



Minutes of the meeting held on Monday 18th April 2016

Present

Chairman Cllr. D Pengelly

Members

Cllr. W Collings Cllr. A Hawke Cllr. P Lightfoot Cllr. A French Cllr. A Sharpe
Cllr. C Wakeham Cllr. J Greville Cllr. M White Cllr. J Leftly

In Attendance

Mr G Sharpe (Clerk)

1 OPEN SESSION

- 1.1 Police Report - PCSO Evans attended to provide a brief on crime in the Parish. He informed Council that this would be his last attendance as he had now been accepted into Devon & Cornwall Police Service as a Police Constable. Members offered congratulations and best wishes in his future career.
- 1.2 Public Participation. Three members of the public attended to speak on agenda or general items. Ms M Powell attended to speak regarding planning application PA16/

2 CLOSED SESSION

- 2.1 Apologies for Absence - Cllr. D Julian Cllr. Hannaford(CC). The Chairman noted Cllr Hannaford's absence following a family bereavement. All Members wished to express their sincere condolences and the Clerk would write on behalf of the Council.

3 Members Matters

- 3.1 Declarations of Interest - Nil
3.2 Dispensations. No new dispensation requests
3.3 Gifts and Hospitality. Nil

4 Minutes of the Ordinary Meeting held on Monday 21st March 2016

- **0266 RESOLVED to approve the minutes as read.**
- Proposed by Cllr. White, seconded by Cllr. Wakeham, resolution carried.

5 Matters Arising

Item 15.3 The Clerk had been unable to find standard "no satnav" signs on general sale and suggested designing a better bespoke sign. Members advised him to contact CORMAC to see if they had a suitable design.

6 Finance

6.1 Financial Statement

- **0267 RESOLVED to approve the financial statement, including expenditure from cheque numbers 202241 to 202250 inclusive, totalling £5,370.88**
- Proposed by Cllr. Collings, seconded by Cllr. Lightfoot, resolution carried

6.2 End of year Accounts process and Exercise of Electors' Rights – The Clerk informed Members that the internal audit had been completed with no discrepancies. The End of year financial report was complete and ready for distribution. Members would be invited to approve the accounting statements at the May Meeting. The period for exercise of electors rights was set for 7th June to 18th July.

7 Planning

7.1 Applications received and circulated to Members:

Application	Location	Proposal	Vote
<u>PA16/02311</u>	Redundant Toilets, The Warren, Polperro	Change of use and alterations to annex to Quarry Cottage	9F/1A/1 Away
<u>PA16/02657</u>	Land Next To Longcoombe Lane Polperro	Construction of barn to house poultry, goats and horses. Resubmission of application no. PA15/11232	9F/1A/1 Away
<u>PA16/02143</u>	Quarry Cottage, The Warren Polperro PL13 2RD	Listed Building Consent for enlargement of 4 windows on the south west elevation	10/1 Away

- **0268 RESOLVED to refer these decisions and/or supporting comments to Cornwall Council**
- Proposed by Cllr.Sharpe, seconded by Cllr Lightfoot, resolution carried

7.2 Applications Determined –To report status of Planning Proposals decided by Cornwall Council since the last meeting.

Application	Location	Proposal	Status
PA16/00977	Anchor Cottage, The Warren, Polperro	Listed Building Consent: Refurb including replacing windows with similar, internal alterations.	Approved 22/3/16
PA16/01330	Kit Hill House Talland Hill Polperro	Proposed extension and retaining wall	Approved 22/3/16
<u>PA16/01511</u>	Barlandue Polperro Road	Two storey extension to house and external alterations	Approved 6/4/16
PA16/00998	1 The Police House, The Warren Polperro	Replace the existing roof covering with natural slate to match the existing roof	Approved 6/4/16

7.3 Current Enforcement Cases – To report status of extant Enforcement cases.

Case No	Location	Subject
EN15/02267	Harbour Studio, Polperro	Unauthorised Works to Listed Building (Sign painted on door) Case now closed, issue resolved
EN16/00429	Nancy's Place, Little Laney, Polperro	Unauthorised Works in a Conservation Area (Painting of Exterior) Ongoing
EN16/00501	2 The Police House	Unauthorised Works in Conservation Area. Target resolution date 28 June
EN16/00502	The Ship Inn, Polperro	Placement of large advert in Conservation Area. Target resolution date 28 June
EN16/00517	Blue Buoy Trading	Unauthorised siting of advertising boards in Conservation

		Area. Target resolution date 1 July
EN16/00518	Builders Yard Sclerder Lane Looe Cornwall PL13 2JD	Alleged Breach of Condition 4 (occupancy restriction) of E2/01/01614/FUL; namely property being used as full time residential use, landscaping, balcony construction etc. Target resolution date 1 July

7.4 Enforcement matters reported at this meeting - Members raised the matter of a large timber framed outbuilding being constructed at Barlandue on Polperro Road which may contravene planning regulations. Clerk is to report this to CC Planning Dept.

