



Minutes of the meeting held on Monday 16th April 2018

Present

Chairman Cllr D Pengelly

Members

Cllr. A French Cllr. T Giddy Cllr. A Hawke Cllr. N Jolliff Cllr. P Lightfoot Cllr. Mrs A Sharpe
Cllr. A Talling Cllr. C Wakeham Cllr. M White

In Attendance

Mr G Sharpe (Clerk)

1 Open Session

- 1.1 Police Report – PCSO Cocks was unable to attend but provided a written brief on crime in the Parish.
- 1.2 Public Participation. A parish resident attended to comment on Item 7.3 (Planning Enforcement Cases).

2 Closed Session

- 2.1 Apologies for Absence – Cllr. Mrs J Greville

3 Members' Matters

- 3.1 Declarations of Interest - None
- 3.2 Dispensations – No new dispensation requests.
- 3.3 Gifts and Hospitality - Nil.

4 Minutes of the Ordinary Meeting held on Monday 19th March 2018.

- **0400 RESOLVED to approve the minutes as read.**
- Proposed by Cllr. Talling, seconded by Cllr. Sharpe, resolution carried.

5 Matters Arising From Last Meeting's minutes

Item 14 Grit Bin at Landgreek No-one had contacted the clerk to give further information. No further action unless re-raised by residents.

Item 18.2 Traffic control in Fore Street- Specific proposals requested by CC were still being collated.

Item 18.3 Sewage Treatment Plant - Update requested from SWW but no response to date.

6 Finance

- 6.1 Financial Statement.
 - **0401 RESOLVED to approve the financial statement, including expenditure from cheque numbers 202499 to 202512 inclusive, totalling £6,528.09**
 - Proposed by Cllr. French, seconded by Cllr. Lightfoot, resolution carried.
- 6.2 Review of Annual Accounts, Governance and Accounting Statements.

- **0402 RESOLVED to approve the 2017/2018 Annual Governance Statement (Section 1 of Annual Return) for submission to External Audit Authority.**
- Proposed by Cllr. French, seconded by Cllr. Lightfoot, resolution carried.
- **0403 RESOLVED to approve the 2017/2018 Accounting Statements (Section 2 of Annual Return) for submission to External Audit Authority.**
- Proposed by Cllr. Wakeham, seconded by Cllr. Lightfoot, resolution carried

6.3 Appointment of Internal Auditor for financial year 2018/19.

- **0404 RESOLVED to appoint Mr B Joliff as internal auditor for Polperro Community Council Accounts for the financial year 2018/19.**
- Proposed by Cllr. Sharpe, seconded by Cllr. Wakeham, resolution carried

6.4 Public Convenience Legionella Risk Assessment – Members accepted the quote from Aquastorage System Cleansing Ltd and authorised the expenditure. Clerk to issue work order.

6.5 Trenewan Village Road Sign. Members agreed two signs were necessary and authorised expenditure if Cornwall Council would not provide. Clerk to check with Cllr Hannaford with regard to CC funding.

- **0405 RESOLVED to approve expenditure of £700 for the provision of two name posts for Trenewan in the absence of Cornwall Council funding.**
- Proposed by Cllr. French, seconded by Cllr. Wakeham, resolution carried

7 Planning Applications – The following application for development within the Council Boundary were reviewed and response to the planning Authority formulated.

7.1 Applications received and circulated to Members:

| Application | Location | Summary of Proposal | Vote |
|-------------|-------------------------------------|---|--------------|
| PA18/02524 | Lockup Garages The Coombes Polperro | Replace three garage doors. Replace garage windows. | 10F/0A/1Away |
| PA18/02732 | Marrons Haven Little Laney Polperro | Installation of 6 conservation roof windows on the front elevation. Replacement of windows on the north, west and east elevations with new timber framed windows, south and inner west elevations with new uPVC framed windows to match the existing. | 10F/0A/1Away |

- **0406 RESOLVED to refer agreed decision and/or supporting comments to Cornwall Council**
- Proposed by Cllr. Lightfoot, seconded by Cllr Wakeham, resolution carried

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

| Application | Location | Proposal | Status |
|-------------|---------------------------------------|---|---------------------|
| PA17/11994 | The Old Rectory Talland Hill Polperro | Alterations, extensions, refurbishment of a five apartment building to reconfigure it as four apartments. | Approved 20/3/18 |
| PA18/01563 | Kiln Cottage Sand Hill Talland Bay | Building of a sunroom/conservatory to the front east facing elevation | Approved 3/4/18 |

| | | | |
|------------|-------------------------|---|-----------------|
| | | which incorporates the existing porch area | |
| PA18/01966 | Treen Cottage Lansallos | Reconstruct garage to form a new entrance with utility room at rear, create en-suite to existing bedroom in roof space. | Approved 3/4/18 |

