



Minutes of the meeting held on Monday 16th May 2016

Present

Chairman Cllr. D Pengelly

Members

Cllr. A Hawke Cllr. P Lightfoot Cllr. A French Cllr. A Sharpe Cllr. C Wakeham
Cllr. J Greville Cllr. M White Cllr. D Julian

In Attendance

Mr G Sharpe (Clerk)

1 ELECTIONS AND DECLARATIONS OF ACCEPTANCE OF OFFICE

1.1 Election of Chairman. Cllr Greville took the Chair and sought nominations for the office of Chairman.

- **0272 RESOLVED to appoint Cllr. D. Pengelly as Chairman for 2016/2017**
 - Proposed by Cllr. French, seconded by Cllr. Julian, 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.

- **0273 RESOLVED to appoint Cllr. Mrs J Greville as Vice Chairman for 2016/2017**
- 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 Greville, Collings, French and Lightfoot
Planning	All
Street Lighting	All
Village Hall	Cllrs Greville and Wakeham
Gull Control	All
Road Safety/Traffic Management	Cllrs Julian, Hawke, White and Pengelly
Couch's Foundation	Cllr. Collings, Cllr Sharpe
Parish Works	Chair, Vice-Chair, Cllrs White and 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, Greville and Mr A White
Public Toilet Working Group	Cllrs French, Lightfoot, Leftly and Greville
Neighbourhood Plan WG	Cllrs French, Leftly and Lightfoot
<ul style="list-style-type: none"> ○ 0274 RESOLVED to approve the composition of committees and working groups as above ○ Proposed by Cllr. Julian, 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. Nil

3 Closed Session

- 3.1 Apologies for Absence - Cllr. W Collings Cllr. J Leftly Cllr. Hannaford

4 Members' Matters

- 4.1 Declarations of Interest - Nil
- 4.2 Dispensations – No new dispensation requests
- 4.3 Gifts and Hospitality - Nil.

5 Minutes of the Ordinary Meeting held on Monday 18th April 2016

- **0275 RESOLVED to approve the minutes as read.**
- Proposed by Cllr. White, seconded by Cllr. Greville, resolution carried.

6 Matters Arising – To update members on matters arising from the last meetings (not otherwise addressed in the agenda).

Item 12 Decluttering Village signs. Cllr Hawke provided a report following his meeting with Adrian Drake, CC Highways, which outlined a number of actions which could be undertaken. Cllrs Hawke and White would take these ideas forward where possible. The Clerk will write to Polperro CP School with regard to the CP School sign at the Killigarth junction.

Item 14 Article 4 Leaflet. The Clerk had placed these on noticeboards and distributed to estate and letting agents as directed by the council.

7 Finance

- 7.1 Financial Statement
 - **0276 RESOLVED to approve the financial statement, including expenditure from cheque numbers 202251 to 202254 inclusive, totalling £870.04**
 - Proposed by Cllr. Greville, seconded by Cllr. Julian, resolution carried
- 7.2 2015/2016 Financial Accounts and Audit Submission
 - **0277 RESOLVED to approve the Accounting Statements and the Annual Governance Statement for submission to the Audit Commission.**
 - Proposed by Cllr. Greville, seconded by Cllr. French, resolution carried

7.3 Appointment of Internal Auditor for financial year 2016/17

- **0278 RESOLVED to appoint Mr B Joliffe as internal auditor for Polperro Community Council Accounts for the financial year 2016/17, and to award a £50 honorarium in recognition of this service.**
- Proposed by Cllr. Julian, seconded by Cllr. Sharpe, resolution carried.

8 Renewal of Council Insurance Policy. Members considered three quotes for the Council's Insurance policy.

- **0279 Resolved to accept quote from Zurich Insurance PLC for Long Term Arrangement (3 plus 2 years)**
- Proposed by Cllr White, seconded by Cllr, Wakeham, resolution carried.