8 Reports

8.1 **Cornwall Council Matters.** No report on this occasion.

9 **Neighbourhood Plan** – The NDP Steering Group continues to hold drop-in sessions at the Harbour Tea Rooms from 11am Thursdays. A grant had been received and will be utilised to provide all houses and businesses with questionnaires and a survey. This will be distributed in May. Further information can be found at <http://polperro.community/ndp>.

10 Public Toilets –

10.1 Terms and Conditions of Transfer. Members confirmed that they would accept the terms of transfer offered by Cornwall Council for the three toilets at Crumplehorne, The Coombes (Fishnabridge) and Talland Bay.

- **0269 RESOLVED to accept the overage terms designated by Cornwall Council in the transfer documents for the Public Toilets at Crumplehorne, The Coombes (Fishnabridge) and Talland Bay**
- Proposed by Cllr. French, seconded by Cllr Greville, resolution carried

10.2 In accordance with PCC Financial Regulations Cllrs Pengelly and French were nominated as designated signatories to seal the transfer documents for the public toilets when appropriate.

- **0270 RESOLVED to authorise Cllr Pengelly and Cllr French to seal legal documents associated with the transfer of Public Toilets at Crumplehorne, The Coombes (Fishnabridge) and Talland Bay.**
- Proposed by Cllr. Wakeham, seconded by Cllr Sharpe, resolution carried

10.3 Members of the working group outlined their discussion with the owners of Talland Bay Beach café with regard to the operation of Talland Beach Toilets. After a long discussion it was decided by a majority vote that PCC could not justify offering a subsidy if the Toilets were only to be open on a seasonal basis.

- **0271 RESOLVED to offer a lease with subsidy of £1000 to Talland Bay Beach Café for supplying and running the Talland Bay Public Toilets all year round or a lease opening them seasonally (Easter to Oct) without subsidy.**
- Proposed by Cllr. Leftly, seconded by Cllr Wakeham, resolution carried

11 **Traffic Regulation Order** – Work in the restricted zone continues, although there is as yet no date for completion. Members discussed and amended proposal for the school area at Brent. This has yet to be commented on by Polperro CP school. If this

proposal appears acceptable a further period of consultation will be required at significant additional cost to the Council. A decision will be made when the school's response is known. Members recommended to Cornwall Council that the proposal for Langreek be held in abeyance whilst other means of reducing the parking problems there are explored. This proposal can be held for up to two years without the need for further consultation.

- 12 Decluttering of Village Signage** Cllr Hawke had conducted a personal survey of the state of signage around the village provided Members with an illustrated report. Members were appreciative of his efforts and all agreed that it was well worthwhile engaging with Cornwall Council Highways Dept to pursue this. The Clerk would contact Cornwall Council to enlist their cooperation.
- 13 Talland Bay Coastal Path.** No new information. Cornwall Council are still awaiting a response from the agent for the owner of Talland House.
- 14 Article 4 Direction Leaflet for Polperro** – Members approved the draft leaflet with minor amendments. As this spells out the special restrictions to development in the conservation area, it was decided that this should be placed on noticeboard, the PCC website and given wide electronic distribution to estate agents and holiday let owners as possible. Clerk to arrange distribution.
- 15 Correspondence (circulated to members for information):**
Received:
- Minutes of Polperro Harbour Trustees meeting 4 Feb 2016
 - Minutes of Polperro Harbour Trustees meeting 7 April 2016
 - Letter from Headteacher, Polperro CP School - application for academy status
 - Email from Mr Phil Gibson regarding sub-let of part of Big Green
 - Looe Policing Team April Newsletter
- 16 Any Other Business – For Report Only** - The Council cannot lawfully make decisions on items discussed under this heading. This heading is for reporting items of interest only.
- 16.1 Members reviewed Initial Proposal Forms for potential devolution of Big Green and the loading unloading area. Clerk to pass Comments to Cornwall Council representative.
- 16.2 The Clerk requested a change to September meeting date from 19th to 26th September. This was approved.
- 17 Time, Date and Venue of Next Meeting – The Annual Parish Council Meeting**
Will take place at 7.00pm on Monday 16th May 2016 in the Village Hall.

There being no further business, the Chairman closed the meeting at 8.55pm.

Signed..... Date.....