



## Minutes of the meeting held on Monday 18th May 2015

### Present

Chairman Cllr. D. Pengelly

### Members

Cllr. W. Collings Cllr. A. French Cllr. Lightfoot. Cllr. J. Mullarkey Cllr. A. Sharpe  
Cllr. P. Vaughan Cllr. C. Wakeham

### In Attendance

Mr G Sharpe (Clerk)

### 1 Elections and Declarations of Acceptance of Office

#### 1.1 Election of Chairman

Cllr. Collings took the chair and sought nominations for the office of Chairman.

- **0213 RESOLVED to appoint Cllr. D. Pengelly as Chairman for the coming year**

- Proposed by Cllr. Lightfoot, seconded by Cllr. French, resolution carried

Cllr. Pengelly thanked members for their nomination and support.

#### 1.2 Election of Vice-Chairman

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

- **0214 RESOLVED to appoint Cllr. J. Mullarkey as Vice-Chairman for the coming year**

- Proposed by Cllr. Wakeham, seconded by Cllr. Sharpe, resolution carried

#### 1.3 Declarations of Acceptance of Office

These were duly signed by Chairman and Vice Chairman and witnessed by the Clerk.

#### 1.4 Election of Committees

Finance and Internal Audit	Cllrs Mullarkey, Collings, French and Lightfoot
Planning	All
Street Lighting	All
Village Hall	Cllrs Mullarkey and Wakeham
Gull Control	All
Road Safety/Traffic Management	Cllrs Julian and Pengelly
Couch's Foundation	Cllr. Collings
Parish Works	Chairman, Vice-Chairman and Cllr. Collings
Village Trust	All
Housing	All
Tourism	All
Media	Chairman and Vice-Chairman

Rural Transport All  
Village Hall Works Committee Cllr's Pengelly, Wakeham, Collings,  
Mullarkey and Mr A White

- **0215 RESOLVED to approve the composition of committees and working groups as above**
- Proposed by Cllr. Collings, seconded by Cllr. Lightfoot, resolution carried

## **2 OPEN SESSION**

2.1 Police Report - PCSO Evans was unable to attend but provided a written report on crime in the Parish.

2.2 Public Participation. No members of the public participated but Cllr Collings took this opportunity to highlight public safety issues concerning obscured street lighting and uncut pathways. The Clerk was to report these matters the relevant authority in Cornwall Council.

## **3 CLOSED SESSION**

3.1 Apologies for Absence  
Cllr. D. Julian Cllr. J. Leftly Cllr. Hannaford(CC)

## **4 Members Matters**

4.1 Declarations of Interest. Cllr Lightfoot declared an interest in item 14, being a member of Friends of Kilminorth Woods.

4.2 Dispensations. No new dispensation requests

4.3 Gifts and Hospitality. Nil

4.4 Update on Vacant Council Seat. The Clerk informed Members that Cornwall Council had given authority to fill the seat vacated by Cllr Gregory by co-option. The vacancy had been advertised on notice boards and website, but no candidate had put themselves forward so far.

## **5 Minutes of the meeting held on Monday 20<sup>th</sup> April 2015**

- **0216 RESOLVED to approve the minutes as read.**
- Proposed by Cllr. Wakeham, seconded by Cllr. Vaughan, resolution carried.

## **6 Matters Arising**

**Item 1.2** Hillsvie Flues. Cllr Hannaford had contacted Environmental Health and complainants are being advised to collate evidence before action can be taken

**Item 3.6** Revised date for Sep Meeting has now been promulgated as 14 September

**Item 7.1** St John's Church Hall balcony. Case officer has confirmed that this change is a building control requirement.

## **7 Finance**

7.1 Financial Statement

- **0217 RESOLVED to approve the financial statement, including expenditure from cheque numbers 202166 to 202172 inclusive, totalling £1,192.74**
- Proposed by Cllr. Collings, seconded by Cllr. Mullarkey, resolution carried

- 7.2 2014/2015 Financial Accounts and Audit Submission
- **0218 RESOLVED to approve the Accounting Statements and the Annual Governance Statement for submission to the Audit Commission.**
  - Proposed by Cllr. Mullarkey, seconded by Cllr. Vaughan, resolution carried
- 7.3 Appointment of Internal Auditor for Financial Year 2015/16
- **0219 RESOLVED to appoint Mr B Joliffe as internal auditor for Polperro Community Council Accounts for the financial year 2015/16, and to award a £50 honorarium in recognition of this service.**
  - Proposed by Cllr. Collings, seconded by Cllr. Wakeham, resolution carried.