7.3 Current Enforcements Cases– Report status of extant Enforcement cases.

| Case No | Location | Subject |
|------------|---|---|
| EN16/01923 | Pendennis And Shalom Lansallos St. Polperro | Alleged internal works to Grade II listed buildings to combine two dwellings into one. Remains under investigation. |
| EN17/01712 | Killigarth Manor Holiday Park Polperro | Alleged unauthorised works to a Grade II Listed building namely windows to front replaced with UPVC. Update – Correspondence sent to owner. Awaiting response. |
| EN17/01911 | Sclerder Abbey, Sclerder Lane | Alleged works carried out to a Grade II listed building - Removal of original doors, replacement with new doors, unsympathetic treatment of existing doors and insertion of additional fire doors. Update - Some work now approved. Remaining elements under investigation. |
| EN17/02447 | Baytree Cottage, The Warren, | Alleged works to a listed building – remains under investigation |
| EN18/00125 | Talland House Talland Street | Alleged replacement of windows and render removed to a building in a Conservation Area. Breach Confirmed -planning application requested. |
| EN18/00343 | Killigarth Holiday Estate Killigarth | Alleged installation of UPVC windows contrary to a planning condition. New case opened 26/2/18. |
| EN18/00536 | Mont St Pierre Quay Road Polperro | Alleged non-compliance with approved plans. New Case opened 3/4/18 |

7.4 Enforcement matters to be reported from this meeting. The white line at the edge of the Harbour Trust property on the Quay may be in breach of planning rules as it is in a Conservation Area. Advice to be sought from Cornwall Council.

8 Reports

8.1 Cornwall Council Report by Cllr Mrs E Hannaford: No report was rendered this month. Cllr Hannaford did not attend.

9 **General Data Protection Regulation** – Members discussed progress in preparing for the GDPR when it comes in to force on 25 May 2018. More advice was expected from the Cornwall Association of Local Councils and Members agreed to await further guidance before making major changes.

10 **Parking Enforcement SLA** – The cost of additional patrols had reduced from last year and members considered that an increase in patrols within the same budget was desirable. The Clerk was to liaise with Cornwall Council.

11 **Public Toilets** The agreed works at Talland are now expected to go ahead starting 8th May, after which it will be possible to re-open the toilets. The new water supply remains unconnected, although this would not prevent the toilets from opening.

12 **Premises Licence Application for Polperro Festival** -The Council approved an application to hold the Polperro Festival 2018 on Big Green and around the village from 16th to 24th June 2018.

13 Commercial Waste Collection – Members were supportive of a project plan proposed by PPG CIC to deal with commercial waste in the village. Cllr French was nominated the Council’s representative on the project team. The Chairman had been informed by Cornwall Council officials that there was increased abuse of the domestic waste collection by some businesses, which would attract greater enforcement action in the near future.

14 Proposed Landing Stage at West Quarry – Members considered a request from River Recreation CIC to place a temporary pontoon at West Quarry site. The Council’s decision was that they could not support the proposal as this development was contrary to the draft Neighbourhood Development Plan Policy 14 which gave protected status to Kilminorth woods and its associated shoreline.

15 Neighbourhood Plan – The pre-submission consultation on the draft Neighbourhood Plan is now under way and will run for at least six weeks. The updated Polperro Conservation Area Appraisal consultation is also running alongside this. Details are posted on the PCC website <http://www.polperrocommunitycouncil.gov.uk/notices.html>

16 Big Green Project - The Architect is still working on the drawings to bring them up to planning application standard and they will be presented to Council when ready. The transfer of ownership of that part of Big Green owned by the Village Trust is now progressing through legal process.

17 Control of Seagulls – The Clerk stated that so far ten properties had registered as having active nests on their roofs. The registration period is open until Friday 27th April.

18 Correspondence (circulated to members for information):

- Minutes of Polperro Harbour Trust meeting held on 1 February 2018
- Minutes of PPG meeting held on 10th April 2018
- Minutes of PPG CIC Board Meeting held on 3rd April 2018

Members noted from the PHT minutes that there was an intention to install some lights in the harbour area. As this is a Conservation Area, there might be a need for planning permission. The Clerk was instructed to bring this to the attention of PHT and advise them to seek guidance from Cornwall Council if there is any doubt.

19 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.

19.1 Plastic free village campaign. Cllr French would represent PCC in this project.

19.2 The bus shelter on the west side of the A387 at the Killigarth bend needed cleaning. Clerk to inform K Courts.

19.3 Members discussed ways of commemorating the end of WW1, including providing a plaque and participation in the Beacon of Lights. This would be on the next agenda, following discussion with the Royal British Legion Club.

20 Time, Date and Venue of Next Meeting

This was agreed as 7.00pm on **Monday 21st May 2018** in the Village Hall.

There being no further business, the Chairman closed the meeting at 9.05pm

Signed



Date.....**21 May 2018..**