



Minutes of the meeting held on Monday 21st May 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. A Talling Cllr. C Wakeham Cllr. M White

In Attendance

Mr G Sharpe (Clerk)

1 ELECTIONS AND DECLARATIONS OF ACCEPTANCE OF OFFICE

1.1 Election of Chairman Cllr Lightfoot took the chair and sought nominations for the office of Chairman.

- **0407 RESOLVED to appoint Cllr. D Pengelly as Chairman for the coming year**
- Proposed by Cllr. French, seconded by Cllr. Wakeham, resolution carried

1.2 Election of Vice-Chairman. The Chairman sought nominations for the office of Vice Chairman.

- **0408 RESOLVED to appoint Cllr. J Greville as Vice-Chairman for the coming year**
- Proposed by Cllr White seconded by Cllr Wakeham, resolution carried.

1.3 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 French, Lightfoot and Talling
Road Safety/Traffic Management	Cllrs Hawke, White, Pengelly, Jolliff and Sharpe
Couch's Foundation	Cllrs Wakeham and Talling
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 (VHMC)

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, Hawke, Giddy and Jolliff
Seagull Control Programme	Cllrs Greville, Wakeham and White

- **0409 RESOLVED to approve the composition of committees as above.**
- Proposed by Cllr. White, seconded by Cllr. Greville, resolution carried.

2 Open Session

- 2.1 Police Report – PCSO Cocks was unable to attend but provided a written brief on crime in the Parish.
- 2.2 Public Participation. Mr R Pill attended to comment on Item 16 (WW1 Commemorations). He reported Polperro Royal British Legion Club's willingness to contribute to the Commemoration. Members welcomed this and agreed that a representative of the RBL would be included in any working group to co-ordinate arrangements. Mr Pill also asked PCC's opinion on the placing of a memorial plaque. PCC members were in favour of this being placed on the Rowett institute adjacent to the original War Memorial.

3 Closed Session

- 3.1 Apologies for Absence – Nil

4 Members' Matters

- 4.1 Declarations of Interest - None
- 4.2 Dispensations – No new dispensation requests.
- 4.3 Gifts and Hospitality - Nil.

5 Minutes of the Ordinary Meeting held on Monday 16th April 2018.

- **0410 RESOLVED to approve the minutes as read.**
- Proposed by Cllr. Hawke, seconded by Cllr. Lightfoot, resolution carried.

6 Matters Arising From Last Meeting's minutes

Item 5 Meeting arranged with SWW to discuss Sewage Treatment Plant 23rd May

Item 6.4 Legionella Risk assessment booked for 25th May

Item 6.5 Trenewan signs ordered. No date yet for installation

Item 14. West Quarries Development. Members had concerns about the process involved in dealing with this issue. The Clerk was instructed to contact Cornwall Council to determine what process was involved and what input PCC could expect to have to this development within its Parish Boundary.

7 Finance

- 7.1 Financial Statement.
 - **0411 RESOLVED to approve the financial statement, including expenditure from cheque numbers 202513 to 202524 inclusive, totalling £7,160.39**
 - Proposed by Cllr. Sharpe, seconded by Cllr. Talling, resolution carried.
- 7.2 Annual Audit Process – The Clerk informed Council that the Annual Return had been forwarded to the External Auditors for examination. The period for the Exercise of Public Rights had been set for 4 June to 13 July 2018.

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
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PA18/03193	Penny Cottage The Warren Polperro	Retention of lime pointing to building and new windows in keeping with	11F/0A
PA18/03194	Penny Cottage The Warren Polperro	Listed building consent for above work.	11F/0A
PA18/03926	Steward Cottage Porthallow	Ground Floor Extension and alterations to dwelling with associated works	6F/5A
PA18/03918	Mont St Pierre Quay Road Polperro PL13 2QY	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)	0F/11A
PA18/03225	Pebbles, The Warren, Polperro	Replacement of two existing wooden external doors to outbuilding, a like for like replacement	11F/0A
PA18/03226	Pebbles, The Warren, Polperro	Listed building consent for replacement of two existing wooden external doors to outbuilding, a like for like replacement	11F/0A
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	11F/0A
PA18/04104	Barlandue Polperro Road	Construction of a new house and annexe with external works.	0F/11A

