

MINUTES OF THE COUNCIL MEETING

Held

9 December 2013 at 7pm

at

Port Isaac School

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

Apologies : Cllr M Bell (Business) J Townsend (away)

Also Present : Mrs E M Banfield (Clerk to the Council), PCSO Drennen and 5 Members of the public

151/13 Housekeeping and Chairman's Report

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

- Chairman's Report : Cllr Coles addressed members regarding the grass cutting contracts which have now been clarified
- E mail from Cornwall Council advising they will no longer be weed treating the village area – this expense will need to be considered in the budget
- Car Park snagging – a meeting had taken place to address the outstanding items and action had been agreed regarding issues including bay marking, hydra-seeding
- All the signs in the car park had been erected and are now complete
- Council Tax – the Rateable Value has been set at £34000; the actual payment due for this year if set at £11519 to be paid in January and February. Next year looks as though the charge will be circa £16014 however Cllr Bell is making an appeal on the Council's behalf to try to reduce that amount.
- It has been reported that the WC's at Roscarrock are open – reason unknown
- An offer from Sovereign Playgrounds to undertake a free design had been received and an appointment made for January
- An item will be placed on the Finance Agenda regarding a catering van. The Clerk is making enquiries regarding what permission is needed.

F&CP Agenda

152/13 Apologies for Absence

Cllr Townsend's apologies came via Mr Childs. The Chairman accepted this apology under the circumstances (personal) but reminded Members that apologies should be made to himself or the Clerk.

153/13 Declarations of Interest and Dispensations

Cllrs Penny, Philp and Coles : Application PA13/09742 (Plan A) - NRI
Cllrs Penny and Williams : Applications PA13/10178/9 (Plan B and C) – NRI

No requests for Dispensations

154/13 Public Forum

- **Police Report** : PCSO Claire Drennan offered apologies from PC Malcolm Taylor who was off shift. It was reported that figures were up on last year when no crimes had been reported. There

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were three for the same period this year.

There had been thefts of livestock and farm machinery and the need for awareness was a priority; Members and the public were asked to spread the word. Thefts from garages and building sites are still an issue with no-one caught yet.

PCSO Drennan returned to duty having given her report

- **Mrs B Bell** : Information regarding the cost of the toilet at St Merryn had revealed that a sum of £3500 was needed to run them. Cornwall Council will be running the toilets at Treyarnon and Constantine Bay as they say these toilets are 'important for the tourist industry'. Mrs Bell told members she hoped the WC's at Port Isaac would be dealt with similarly. The precept at St Merryn for 1700 residents is £16000 and therefore the current precept for Port Isaac is not unduly low. To increase the precept would 'increase Council Tax significantly'. Mrs Bell asked that the Council considers the less fortunate and then said the Council must give money to the Playing Fields.
- **Mrs C Armstrong** : told Members she was present to hear the application for 68 Fore Street
- **Mr M Thomas** : told members he was present to hear discussions regarding the WC's.
- **Cllr A Penny** : Reporting as the Cornwall Councillor told those present a 2% rise in Council Tax had been agreed.

With regard to the WC's, the Fishermen had been offered a lease but not the Freehold to the Fish Cellars. A meeting is to be held to discuss the new lease and whether the Fishermen will be willing to take on and run the toilets in the fish cellars. It is unknown whether this is to be taken up, a meeting to discuss will be taking place. If the Fishermen don't take them on 'we're back to square one'.

Cllr penny told members he would not like to see more spent on the toilets than on the Playing Fields.

Basketball Hoop : Cllr Penny explained he still had money left in his fund which was to be allocated to applicants by 4 February, the proposed basketball hoop, later in the agenda will come out of this fund.

Mr Brown arrived after the Public Forum had closed

'Access Signs' leading to Church Hill are waiting to be removed.

155/13 Planning

Applications :

Plan A : PA13/09742 : Construction of 2 storey rear extension demolish and rebuild part front elevation demolish gable end wall to ground and rebuild and demolish rear elevation to first floor and rebuild, replacement of roof structure and reinstatement of oil storage tank and uPVC windows.

86 Fore Street, Port Isaac

D Philp, MC, AP Declared interest and left the room

It was commented that this house has basically been demolished without permission.

