



**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING
TO BE HELD IN PORT ISAAC SCHOOL
ON MONDAY, 13th APRIL 2015 @ 7pm**

Members of the public and press are invited to attend this meeting of the Council.

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council prior to the commencement of the Meeting.</p> <p>NOTE – meetings are recorded to aid Minute taking.</p>	
61/2015	<u>Apologies for Absence</u> –	
62/2015	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda.</p> <p>b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent.</p> <p>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – Members to consider any requests for dispensations.</p>	
63/2015	<u>Casual Vacancy</u> – the deadline for an election to be called to fill the casual vacancy was 30 th March 2015. No such election was called and Members are now free to co-opt a new Member.	
64/2015	<u>Chairman's Report</u> –	Cllr. Coles
65/2015	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 9th February 2015. NOTE – these Minutes were approved on 9th March 2015 and are for signing only.</p> <p>b. <i>Full Council Meeting</i> – 9th March 2015.</p> <p>c. <i>Finance and Car Parks Committee Meeting</i> – 25th March 2015.</p> <p>d. <i>WC Committee Meeting</i> – 25th March 2015.</p>	
66/2015	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Police</i> – Members to receive a report.</p> <p>b. <i>County Council</i> – Members to receive a report.</p>	<p>PCSL</p> <p>Cllr. Penny</p>

	c. <i>Wadebridge and Padstow Community Network Panel Meeting</i> – update, following the meeting held on 12 th March 2015.	
67/2015	<p><u>Planning Applications</u> –</p> <p>a. PA15/01505, <i>Penti Ros, Trefreock, Port Isaac</i> – proposed garden room.</p> <p>b. PA15/01634, <i>The Co-operative Food, New Road, Port Isaac</i> – advert consent:</p> <p>i. <u>Sign 1</u> – aluminium fascia with acrylic The Co-operative Food text with vinyl face and back up acrylic Opening Hours text with vinyl face. Internally illuminated.</p> <p>ii. <u>Sign 2</u> – aluminium projection sign with acrylic The Co-operative Food text with vinyl face. Internally illuminated.</p> <p>iii. <u>Sign 3</u> – aluminium fascia with acrylic The Co-operative Food text with vinyl face. Internally illuminated.</p> <p>c. PA15/01971, <i>The Old Fish Store, Trewetha Lane, Port Isaac</i> – change of use from store to two bedroom dwelling.</p> <p>d. PA15/02083, <i>Trewetha Cottage, B3267 between Trewetha Lane and Pendoggett Road, Port Isaac</i> – double sided extension to front, side and rear of property.</p> <p>e. PA15/02439, <i>91 Fore Street, Port Isaac</i> – demolition of existing house and construction of new house. Extension req'd to 11th May.</p>	<p>Plans with Cllr. Williams</p> <p>Plans with Cllr. Williams</p> <p>Plans with Cllr. Williams</p> <p>Plans with Cllr. Williams</p> <p>Plans with Cllr. Williams</p>
68/2015	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. PA15/00798, <i>Land South of Quin Cottage, Port Quin</i> – the sign proposed is a Welcome and Orientation sign which is a timber mounted flat panel sign. Members supported this application.</p> <p>b. <i>Planning Applications Refused by CC</i> – information only.</p> <p>i. PA14/11484, <i>5 Trewetha Lane, Port Isaac</i> – proposed demolition of existing dwelling and construction of replacement dwelling. Members objected to this application.</p> <p>c. <i>Planning Applications Refused by CC</i> – information only.</p> <p>i. PA14/05722, <i>Land East of Port Gaverne Beach</i> – demolition of existing structure; creation of single family dwelling with associated landscaping and parking.</p> <p>d. <i>Enforcement Cases</i> –</p> <p>i. EN14/01916, <i>Harbour Heights, Rose Hill, Port Isaac</i> – alleged non-compliance with approved plans. New access track and parking space created. Case officer – Serena Wearne. Members to receive any response from Ms Wearne, regarding why a new application had not been submitted for the permanent access. This should have been done by 29th January 2015.</p> <p>ii. PA13/04287, <i>Treswarrow Solar Farm</i> – continued breaking of planning condition relating to hours when work is permitted.</p> <p>e. <i>Headland Hotel</i> – the High Court has refused permission for a judicial review.</p>	
69/2015	<u>Finance & Car Park Committee Report</u> – Members to consider the following items referred from the F&CP Committee:	

