payment</i> – schedule 2013/4-07. b. <i>Budget Monitor</i> – copy attached. c. <i>2012/13 External Audit Report</i> – a revised 'intermediate' report on the accounts had been received from the External Auditors, highlighting areas of concern. The issues raised indicate weaknesses in relation to the controls operated by the Parish Council, but which do not impact upon the audit opinion already given. A specific review of the newly introduced internal controls will be made. Grant Thornton recommends that the control deficiencies are discussed with the Internal Auditor. d. <i>Grant Applications</i> – Members to consider: <ul style="list-style-type: none"> i. <i>Lanteglos by Fowey PCC</i> – Minute 77a/2013 refers. An application for a grant of £1,750 towards the upkeep of the parish burial ground had been received from the PCC. This sum to be earmarked for this purpose, and released on presentation of invoices for grass cutting. Deferred from the September meeting. ii. <i>Lanteglos Age Concern</i> – an application for a grant of £200 for a Christmas lunch, free to anyone over 60 years and a £5 gift voucher (redeemable within the parish at local businesses) to anyone over 70. e. <i>Clerks & Councils Direct</i> – Minute 78g/2013 refers. Members to consider purchasing individual subscriptions for all Members at a cost of £12 each. Deferred from the September meeting. 	Cllr. Doe
105/2013	<u>Correspondence / Documents Received</u> – not covered elsewhere on the agenda: <ul style="list-style-type: none"> a. 	

106/2013	<u>Diary Dates</u> – a. <i>Full Council Meeting</i> – 25 th November 2013, in the WI Hall, Polruan. b. <i>Finance & General Purposes Committee Meeting</i> – 11 th November 2013.	
107/2013	<u>Information Only / Future Agenda Items</u> – a.	
108/2013	<u>Public Participation</u> – the meeting to adjourn to enable members of the public to make any comments or ask questions on matters affecting the parish and its residents. a.	
109/2013	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, concerning staffing issues and contracts , it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.	
110/2013	<u>Clerk's Grievance</u> – Minute 94/2013 refers. Members to receive a verbal report.	Cllr. Moore
111/2013	<u>Clerk's Disciplinary</u> – Minute 85/2013 refers. Members to receive a verbal report.	Cllr. Wilde
112/2013	<u>Breach of Contract Claim</u> – Minute 86/2013 refers. Members to receive a verbal report.	
113/2013	<u>Meeting Closed</u> –	

Signature: (Mrs Gillian Thompson)
Locum Parish Clerk

Date: 21st October 2013

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