



Minutes of the Meeting held on Monday 17th September 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) Mr M Wickett (Dog Welfare and Enforcement Service, Cornwall Council)

1 Open Session

- 1.1 Police Report – PCSO Cocks was unable to attend but provided a written brief on crime in the Parish.
- 1.2 Public Participation. Members of the public requested, and were granted permission, to speak on issues regarding traffic on Raphael Road (Item 15).

2 Closed Session

- 2.1 Apologies for Absence – Cllr Mrs E Hannaford CC

3 Members' Matters

- 3.1 Declarations of Interest - None
- 3.2 Dispensations – No new dispensation requests.
- 3.3 Gifts and Hospitality - Nil.

4 Minutes of the Ordinary Meeting held on Monday 16th July 2018.

- **0427 RESOLVED to approve the minutes as read.**
- Proposed by Cllr. Wakeham, seconded by Cllr. Lightfoot, resolution carried.

5 Matters Arising from last Meeting's minutes

Item 6.3 Annual Audit Process. This has now been completed, all notices posted, with no recommendations for action from external auditors.

Item 11 Polperro Festival. PCC was represented at the AGM and would engage early with the new management team to ensure Licence compliance next year. Vice Chair would make initial informal contact. Clerk to place "Liaison with Festival Committee" on next agenda.

6 Finance

- 6.1 Financial Statement.
 - **0428 RESOLVED to approve the financial statement, including expenditure from cheque numbers 202556 to 202584 inclusive, totalling £13,644.33**
 - Proposed by Cllr. Wakeham, seconded by Cllr. Lightfoot, resolution carried.

- 6.2 Works Sub Committee Recommendations. Members agreed the works list and approved expenditure to meet a quote received for the work.
- **0429 RESOLVED to approve quote from M L Puckey for Parish Works and authorise necessary expenditure.**
 - Proposed by Cllr. Jolliff, seconded by Cllr. Wakeham, resolution carried.
- 6.3 Internal Review of Financial Arrangements –Members accepted the report of the Finance and Internal Audit sub-committee. Clerk to action recommendations.
- **0430 RESOLVED to authorise expenditure up to £200 for provision of two external hard drives for Council back-up purposes.**
 - Proposed by Cllr. Giddy, seconded by Cllr. Wakeham, resolution carried.
- 6.4 The Clerk confirmed that PCC had recovered the net total of £2,175.40 in Small Business Rate Relief for Fishnabridge Toilets.

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 |
|-------------|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| PA18/07386 | Killigarth Manor Holiday Village Store, Polperro | Erection of two storey extension to include ballroom, cinema, bowling alley, games room, pool area, reception, offices and store without compliance with condition 4 of decision 597/0054/F dated 24th March 1997 to allow use of white UPVC. | 10F/1A |
| PA18/07280 | Polperro Harbour Quay Road Polperro | Listed building consent for repairs to existing tidal gate and modification of existing foundation to tidal gate attached to east harbour wall with extension of steel frame involving the installation of nine additional piles within the top of the East quay and four vertical stainless steel 8m rock anchors within the bottom pintle pad. | 11F/OA |
| PA18/07349 | Land At Big Green Polperro Cornwall | Refurbishments including new paving, new shelter/stage building, new seat/planter, new riverside promenade, relocation of celtic cross, remodelling of junction to bridge, new street furniture and change of use for the provision of cafe seating areas. | No Vote (own application) |
| PA18/07350 | Land At Big Green Polperro | Listed Building Consent for above. | No Vote (own application) |
| PA18/07389 | Killigarth Manor Caravan Park Polperro | Listed Building Consent for the replacement of 14 uPVC window frames with timber sliding sash frames.Retention of timber doors to the south west elevation. | 11F/OA |
| PA18/08086 | Oversteps Landavidy Lane Polperro | The replacement of rotten timber beam to meet current building regulations | 10F/1ABS |

