

St Endellion Parish Council

MINUTES OF THE MEETING OF FULL COUNCIL

held

Monday, 10th November 2014 at Port Isaac School.

The Meeting opened at 7pm.

Present: Cllr. M. Coles (Chairman), Cllr. D. Raynor (Vice Chairman), Cllr. D. Philp,
Cllr. A. Penny, Cllr. R. Manders, Cllr. N. Williams, Cllr. M. Bell (arr. 7.18pm)

Apologies: Cllr. D. Phelps, Cllr. R. Brogan (via e-mail 21.22, 10.11.14)

Also present: Mrs. S. Theobald. Clerk/Minute taker and Ms. S. Walters.

- 99/14 Housekeeping: Chairman informed those present the location of exits, toilets, and that there were no local hazards. All signed the attendance sheet.
- 100/14. Declarations of Interest: Dispensations applied for: None applied for.
- 101/14 Public Forum: Ms. Walters reported on the history of PA14/09209 and the reasons behind the application for a Certificate of Lawfulness for the continued use of the land and caravan for residential purposes. She stated the need to regularise the present arrangement.
Cllr. Penny reported that the Port Gaverne Community Grant Fund was now fully set up. He handed an invoice to the Clerk for replacement bollards.
Cllr. Raynor brought to Cllr. Penny's attention that the Councillor in charge of the firework display must ensure that fireworks are set off from the beach area of Port Gaverne, and under no circumstances whatsoever, from the Slate Quay. Any person on the Slate Quay will not be covered by this Council's Insurance policy, and would be on The Quay entirely at their own risk.
- 102/14 Chairman's Report: Cllr. M. Coles informed Members of the resignation received from the Clerk/RFO and sought agreement to set the recruitment process in train. This was granted. Cllr. Coles reported the need to put in place a Complaints Procedure, Financial Risk Management Plan and review of Standing Orders. All these documents had been sent electronically (by the Clerk) to all Members. Members were urged to study all documentation with a view to discussion, revision and final adoption at the next meeting of Full Council. **NB: Next meeting of Full Council will be on 15th December.**
- 103/14 Planning: The following Planning Applications were received and decision of Council notified to Cornwall Council.
PA14/09773. Proposed extension and construction of detached garage. Pennti Ros, Lower Trefreock, Port Isaac. Support for this application proposed by Cllr. D Raynor, seconded by Cllr. N Williams. All agreed.
PA14/08400. Application to remove condition 2 (holiday occupancy) of decision E1/2002/1934. Wheel Barn, The Mill, Port Isaac.
PA14/08020. Application to remove condition 2 (holiday occupancy) of decision E1/2001/1303 (conversion of farm building to residential) Mill Barn, The Mill, Port Isaac. It was noted by Members that as amenity space, car parking and design suitability were sufficient to sustain residential use, and having in mind the need for permanent housing in the area, support for these two applications was proposed by Cllr. Penny (PA14/08400), seconded by Cllr. Bell, agreed unanimously and PA14/08020 support was proposed by Cllr. Bell, seconded by Cllr. Williams and agreed unanimously.
PA14/09209. Certificate of Lawfulness for the continued use of land and

caravan for residential purposes. Homer Park, Port Isaac. Support for this application was proposed by Cllr. Penny, seconded by Cllr. Williams. Agreed unanimously.

