

MINUTES OF THE COUNCIL MEETING

Held

11 November 2013 at 7pm

at

Port Isaac School

Present : Cllrs M Coles (Chairman), D Raynor (Deputy Chairman)
Cllrs M Bell, R Brogan, R Dawe, R Manders, A Penny, D Philp, D Phelps, N Williams

Apologies : Cllr J Townsend (away)

Also Present : Mrs E M Banfield (Clerk to the Council), PCSO Drennen and 13 Members of the public

130/13 Housekeeping and Chairman's Report

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

(ii) Chairman's Report : Cllr Coles addressed members regarding the opening hours of the WC's.

The Clerk was asked to check the various grass cutting contracts (verges, playing area, footpaths) , to establish the finish dates. It had been suggested that all the grass cutting contracts be brought under one umbrella in the future and to have them all start and finish coinciding with the financial year and budgeting. This information being necessary in order to budget for next year.

Clerk

131/13 Apologies for Absence

Cllr Townsend had offered apologies due to holidays.

Noted

132/13 Declarations of Interest and Dispensations

Cllrs Phelps, Bell and Coles : Application PA13/09246 (Plan A) - NRI
Cllr Penny : Application PA13/09262 (Plan B) - NRI

**Noted
Noted**

133/13 Public Forum :

- **Police Report :** Apologies were given for non attendance the previous month. The report for last month concluded that zero crimes had been recorded for September against a figure of one for the same period last year.

October had shown one crime which was detected (alcohol related) against the same figure for last year.

Crime remains low in the parish.

Cllr Penny asked how members of the public should deal with obstructions and was told that if a member of the public is unable to leave their property they can phone the Police for assistance but if they are unable to get back in to their property due to obstruction, nothing can be done by the Police.

- **Cllr Penny (CC) :** Signs – the details on the signs are to be given in metric as well as imperial measurements.
Sale of the Cellars and WC's – Documentation with the Solicitor.
Figures were given to Members regarding the cost of keeping the WC's open during the summer and winter months
A press release had been made regarding a Newquay man being fined by CC Officers for allowing dog fouling
Sat Nav info on signs – Bert Bisco is collating information.
- **Members of the Public :** Eleven parishioners had attended to hear the proposals of Planning Application PA13/09246.

**Reports filed
with Clerk.**

Mrs C Barlow, applicant re PA13/09739 told Members she would be employing local builders and materials in the work and had had a meeting with the Planning Officer and neighbour prior to applying. She hoped Members would see this application as a good replacement.

Mrs B Bell voiced support for improvements to the Playing Fields proposal which would be presented during the meeting by Cllr Penny. Mrs Bell also opposed any increase to the precept which she had heard was being suggested stating that the Car Park was in profit and increasing the precept was a bad thing to do at the moment.

134/13 Planning :

The Architect for Plan A had been invited to address Members of the Council to explain this large and complex application in order that it is fully understood before the Council's observations are returned to the Planning Department.

Mr Richard Marsden of Laurence and Associates gave a full and detailed presentation of where the site lay and why it had been chosen. Drawings of landscaping and drainage were shown to members along with plans of buildings, sight lines etc. The area within the site itself would be flat but with a 'fall' east to west. The turning area on the site would only be large enough to accommodate a small vehicle.

Responding to questions from members of the Council, Mr Marsden stated that the sewerage treatment plant is in essence a 'beefed up septic tank'. Surface water would go to the existing drain. SWW had noted there would be no problem with roof water, run off etc or flooding but if problems are raised they can be addressed.

Visibility splays are those used and recommended by Highways.

If the application is granted, work will begin immediately (although the applicant advise he had yet to source a builder).

The Chairman thanked Mr Marsden for his time and presentation.

Applications :

Plan A : PA13/09246 – Erection of garage workshops including MOT testing station and erection of artisan workshops/stores (Use classes B1/B2/B8) formation of access and installation of package sewage treatment plant Land at Trewetha Port Isaac

The question was put with regard to Highways work which may have a detrimental effect on holiday business in the village as well as the Council's car park. The Clerk was asked to note on the Planning Response that should the application be successful, work on the Highways to be done 'out of season'.