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|------------|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| | | and improvement in waterproofing to the entrance of the building | |
| PA18/08348 | Ebenezer Art Gallery The Coombes Polperro | Application for consent to display screen printed advertisement images on plastic/aluminium bonded sheets fixed flat to the wall as the previous signs. | 11F/0A |
| PA18/08218 | Steward Bungalow Porthallow Talland | Proposed extension and conversion of existing timber framed games room to provide a holiday unit in the rear garden of Steward Bungalow. | 9F/1A/1ABS |

- **0431 RESOLVED to refer agreed decisions and/or supporting comments to Cornwall Council**
- Proposed by Cllr. Sharpe, seconded by Cllr Jolliff, 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 |
|-------------|--------------------------------------|-------------------------------------------------------------------------------------|------------------|
| PA18/04997 | Tremadale Killigarth Polperro | Proposed garage with personal gym/exercise area over | Approved 26/7/18 |
| PA18/06065 | Kit Hill House Talland Hill Polperro | Alterations to the south elevation together with the installation of a decked area. | Approved 23/8/18 |
| PA18/05374 | Tencreek House Polperro Road | Demolish the existing utility. Build new kitchen and utility extension. | Approved 31/8/18 |

7.3 Enforcement matters. Members discussed their disappointment with recent enforcement decisions by Cornwall Council, particularly in the Conservation area. The Clerk was instructed to arrange a meeting with the CC Portfolio Holder for Planning and the Director of Planning to discuss this issue.

8 Reports

8.1 Cornwall Council Report by Cllr Mrs E Hannaford: Cllr Hannaford had tendered apologies for this meeting and had been unable to send a report on this occasion.

9 **Public Toilets** – Members considered a quote from Healthmatic Ltd for a service contract for the cash machines at Crumplehorn and Fishnabridge toilets.

- **0432 RESOLVED to authorise expenditure for the service contract for Crumplehorn and Fishnabridge cash machines as per quote provided by Healthmatic Ltd.**
- Proposed by Cllr. French, seconded by Cllr Jolliff, resolution carried

10 **Dog Control** – Mr Martin Wickett, (Dog Welfare and Enforcement Service, Cornwall Council), attended the meeting to hear about particular dog control issues in Polperro and was able to provide professional advice, some signage and additional materials. He has also undertaken to make visits to Polperro during the next season to assist with enforcement.

11 **Neighbourhood Development Plan** – The NDP completed its Regulation 16 Consultation stage on 7th September and CC has forwarded all the relevant materials, to the examiner who will decide whether the NDP is ready to go to a referendum. The

status of the revised Conservation Area Appraisal, which was submitted to CC along with the NDP, is still unknown.

- 12 Big Green Project** – The planning application has been submitted to Cornwall Council and their decision is awaited.
- 13 Community Infrastructure Levy (CIL) Consultation** – Members provide responses to Cornwall Council’s consultation on how the Community Infrastructure Levy (CIL) money should be allocated and spent.
- 14 Community Emergency Plan**- It was decided not necessary to invite a CC Officer to attend to brief this subject as sufficient material had already been provided electronically.
- 15 Traffic Issues on Raphael Road** – Members had heard from residents of a number of issues with traffic on Rapahael road, some of which had resulted in accidents. Members agreed that PCC representatives should meet with Cornwall Council Highways to push for changes to signage which might assist in reducing the problems. Clerk to arrange.
- 16 End of WW1 Centenary Commemoration** – Member agreed the design for a Centennial commemorative plaque which will be placed adjacent to the War Memorial on the Rowett Institute. Plans for the “Beacon of Light”, to be held on Big Green at 7pm on 11th September are being prepared and will be publicised in due course.
- 17 Correspondence (circulated to members for information):**
 - Clerks and Council Direct September Edition
 - Letter from Cornwall Council concerning Talland toilets
 - Various thank-you letters for Council grants
- 18 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.
 - 18.1 A Member had received a request that a street light be placed on the top of Mill Hill. Clerk to investigate with Cornwall Council.
- 19 Time, Date and Venue of Next Meeting**

This was agreed as 7.00pm on **Monday 8th October 2018** in the Village Hall.

There being no further business, the Chairman closed the meeting at 9.00pm

Signed **Date**.....