

**MINUTES OF THE MEETING HELD ON FRIDAY 16<sup>th</sup> NOVEMBER 2012 AT PORT ISAAC CHURCH ROOMS, PORT ISAAC AT 7:30PM**

**PRESENT** Mr M Bell, Mr M Coles, Mr E Fletcher, Mr R Harris, Mr R Manders, Mr D Philp, , Mr D Phelps, Miss N Williams, Miss Anne Hallet

**APOLOGIES FOR ABSENCE**

Mrs Janet Townsend

**122. DECLARATIONS OF INTEREST**

**123. PUBLIC DISCUSSION**

Mr A Penny apologised for leaving Mondays meeting, he had not realised the Parish Council was also holding a Neighbourhood Plan meeting prior to the main Parish Council meeting and could not stay until 8pm. He asked if there would be further consultation on the Yellow Lines.

The Clerk informed Mr Penny that the Parish Council had agreed to apply for a Traffic Order for Yellow lines, when funds were available and he would have an opportunity to comment during the consultation period.

**Mr Lee read a 3 page statement expressing concerns of how the Car Park project had been run.. A copy of Mr Lee's statement will be kept on file. The main points have been précis below.**

Mr Malcolm Lee urged the Parish Council that the Car park work needed to be carried out this winter, however was concerned about the following matters:-

- 1) How often the sub committee had met and if minutes were available from its meetings.
- 2) That the final plans for the car park had not yet been approved by the Parish Council.
- 3) That the car park project had exceeded budgeted expenditure.
- 4) How the management of the car park project had been conducted and why Cllr D Philps questions were not answered in an official report at the Parish Council meeting on Monday 12<sup>th</sup> November 2012.
- 5) He was concerned that funds were not available to meet the final costs of the Car Park project and that the Parish Council could not meet the requirements of Financial Regulation 3.6 to sign the contract with Cormac.
- 6) He was concerned that item 5e) on the agenda which gives the Chair and Vice Chair authority to negotiate a contract, was incorrect, he felt that it was normally the clerk's job to obtain three quotes.

**124. CAR PARK**

a) Proposal from Mr M Bell that the Parish Council accepts the donation from Buffalo Pictures of £34,000. This proposal was withdrawn.

b) It was proposed by Mr M Bell that the Parish Council applies for borrowing approval for an additional £40,000 to complete the Car Park. This was seconded by Mr D Phelps.

Mr M Bell proposed that the proposal be amended to state:- 'It was proposed by Mr M Bell that the Parish Council applies for borrowing approval for an additional £40,000 to complete the Car Park and in the interim reallocates all reserve funds to cover costs'. Mr D Philp asked if it was legal for the Parish Council to reallocate funds.

The Clerk informed Mr Philp, that the Parish Council can legally reallocate funds at anytime from reserves. The proposal was carried nem.con.

Mr Bell informed the parish Council that he had received an e-mail from Peter Moore at Cornwall Council informing the council that the loan Guarantee Agreement document can be amended to include an additional loan.

b) It was proposed by Mr M Bell that the Parish Council appoints Cormac to build a Pay and display car park on Land adjacent to the Playing field, East of Hillson Close, Port Isaac, Cornwall in accordance with the following Plans 461.D.01.PA00, 461.D.CD01, 461.D.01.PA02 (Application no PA11/10573 Approved 28<sup>th</sup> June 2012) and authorise the Chair, Vice Chair and Clerk to sign the following Documents: i)The Cormac Construction Contract ii)The Section 278 Highways agreement. iii) The Deed of Drainage Easement with Cornwall Council iv) The Loan Guarantee Agreement with Cornwall Council subject to final wording being recommended by our solicitor.

This was seconded by Mr D Phelps.

The proposal was amended to state Mr M Bell proposed that the Parish Council approves Plans 461.D.01.PA00, 461.D.CD01, 461.D.01.PA02 (Application no PA11/10573 Approved 28<sup>th</sup> June 2012) and appoints Cormac to build a Pay and display car park on Land adjacent to the Playing field, East of Hillson Close, Port Isaac, Cornwall in accordance with the following Plans 461.D.01.PA00, 461.D.CD01, 461.D.01.PA02 (Application no PA11/10573 Approved 28<sup>th</sup> June 2012). This was seconded by Mr D Phelps and carried 8/1 Mr D Philp objected as he feels a 139 space car park is insufficient.

- i. It was proposed by Mr M Bell and seconded by Mr D Phelps that the Parish Council approves and signs the construction contract with Cormac, for a Contract sum of £398,674 omitting new boundary fencing except for the main road frontage and reducing landscaping cost for hydro seeding and planting. Omitted items can readmitted to the contract if we receive additional borrowing approval required.

The Clerk informed the Parish Council that it has £376,000 borrowing approval already agreed, £32,000 from Doc Martin donated in 2011 and £31,810 in reserves. Therefore the cost of a Contract of £398,674, can be met, along side the £28,560 already owed to Cormac and Consultancy Fees, but if it does not get borrowing approval for the addition £40,000, the council will not have funds available for playing field equipment which funds had been previously reserved for. Mr Philp was concerned that we did not have a revised contract as yet with reduced costing.

Mr Philp was concerned that if works were not finished by the 28<sup>th</sup> March the car park would not be open over Easter. The delay damages are £500 per week however the car park made £5500 over Easter last year. The proposal was carried nem.con.

- ii. It was proposed by Mr M Bell and seconded by Mr D Phelps that the Parish Council signs The Section 278 Highways Act Agreement with Cornwall Council. This was carried nem.con.

- iii. It was proposed by Mr M Bell and seconded by Mr D Phelps that the Parish Council signs The Deed of Drainage Easement with Cornwall Council. This was carried nem.con

- iv. It was proposed by Mr M Bell and seconded by Mr D Phelps that the Parish Council signs The Loan Guarantee Agreement with Cornwall Council subject to final wording being recommended by our solicitor and guarantee cover being amended to £416,000. This was carried nem.con. Mr Philp felt that we needed to have the revised guarantee in place before signing the contract with Cormac.

c) It was proposed by Mr M Bell that the Parish Council appoints Ed Crossley Chartered Quantity Surveyors and PDP Green as consultants for the construction phase of the project. This was seconded by Mr D Phelps and carried nem.con.

d) It was proposed by Mr M Bell that the Parish Council apply to Cornwall Council for our Car park to be included in their Car Park Order. This was seconded by Mr D Phelps and carried nem.con.

e) It was proposed by Mr M Bell that the Chair and Vice Chair are given authority negotiate and sign a contract for the collection and banking of money collected from machines at the Parish Councils Pay & Display Car Park. This was seconded by Mr D Phelps.

The proposal was amendment to state - It was proposed by Mr Bell that the clerk is given authority to obtain three quotes for the collection and banking of money collected from machines at the Parish Councils Pay & Display Car Park.

This was seconded by Mr D Phelps and carried nem.con.

f) It was proposed by Mr Bell that the Parish Council sets the daily collection charge for the Car Park at £3 per car. This was seconded by Mr D Phelps. Miss N Williams felt that the charge should be set at £4.

The proposal was carried nem.con.

## **DATE OF NEXT MEETING**

Monday 26<sup>th</sup> November 2012 at Port Isaac County Primary School

**The meeting closed at 8.30pm**