



**MINUTES of the FULL COUNCIL MEETING  
HELD IN PORT ISAAC SCHOOL**

**ON WEDNESDAY, 12<sup>th</sup> JANUARY 2015 @ 7 pm**

Present:	Cllr. Coles (Chairman) Cllr. Dawe Cllr. Philp	Cllr. Brogan Cllr. Penny (CC/PC) Cllr. Raynor (Vice Chair)	Cllr. Collins Cllr. Phelps Cllr. Williams
Also present:	Mrs Theobald Mr Graham Smith, member of the press	Mrs Thompson (Clerk)	12 Members of the Public

Minute	AGENDA ITEMS	Action
1/2015	<u>Housekeeping</u> – the Chairman advised those present of exits, local hazards, location of WCs etc.	
2/2015	<u>Apologies for Absence</u> – Cllrs. Bell (ill health) and Manders (private engagement).	
3/2015	<u>Declarations of Interests</u> – Cllr. Dawe in 07b/2015 and 07c/2015.	
4/2015	<p><u>Public Forum</u> –</p> <p>Mrs Jacquie Pomfret of Trelights spoke regarding 07b/2015. The field is next to her property and she strongly objects to the application. She didn't believe that the live / work unit was viable and had serious concerns about the access.</p> <p>Mrs Mary Rayment, permanent resident for 31 years. She too wished to object to 07b/2015. She said the site was outside the development boundary and in the AONB. She felt that the application wouldn't be allowed if it was just an ordinary dwelling, but it was presented as a live / work unit. She said it was a back-door approach.</p> <p>Mr Mark Williams spoke regarding 07c/2015, which was his application. The family wished to develop the barn as a retirement home for their mother. He was asked about the access and it was explained that the existing access wouldn't change. Mr Williams said the volume of traffic would be no different.</p> <p>Mr Simon Roberts said he fully supported 07b. The applicant was a young local man. Mr Roberts asked how else were such residents to get on in life? He also supported 07c/2015.</p> <p>Ms Penny Kirkham spoke regarding the Treswarrow wind turbine application. She wanted the PC and County Cllr. Penny to formally request that this application isn't left undecided. If the case officer was minded to grant permission, she wished to have this application referred to CC's Planning Committee for decision.</p> <p>Mrs Sonia Foye spoke to 07a/2015. She said that from every vantage point in Port Isaac the property would be visible. She felt that the sheer scale of</p>	

	<p>the proposed property was completely out of keeping with other properties in Port Isaac. The property is very close to neighbouring properties. She expressed concerns about the lack of parking on the site. Mrs Foye summed up by saying this was over development and overbearing for an historical village and could be the thin end of the wedge.</p> <p>Mrs Rayment urged the PC not to be swayed by the comments made by Mr Roberts. The application shouldn't be influenced by personalities.</p> <ol style="list-style-type: none"> <li>a. <i>Police</i> – in the absence of a Police representative, Mrs Theobald read the Police report.</li> <li>b. <i>County Councillor</i> – Cllr. Penny reported planning permission had been granted for the Headland Hotel application.</li> <li>c. <i>Casual Vacancy</i> – Mr Alan Michael (Mike) Collins had expressed an interest in joining the PC and spoke of his background. It was <b>RESOLVED</b> unanimously to co-opt Mr Collins. He duly signed his Acceptance of Office form. The new Clerk to advise CC and provide Cllr. Collins with a Financial Interests' form for completion. Cllr. Collins then took his seat on the Council.</li> </ol>	Clerk
5/2015	<p><u>Chairman's Report</u> – Cllr. Coles reported it had been difficult to move on with some of the projects. Tenders had been invited for the maintenance contracts and advertisements placed in the local press. He later added that Cllr. Bell had resigned from the F&amp;CP Committee.</p>	
6/2015	<p><u>Parish Clerk</u> – Cllr. Coles proposed that the Parish Council appoints Mrs Gillian Thompson as Clerk and Responsible Finance Officer and that the PC approves a Contract of Employment for her to sign. Her salary was set at Scale Point 27. It was unanimously <b>RESOLVED</b> to accept this proposal. Mrs Thompson was given a copy of her Contract of Employment.</p> <p>Mrs Theobald was given a round of applause and thanked for helping the PC during a difficult period.</p>	
7/2015	<p><u>Planning Applications</u> – Members considered the following:</p> <ol style="list-style-type: none"> <li>a. <i>PA14/11484, 5 Trewetha Lane, Port Isaac</i> – proposed demolition of existing dwelling and construction of replacement dwelling. A site meeting had been held. Members were asked for their opinion.</li> </ol> <p>Cllr. Raynor said he couldn't understand how they planned to erect a two-storey property with the same height as the existing bungalow. He pointed out a number of errors on the plans. He said the site is in a conservation area. If the building is to be demolished then it should be replaced with something of a similar design.</p> <p>Cllr. Williams said she agreed with Cllr. Raynor and added that from the public footpath it would appear overbearing. The bulk and scale of this development would be out of character with the area. She expressed concern about the lack of parking.</p> <p>Cllr. Dawe said the balcony would create an overlooking issue.</p> <p>Cllr. Philp said he felt it would totally out of character.</p> <p>Cllr. Penny said the roof should be hipped and not gabled, as proposed. As the County Member he will speak to the planning officer.</p> <p>Cllr. Phelps said he didn't think lack of parking was a relevant planning consideration, given that there is no existing parking. He didn't like the design.</p> <p>Cllr. Collins said it would be 'an eyesore'.</p>	