- 104/14 Planning Decisions Received: It was noted the following decisions had been received from Cornwall Council.
- PA14/06707. Land Rear of 8, The Terrace, Port Isaac. Erection of new two storey dwelling house to the rear of existing house No.8 The Terrace using existing access to garage off Tintagel Terrace. Refused by Cornwall Council.
- PA14/08811. Proposed repair and enlargement of porch on south elevation. 9, Church Hill, Port Isaac. Approved by Cornwall Council.
- PA14/07850. New dwelling in eastern half of Signal Field, Port Isaac. Approved by Cornwall Council.
- PA14/08139. Change of use from commercial to residential with ground floor and first floor extensions. Jon Bray, 11, New Road, Port Isaac. Approved by Cornwall Council.
- 105/14 Minutes of the Meeting held on 13th October 2014, having been previously Circulated, were taken as read, adoption was proposed by Cllr. Raynor, seconded by Cllr. Penny and these Minutes be signed as a true record.
- 106/14 Matters Arising from the Council Meeting held on 13th October 2014, all included on this agenda.
- 107/14 Committee Report: Finance and Car Park Meeting. To adopt and sign report of meeting held on Wednesday, 22nd October 2014. Adoption Proposed by Cllr. Penny, seconded by Cllr. Philp. Agreed.
- Car Park: It was unanimously agreed that a Pre Application for an overflow parking area be submitted to Cornwall Council at a cost of £300 (incl. VAT) So proposed Cllr. Raynor, seconded by Cllr. Philp.
- The question of additional double yellow lines to be tabled on agenda for next meeting of full council.
- Cllr. Coles reported that he had researched the possibility of installing a credit /debit card system for payment of parking in The Main Car Park. It was felt the present solar panel on the ticket machine may not be sufficient to accommodate such a system and the introduction of mains electricity could be costly. Cllr. Coles told Members that the system known as 'RinGo' could be the solution with a one off set up fee of £800, 5.8% card charge to Council, 20p being levied on drivers.
- Cllr. Williams asked that Community Benefit be included on next Finance Agenda in light of approval having been given for a Solar Farm on land at Tresworrow Farm.
- The Clerk was instructed to seek out reputable companies to manage the car Park, when the present contract comes to an end in 2015. Tender documents to be sent out on receipt of Cllr. Coles specification of requirements reference enforcement, collection, banking and signage.
- Cemetery: It was now accepted that consecration took place in late 2008 and had been performed by The Bishop of St Germans. Planning permission for change of use had been granted on PA07/02276. Cllr. Manders proposed, seconded by Cllr. Philp that the cemetery prices listed by Cllr. Coles be agreed, with a year on year increase of 5%. It was agreed the Clerk should purchase one Book of Grave Spaces and one Grave Spaces Purchased in Advance at a cost of £160 each plus VAT, also 14 row markers up to £200.

Bus Shelter: The Clerk, having now received the specification for work required agreed to seek tenders to carry out the scheduled work. The quote from A1 was considered and it was agreed they be instructed to cut back the overhanging trees on Trewetha Lane and re-seed the grass area where the old swings had been removed. Further, to be asked to trim and tidy the footpath alongside the Co-op store.

Donation to British Legion. Cllr. Raynor proposed a donation of £300 be given to The Royal British Legion. This was seconded by Cllr. Bell and agreed unanimously.

Cllr. Williams asked that the Playing Field Committee be reinvigorated to begin the process of getting more play equipment installed on the playing field.

Mrs Bell to be asked to 'head up' the task force.

- 108/14 Payment of Accounts: It was Resolved to adopt the finance report 14th October 2014 to 10th November 2014, to include Income and Expenditure, bank reconciliation, and authorise payment of accounts outstanding. So proposed Cllr. Coles, seconded by Cllr. Bell. Accounts outstanding to the value of £13,475.55 were agreed for payment.
- 109/14 Public Toilets: Cllr. D. Raynor had now received Cornwall Council's proposal for handover of New Road Toilets. Cllr. Coles handed draft copies of reports from Sproulls, Solicitors, for safe keeping.
- 110/14 Neighbourhood Planning: Cllr. N. Williams reported that the housing need survey had not received sufficient responses to evaluate an accurate need assessment. CRCC had offered, and will be asked, to re-distribute the questionnaire at a probable cost in the region of £1000. Events planned to engage residents to include a 'Big Butty' on 22nd November, 9am-noon, and a 'Hand Held Supper' by kind permission of The Mote, on 5th December from 7pm to 10pm. The theme of the evening will be 'self build' and Cllrs. Bell and Dawe were asked to attend to promote this option for home ownership.
- 111/14 Matters of Public Interest: None reported.
- 112/14 Correspondence and Date of Next Meeting. Members were reminded that the next meeting of Full Council would be on 15th December (third Monday), and not, as usual, on the second Monday.

There being no further business, the meeting closed at 10pm.