The following conditions must be made and met:-

- Granite quoins must be put in
- Brick arches matching other houses must be put in
- The old slate must be re-used
- Same conditions imposed on front and back elevations
- Windows to be replaced with wooden ones NOT uPVC
- The conditions stated by the Parish Council the last time this application was before them must be applied – they have not been included in the application

Application SUPPORTED With Conditions

Plan B: PA13/10178 : Construction of rear extension to kitchen, reroof with addition of Velux conservation roof windows in rear elevation, rebuilding of existing chimney and internal alterations (Resubmission of previous application PA13/01265 withdrawn 13 August 2013)

AP, NW and D Philp declared interest and left the room for

Plan C : PA13/10179 : Listed Building Consent for the Construction of rear extension to kitchen, reroof with addition of Velux conservation roof windows in rear elevation, rebuilding of existing chimney and internal alterations (Resubmission of previous application PA13/01265 withdrawn 13 August 2013)
68 Fore Street, Port Isaac

Plans B and C were discussed together

It was noted that the letter from the applicant stated that the staircase was to stay the same but the plans showed that not to be the case.

The site meeting had been held and revealed no rules were available that could turn down this application.

The Conservation Officer has stated the internal could not be changed but an internal wall has already been removed.

Members agreed to support this application on the condition the stairs being in the original position

**Applications for
Plans B&C
SUPPORTED
subject to
condition**

Approvals

PA13/08637 : Public Conveniences New Road
 PA13/09905 : Silver Spray Port Gaverne
 PA13/09262 : 1 Tintagel Terrace

**Noted
Noted
Noted**

Enforcements

EN13/02676 :Golden Lion, Fore Street – Alleged Decking style steps over cobbles on a public right of way to rear of pub
 EN13/02707: 86 Fore Street – work being carried out not in accordance with approved plans PA13/06694 namely foundations being dug exceeded what is applied for
 EN13/02639: Change of use of land SE of Toll Cottage, Homer Park – siting 2 caravans

Noted

Noted

Noted

Members noted that a Planning Application received too late for this meeting would be heard during the adjournment of the Finance and Car Park Meeting on 16 December at 6pm when a Council Meeting would be convened for the sole purpose of hearing the application and no other reason.

**Meeting to be
held 16
December at
6pm**

156/13 Minutes of Previous Meeting

Minute Number 146/13 : Should read 40mph limit through St Endellion Past the Church

Minute Number 134/13 : The footpath joining with the one in the car park and leading all the way to Trewetha had been a condition on the Planning Application and the whole site was to be landscaped at the commencement of the project.

The Clerk explained that the second part of that had been advised to Cornwall Council and was listed on the planning portal. Cllr Philp explained that the part about the footpath was in the plans anyway and was therefore unnecessary to make it a condition as it was already catered for.

RESOLVED that the Minutes of the Meeting of St Endellion Parish Council held on Monday 11 November 2013 at 19:00 hours having previously been circulated and subject to the amendments as stated above to be taken as read, adopted and signed as a true record.

So proposed Cllr Penny Seconded Cllr Williams

157/13 Matters Arising

The Clerk pointed out that the e mail regarding the Carnival Committee's

158/13 **Committee Reports**

- (i) **Finance and Car Park Committee :**
RESOLVED that that item 6 should be a Recommendation from the Council
So Proposed Cllr Raynor and Seconded by Cllr Philp
- (ii) **RESOLVED** that the report of the meeting held 27 November 2013 having previously been circulated, and with the above amendment be taken as read, adopted and signed as a true record.
So proposed Cllr Raynor Seconded Cllr Philp

Cllr Raynor, addressing Members commenting on the report in 'Trio' explained that the EMR's had been allocated to the Car Park Project in order to reduce the loan. This was minuted only last autumn.

Regular Play Equipment Inspections have begun and a report is awaited. It is acknowledged that many repairs will be needed due to lack of maintenance over previous years. Considerable funds will have to be budgeted for this work. The Precept will have to be increased.

Comments from Members included :

- it would be useful to have a forecast drawn up for next year to show the Council is not just helping tourism
- the Council is trying to do a good job with a new Council, people are getting the wrong end of the stick

Committee Recommendations :

VOA Business Rates : **RESOLVED** that Cllr Bell is to appeal on the Council's behalf.
So proposed Cllr Raynor and Seconded by Cllr Philp

Fidelity Guarantee Cover : **RESOLVED** that this matter be deferred until the insurance is to be renewed
So Proposed Cllr Philp and Seconded by Cllr Raynor

Traffic Calming : **RESOLVED** that a contribution of £500 is to be made to Cornwall Council in order that this work is carried out
So Proposed Cllr Williams and Seconded by Cllr Manders

The Chairman explained that the second part of item 8 had become an intolerable situation with much to'ing and fro'ing with the Bank, an inordinate amount of time spent in trying to sort out the matter had been wasted because although the previous Clerk had always been able to manage the Council's Bank Accounts whilst not being a signatory, it appeared systems had changed and it was a requirement for the current Clerk to become a signatory. Without the Clerk being able to speak to the Bank about the Council's accounts, the situation would become unmanageable.

