

St Endellion Parish Council

MINUTES OF THE COUNCIL MEETING

Held

10 February 2014 at 7pm

at

Port Isaac School

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

Apologies : Cllrs M Coles and R Dawe

Also Present : Mrs E M Banfield (Clerk to the Council), Mr Ted Childs

191/13 Housekeeping and Chairman's Report

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

(ii) Deputy Chairman's Report : Cllr Raynor told Members of the meeting with the Insurance Assessor at the Main and Slate Quay. It was confirmed that all the Council has undertaken is in order but a Risk Assessment needs to be undertaken. A report of hazards, visual checks are to be carried out and reported in writing. Cllr Raynor told Members he is willing to undertake this work. Photographs of the Slate Quay over the past twelve years appear to show little difference, no further damage but the barrier is gone. There is no evidence of sea erosion.

**Next Agenda –
Barrier**

The damage to the car park has been repaired by Cormac.

192/13 Apologies for Absence

Cllr Raynor advised that Cllr Coles was on holiday and nothing had been heard from Cllr Dawe

NB : It was later found that Cllr Dawe had e mailed the Clerk but too late to be known at the time of the meeting.

193/13 Declarations of Interest and Dispensations :

Cllr Philp : Plan B – Planning App PA13/11699 - DPI

Cllr Penny : Plan A – Planning App PA14/00299 - NRI

No dispensations were requested.

194/13 Public Forum

Mr Childs : Asked if anything further had been heard regarding work to the 'pinch point' at the top of Church Hill.

Cllr Penny and the Clerk updated Members and Mr Childs

Mr Childs reported four further incidents which have taken place in just the past month, one being a 'high' vehicle which hit his home and caused some significant damage. The drivers of vehicles are stating that the sign at the top states 'except for access' and as they need access they are taking that route. The work by Cornwall Council is needed as soon as possible.

195/13 Planning

Applications :

Plan A : PA14/00299 – Convert and extend existing double garage to provide granny annexe
48 New Road, Port Isaac
Proposed Cllr Bell Seconded Cllr Phelps

Cllr Penny left the room

**Supported
Cllrs Philp and Williams
abstained**

Plan B : **PA13/11699** – Retention of garage store and study accommodation without compliance with conditions 2 and 3 of planning permission PA10/05045
The Lodge Trelights Port Isaac
Proposed Cllr Phelps Seconded Cllr Manders

Cllr Philp left the room

Supported

Approvals :

PA13/10736 – The Shoebox, 1A Tintagel Terrace
PA13/11314 – 2 The Terrace
PA13/10619 - 3 Coastguard Hill

All noted

Enforcements : **EN13/02845** – 25 New Road – Checking compliance with condition 2 and 3 of appeal decision

Noted

PC Taylor arrived at 7:18pm

194/13 Members returned to the Public Forum to accommodate PC Taylor

Cllr Taylor left a written report with the Clerk which is filed with the minutes.

Only one crime in the past month which remains undetected. For the same period last year there was just one crime which was criminal damage.

Theft of heating oil, mainly in remote locations continues to be problematic with full tanks being drained mainly at second or holiday homes.

PC Taylor left at 7:26pm

196/13 Minutes of Previous Meeting

RESOLVED that the minutes of the meeting held 13 January 2014 having previously been circulated were taken as read, adopted and signed as a true record.

So proposed Cllr Penny Seconded Cllr Brogan

197/13 Matters Arising

Minute 185/13 : pdp Green. Cllr Raynor explained the situation regarding the invoices sent in by this company in association with payment for the car park work. A number of communications had been sent between the Council and the company until a satisfactory conclusion had been reached.

Cllr Bell added that the parking bay markers had proved to be a bone of contention and the cost was withdrawn.

Cllr Raynor explained that one final invoice had been requested instead of numerous invoices and credit notes which had complicated matters. The Clerk and Cllr Coles were satisfied that the result would now be acceptable to the Council and auditor.

