



Minutes of the meeting held on Monday 15th May 2017

Present

Chairman Cllr. J Greville

Members

Cllr. A French Cllr. A Hawke Cllr. P Lightfoot Cllr. A Sharpe Cllr. A Talling Cllr. C Wakeham Cllr. M White

In Attendance

Mr G Sharpe (Clerk)

1 Declarations of Acceptance of Office and Elections

- 1.1 Declarations of Acceptance of Office. These were duly signed by all members and witnessed by the Clerk
- 1.2 Election of Chairman. Cllr Greville took the chair and sought nominations for the office of Chairman.
 - o **0342 RESOLVED to appoint Cllr. D Pengelly as Chairman for the coming year**
 - o Proposed by Cllr. French, seconded by Cllr. Sharpe, resolution carried
- 1.3 Election of Vice-Chairman. Cllr Lightfoot took the chair and sought nominations for the office of Chairman.
 - o **0343 RESOLVED to appoint Cllr. J Greville as Vice-Chairman for the coming year**
 - o Proposed by Cllr. French, seconded by Cllr. Wakeham, resolution carried

1.4 Election of Committees

Full Council Committees (all Members participate)

| | |
|-----------------|-----------------|
| Planning | Housing |
| Street Lighting | Rural Transport |
| Gull Control | Tourism |
| Village Trust | Housing |

Sub-Committees (designated Members participate and report to full Council)

| | |
|--------------------------------|--|
| Finance and Internal Audit | Cllrs Greville, French and Lightfoot |
| Road Safety/Traffic Management | Cllrs Hawke, White, Pengelly and Sharpe |
| Couch's Foundation | Cllrs Wakeham and Sharpe |
| Village Hall | Cllrs Greville and Wakeham |
| Parish Works | Chairman, Vice-Chairman and Cllr. Wakeham |
| Media | Chairman and Vice-Chairman |
| Village Hall Works Committee | Cllrs Pengelly, Wakeham, Sharpe, Greville and Mr A White |

Working Groups (Nominated groups for specific projects – making reports and recommendations to full Council)

Public Toilets

Cllrs French, Sharpe, Lightfoot and Greville

Neighbourhood Plan

Cllrs French and Lightfoot

Dog Fouling

Cllrs White and Hawke

- **0344 RESOLVED to approve the composition of committees as above.**
- Proposed by Cllr. Wakeham, seconded by Cllr. Lightfoot, resolution carried

1.5 Councillor Vacancies –The Clerk confirmed that four applications had been received for the two vacant seats and that all were present at the meeting. Co-option would be dealt with under Agenda Item 19.

2 Open Session

- 2.1 Police Report – PCSO Steve Cocks attended to provide a brief on local law enforcement issues and crime statistics. Of particular note was the active police investigation into the continuous interference with and damage to the safety barriers around the Talland Bay Coastal Path closure.
- 2.2 Polperro Harbour Trust – Chairman of the Trustees provided a briefing and answered questions regarding on the major repair project to be undertaken on the harbour gate this Summer.
- 2.3 Public Participation. Nil.

3 Closed Session

- 3.1 Apologies for Absence - Cllr D Pengelly Cllr E Hannaford CC

4 Members' Matters

- 4.1 Declarations of Interest - Nil
- 4.2 Dispensations – No new dispensation requests. The Clerk reminded returning Members that previous dispensation must be renewed for the new Council.
- 4.3 Gifts and Hospitality - Nil.

5 Minutes of the Ordinary Meeting held on Monday 10th April 2017.

- **0345 RESOLVED to approve the minutes as read.**
- Proposed by Cllr. Wakeham, seconded by Cllr. Lightfoot, resolution carried.

6 Matters Arising

Item 9.2 Talland Site Meeting - Jon James (CC) was chasing this with CORMAC but no response so far

7 Finance

- 7.1 Council confirmed its wish to continue Membership Cornwall Association of Local Councils (CALC).
 - **0346 RESOLVED to continue membership of CALC and approve subscription cost of £499.60**
 - Proposed by Cllr. French, seconded by Cllr. Wakeham, resolution carried

7.2 Financial Statement.

- **0347 RESOLVED to approve the financial statement, including expenditure from cheque numbers 202343 to 202359 inclusive, totalling £6,962.70**
- Proposed by Cllr. French, seconded by Cllr. Wakeham, resolution carried

7.3 Confirmation of Annual Accounts and Audit Submission

- **0348 RESOLVED to approve the 2016/2017 Annual Governance Statement (Section 1 of Annual Return) for submission to External Audit Authority.**
- Proposed by Cllr. Sharpe, seconded by Cllr. Wakeham, resolution carried
- **0349 RESOLVED to approve the 2016/2017 Accounting Statements (Section 2 of Annual Return) for submission to External Audit Authority.**
- Proposed by Cllr. Lightfoot, seconded by Cllr. French, resolution carried