Other comments included :

- Whole site to be landscaped
- Four of the buildings **must** be tied to the garage/MOT station
- Only one garage in the village now – there used to be five
- Good idea – wrong site
- Colour of units should be checked/reconsidered
- Footpath to be completed

Plan B : PA13/09262 – Remove and replace existing side extensions 1 Tintagel Terrace, Port Isaac

Plan C : PA13/09739 – Demolition of bungalow and garage building and clear site for the erection of detached house with attached garage

**Mr Childs
arrived at 7:20**

**Cllrs Bell, Coles
and Phelps
declared
interest and left
the room.**

**5 votes for.
Cllrs Raynor
and Manders
abstained
SUPPORT**

**Cllr Penny
declared
interest and left
the room
SUPPORT**

Members asked that the slates not be hung with clips

Notifications

Noted

As per Plans A and B above

Approvals

Noted

PA13/07525 : Pilchards Corner and White Cottage, Port Gaverne

Noted

PA13/07853 : 42 Church Hill, Port Isaac

Noted

PA13/09001 : Trecreege Barn, Trelights, Port Isaac

Noted

PA13/06357 : Fishermans Cottage, 17 Rose Hill, Port Isaac

Refusals

Noted

PA/04287 : Treswarrow Farm, Trelight, Port Isaac

135/13 **Minutes of Previous Meeting :**

RESOLVED that the Minutes of the Meeting of St Endellion Parish Council held on Monday 14 October 2013 at 19:00 hours having previously been circulated, be taken as read, adopted and signed as a true record.
So proposed Cllr Williams Seconded Cllr Raynor

136/13 **Matters Arising**

Car Park Snagging : Cllr Coles explained that Cllr Bell has attempted to have these matters attended to with regard to the bay markers, litter, weeds, seeds.

Members agreed that the Clerk should be asked to write to PDP Green, Crossleys and Cormac to set up a meeting at the Car Park with representatives from each organisation and Members of the F&CP Committee to discuss and resolve the issues still outstanding.

Clerk

137/13 **Committee Reports**

(i) **Finance and Car Park Committee :**
RESOLVED that the report of the meeting held 30 October 2013 having previously been circulated, be taken as read, adopted and signed as a true record.
So proposed Cllr Raynor Seconded Cllr Philp

Committee Recommendations :

Grants : Golden Circle

RESOLVED that a grant of £200 be sent to the Golden Circle
So proposed Cllr Raynor seconded Cllr Penny

Litter Picking : Cormac

RESOLVED that litter picking be carried out now and immediately after the New Year by Cormac
So proposed Cllr Philp and Seconded by Cllr Williams

Signs and Playground Inspections Contracts to be discussed later under Confidential Orders.

**Cllr Philp
Declared
interest (NRI)
and took no
part.**

138/13 **Payment of Accounts** : Members heard that the PDP Green account remains on hold and payment should not be sent.

RESOLVED that the accounts paid by cheque number 200119 and 200120 totalling £311.98), accounts to be paid (cheque numbers 200121-200127 totalling £3142.57) be accepted/paid and Direct Debit(s) noted. Total expenditure £ 3464.56.
So proposed Cllr Penny Seconded Cllr Philp

Bank Balances were noted as Community Account £172563.08 and the Business Money Manager Account £23808.15

139/13 Outside Committees and Members Reports

(i) *Community Network* : Cllr Penny reported The next meeting is scheduled for 12 December at 7pm

(ii) *Neighbourhood Plan* : Cllr Williams told Members she can copy notes resulting from the 'walks' to anyone who wants them; the whole parish has now been 'walked'. There is a large map of the parish available which can be marked. A meeting is now necessary with the volunteers from the Council Membership plus J Harris and P Kirkham. Terms of Reference for each group are required.

Cllr Williams to e mail suggested meeting dates to volunteers.

140/13 Standing Orders and the Public Forum

Cllr Coles reminded Members this matter had been raised by Mrs Bell during the public session at the last meeting.

Cllr Coles referred to the current Standing Orders which were agreed by Members past and present only last October which stated the public could address Members of the Council on items listed on the agenda.

The matter was put to Members for debate and discussion.

RESOLVED that the public can, at the discretion of the Chairman, put any matter to Members but there will be no discussion until the matter is placed on the agenda.

So proposed Cllr Phelps Seconded Cllr Bell

**4 votes against
5 votes for
Cllr Philp
abstained**

141/13 Environment

Members discussed problems in the Parish in particular the leat at Port Gaverne.

The Clerk advised that in preparation for the meeting she had contacted the Environment Agency to establish whether any response had been given to the previous enquiry. An acknowledgement had been received advising a response will be given within 20 days which the Clerk will forward to all members.

The Clerk is to contact the Conservation Department at Cornwall Council following discussions with Cllr Williams with regard to collapsed walls.

Clerk

142/13 Christmas Tree Festival

Members heard that the cost is £16 not £15.

Tree to be decorated on 13 December the theme being 'the Council', volunteers to decorate were Cllr Penny and Cllr Brogan.

Cllrs Penny and Brogan

RESOLVED that the Council grant £16 for a tree to be decorated
So proposed Cllr Penny Seconded Cllr Raynor

143/13 Christmas Lights

A letter requesting a grant towards the erection of the lights had been received which outlined the help already given and pledged.

Cllr Penny declared an NRI and took no part.