RESOLVED that the invoice received now be paid

So proposed Cllr Raynor Seconded Cllr Bell

Minute 185/13 : Weed Killing. The Clerk still awaited marked plans/maps showing the areas to be treated. Cllr Bell advised that he would obtain a standard form of contract and forward same to the Clerk

Cllr Bell

198/13 Committee Reports

No Committee Meeting held in January

199/13 Payment of Accounts

RESOLVED that the accounts paid (cheque number 200145 totalling £300.00), accounts to be paid (cheque numbers 200146-200154 totalling £10609.99) be accepted/paid and Direct Debit(s) noted. Total expenditure £10920.

So proposed Cllr D Philp Seconded Cllr A Penny

Bank Balances were noted as Community Account £138150.16 and the Business Money Manager Account £23182.19 as at 30 January 2014.

200/13 Pdp Green Payment

Matter dealt with in Minute 197/13 above

201/13 Public Toilets

- (i) Cllr Penny told Members that there had been no further information or news from Cornwall Council Officers regarding the New Road toilets, neither had there been further news from the Solicitor regarding the Rosacarrock toilets. Cllr Penny further reported that the Fishermen are reluctant to take on the Roscarrock toilets.

Members discussed the whole situation of toilets in the village and the Parish Council's proposal to redesign the New Road toilets subject to refurbishment by Cornwall Council.

Cllrs Coles and Bell will be speaking to Jon James of Cornwall Council regarding parity with other coastal parishes where Cornwall Council continues to support public toilets largely for the benefit of tourists.

- (ii) New Road WC's : Members discussed the tabled proposal but agreed that it should be extended to state 'that the Parish Council offers to purchase the New Road WC's for £1 after Cornwall Council have refurbished and changed the layout to the Parish Council's design as shown in the attached drawing (planning consent approved, including a pay as you enter turnstile, subject to final approval by St Endellion Parish Council'.

Cllr Penny and Cllr Raynor, as the proposers of the original proposition agreed to the amendment which became the proposition and was **RESOLVED**.

So proposed Cllr Bell Seconded Cllr Philp

NB : that Cllrs Penny, Bell, Raynor and Coles will have discussions with Cornwall Council regarding the situation of the WC's and the offer.

Cllr Philp commented that the main idea is to keep the toilets open.

202/13 Grass Cutting Contracts and Specifications

The Clerk updated Members with regard to what information is available and what is awaited before the pack can be put together.

Members discussed what was still needed and what was still to be done to progress this contract which is to combine all grass cutting contracts into one complete contract. Documentation (specifications) need to be brought together. This should all be available at the time of the Finance and Car Park meeting.

Cllr Phelps told Members he would stand down as the Cemetery Co-Ordinator.

203/13 Rubbish Report

Cllr Phelps against

Cllr Bell to arrange meeting.

Cllr Williams reminded Members that Cllr Dawe had been tasked with reporting to Members having undertaken a survey.

Members discussed the whole problem throughout the village.

Cllrs Penny and Williams had met with Stephanie Crocker (Contracts Compliance Officer) and someone from Cory to discuss dog bins etc (e mail circulated to Members previously) and will report to Members at the next meeting.

Cllr Williams to report to next meeting

Gull guard bins are not working and should be removed. Collections need to be co-ordinated more effectively and tightly.

Cllr Bell left at 8:25pm

204/13 Gull Guard Bins

Matter dealt with in Minute 203/13 above

205/13 Code of Conduct Training

Members were reminded that this training will take place on 27 February at the school at 6:30pm and that since the Code of Conduct had changed in the past few years any previous training undertaken would not be relevant.

Cllr Phelps advised he would be unable to attend.

206/13 Environment – Minute Number 141/13 Refers

Cllr Williams told members she still has concerns that the Port Isaac Leat is a cause for concern as it has blockages – the sluice gate which was replaced by pipes now blocked by a tree.