	<p>a. <i>Main Car Park</i>–</p> <ul style="list-style-type: none"> i. <u>Enforcement</u> – recommendation to dispense with the requirement to park within the parking bays and to set up a new contract with a 15 minute ‘grace period’. ii. <u>Extension</u> – quotations are being sought for a temporary extension to the car park, under the 28-day temporary use rule. iii. <u>Parking Places Order (PPO)</u> – Ms Vanessa Davis, CC’s Legal Team had been asked for guidance in revoking the Parking Place Order. There will be a cost for this advice. iv. <u>Freedom of Information Request</u> – Members to consider releasing the contract with AS Parking. v. <u>General</u> – a member of the public has suggested: <ul style="list-style-type: none"> 1. Clearer signage to indicate which car park you are heading towards. They were unaware there was more than 1 option. 2. Facility to pay by credit card or mobile phone. They would have liked to pay for a whole day but were unable to do so as they did not have sufficient change and there seemed to be no local shop or other facility to obtain change. <p>b. <i>Planting</i> – recommendation to invite Trelawney Garden Centre to visit the site for planting advice and to accept that advice whatever it may be.</p> <p>NOTE – Mr Philp to return the planting plan to Cllr. Raynor.</p> <p>c. <i>St Endellion Churchyard</i> – recommendation that a £500 grant be made in the next financial year. To be reviewed annually.</p> <p>d. <i>Terms of Reference</i> – recommendation that these be adopted. Copy attached.</p> <p>e. <i>Contracts</i> – the following contracts have been awarded to A1 Tree Surgery: <ul style="list-style-type: none"> i. <i>Parish Council Property</i> – to include an increase in the number of cuts of the playing field, from 1st October to 30th April there will be one cut per month. To be monitored. ii. <i>Public Rights of Way</i> – iii. <i>Grass Verges</i> – iv. <i>War Memorial</i> – the area around the Parish Rooms is currently out of bounds, because of falling roof slates. This work to only commence if it is safe to do so. <p>Members to consider a request for a donation towards the £216 already incurred in cutting around the War Memorial.</p> </p> <p>f. <i>Car Wash</i> – Members to consider a request to hold a car wash on the Playing Field possibly on 22nd August 2015.</p>	<p>Information</p> <p>Information</p> <p>Cllr. Williams</p>
70/2015	<p><u>New Road WC Committee</u> – Members to consider the following items referred from the WC Committee:</p> <ul style="list-style-type: none"> a. <i>Purchase Contract</i> – Cllrs. Raynor and Coles had signed the Purchase Contract with CC, and a handover date is imminent. They had also signed the Devolution Grant agreement. b. <i>Refurbishment</i> – recommendation to include the provision of storage space within the building. NOTE – Cllr. Raynor will bring revised plans. c. <i>Terms of Reference</i> – recommendation that these be adopted. Copy attached. 	<p>Information</p> <p>Cllr. Raynor</p>

71/2015	<u>Neighbourhood Plan</u> – Members to receive an update.	Cllr. Williams
72/2015	<p><u>Highways Matters</u> –</p> <p>a. <i>Meeting with Highways</i> – Members to received an update, following the meeting with Mr Neil Grigg, Highways on 24th March 2015, to include:</p> <p>i. <u>Yellow Lines</u> –</p> <p>ii. <u>Tintagel Terrace</u> – suggestion to make this one-way to traffic.</p> <p>iii. <u>Variable Speed Limit</u> –</p> <p>b. <i>Pentus Wall, Fore Street, Port Isaac</i> – Members to receive an update, to include the result of the Land Registry search.</p> <p>c. <i>Resurfacing</i> – Members to consider a proposal that this is used to alter the camber at Cloud 9 and get the storm drain dug out and working again.</p>	<p>Cllrs. Penny / Raynor & Williams</p> <p>Cllr. Bell</p> <p>Cllr. Williams</p>
73/2015	<p><u>Environmental Matters</u> –</p> <p>a. <i>Cemetery</i> – referred from the March Full Council meeting.</p> <p>i. <u>Cemetery Appearance</u> – the rules state that flowers could be left at the headstone, but there were instances where they had been planted in the grave.</p> <p>b. <i>Trewetha Playing Field</i> – Members to consider whether the school needs a lease to use the playing field.</p>	Cllr. Phelps
74/2015	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.1 2015/16.</p> <p>b. <i>Budget Monitor</i> – copy to be circulated at the meeting.</p> <p>c. <i>Advertisements on the Notice Board in the Main Car Park</i> – Members to receive an update.</p> <p>d. <i>Treswarrow Solar Farm</i> – Members to receive an update.</p> <p>e. <i>Community Input from Clean Earth</i> –</p> <p>f. <i>Grant Requests</i> – Members to consider making a grant to:</p> <p>i. <u>The Alzheimer's Society</u> – NOTE - £100 was donated in July 2014.</p>	<p>Cllrs. Brogan / Manders</p> <p>Cllr. Raynor</p> <p>Cllr. Williams</p>
75/2015	<u>Retention and Destruction Policy</u> – Members to consider adopting a Retention and Destruction Policy to help eliminate the need to store a number of old files (copy attached).	
76/2015	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Post Office</i> – the Post Office had written to formally notify the PC of the temporary closure of Port Isaac PO.</p>	Information
77/2015	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 11th May 2015.</p> <p>b. <i>Finance and Car Parks Committee Meeting</i> – 22nd April 2015.</p> <p>c. <i>WC Committee Meeting</i> – 22nd April 2015.</p> <p>d. <i>Parish Meeting</i> – prior to the May Annual Parish meeting @ 6pm.</p>	

	<p>e. <i>Clerk's Leave</i> – 27th April – 1st May 2015.</p> <p>f. <i>Code of Conduct Training</i> – CC are offering free training sessions:</p> <p>i. <u>Camborne One Stop Shop</u> – 14th May 2015, 2-4pm.</p> <p>ii. <u>Liskeard One Stop Shop</u> – 16th July 2015, 2-4pm.</p> <p>iii. <u>St Austell One Stop Shop</u> – 14th September 2015, 4-6pm.</p> <p>Bookings essential to jharries@cornwall.gov.uk.</p> <p>g. <i>Library and One-Stop Shop Consultation</i> – email previously circulated.</p> <p>i. Liskeard Library – Monday, 20th April 2015, 6-8.30pm.</p> <p>ii. Truro Library – Tuesday, 21st April 2015, 6-8.30pm.</p>	
78/2015	<u>Information Only / Future Agenda Items</u> –	
	a.	
79/2015	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.	
80/2015	<i>WC Cleaning Staff</i> – Members to consider any applications and / or quotations.	
81/2015	<u>Meeting Closed</u> –	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 5th April 2015

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