



Minutes of the meeting held on Monday 20th March 2017

Present

Chairman Cllr. D Pengelly

Members

Cllr. W Collings Cllr. A French Cllr. J Greville Cllr. A Hawke Cllr. D Julian Cllr. P Lightfoot Cllr. A Sharpe Cllr. C Wakeham

In Attendance

Mr G Sharpe (Clerk)

1 Open Session

- 1.1 Police Report – No report received.
- 1.2 Public Participation. Mr N Kybert attended to answer questions on PA17/00924.

2 Closed Session

- 2.1 Apologies for Absence - Cllr. J Leftly Cllr. M White Cllr. E Hannaford CC

3 Members' Matters

- 3.1 Declarations of Interest - Cllr Sharpe declared an interest in Item 6.2 and left the room during discussion and voting on this item.
- 3.2 Dispensations – No new dispensation requests
- 3.3 Gifts and Hospitality - Nil.
- 3.4 Next Election. Cllr. Collings informed Members that, after over forty years on the Council, he would not be standing in the next election.

4 Minutes of the Ordinary Meeting held on Monday 20th February 2017

- **0331 RESOLVED to approve the minutes as read.**
- Proposed by Cllr. Julian, seconded by Cllr. French, resolution carried.

5 Matters Arising

Item 14 - Martin Hipperson Memorial Bench. The bench has been purchased and will be placed during the week commencing 20/3/17.

Item 17.1 - Nomination papers have been provided to all current members of the Council. These must be returned in person to Cornwall Council by 4pm 4th April.

6 Finance

- 6.1 Financial Statement.

- **0332 RESOLVED to approve the financial statement, including expenditure from cheque numbers 202329 to 202337 inclusive, totalling £7,889.96**
- Proposed by Cllr. Greville, seconded by Cllr. Collings, resolution carried

6.2 Establishment of Pension Scheme for PCC employee(s). Cllr French briefed Members on the requirement to adopt a workplace pension scheme now that changes to the Clerk's contract made him eligible for auto enrolment under employment law. A number of schemes were examined, and the Local Government Pension Scheme was selected.

- **0333 RESOLVED That all employees of Polperro Community Council shall be members of the Local Government Pension Scheme if, in any particular case, the individual makes written request to the Council and the Council agrees that request.**
- Proposed by Cllr. French, seconded by Cllr. Lightfoot, 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 |
|-------------|---------------------------------------|--|---------------|
| PA17/01292 | Perro View, The Warren Polperro | Conversion of existing shed into utility facility and studio with alterations to main bedroom. | 6F/3ABS/2Away |
| PA17/00924 | Mont St Pierre Quay Road Polperro | Two storey extension to both south and west elevations and change of associated windows | 9F/2Away |
| PA17/00359 | Miranda Cottage Little Green Polperro | Replace the external rendering. | 9F/2Away |
| PA17/00360 | Miranda Cottage Little Green Polperro | Listed Building Consent for above. | 9F/2Away |

- **0334 RESOLVED to refer agreed decision and/or supporting comments to Cornwall Council**
- Proposed by Cllr. Sharpe, seconded by Cllr Greville, 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 |
|-------------|---------------------------------------|--|------------------|
| PA16/10378 | Mermaid Cottage, The Coombes Polperro | Replace rotten wooden sliding sash windows with like for like double glazed uPVC sliding sash windows. | Approved 22/2/17 |
| PA16/10719 | Talland Barton Farm Talland Bay | Conversion of two redundant barns to residential use | Approved 2/3/17 |

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

| Case No | Location | Subject |
|------------|--|---|
| EN16/01923 | Pendennis And Shalom Lansallos Street Polperro | Alleged internal works to Grade II listed buildings to combine two dwellings into one. – Work stopped, site visit to be undertaken late Jan/early Feb – no update received. |

| | | |
|------------|------------------------------------|---|
| EN17/00303 | An Gwella, Brentfields Polperro | Alleged erection of concrete block wall and fence panels placed on top of wall - overall 10 - 12ft high. Case Closed – not expedient. |
|------------|------------------------------------|---|

7.4 Enforcement matters to be reported from this meeting- Nil.

8 Reports – Cornwall Council Report by Cllr Mrs E Hannaford:

8.1 Due to illness Cllr Hannaford was unable to attend the meeting or provide a report. The Clerk was instructed to raise the issue of large vehicles entering the narrower parts of the village and causing damage with Cllr Hannaford and Cornwall Council Highways. If possible a meeting should be arranged on site to discuss what might be done.

9 Public Toilets

- 9.1 The Clerk reported that the “Invitation to bid” for the toilet cleaning/maintenance contract had been issued on 10th March with a deadline for bids on 31st March. One expression of interest had been received at the time of this meeting. It was agreed that the Public Toilet Working Group would examine tenders and make recommendations to the Council at the next meeting on 10th April.
- 9.2 The Working Group had met with Cornwall Council to discuss the disputed bill for toilet operations and a resolution had been agreed. The original bill had now been cancelled and an amended one would be forthcoming, for approval at the next meeting.
- 9.3 Members were informed that Cornwall Council would re-open Talland Toilets on 1st April. They would likely close at some point, probably between the May Bank holidays, to allow a new water supply to be provided.
- 9.4 The Clerk briefed members on the Legionella Risk Assessment required when PCC takes over the toilets. A local company is ready to do this assessment when directed by the Council. He also stated that, at present, the provision of a cash collection service from the toilets was still under investigation.

10 Neighbourhood Plan – Cllr Lightfoot informed Members that the results of analysis of the responses to the NDP questionnaire had been published. Future work include a Landscape Character Assessment which required expert involvement. This would likely start in May.

11 Traffic Regulation Order – Members accepted the Service Level Agreement between Cornwall Council Parking Services and the PCC covering the period 1 Apr 17 to 31 Mar 18, and elected two members to seal the document.

- **0334 RESOLVED to accept the Service Level Agreement between Cornwall Council Parking Services and PCC, and to authorise Cllrs Pengelly and Greville to seal the document.**
- Proposed by Cllr. Julian, seconded by Cllr French, resolution carried.

12 Big Green Project – The cost estimate for the Big Green refurbishment has not yet been received. Some members expressed a preference to keep the Big Green exclusively as an open space without commercial incursion. The Chairman stated that no decisions had been made and could not be until after a public consultation on the plans. Decisions would be made once the wishes of the parishioners had been heard.

13 Provision of Dog Waste Bag Dispensers – This item was raised by Cllr White at the end of February’s meeting, but he was unable to attend tonight. Item moved to April’s agenda.

14 Correspondence (circulated to members for information):

- Minutes of Polperro Harbour Trust Meeting on 2nd February 2017
- Letter from Chairman, NALC regarding precept restraint
- Letter from Village Trust to Charity Commission regarding Big Green.

15 Any Other Business – For Report Only - This heading is for reporting items of interest only.

15.1 Cllr Sharpe stated that the BT Phone Box on Talland Hill was in a poor state of repair. Cllr Greville stated that Polperro Promotion Group had arranged with BT that they (PPG) would repaint the boxes in the village.

15.2 The Clerk informed Council that he had received the request for Quay Concerts by the Polperro Fishermen’s choir for the 2017 season, which Council was happy to approve.

16 Time, Date and Venue of Next Meeting

To avoid a clash with Easter Monday, this was agreed as 7.00pm on **Monday 10th April 2017** (a week earlier than usual) in the Village Hall. This meeting will be preceded by the Annual Parish Meeting.

There being no further business, the Chairman closed the meeting at 8.25pm

Signed

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