



## Minutes of the meeting held on Monday 25<sup>th</sup> June 2018

### Present

**Chairman** Cllr D Pengelly

### Members

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

### In Attendance

Mr G Sharpe (Clerk) Cllr Mrs E Hannaford CC

### 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. Members of the public requested, and were granted permission, to speak on a development at Longcombe Lane, furniture being placed on the highway in the village and issues with the Polperro Festival. The council directed the Clerk to take reporting action where appropriate and to include the Festival on the agenda for the July meeting.

### 2 Closed Session

- 2.1 Apologies for Absence – Cllr. A Talling

### 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 21<sup>st</sup> May 2018.

- **0413 RESOLVED to approve the minutes as read.**
- Proposed by Cllr. Wakeham, seconded by Cllr. White, resolution carried.

### 5 Matters Arising from last Meeting's minutes

**Item 20.1** Furniture on the Coombes Highways had contacted the owner and the chairs had been removed.

### 6 Finance

- 6.1 Financial Statement.
  - **0414 RESOLVED to approve the financial statement, including expenditure from cheque numbers 202525 to 202537 inclusive, totalling £7,030.48**
  - Proposed by Cllr. Sharpe, seconded by Cllr. Giddy, resolution carried.
- 6.2 Annual Audit Process – The Clerk informed Council that the period for the Exercise of Public Rights was under way and will continue until 13 July 2018. Unaudited accounts were displayed on the website a parish notice boards.

**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
PA18/04997	Tremadale Killigarth Polperro	Proposed garage with personal gym/exercise area over	0F/10A/1 Away

Members also considered a five-day protocol notice for PA18/04104 and unanimously voted to request this application to be determined by Committee. Cllr Lightfoot was nominated as the lead Councillor for participation in the Committee meeting.

- **0415 RESOLVED to refer agreed decisions and/or supporting comments to Cornwall Council**
- Proposed by Cllr. French, seconded by Cllr Lightfoot, 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
PA18/03193 PA18/03194	Penny Cottage, The Warren Polperro	Retention of lime pointing to building and new windows in keeping with previous windows made from hardwood and Listed Building Consent	Approved 4/6/18
PA18/03225 PA18/03226	Pebbles, The Warren, Polperro	Replacement of two existing wooden external doors to outbuilding, a like for like replacement and Listed Building Consent	Approved 7/6/18
PA18/04398	Redcliffe Longcoombe Lane Polperro	Demolition of garage, rear and side extension, new front and rear dormers, replacement of roof slope materials, construction of side extension, terrace and alteration and addition of windows & door and re-finish parking area	Approved 12/6/18
PA18/03918	Mont St Pierre Quay Road Polperro	Construction of two storey extension to south and west elevations. Construction of glazed porch and replacement of all windows. (Revisions to approved application PA17/00924)	Approved 15/6/18
PA18/03926	Steward Cottage Porthallow	Ground Floor Extension and alterations to dwelling with associated works	Approved 22/6/18

7.3 Enforcement matters. The Clerk was instructed in the open session to report a development at Longcoombe Lane to Cornwall Council which it was considered might be in breach of planning rules.

**8 Reports**

- 8.1 Cornwall Council Report by Cllr Mrs E Hannaford: Cllr Hannaford had provided a written report in advance of the meeting and answered Members questions at the meeting.
- 8.2 Seagull Control Programme. The Clerk briefed members on the outcome of the programme which saw the removal of 54 eggs from active nests. Members wished to continue the programme next year.

**9 General Data Protection Regulation** – CALC had issued templates which would assist small councils to remain compliant with the new law.

- **0416 RESOLVED to form a Data Protection Sub Committee with Cllrs French, Greville and Wakeham as members.**
  - Proposed by Cllr. Hawke, seconded by Cllr Jolliff, resolution carried
- 10 Public Toilets** – Cllr Greville informed members that the Wallgate hand-washing machines in Crumplehorne Toilets. Members agreed that the manufacturer should be called in to fix the defects and service all machines. A future maintenance agreement with the manufacturer would be investigated.

