

# St Martin – By - Looe Parish Council

## MINUTES FOR THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 3<sup>rd</sup> MAY 2018 AT NO MAN'S LAND MEMORIAL HALL AT 7.15PM.

Chair: Robert Henly, Vice-Chair Roberta Powley

Parish Councillors: Barbara Reynolds, Lynne Burt, Andrea Lankston, David Keeble, Simon Lawes. Mr. Charles Hyde, Clerk and Proper Officer of the Council.

County Councillor Armand Toms.

**Agenda Item 1: Apologies for Absence:** PCSO Dave Billing.

**Agenda Item 2: Election of Officers** to serve to May 2019:

**Chairman:** Councillor Henly relinquished the Chair to the Clerk who asked for nominations for Chairman.

*Councillor Henly* was nominated by Councillor Reynolds, seconded by Councillor Burt, ALL AGREED.

Councillor Henly then took the Chair and thanked the Members for electing him.

**Vice – Chairman:** The Chairman asked for nominations for Vice-Chairman.

*Councillor Powley* was nominated by Councillor Keeble, seconded by Councillor Lawes, ALL AGREED.

**Date Protection Officer:** All agreed that Councillor Keeble be appointed to take a special interest in Rights of Way.

**Rights of Way:** All agreed that Councillor Burt be appointed to take a special interest in Rights of Way.

**Transport Issues:** All agreed that Councillor Reynolds be appointed to take a special interest in Rights of Way.

**Election of Representatives to Outside Bodies to serve to May 2019:**

**Memorial Hall Committee:** All agreed that Councillors Powley and Reynolds be appointed the Council's representatives.

**St Martin's School Trust:** All agreed that Councillor Powley be appointed the Council's representative.

**Cornwall Assoc of Local Councils:** All agreed that The Clerk be appointed the Council's representative.

*The Clerk would advise the various Bodies of the Council's representatives for the ensuing year.*

**Agenda Item 3. Minutes of the Annual Parish Council Meeting held on 11<sup>th</sup> May 2017**

These were approved at the meeting on the 1<sup>st</sup> June 2017.

**Agenda Item 4: St Martin-By-Looe News:**

**4.1.1: Annual Report –** Another good year with all issues published on time, advertisers continue to support the publication which has resulted in another profit of £315 in the last financial year. There are now a few more contributors to the magazine and my thanks goes to them for their support, it certainly helps when trying to source content; it's still a shame no parishioners send anything in for publication, there must be things going on that could be shared amongst the community and I would ask again if members could encourage contributions from the parish. The Chairman thanked the Clerk for producing the quarterly magazine.

**Agenda Item 5: Standing Orders:**

**5.1.1: Standing Orders –** Review not needed, however this is ongoing as there many changes taking place that will require the Standing Orders to be updated.

**Agenda Item 6: Matters requested to be included in Agenda:** None.

There being no other business, the meeting closed at: 7.28pm.

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Chair: Robert Henly, Vice-Chair Roberta Powley

Parish Councillors: Barbara Reynolds, Lynne Burt, Andrea Lankston, David Keeble, Simon Lawes.  
Mr. Charles Hyde, Clerk and Proper Officer of the Council.

County Councillor Armand Toms.

## **Public Question Time & Councillors Comments on Declared Interests:**

Nothing raised.

## **Agenda Item 1: Declarations of Interest:**

None declared.

## **Agenda Item 2: Apologies for absence:**

PCSO David Billing.

## **Agenda Item 3: Minutes of the Parish Council Meeting:**

**3.1.1: Minutes for the Annual Parish Meeting held on 5<sup>th</sup> April 2018.** It was proposed by Vice Chair Powley, seconded by Councillor Keeble and agreed unanimously that they be taken as read and signed by the Chairman as a true and accurate record of the meeting.

**3.1.2: Minutes for the Parish Council Meeting held on 5<sup>th</sup> April 2018.** It was proposed by Councillor Burt, seconded by Councillor Lawes and agreed unanimously that they be taken as read and signed by the Chairman as a true and accurate record of the meeting.

## **Agenda Item 4: Planning Applications:**

**4.1.1: Application:** PA18/02794

**Proposal:** Construction a four bedroom eco house.

**Location:** Land North Of Cockles Peep Out St Martin Cornwall

**Applicant:** Mr Andrew Carr

**Grid Ref:** 228833 / 55209

**Parish Councils Decision:** Approved. Proposed by Councillor Keeble, seconded by Councillor Lawes, agreed 6 – 0 (1 abstention). Comments below:

*The Parish Council fully support this application for a property that could be regarded as an outstanding example of sustainable development. The plan for the site does not over develop and will have a positive impact in the landscape and supports a young couple who wish to settle in the parish. We also refer to National Planning Policy Framework paragraph 55 which could offer an exemption from all planning constraints for an individual house that meets specific criteria, not least of all one that as architecturally outstanding.*

## **Agenda Item 5: Planning Decisions received by the date of the meeting:**

None received.