Cllr Raynor explained this is a matter for the Environment Agency and any concerns should be reported directly to them however a report to them could be made by the Parish Council.

A discussion followed regarding the responsibilities of land owners-v-the Environment Agency

Clerk to contact EA

207/13 Outside Committees and Members Reports

(i) *Community Network* : Cllr Penny advised there has been no meeting since the last Council meeting therefore nothing to report. However, there is to be a consultation put out regarding Mobile Libraries as the customers per visit is 1.1 with an average book lending of 4.5 per visit.

(ii) *Neighbourhood Plan* : Cllr Williams reported that few of the Group Leaders have done what was requested of them which was to organise a meeting and issue tasks. Interim reports are due on Wednesday, so far only one has been returned.

Members discussed what could be done to make this project work more effectively. Cllr Williams told members that information gathering is falling short and while the end product could be prepared by professionals, the information needs to be gathered in the first instance.

Cllr Williams

Cllr Williams to contact Sam Hewitt and report back to Cllr Raynor in the first instance

(iii) *Insurance Situation* : Cllr Raynor reminded Members of the conditions necessary to ensure compliance and cover by insurance. The Parish Council must be seen to be the organisers of the fireworks display as they are paying for the fireworks.

The order for the fireworks must come from the Council (via the Clerk), payment for the fireworks must be made by the Council. A Member of the Council has to be responsible and as many volunteers as needed can be taken on but they need to be named to the Council before the event, a Risk Assessment still needs to be drafted and sent to the Insurers beforehand.

Fund raising is totally separate from the Council's Firework event

Members noted that these conditions also applied to the Trelights Committee.

RESOLVED that the Fireworks Committee and Trelights Committee in their current formats be dissolved

So proposed Cllr Raynor and Seconded by Cllr Williams

208/13 Items for Next Agenda

- Rubbish Report
- Treswarrow Solar Farm Appeal
- Headland Hotel Presentation

209/13 Correspondence

1. E Mail from Cormac : Estimate and overview to bring play area up to standard as recommended by the Play Inspector.
2. Cormac : Agreement to be signed re Weed Killing plus e mail confirming they will be able to carry out weed killing for the Parish Council on its land. Plan to be forwarded for costing purposes. **Cllrs Bell, Philp and Dawe**
3. Cormac : Plans showing areas to be cut on verges (4 cuts per annum)
4. Cornwall Council : Temporary Road closure notices –
 - (i) Pendogett Road : 10 – 16 March (24 hrs weekends included) Patching and surface dressing work. **Application approved**
 - (ii) Fore Street, Port Isaac : 3 March (24 hrs) Replace BT Pole **Application approved**
 - (iii) Church Hill 5 March (08:00 – 18:00) Cabling and Pole replacement works **Notice of Intention**
5. The Big Swim Cornwall : Notification by the organisers of a potential road closure on 16 August (closure to apply to non-residents only). Members to let the Clerk to the Council know of any concerns to be forwarded to the organisers who are currently filling out forms to apply for permission to close the road. **No problems – Clerk to advise**
Response Required
6. Cornwall Area of Outstanding Natural Beauty : Invitation, programme and booking form to the Annual Forum 22 March at Duchy College, Stoke Climsland. Also enclosed copies of delivery plan and several calendars. **Cllrs Williams and Manders attending**
7. Sovereign Play Equipment : quote and design for Play Area.
8. Came and Company : Copies of leaflet 'A Councillor's Guide to Council Insurance' **Distributed to Members**
9. Landscape & Amenity product update magazine **D Philp**

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

210/13 Date of Next Meeting

Full Council 10 March 2014 at 7pm – Port Isaac CP School
Finance and Car Park Meeting - TBA

The meeting closed at 9:30pm.

Signed as a True and Accurate Account :Date

Cllr M Coles, Chairman St Endellion Parish Council