	<p>Cllr. Williams added that it was planned to face the exterior with stone, but neighbouring properties were rendered.</p> <p>It was unanimously <b>RESOLVED</b> to object to this application on the above grounds.</p> <p>b. <i>PA14/11829, Plot on Trelights Farm, Trelights, Port Isaac</i> – construction of live / work unit and formation of vehicular / pedestrian access. Deferred to the February Full Council meeting.</p> <p>c. <i>PA14/09955, Land South of Trewinte Farm, Barn behind Larks Mead, Port Quin, Port Isaac</i> – conversion and extension of redundant stone barn to form a two-bedroom dwelling and change of use of redundant stone barn into a utility / store outbuilding. Cllr. Dawe left the meeting whilst this application was discussed.</p> <p>Cllr. Penny said he had visited the site with the architect. He reported the barn is well preserved and this proposal would secure its future. He referred to the excellent boundary wall, which he would like to see preserved, by way of a planning condition.</p> <p>Cllr. Williams said she was pleased that the barn would be used as a home and not a holiday property.</p> <p>It was unanimously <b>RESOLVED</b> to support this application.</p>	<p>Cllr. Williams / Clerk</p> <p>Clerk</p> <p>Clerk</p>
8/2015	<p><u>Planning Applications Approved by CC</u> – information only:</p> <p>a. <i>PA14/10303, 2 The Terrace, Port Isaac</i> – installation of joist supported decking on 1<sup>st</sup> floor, flat roof with link bridge to sloping garden, safety fencing and privacy trellis around perimeter of decking.</p>	
9/2015	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 15<sup>th</sup> December 2014, <b>AGREED</b> as a true record.</p> <p>b. <i>Full Council Meeting</i> – 24<sup>th</sup> November 2014, were signed.</p>	
10/2015	<p><u>Matters Arising</u> – Cllr. Dawe asked for contact details of Mrs Pethick.</p>	
11/2015	<p><u>F&amp;CP Committee Report</u> –</p> <p>a. <i>Precept and EMRs</i> – it was <b>RESOLVED</b> to set the precept for 2015/16 at £25,000. Cllr. Raynor explained that the major cost was the overflow car park. The Clerk to inform CC. It was further <b>RESOLVED</b> to have Earmarked Reserves of £72,544.</p> <p>b. <i>Overflow Car Park</i> – Cllr. Bell reported through the Chairman that Mr Jim Dyer had been asked for an estimate to carry out works on the overflow car park, including moving the bund and laying matting. The total came to £15,000. Cllr. Coles said the quotation was not itemised. Cllr. Williams said she had understood that the quote was to be for a fence. Cllr. Coles was concerned at the amount of time it was taking to bring this project to fruition. He said planning permission would be needed. Cllr. Phelps felt that Cormac Solutions Ltd. or a similar organisation should have been asked for advice. Cllr. Coles said one person needs to take this forward. Cllr. Penny felt it should be dealt with by the F&amp;CP Committee. It was <b>RESOLVED</b> Cllr. Williams will invite Mr Julian Harris to attend a site meeting with Members to discuss the implications of the project. Cllr. Phelps voted against.</p> <p>c. <i>Bus Shelter Renovation</i> – deferred to the closed session.</p> <p>d. <i>New Road Public WCs</i> – Cllr. Raynor reported a meeting had been held. He expressed disappointment that the Contract to purchase the WCs had yet to be signed. It was <b>RESOLVED</b> to postpone</p>	<p>Cllr. Williams</p>