- **0417 RESOLVED to authorise expenditure of up to £2,000 to repair and service Wallgate machines**
- Proposed by Cllr. Hawke, seconded by Cllr Jolliff, resolution carried

- 11 Works Inspection** – The Chairman would liaise with other members of the Works Sub Committee to identify a suitable date.

**12 Section 137 Grants and Contributions to Cemeteries**

Section 137 Grants

The Women’s Centre Cornwall	£150
Polperro Rowing Club	£500
Bridge Multi Academy Trust (Polperro Primary School)	£250
Polperro Nursery	£250
Hyper-Act-Ive Drama Group	£250
Cornwall Air Ambulance	£250
Citizen’s Advice Bureau	£150
Victim Support Scheme	£200
Polperro Promotion Group CIC	£1,000

- **0418 RESOLVED that the Council, in accordance with its powers under Sections 137 and 139 of the Local Government Act 1972, should incur the aforementioned expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with that expenditure**
- Proposed by Cllr. Wakeham, seconded by Cllr. Jolliff, resolution carried

Contributions to Upkeep of Cemeteries

- **0419 RESOLVED to grant £400 to Lansallos Parochial Church Council and £200 to the Liskeard and Looe Methodist Circuit towards the upkeep of burial grounds at Lansallos and Mabel Barrow respectively, in accordance with its powers under the Local Government Act 1972, Section 214.**
- Proposed by Cllr. Wakeham, seconded by Cllr. Sharpe, resolution carried

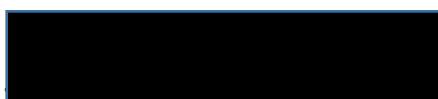
- 13 Community Network Highways Scheme** – Members approved the Expression of Interest form to cover control of heavy vehicles in Fore Street. Clerk to forward form to the Network Panel for consideration.

- 14 Community Emergency Plan** – Members discussed developing a Community Emergency Plan. The Clerk was to arrange a briefing by a Cornwall Council Community Resilience officer to explore this further.

- 15 Local Government Boundary Commission Draft Council Division Boundaries –**  
Members were content with the proposed addition of Pelynt to our parish group from the 2021, but wished the group title (currently proposed as Looe West, Lansallos and Lanteglos) to be amended to Looe West, Lansallos, Lanteglos and Pelynt. Clerk to respond on the consultation website.
- 16 Neighbourhood Development Plan –** The Plan had passed through the pre-submission consultation stage and was formally presented to Cornwall Council on 13<sup>th</sup> June. It is anticipated that the NDP will reach referendum stage in the Autumn. All documentation, including the draft plan itself, is available on the NDP web site.  
<http://polperro.community/ndp/draft-plan>
- 17 Big Green Project –** A heritage Impact Assessment had been received which was generally supportive of a planning application. A Land Contamination desktop survey, however, indicated that there may be issues with the old underground petrol tanks at the site. Members considered it was best to proceed with a planning application and to deal with any conditions imposed by the Planning Authority as they arose.
- **0420 RESOLVED to instruct the architect to proceed with the preparation and submission of the planning application for the refurbishment of Big Green.**
  - Proposed by Cllr. Sharpe, seconded by Cllr. Greville, resolution carried
- 18 End of WW1 Centenary Commemoration –** Cllr Pengelly would liaise with members of the working group to arrange an initial planning meeting.
- 19 Correspondence (circulated to members for information):**
- Minutes of Polperro Harbour Trust meeting held on 4<sup>th</sup> May 2018
  - Letter of Grant from Cllr Hannaford's Community Chest
  - Local Govt. Boundary Commission letter dated 5<sup>th</sup> June
  - Letter from North Coast Cluster Group regarding planning issues.
- 20 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.
- 20.1 A resident had asked that the Council place a "No parking" sign at the turning area in Longcombe Lane. The Clerk was instructed to contact CC Highways to seek advice.
- 20.2 A report from the Dog Fouling Working Group was raised but was deferred to the next meeting due to lack of time.
- 21 Time, Date and Venue of Next Meeting**  
This was agreed as 7.00pm on **Monday 16<sup>th</sup> July 2018** in the Village Hall.

**There being no further business, the Chairman closed the meeting at 9.15pm**

Signed



Date.....16<sup>th</sup> July 2018