

Chairman : Cllr M Coles

Parish Clerk : Mrs E M Banfield  
Ingleside, Mount, Bodmin PL30 4ES

**Minutes of the Council Meeting  
Held 9 September 2013 at 7:00pm  
Port Isaac CP School**

Present : Cllrs M Coles (Ch), D Raynor (Dep Ch), M Bell, R Brogan, R Dawe, R Manders,  
A Penny, J Townsend, N Williams

Apologies : D Phelps (no reason given)

Also Present : Mrs E Banfield (Parish Clerk)  
8 Members of the Public

**96/13 Housekeeping and Chairman's Report**

The Chairman, Cllr Coles advised the location of the toilets, fire exits and noted there were no local hazards.

Cllr Coles advised that the Car Park income will, by the end of the year exceed last year's even though the car was not open for the first three months. Budget expectations will be exceeded.

Referring to the e mail sent to Members, Cllr Coles reported that little had been done with regard to weeds, litter picking etc.

Members discussed the situation and agreed that further conclusive discussions on what needs to be done to resolve those outstanding matters must take place at the Committee Meeting on 23 September, as there are problems with dropped kerbs and parking on those areas as well as those pointed out and discussed.

**97/13 Apologies for Absence**

As listed.

It was noted that Members had not taken on board that this meeting was scheduled to begin at 7pm. Discussions revealed that the agendas and minutes had not been as widely displayed on the notice boards as usual though they had been published on the agenda and Mr Childs had utilised the Harbour Notice Board. To ensure future compliance, it was agreed that keys would be cut and held by Cllr Bell and Cllr Dawe.

**98/13 Declarations of Interest**

None

**99/13 Public Forum**

With the exception of Mr Childs, Members of the public advised they had attended to hear the presentation by 'Clean Earth'.

The Chairman invited Mr A Cameron to make his presentation reminding him of a time limitation.

- **Clean Earth** : Mr Cameron explained he had thought this matter would be listed on the agenda for discussion. The Chairman explained there was no planning application in front of Members so only a short presentation would be allowed.

Mr Cameron explained the proposed amended site details to Members and the intention to mitigate the appearance and visual impact of the proposal using screening. An amended drawing was produced and placed before Members along with the original to indicate the difference in size/area to be used. Some problems with hedging and use of large trees but assurances were given that everything will be done to mitigate the visual impact.

- **County Councillor's Report** : Cllr Penny told Members that Sat Nav signs had not been discussed at the County Council meeting and that a petition was being circulated, which Members of the Parish Council were welcome to sign if they wished regarding 'Rural Fair Share'. This was with regard to rural Councils receiving £100 less per head of population compared to Urban Councils.
- **Mr Ted Childs** : Mr Childs told Members he was grateful to Cllr Penny and others for their efforts to have the situation with traffic sorted out on Church Hill. Since the last meeting a further three incidents had taken place and the excuse had always been the same in that 'Sat Navs' had directed them which, if true, proved the signs in place are totally inadequate and need 'beefing up'. Mr Childs also pointed out the street is too narrow for the new sized ambulances.
- **Police Report** : Not in attendance (apologies and report were received but not in time for the meeting. Report filed with minutes)

#### **100/13**     **Planning Applications**

**PA13/07106** : Installation of replacement wood windows and door in rear elevation  
Bottlenose Cottage, 16 Dolphin Street  
Mr R Deunger

Members agreed this application would be an enhancement and **RESOLVED to SUPPORT it**

**PA13/07431** : Notification to fell 4 Cypress Trees and cut down overgrown Griselinia with  
Port Isaac Conservation Area  
42 Church Hill Port Isaac  
**Notification Only – no requirement to respond - NOTED**

#### **101/13**     **Minutes of Previous Meeting 12 August**

**RESOLVED** that the Minutes of the Meeting of St Endellion Parish Council held on Wednesday 12 August 2013 at 19.30 hours having been previously circulated, be taken as read, adopted and signed  
Proposed Cllr Townsend Seconded Cllr Raynor

#### **102/13**     **Matters Arising**

**Minute 81/13 : PA13/06208** : Variation of Condition 6 (development shall be used for holiday purposes only) of E1/89/3818 dated 19/12/89 to enable long term rental of building. Cllr Penny told Members the Planning Officer wants to refuse this application and further explained the situation.

Cllr Coles explained that not enough evidence had been provided to support the application.