## **Agenda Item 6: Planning Matters:**

**6.6.1: EN17/02053.**

**Enforcement Officer:** George Shirley

**Alleged breach of Planning:** Formation of new access onto B3253, excavation of garden to provide parking for three cars.

1 Holland Road, No Mans Land, Looe, Cornwall PL13 1QP.

After receiving the Parish Council letter a resident living at the address contacted the Clerk, he told the Clerk he has been monitoring the issue and to date has seen no water or gravel on the pavement, he has installed a concrete retainer to keep the gravel in position. He has asked that if

residents or the Parish Council have further concerns to contact him direct or supply photographic evidence so that the issue can be resolved.

## **6.6.2: Planning Presentation – See below:**

Dear Charles,

Thank you very much for providing me with the opportunity to speak with the Parish Council at their last meeting. To confirm some of the points discussed:

### **The team is comprised of 8 main members**

Davina Pritchard – project lead - [dapritchard@cornwall.gov.uk](mailto:dapritchard@cornwall.gov.uk) 01579 341417

Jonathan Luker – [jluker@cornwall.gov.uk](mailto:jluker@cornwall.gov.uk) 01579 341453

George Shirley – [gshirley@cornwall.gov.uk](mailto:gshirley@cornwall.gov.uk) 01872 327812

Josep Sandercock – [jsandercock@cornwall.gov.uk](mailto:jsandercock@cornwall.gov.uk) 01208 265614

Felicity Copplestone (enforcement) – [fcopplestone@cornwall.gov.uk](mailto:fcopplestone@cornwall.gov.uk) 01208 265699

Sarah Tatton – (support) [sarah.tatton@cornwall.gov.uk](mailto:sarah.tatton@cornwall.gov.uk) 01208 893268

James Hills [jhills@cornwall.gov.uk](mailto:jhills@cornwall.gov.uk) 01579 341454

Sam Hunkin [shunkin@cornwall.gov.uk](mailto:shunkin@cornwall.gov.uk) 01208 265662

Please feel free to contact any of us about planning and enforcement related matters in the Parish and we will do our best to help.

**Enforcement** - I note the Parish Council's concerns regarding lack of communication in respect of enforcement matters in the past. Any new enforcement investigations will be dealt with by us in the team – so please don't hesitate to contact Felicity or the allocated case officer should you require any updates/information.

**Extensions of time** – we discussed the problems that occur when consultations are received just after/just before PC meetings. As explained – I don't believe there is an easy system we can put in place to make sure consultations correspond with your meetings, but I would suggest that we are able to agree extensions of time for consultation responses to enable applications to be presented at the next available PC meeting. Please don't hesitate to contact the case officer should you need an extension of time.

**Paper copies** – we discussed the cost/time implications of you having to print out lots of information for larger planning applications. To help address this – I will ask case officers dealing with major applications to ask the agent/architect for the application to make copies available to the Parish Council.

**Early views** – we discussed the potential for the Parish Council to contact case officers prior to PC meetings in order for the case officer to give an early opinion/thoughts on the scheme together with confirmation as to the relevant policies of the Cornwall Local Plan. Several other Parish/Town Councils within the Liskeard and Looe Community Network Area are taking this up and are finding it helpful. We would welcome St Martin's by Looe PC to take advantage of this.

**PACE forum** – we briefly touched on pre-application consultations and the new Pre-application Community Engagement (PACE) process. The aim is to bring together the community, the Local Member, interested parties and developers in order to engage the community at the earliest possible stage. This is only likely to be applicable to major developments, but further information regarding this new process is available via the following website:

<https://www.cornwall.gov.uk/environment-and-planning/planning/planning-agents-area/pre-application-community-engagement/>

I hope the above is of assistance. Please don't hesitate to contact me or any other members of the team if you or your Parish Councillors have any queries regarding the Area Team Trial or any queries regarding planning and enforcement related matters in the Parish.

Kind regards

Davina Pritchard,  
Principal Development Officer

## **6.2: Correspondence –**

In information pack.



**Agenda Item 8: Reports on Matters arising from the Minutes.**

**8.1.1: Liskeard & Looe Community Network Panel** – The next meeting is to be held on 11<sup>th</sup> June 2018, St Keyne Village Hall, 18.30 to 20.30.

Vice Chairman Powley and Councillor Reynolds will attend this meeting.

Community Network Highways Scheme – details in information pack, please read and we will discuss this in the next meeting.

**8.1.2: Millendreath Drains** – Reported to Cornwall Council Ref: W186605

**Issue:** Flooding and Blocked Drainage

**Issue Details:** Blocked Drainage

**Town:** MILLENDREATH

**Street:** ROAD FROM THE B3253 AT FOUR WINDS TO MILLENDREATH

We have inspected the reported issue and we have determined that in accordance with our Highway Maintenance Manual it does not require attention at the present time.