RESOLVED that the Clerk, Mrs E Banfield be a signatory on the mandate form as required by the Bank.
So proposed Cllr Coles and Seconded by Cllr Raynor

Budgets : Cllr Coles explained that the budgets have not been set, the Committee is still discussing income and expenditure for the current year before assessing what is needed for the next financial year.

There will be no more 'Doc Martin' money so an immediate loss of £34000 against this year's income. The overspend would be circa £25000 deficit if the same tack as last year was taken.

It is hoped that the Car Park will fund around £97000 less VAT next year. This

Confidential Matter : Salary/Payroll Arrangements

159/13 Payment of Accounts

RESOLVED that the accounts paid by cheque number 200128 totalling £120.00), accounts to be paid (cheque numbers 200129-200134 totalling £37394.22) be accepted/paid and Direct Debit(s) noted. Total expenditure £ 58287.04.

So proposed Cllr Coles Seconded Cllr Raynor

Bank Balances were noted as Community Account £183627.72 and the Business Money Manager Account £23808.15 as at 30 November 2013.

160/13 Outside Committees and Members Reports

- (i) *Community Network* : Cllr Penny reported The next meeting is scheduled for 12 December at 7pm
- (ii) *Fireworks Committee* : Mandates not processed by Bank as yet therefore the invoice won't be paid for a while
- (iii) *Neighbourhood Plan* : Cllr Williams told Members there will be a meeting at 5pm on Thursday at Julian Harris' home to define tasks to group leaders. Starting in January defining the tasks will take around 6 weeks and a further 2 weeks to complete the areas of research.

Cllr Brogan left at 8:34pm

161/13 Basketball Hoop – Request from Cllr Penny

Cllr Penny explained that from his 'fund' he can pay up to 75% of a cost over £500. Advising the Council that he and Mr Lanyon could install the hoop, the Carnival Committee would top up the deficit. The hoop would be placed close to the grass bank away from the road.

Details regarding where the hoop could be purchased for this price to be sent to the Clerk who asked how she was to obtain the funding from Cllr Penny. Cllr Penny to obtain information from County Hall and contact the Clerk.

Cllr Penny

162/13 Commemorative Bench

The Clerk advised Members that she received a call from the applicant in question and had discussed the matter with her. It transpired that the land on which the applicant wished to place the bench did not belong to the Parish Council, therefore the request was withdrawn.

Cllr Philp reminded Members of the Council's Policy with regard to benches and offered to find the Policy in order the Clerk and any Members has a copy for reference.

Cllr Philp

163/13 Items for Next Agenda

- Catering for Car Park
- Outside Committees

164/13 Correspondence

1. **MATTER NOT ADDRESSED AT PREVIOUS MEETING** : 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.

RESOLVED that permission be granted subject to receipt of the usual paperwork (Risk assessments, copy of insurance Doc, license etc)

Clerk to notify

2. P Tidey : Request to run catering van at the car park and offering other services. (NB: Mrs Banfield has been asked to enquire of CC regarding

any restrictions on this type of use of the car park –enquiries ongoing – response sent to Mr Tidey)

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| 3. Sovereign Design Play : Appointment to meet Members of the Council at the Play Area to discuss a free design – 21 January 2013 at 12:00. | Dealt with in Chairman's report Noted/Filed |
| 4. pdp Green Consulting – H&S File Received | |
| 5. Peninsula Community Health – Annual Review – 3 copies | Distributed to Members Noted |
| 6. VOA – Notice of alteration to the 2010 list (Car Park) | |
| 7. Cornwall Council : Notification of the Council Tax Support Grant 2014/15. | Noted/Finance Cttee |
| 8. Trelights Village Green Committee : Request for financial assistance to purchase a shed in which to store equipment including Christmas Lights due to the loss of the present storage unit. New unit to cost in the region of £400-£500. | Climbing frame to be checked |

Cllr Philp suggested holding off with this matter for the present, he will establish a few details with the Committee and report to the Finance Cttee.

165/13 Date of Next Meeting

16 December at adjournment of Finance Meeting 6pm to discuss Planning Application only

13 January at 7pm Port Isaac School.

Finance and Car Park Meeting 27 November at 4pm Church Rooms (kitchen)

The meeting closed at 9:30pm.

Signed as a True and Accurate Account :

Cllr M Coles, Chairman St Endellion Parish Council

Date :