## 8 Planning

### 8.1 Applications received since last meeting:

Application	Location	Proposal	Vote
PA15/03779	Rhovanion, Carey Park, Killigarth, Polperro	Dormers to roof space of bungalow	8F/2Away

- **0220 RESOLVED to refer this decision to Cornwall Council**
- Proposed by Cllr. Collings, seconded by Cllr. Sharpe, resolution carried

### 8.2 Applications Determined –To report status of Planning Proposals

Application	Location	Proposal	Status
PA15/02211	The Net Loft, Peak Rock, Polperro	Renovations, change of use	Approved
PA15/01212	The Net Loft, Peak Rock, Polperro	Listed building consent for above	Approved

### 8.3 Current Enforcement Cases – To report status of extant Enforcement cases.

Case No	Location	Subject - Status
EN14/02123	Charlie Wilcox Cottage, The Quay, Polperro	Removal of Chimney – no change
EN14/01793	5 Brentwartha, Polperro	Works in excess of planning permission (decking) –no change, remains under investigation
EN15/00503	Sand Hill Development (Eddystone View)	Breach of Planning Conditions (Landscaping). Enforcement Officer reports the Developer has gone into liquidation. Responsibility lies with Westward Housing to sort out. Plan will be forwarded in due course.

### 8.4 Enforcement matters reported at this meeting - Nil

**9 2015 Works Inspection** Members of the works Committee would announce a mutually convenient date when agreed.

## 10 Reports

10.1 Cornwall Council – Cllr Hannaford was unable to present a report due to unforeseen circumstances but would follow up with a written report for distribution to members. Cllr Wakeham requested clarification on the procedure to highlight unused properties which could be brought back into residential use. The Clerk is to investigate and report back.

- 10.2 Polperro Traffic Regulation Order (TRO). The Clerk had circulated a report on the meeting with Cllr Bert Biscoe, Transport Portfolio Holder for Cornwall Council. The Council agreed that this Council was willing to negotiate the funding of a new TRO with Cornwall Council, to include the level of contribution from each party and possibility of phased payments over more than one year if required. A progress meeting would be arranged within the next month.
- 11 Neighbourhood Plan** – The NP Group stated that the steering group now had nine members, only four of whom are Councillors. This is deemed indicative of growing engagement in the NDP by the community. Public Meetings have been scheduled on 9<sup>th</sup> June at Polperro CP School and 17<sup>th</sup> June at the Village Hall, with a shuttle bus provided to ease attendance.
- **0221 RESOLVED to allocate funds up to £200 for stationery and expenses incurred in facilitating the public meetings.**  
Proposed by Cllr. Lightfoot, seconded by Cllr. French, resolution carried
- 12 Public Toilets** - Members discussed a number of options put forward by the working group. A key part of the discussion concerned the level of increase in the precept which might accompany any of the plans, and no decision was taken at this point. Cornwall Council had not yet posted the Invitation to Tender Notices on two of the toilets, which was deemed to be an important part of the process of involving local businesses. The Clerk was to contact CC to ensure this was done. An extraordinary meeting is likely to be required to arrive at informed decisions. The Working Group would advise the Clerk if and when this should become necessary.
- 13 Big Green Refurbishment** – With regret, Members recognised that due to the unforeseen financial commitment of the Public Toilets and the new TRO, the Big Green Refurbishment plan would have to go on hold for the foreseeable future. This would be re-visited when availability of funds becomes clearer.
- 14 West Quarries Submission** – Members had viewed a submission by Friends of Kilminorth Woods to Cornwall Council, expressing concerns regarding development of a BBQ area at West Quarries. Whilst it is understood that this is not a Planning issue, the Members were disappointed that Cornwall Council had not consulted with the parish council on changes to a Local Nature Reserve in the parish. The Clerk was to inform Cornwall Council of this council's wish to be involved in the debate.
- 15 Broken Bench on the Warren** – Cllr. Mullarkey has, as yet, been unable to locate the original sponsors of this bench. Investigations continue and the bench will be examined during the Works Walk-round next month.
- 16 Licence Application for Polperro Festival.**
- **0222 RESOLVED to approve application for use of Big Green for the Polperro Festival 2015**  
Proposed by Cllr. Collings, seconded by Cllr. Wakeham, resolution carried

- 17 Correspondence Received (circulated to members):**
- Liskeard & Looe CN Panel notes from 29 April 15
  - Clerks and Councils Direct May 2015
  - Minutes of Harbour Trustees Meeting Mar 2015
  - Cornwall Council One Stop Shop Service Review Consultation
  - Email from Mr A Godsall regarding dogs waste

**18 Any Other Business – For Report Only**  
Nil

**19 Time, Date and Venue of Next Meeting**  
The next meeting will be held at 7.00pm on Monday 15th June 2015 in the Village Hall.

**There being no further business, the Chairman closed the meeting at 08.55pm.**

Signed..... Date.....

DRAFT