Members discussed what was done with regard to the lights, what help was required and if a grant should be made.

RESOLVED that a grant of £120 should be made.
So Proposed Cllr Bell Seconded Cllr Williams

144/13 Playing Fields Association and EMR's

Cllr Penny showed Members the plan of the project at the Council's Playing Field at Trewetha Lane and asked if the sum put into the Council's Ear Marked Reserves is still available and could it be put into the Playing Field Account. The projected plan equates to £74,000 but savings could be made.

Cllr Coles advised that the Council had agreed to reallocate all Ear Marked Reserves to the Car Park Fund to enable the Council to sign the contract with Cormac. Further, the Council had agreed not to take up the additional loan from the PWLB for £40000 because the EMR's had been utilised for the car park build. The 'Doc Martin' income had also been used to reduce the burden on the public purse. The accounts should reflect that there are no EMR's. If it is decided that the EMR's need to be put back as they were, the precept will no doubt increase significantly given that there will be no 'Doc Martin' revenue in next year's budgets and the car park revenue is not as great as it is perceived to be by the public.

Cllr Penny asked that a statement be made with regard to the financial situation.

Cllr Coles advised that the full financial situation won't be known until March as there are no previous accounts for income from the car park to rely on.

145/13 School Use of the Playing Field

Cllr Penny told Members that the school had contacted him over this matter and that they required use of the field for half an hour each Friday and for sports day when they cut the grass and mark it.

The Clerk told Members that she had been asked by the Council to contact the school to establish what use they made of the playing field and whether they cut the grass and were covered by the CC Insurance etc. She had reported the school's response some weeks before and nothing further was said as the answers had been given. It was merely to establish what and when etc. This had been made clear to the school at that time.

No further action

Cllr Bell left the meeting at 9:45

146/13 40mph Limit at the School Past St Endellion Church

Cllr Penny told Members that in his CCllr role he had already made a request to Oliver Jones (CC) to have this matter placed on its Traffic request List for future consideration.

147/13 Confidential Matters

Matters deferred to the end of the meeting from the Finance meeting Report

Cllr Brogan left at 9:50

RESOLVED that the Press and Public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt information as defined in the Public Bodies (Admission to Meetings Act 1960) as extended by Section 100 of the Local Government Act 1972.

Contracts :

1. Signs
2. Playground inspections

So proposed Cllr Coles Seconded Cllr Raynor

Following discussion it was **RESOLVED** that County Signs at Winnards Perch be contracted to supply the tariff signs and extra 'pedestrian' sign for the Car Park as per the quote.

Clerk to place order

It was **RESOLVED** that the Clerk enquire with CC re the provision of 'No Parking/No Turning Beyond this Point' signs and if CC are willing to site free of

Clerk to Contact

charge to purchase such signs.
So proposed Cllr Raynor Seconded Cllr Williams

CC

It was also **RESOLVED** that Cormac be contracted to provide the necessary inspections as per the quote provided but that the contract finishes on 31 March in order that all contracts complete at the end of the financial year.
So proposed Cllr Raynor Seconded Cllr Manders

Clerk to place order

148/13 Items/Matters for the Next Agenda

- To be advised to the Clerk

149/13 Correspondence

A list of Correspondence had been circulated to Members.

1. Carnival : E Mail requesting permission to use the Playing Field next year when they will be erecting a marquee (due to the village hall already being booked) on Thursday 21 August until Monday 25th. Security will be in place through the night.
2. Letter regarding Christmas Tree Festival (raised as an agenda item earlier in the meeting)
3. Cornwall Council Planning Consultations : CC Planning, Housing and Regeneration Service seeking views on important documents ie Renewable Energy, Mineral Safeguarding Development Plan Document Scoping and Allocations Development Plan Document Scoping. Consultation period ends 20 December. Notice attached for display in parish and a DVD is attached
4. Cornwall Council Planning Notification of Approvals (too late for agenda)
 - PA13/06357 Fishermans Cottage 17 Rose Hill – Approved
 - PA13/08637 Public Conveniences New Road – Approved
 - PA13/03279/PREAPP The Shoebox 1A Tintagel Terrace – Closed – advice given/app submitted
5. Cornwall Council : Temporary Road Closure – Gravelings Lane, Treharrock; School Lane and Sam Bonds Nip, St Kew – 4 Nov – 11 Dec (24 Hrs inc w/ends) Surface dressing preparation works
6. Internal Auditor’s Report – copied for member’s info.

No instruction

No instruction

F&CP Cttee

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

150/13 Date of Next Meeting

9 December at 7pm Port Isaac School.
Finance and Car Park Meeting 27 November at 4pm Church Rooms (kitchen)

The meeting closed at 10:15pm.

Signed as a True and Accurate Account :

Cllr M Coles, Chairman St Endellion Parish Council

Date :