Members agreed that the matter had been dealt with by the Parish Council at the last meeting and nothing further could be done; it was for the County Council to deal with now.

**Minute 81/13 : PA13/06694** : Construction of two storey extension, demolish and rebuild

front elevation, gable end wall and part rear elevation, replacement of roof structure and reinstatement of roof covering, enlargement of vehicular access and provision of oil storage tank.

Following a site meeting with the Planning Officer, it has been agreed by Cllrs Coles, Townsend and Williams that this application could be supported subject to conditions being met (Granite quoins would be retained, brick surrounds to new gable end windows, wooden window frames to new windows, obscure glass to windows on the gable end).

**Minute 91/13 : Neighbourhood Plan :** Cllr Williams asked for names and dates of those who would join her walking the parish when she hoped Members of other groups/organisations would also join in.

Cllrs Raynor, Brogan, Bell, Manders, Dawe and Penny volunteered depending on the date arranged/agreed.

Suggested dates for consideration : 21 -25 September inc. at 5pm.

### **103/13 Committee Reports :-**

- (i) *Fireworks Committee* : To adopt and sign the report of the meeting dated 12 August 2013 as a true account and to discuss.  
Cllr Penny, being the only Member present agreed the Minutes were a true and accurate account
- (a) To receive paperwork (Risk Assessments, insurance documentation) and to confirm full membership of committee  
Cllr Penny produced 2 Registers of Interest, Terms of Reference, Risk Assessment and map. The event is covered by the Parish Council's insurance. Documents filed with the Clerk to the Council  
Cllr Penny confirmed that the Committee has its own finances and bank account.
- (ii) *Finance and Car Park Committee* : To adopt and sign the report of the meeting dated 21 August 2013 as a true account.  
**RESOLVED** that the Minutes of the Meeting having been previously circulated, be taken as read, adopted and signed  
Proposed Cllr Bell Seconded Cllr Raynor

To discuss and Resolve those matters Recommended by the Committee :

**Purchase of Reference Book : RESOLVED that** 'Local Council Administration' Edition 9 be purchased at a cost of £60 from SLCC  
So Proposed Cllr Townsend Seconded Cllr Raynor

**Grant Application** : Members agreed with the Committee in that grants to individuals are not allowed. Clerk to write to applicant.  
**RESOLVED** not to allocate a grant to the applicant  
So Proposed Cllr Williams Seconded Cllr Bell

**Public Works Loan Board** : Members were reminded of the success of the car park and therefore the second loan for £40000 was deemed unnecessary  
**RESOLVED** that the Clerk write to the PWLB explaining the loan is not required  
So Proposed Cllr Coles Seconded Cllr Bell

**VOA Business Rate Assessment** : Cllr Bell confirmed he had progressed this matter in accordance with the directions of the Committee, such action to be Ratified by the Council  
Members of the Full Council **RATIFIED** the Resolution and directions of the Committee  
So proposed Cllr Bell seconded Cllr Williams

**Deferment of £30,000 Cormac Payment** : It was **RESOLVED** to withdraw this Recommendation until further notice  
**Proposed Cllr Bell Seconded Cllr Coles**

**Car Park Planting** : Cllr Bell explained that as yet he had not discussed the matter with Cllr Phelps and Members agreed that the areas should not be planted yet. It was **RESOLVED** that the weed spraying and Hydra seeding should be carried out in the first instance and when established, put in the shrubs. Cllr Bell will discuss with M Elford, the cost of including wildflower seed mixed in to some of the hydra seeded areas.  
So proposed Cllr Coles and Seconded by Cllr Bell

**Naming of Car Park** : Members recalled the various names and confusion regarding signs to the Parish Council's car park.

**RESOLVED** that the name of 'The Main Car Park' be given to the new car park  
So proposed Cllr Coles and Seconded by Cllr Bell

It was also **RESOLVED** that Cllr Bell would arrange for a new sign to be made and sited in the vicinity of the New Road Car Park entrance/exit  
So proposed Cllr Williams and Seconded by Cllr Raynor

Cllr Bell will also prepare a Planning Application for the three signs at the Entrance to the Car Park which do not currently meet regulations

It was **RESOLVED** that the Parish Clerk be instructed to write to the Harbour Commissioners requesting them to fund a sign advising 'Beach Car Park Closed'  
So proposed Cllr Bell Seconded Cllr Raynor

**Terms of Reference** : Cllr Coles explained that as both the Finance and Car Park committee meetings were serviced by the same members at meetings held on the same night and some matters crossed over it made sense to combine the committees.