- **0412 RESOLVED to refer agreed decision and/or supporting comments to Cornwall Council**
- Proposed by Cllr. Sharpe, seconded by Cllr Jolliff, 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
PA17/11414	Devils Cottage, Talland Hill, Polperro	Elevated single storey extension to the west. Request for comment on further information supplied on this application.	Withdrawn 17/4/18
PA18/01911	1 Hillside Talland Hill	Reconstruction of the chimney	Approved 17/4/18
PA18/01913	1 Hillside Talland Hill	Listed building consent for reconstruction of the chimney	Approved 17/4/18
PA18/02524	Lockup Garages The Coombes Polperro	Replace three garage doors. Replace garage windows.	Approved 25/4/18
PA17/11291 PA17/11883	Seawinds, The Warren, Polperro	Replacement balcony to cottage and listed building consent for the same.	Approved 8/5/18
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.	Approved 18/5/18

8.3 Enforcement matters. Cornwall Council had recently issued a statement saying that, owing to the introduction of the new General Data Protection Regulation, they would no longer be publishing Enforcement Cases on their online register, nor would they be updating members of the public or parish councils on the progress of Enforcement cases. A summary of findings will be provided to the person who reported the matter on conclusion of the investigation. If an enforcement notice is issued as a result of an investigation, this would still be published online. Members agreed that parishioners should be encouraged to report enforcement issue to PCC so we could monitor enforcement activity in the parish.

9 Reports

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

10 General Data Protection Regulation – The Clerk briefed members on PCCs preparedness for the introduction of GDPR.

11 Public Toilets - The agreed works to the septic tank at Talland have now been completed by Cornwall Council and Talland Toilets are now open. The easement for the new water supply is progressing.

12 Community Network Highways Scheme – Members discussed Cornwall Council's new scheme which devolves budget of £50k to Community Network Panels. The Traffic Management sub-committee will produce an Expression of Interest form to cover control of heavy vehicles in Fore Street for the next Panel Meeting on 11th June.

13 Traffic Control in Fore Street – This item was dealt with concurrently with item 12.

14 Neighbourhood Plan – The pre-submission consultation was continuing with no specific objections so far. There were technical questions to be resolved with some Cornwall Council Departments, but it is not currently envisaged that there will be a need to make significant changes to the draft. The Consultation end on 28 May. It is anticipated that the NDP will reach referendum stage in the Autumn. Details are posted on the PCC website <http://www.polperrocommunitycouncil.gov.uk/notices.html>

15 Big Green Project - Members met with The Architect to view the revised drawings and to agree the next steps in preparing and submitting the application. The Clerk is to seek formal Landlords' consent for the submission of the application in due course.

16 End of WW1 Centenary Commemoration – Members confirmed their intention to suitably commemorate this event on 11th November. A working group was formed consisting of Cllrs Pengelly, Wakeham and Giddy, to be assisted by Mr Duncan Tooke of the Royal British Legion, to take this forward.

17 Control of Seagulls – A total of twenty properties had registered within the registration period and are in the process of being dealt with. A further five addresses registered after the closing date and were placed on a reserve list.

18 Request for use of Big Green for Water Carnival – Members considered a request to use Big Green for stalls etc in support of Water Carnival Charities on 7th July. This was unanimously approved.

19 Correspondence (circulated to members for information):

- Minutes of Polperro Harbour Trust meeting held on 5 April 2018
- Clerks and Councils Direct May Edition
- Minutes of PPG (CIC) Board Meeting on 10th May
- Minutes of PPG Business Forum Meeting on 8th May

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 Members reported that furniture and signs were still in place on the Highway on the Coombes. The Clerk was instructed to report this again to Highways.

20.2 To avoid conflict with the Polperro Festival, the date of the next meeting was moved from 18th to 25th June.

21 Time, Date and Venue of Next Meeting

This was agreed as 7.00pm on **Monday 25th June 2018** in the Village Hall.

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

Signed

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Date.....25th June 2018