	<p>refurbishment until after the Autumn half-term. In the meantime the WCs would be open for the summer season and 'pay as you enter' doors installed at a cost of £3,000 per door. Mr Raynor said 1,000 people a day use the WCs in the high season. It was thought the income from charging to use the toilets would pay for the installation of the doors and that we should undertake the cleaning ourselves when we take over the freehold. Once the refurbishment had been done, the income from the shop should pay other running costs.</p> <p>e. <i>New Signage in Port Isaac</i> – it was <b>RESOLVED</b> to accept a quotation of £529.72+VAT from Cormac. The Clerk to raise a Purchase Order.</p> <p>f. <i>Minutes of the F&amp;CP Committee Meeting – 7<sup>th</sup> January 2015</i> were <b>AGREED</b> as a true record.</p>	Clerk																																
12/2015	<p><u>Financial Matters</u> –</p> <p>a. <i>Finance Report</i> – Cllr. Coles advised he had checked the figures provided by Mrs Theobald and duly signed the report covering the period to date. Cllr. Phelps was provided with a copy of the bank reconciliations, etc. for the current financial year. Mrs Theobald said that in eight years she had never been asked by a resident to view the accounts. Cllr. Coles said he had written a report giving financial information last year.</p> <p>b. <i>Accounts for Payment</i> – it was <b>RESOLVED</b> to make the following payments:</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Administration</td> <td>517.85</td> <td></td> <td>517.85</td> </tr> <tr> <td>Miscellaneous</td> <td>87.42</td> <td>17.48</td> <td>104.90</td> </tr> <tr> <td>Car parks</td> <td>1,870.00</td> <td>10.00</td> <td>1,880.00</td> </tr> <tr> <td>Maintenance - various</td> <td>418.74</td> <td></td> <td>418.74</td> </tr> <tr> <td>Cemetery</td> <td>100.00</td> <td>20.00</td> <td>120.00</td> </tr> <tr> <td>Staff costs</td> <td>770.60</td> <td></td> <td>770.60</td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>£3,812.09</b></td> </tr> </tbody> </table>	Item	Price	VAT	Total	Administration	517.85		517.85	Miscellaneous	87.42	17.48	104.90	Car parks	1,870.00	10.00	1,880.00	Maintenance - various	418.74		418.74	Cemetery	100.00	20.00	120.00	Staff costs	770.60		770.60				<b>£3,812.09</b>	
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13/2015	<p><u>Neighbourhood Planning</u> – Cllr. Williams reported two successful consultation events had been held in the previous month. A large number of scoping forms had been returned, with offers of help. She and Cllr. Coles will attend a meeting with CRCC. A questionnaire, including an housing type survey, will be compiled and circulated. Decisions need to be made about what else to include in the NDP, e.g. the playing field. The questionnaire will be posted to all households. Cllr. Williams was keen to prepare the NDP as soon as possible. This heading to be moved further up future agendas.</p>	Clerk																																
14/2015	<p><u>Clerk's Report</u> – Mrs Theobald said the Internal Audit would be held on 21<sup>st</sup> April 2015. She asked where the two filing cabinets, computer, etc. would be housed. Mrs Thompson had indicated she did not have room to keep these items at her home. Cllr. Phelps asked if instead of a shop at the New Road WCs, the room could be used as a PC office. Mrs Thompson indicated that she would not be working from an office in Port Isaac. Cllr. Phelps offered to store the cabinets on a temporary basis. Cllr. Dawe undertook to use his van to collect them from Mrs Theobald.</p>	Cllr. Dawe																																
15/2015	<p><u>Correspondence</u> – none.</p>																																	
16/2015	<p><u>Matters of Public Interest / Items for Next Agenda</u> –</p> <p>a. <i>Telecommunication Mast</i> – there was no news on the application.</p> <p>b. <i>Tree Preservation Orders</i> – CC is consulting on proposed TPOs at Cairnsmore, Port Gaverne and The Rectory, St Endellion.</p>																																	

17/2015	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations for work, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
11/2015	c. <i>Bus Shelter Renovation</i> – Mrs Theobald reported that two quotations had been received.  It was <b>RESOLVED</b> to accept the tender from Mr Bob Metters to renovate the bus shelter. Mrs Theobald will speak to Mr Metters.	Mrs Theobald
18/2015	<u>Diary Dates</u> – a. <i>Full Council Meeting</i> – Monday, 9 <sup>th</sup> February 2015. Apologies from Cllr. Coles, who will be on leave. b. <i>F&amp;CP Committee Meeting</i> – Wednesday, 21 <sup>st</sup> January 2015.	
19/2015	<u>Meeting Closed</u> – 9.09 pm.	

Signature: ..... (Cllr. Raynor)  
Vice Chairman

Date: 9<sup>th</sup> February 2015