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

9.1 Applications received and circulated to Members:

Application	Location	Proposal	Vote
<u>PA16/03289</u>	The Orchard Talland Hill Polperro	Proposed conservatory to front of domestic dwelling	7F/2A/2 Away
<u>PA16/03591</u>	Redundant Toilets, The Warren, Polperro	Listed Building consent for the change of use and alterations to redundant toilets	9F/2 Away

- **0280 RESOLVED to refer agreed decisions and/or supporting comments to Cornwall Council**
- Proposed by Cllr. Julian, seconded by Cllr Lightfoot, resolution carried

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

Application	Location	Proposal	Status
PA16/02311	Redundant Toilets, The Warren, Polperro	Change of use and alterations to annex to Quarry Cottage	Approved 29/4/16

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

Case No	Location	Subject
EN16/00429	Nancy's Place, Little Laney, Polperro	Alleged building within a conservation area painted bright orange. Resolution Target Date 20 Jun 2016
EN16/00501	2 The Police House	Unauthorised Works in Conservation Area. Target resolution date 28 June
EN16/00502	The Ship Inn, Polperro	Placement of large advert in Conservation Area. Target resolution date 28 June
EN16/00517	Blue Buoy Trading	Unauthorised siting of advertising boards in Conservation Area. Target resolution date 1 July
EN16/00518	Builders Yard Sclerder Lane Looe Cornwall PL13 2JD	Alleged Breach of Condition 4 (occupancy restriction) of E2/01/01614/FUL; namely property being used as full time residential use, landscaping, balcony construction etc. Target resolution date 1 July
EN16/00679	Barlandue Polperro Road West Looe Looe Cornwall	Alleged construction of a 3m high timber outbuilding without planning permission

9.4 Enforcement matters to be reported from this meeting- Members expressed concern about the growing size of the development of outbuildings at Barlandue (EN16/00679). The Clerk was to report this to Planning Enforcement.

10 Reports

10.1 Cornwall Council Matters by Cllr. Mrs E. Hannaford CC. Cllr Hannagord was unable to attend but provided a written report which was circulated to Members.

11 Neighbourhood Plan – The NDP Steering Group continue to engage with local groups and organisations and had undertaken workshops with Cornwall Council staff. Work continues but there remains a long way to go.

12 Public Toilets

12.1 Members expressed concern that whilst the legal process of transferring toilets was proceeding, agreed works, particularly at Talland, did not seem to be progressing as well. The Clerk was to investigate with Cornwall Council to ascertain the current status.

12.2 A reply had been received from Talland Bay Beach Café declining both of the options proposed by PCC following the last meeting. After some debate Council Members decided to put forward a revised option for Talland Café's consideration. If this proved acceptable, PCC would also undertake to cover Talland Bay Beach Café's legal costs in the setting up of any subsequent lease, subject to a limit to be determined after consultation.

- **0281 RESOLVED to offer a lease with subsidy of £1000 to Talland Bay Beach Café for supplying and running the Talland Bay Public Toilets seasonally (Easter to end Oct). This arrangement to be reviewed annually.**
- Proposed by Cllr. Greville. seconded by Cllr Sharpe, resolution carried

13 Traffic Regulation Order – Work in the restricted zone continues and full implementation is imminent. A meeting between CC Highways, Polperro CP School, PCC and a representative of Brent residents has been arranged for 23 June. This meeting will seek agreement on the new restriction in the school area.

14 Licence Application Polperro Festival. Members agreed to this event providing completed Risk Assessment was received by the Clerk before the event.

15 Date for Parish Works Walk Round The members of the Parish Works Committee would agree a date amongst themselves and advise the Clerk accordingly.

16 Lengthsman Scheme - Members considered an enquiry from Lanteglos-by-Fowey PC regarding employment of a lengthsman to carry out small routine highway maintenance tasks. It was decided that, considering the additional responsibilities and financial burdens devolved on the parish by Cornwall Council recently, they did not wish to add the cost of employing a lengthsman. The Clerk was to inform Lanteglos-by-Fowey PC accordingly.

17 Talland Bay Coastal Path There has been no further progress on this issue.

18 Correspondence (circulated to members for information):

- Email from Hyper-Act-Ive Youth Drama Group
- Minutes of PPG Meeting on 12th April 2016
- Clerks and Councils Direct May Edition

19 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.

19.1 The Clerk had received a request to conduct filming in the village and at Big Green in particular, probably during June. Members were generally in favour of this for the PR it provides the village. Clerk was to provide agreement in principal until further details are known.

19.2 Cllr Wakeham observed that the Parish Noticeboard at Little Green leaked regularly and was not fit for purpose. The Clerk was to investigate alternatives and report back.

20 Time, Date and Venue of Next Meeting

This was agreed as 7.00pm on Monday 20th June 2016 in the Village Hall.

There being no further business, the Chairman closed the meeting at 8.35pm

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