It was **RESOLVED** that the two Committees should combine and the Terms of Reference should reflect the quorum.

#### **104/13**     **Payment of Accounts**

It was **RESOLVED** that the payment of accounts as presented be accepted and paid The total for payment being £4607.25. Receipts for the month £63654.97.  
So proposed Cllr Townsend Seconded Cllr Williams

Mrs Banfield pointed out that she was waiting for cheque books to arrive and therefore the Excel spread sheet did not include cheque numbers.

#### **105/13**     **Outside Committees Reports:**

- (i) Community Network : Cllrs Bell and Coles will be attending the next meeting on Thursday at 7pm in Wadebridge  
Cllr Penny will be attending the Budget Consultation Meeting on 13 September
- (ii) Neighbourhood Plan : dealt with earlier in the meeting

#### **106/13**     **Society of Local Council Clerks – Membership**

**RESOLVED** that the Parish Clerk should take up membership of the Society of Local Council Clerks at a cost of £127 per annum  
So Proposed Cllr Bell and Seconded by Cllr Manders

#### **107/13**     **Church Hill Traffic Issues**

Members discussed the proposed meeting with Mr Oliver Jones of Highways and asked the Clerk to arrange a meeting on either 17,18 or 19 September.

Cllr Williams Proposal: Council to purchase a brown tourist sign for the top of Church Hill "Ignore Sat Nav's",

**RESOLVED** to consult with Mr O Jones of Highways regarding this matter at the meeting next week and in the event that it is acceptable to Highways to do so, purchase a sign

Cllr Williams Proposal : invite tenders and (or research possibly sponsorship) to prepare flower beds/rockeries in verges at the top of the village to prevent people parking, in time for Spring.

It was acknowledged that the verges and beds identified belong to Highways and that a License to plant would be required. Mrs Banfield to contact Highways with regard to this matter once Cllr Bell has drafted a plan of the location of the beds and Cllr Williams has devised a planting scheme.

Members also acknowledged that planting would be seasonal and require changing accordingly. Costs will be available once the scheme has been drawn up.

**RESOLVED** that this proposal is adopted in principle in the first instance  
So proposed Cllr Bell Seconded Cllr Williams

### **108/13**     **Parking Places Order**

Copies of the proposed Order had been circulated to Members prior to the meeting. Cllr Bell and Mrs Banfield explained the need for an Order.

It was **RESOLVED** that due to the content and depth of discussion required to address this matter in full, Executive Powers be granted to the Finance and Car Park Committee to finalise details and submit the end product to Cornwall Council for approval.  
So proposed Cllr Townsend and Seconded by Cllr Manders

*Cllr Brogan left the meeting at 9:45pm*

### **109/13**     **Environment**

Cllr Williams to propose that the Council writes to all the takeaway businesses in Port Isaac requesting they consider the environment & use cardboard & paper packaging and wooden rather than plastic forks. Polystyrene doesn't crush in the bins so they overfill more easily and the street cleaner can't pick up plastic forks with his litter picker. Also request that they sponsor a bin.

Members discussed this proposal in a full and frank debate concluding that there would be difficulties targeting individuals and that they, Members, would have informal talks with traders regarding the environmental issues some matters were causing. (the use of polystyrene packaging -could use waxed card/paper -, parking etc.).

Cllr Williams withdrew her proposal.

**RESOLVED** Cllr Bell to contact businesses to discuss parking

### **110/13**     **Items/Matters for Next Agenda**

To be advised to the Clerk in good time for inclusion. (Agendas are posted one week before meetings, agenda items need to be received before that)

### **111/13**     **Correspondence**

List circulated to Members at the meeting.

1. Parc Signs : Notification that the new notice board has been installed at the Car Park. Due to a mark in the polycarbonate glazing, a discount of £100 is offered if the Council will accept the defect.
2. Letter objecting to a PCN issued in the Main Car Park (one of several received and dealt with in accordance with the Council's wishes)

3. South West Water : Water Future magazine
4. Cornwall Council : Notification of Temporary Road Closure at St Kew 4 November to 11 December for surface dressing preparation work.

All other correspondence has been received by e mail and forwarded to Members for information.

**112/13** **Date of Next Meeting** : 14 October at **7pm** at Port Isaac School. Members to please note start time.

The Chairman closed the meeting at 10:00pm

Signed : .....  
Chairman, St Endellion Parish Council

Date : .....