However, the area is inspected regularly so should there be any significant deterioration then appropriate action will be taken at that time.

*Councillor Lawes had several conversations with Cormac which also included site visits, this resulted in the drains being identified and cleared out by hand.*

**8.1.3: Flooding near Windsor** – Reported to Cornwall Council Ref: W186604

**Issue:** Flooding and Blocked Drainage

**Issue Details:** Blocked Drainage

**Town:** ST MARTIN

**Street:** ROAD FROM JUNCTION SOUTH OF POLBORDER TO THE LODGE

We have inspected the reported issue and we have determined that in accordance with our Highway Maintenance Manual it does not require attention at the present time.

However, the area is inspected regularly so should there be any significant deterioration then appropriate action will be taken at that time.

*Councillor Keeble confirmed that despite the reply from Cormac the drains have been cleared out.*

**8.1.4: Bindown Stores and Post Office** – The Clerk has written again to the CEO of the Post Office, reply below:

Dear Mr Hyde

Thank you for your further email of 16 April, I do apologise for the delay in coming back to you.

I am sorry we have not yet responded in full to your concerns, I am making further enquiries into the second closure of Nomansland Post Office® and I will be back in touch as soon as those enquiries are completed.

Yours sincerely

Donna Alder

Office of the Group Chief Executive

Post Office Ltd

Discussions ensued and it was concluded that the Clerk make contact with The Post Office again to get reassurance that the Post office at No Man's Land is safe from closure.

**8.1.5: Holland Road Estate** – The Clerk has tried to contact Richard Lewis but he does not return the calls.

County Councillor Armand Toms will contact Nick Cross at Cornwall Housing on our behalf.

**Agenda Item 9: Business received after publication of agenda:**

None received to date.

**Agenda Item 10: Information received from CC and other Authorities:**

**10.1.1: Cornwall Council.**

**Communities and Devolution team** – Newsletters and Special Bulletins and Notices.

### **10.1.2: Other Authorities.**

**CALC** – News Round Up – April 2018

**Shelter Box** – Beyond the Box, April newsletter.

**Metro Rod** – Drain care and repair leaflet.

**Looe Town Council** – May Events in and around Looe.

**Cornwall Sports Partnership** - May 2018 Bulletin.

**Countryside Fund** – Information from County Councillor Armand Toms.

### **Agenda Item 11: New Business:**

None.

### **Agenda Item 12: Around the table:**

#### ***Councillor Reynolds:***

**Christmas Light Up** – Councillor Reynolds asked for the Parish Councils support to promote a parish Christmas Light up. The support was forthcoming and Councillors Reynolds and Lankston will now work together on the project.

**Cars Overtaking Buses at No Man's Land** – 5 cars overtook the 11.30am bus, they were met by a car coming down the hill from Looe and an accident was narrowly avoided. The Clerk to contact PCSO Dave Billing and the Cornish Times.

#### ***Councillor Keeble:***

**Fingerposts** – Councillor Keeble asked for an update, The Clerk will chase the contractor again and will report back at the next meeting.

#### ***Councillor Lawes:***

**Fingerpost at the Slipway** – Broken and in need of repair. The Clerk to get a quote.

**Millendreath Facebook Group** – Now set up and active.

#### ***Councillor Lankston:***

Nothing raised.

#### ***Councillor Burt:***

Nothing raised.

#### ***Vice-Chairman:***

**St Martin's School Trust** – Vice Chair Powley attend the annual meeting where two grants of £100 were approved to local organisations.

**Parish War Memorial** – The War Memorial has been listed by Historic England

#### ***Chairman:***

**Recycling Lorries** – Flaps open on both sides of the trucks resulting in items blowing out onto the highway. The Clerk to report.

**July Meeting** – A reminder that the meeting in July is on the 12<sup>th</sup> and not the 5<sup>th</sup> as advertised.

#### ***County Councillor Armand Toms:***

**Clean Up Campaign** – Cornwall Council will be looking at how best to organise the clean up events with items such as insurance being considered.

**Broadband Grants** - £1700 per property available providing enough properties in the same vicinity sign up.

**Date Protection Training** – Being arranged.

**PCSO Dave Billing:** *(by email).*

**Police Report** - Please pass on my apologies for not being able to attend the meeting. During April there were no crimes reported within the Parish. There were arrests made at a location in the Parish for some wanted males involved in crime from another Police Force area. I continue to carry out patrols within the Parish and at the moment all seems to be in order.

Date and Time of Next Meetings: May 31st 2018, 7.30pm, **Parish Council Meeting**, at No Man's Land Memorial Hall.

There being no other business the meeting closed at 9.27pm.