7.4 Appointment of Internal Auditor for Financial Year 2017/2018.

- **0350 RESOLVED to appoint Mr B Joliffe as internal auditor for Polperro Community Council Accounts for the financial year 2017/18, and to award a £50 honorarium in recognition of this service.**
- Proposed by Cllr. Wakeham, seconded by Cllr. Hawke, resolution carried

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

8.1 Applications received and circulated to Members:

| Application | Location | Summary of Proposal | Vote |
|-------------|---|---|--------------|
| PA17/03049 | Ferndale Landaviddy Lane Polperro | Conversion of store/workshop into ancillary accommodation for holiday use including replacement of flat roof with pitched | 7F/1A/1 Away |
| PA17/03037 | Land Next To Longcoombe Lane Polperro | The creation of a new entrance into field' | 8A/1 Away |
| PA17/03475 | Kit Hill House Talland Hill Polperro Looe | Extension and retaining wall amendments to approval PA16/01330 including | 8F/1Away |
| PA17/03331 | Baytree Cottage The Warren Polperro | Listed Building consent for internal alterations and replacement of mundaic block at upper rear wall and new window. | 8F/1Away |
| PA17/03984 | Bridles, Bridals Lane Talland, Bay Looe | Alterations and extension of an existing dwelling plus the demolition and rebuilding of an existing garage and stores and the installation of 12 solar panels | 8F/1Away |

- **0351 RESOLVED to refer agreed decision and/or supporting comments to Cornwall Council**
- Proposed by Cllr. White, seconded by Cllr Wakeham, resolution carried

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

| Application | Location | Proposal | Status |
|-------------|---------------------------------------|-----------------------------------|------------------|
| PA17/00359 | Miranda Cottage Little Green Polperro | Replace the external rendering. | Approved 18/4/17 |
| PA17/03015 | Brent Lodge Brentfields Polperro | Single storey extension to house. | Approved 2/5/17 |

8.3 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. –Site visit undertaken, Planning Application and Listed Building Consent will be forthcoming. |

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

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

9.1 Cllr Hannaford was unable to attend the meeting but provided a written report to Councillors.

10 Public Toilets

10.1 Members were informed that all outstanding queries with regard to transfer of the title of Crumplehorn toilets were now answered.

- **RESOLVED to instruct PCC’s solicitor to proceed with the transfer of title of Crumplehorn Toilets from Cornwall Council to PCC.**
- Proposed by Cllr. French, seconded by Cllr. Lightfoot, resolution carried

10.2 Transfer of Talland and Crumplehorn Toilets is held up by outstanding issues with regard to utilities and/or Land Registry issues. They will be progressed as the issues are resolved.

10.3 The Public Toilet Working Group will meet soon to discuss outstanding issues and report back.

11 Neighbourhood Plan – Cllr Lightfoot informed Members that the confusion over the need for a Landscape Character Assessment had now been resolved with Cornwall Council and the way ahead was clearer. Progress continues but there is a long way to go before the process is complete.

12 Big Green Project –Following circulation of the estimate of the Cost Consultant for the Big Green Project, Members considered that the next step would be public consultation. The Clerk was instructed to liaise with the architect to provide an outline plan and report to Council. The Clerk was also to check with Cornwall Council and the Village Trust on the status of the plans which would place ownership of the whole of Big Green with PCC.

13 Premises Licence Application for The Polperro Festival – An application from the Chairperson of Polperro Festival for the use of Big Green and other street venues from 10th June to 18 June 2017 was unanimously approved.

14 Water Carnival Request to use Big Green – A request from the Water Carnival Committee to place stalls on Big Green on 8th July 9am -6.00pm as part of this RNLI fund-raising event was approved unanimously.

- 15 Mobile Library Service** – Cllr Hawke highlighted the fact that this facility was currently underused and might be withdrawn in future. He outlined his actions to increase use, particularly with support from Polperro Primary Academy. He will provide information for display on public noticeboards and the PCC website to try to bolster use.
- 16 Provision of Dog Waste Bag Dispensers** – Members considered a request for PCC to fund dispensers for dog waste collection bags in the village. After discussion Members concluded that whilst well intentioned, it was not practical or financially viable to do so.
- 17 Correspondence (circulated to members for information):**
 - Minutes of Polperro Harbour Trust Meeting 6/4/17
- 18 Any Other Business – For Report Only** - This heading is for reporting items of interest only. – Nil
- 19 Co-Option of Candidates to Vacant Seats** – Four candidates had put themselves forward for the two vacant seats. The Chair expressed her gratitude that so many had shown willing to give up their free time to support the activities and duties of the Community Council and regretted that two would be disappointed on this occasion. After voting, Mr Neville Jolliff and Mr Anthony Giddy were co-opted onto the Council.
- 20 Time, Date and Venue of Next Meeting**
This was agreed as 7.00pm on Monday 19th June 2017 in the Village Hall.

There being no further business, the Chairman closed the meeting at 8.45pm

Signed

Date.....