



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
ON MONDAY, 9th FEBRUARY 2015 @ 7pm**

Present:	Cllr. Raynor (Vice Chairman) Cllr. Collings Cllr. Penny (CC/PC) Cllr. Williams	Cllr. Bell Cllr. Dawe Cllr. Phelps	Cllr. Brogan Cllr. Manders Cllr. Philp Mrs Thompson (Clerk)
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Minute	AGENDA ITEMS	Action
	<p>Prior to the commencement of the meeting, the Clerk provided Cllr. Philp with a copy of the planting plan for the Main Car Park, which he will photocopy and return. She also provided Cllr. Williams with the insurance documents, to be returned at the March meeting.</p> <p><u>Chairman's Welcome and Public Forum</u> – the Vice Chair welcomed those present and advised them of exits, local hazards, location of WCs, etc.</p> <p>Mr Chris Pomfret of Trelights said his property is 6m from the proposed development (PA14/11829). They had been assured that the field would not be developed because it was in an AONB. He spoke regarding the history of the site. Mr Pomfret said the application refers to the Neighbourhood Development Plan (NDP), but he pointed out that this had yet to be adopted. He did not feel that this application met the criteria of 'exceptional need'. The AONB had objected to the application. He felt reference to the NDP was an abuse.</p> <p>Mrs Jacquie Pomfret endorsed everything her husband had said. She said Trelights was important to her and we must protect it for the future. This building is not in keeping with its surroundings.</p> <p>Mr Michael Sutcliffe, said he lived opposite the site. He said he had taken advice from Laurence Associates, a leading firm of planners. Without the live / work aspect it was extremely unlikely that planning permission would be granted. But in Laurence's opinion – normal planning regulations apply because this is principally a dwelling.</p> <p>Mr Baird said he was here to object to a proposed TPO on his mother's property, but as his sister was speaking later, the meeting could move on.</p> <p>Mrs Philp said she was in support of the application and was horrified by the number of objections.</p> <p>Mr Harris said Mr Dawe should be supported. He said all his own family had been born and brought up in the village. He thought Mr Dawe should be supported as he had been many years ago.</p> <p>Mr Mark Williams said where Mr Dawe wanted to build was simply a natural extension of the existing development. The AONB was enormous and runs all the way to Widemouth. It was not practical to say there would be no development in an area that large. He didn't think the property was particularly out of keeping with neighbouring properties.</p>	<p>Cllr. Philp Cllr Williams</p>

	<p>Mr Mark Meacher supported the application. He said the florists business serviced the many weddings held locally. He asked what is being proposed i.r.o. the additional taxi service.</p> <p>Ms Nancy Marsh, an ex-teacher at Port Isaac School, said there had always been a problem with low numbers. Mr Dawe works locally. Mrs Marsh now runs a B&B and confirmed that a number of her visitors were here for weddings, so there is a need for floristry work. Local people needed homes and for this reason she supported the application.</p> <p>Mr Robert Harris said he was a farmer, and was very much in favour of the application. He said he needed Mr Dawe's services to help keep his farm running smoothly. He wanted to see local homes for local people.</p> <p>Miss Charlotte Le Marquand, Mr Dawe's fiancé, said she was a highly qualified florist. She had displayed at major Flower Shows and also demonstrated her skills to others. She said the live / work unit would be invaluable in her work. Her business was successful and this would enable her to expand. She and her fiancé had been hurt by some of the comments made. She could think of nothing more sustainable than to work from home, helping to support her family.</p> <p>Mr and Mrs Mark Dawe said they support the proposal.</p> <p>Mrs Sampson addressed the meeting regarding the proposed TPO on trees at Cairnsmore. Her mother owns the property. She is unwell at the moment. The family had sought legal advice. She had written to CC complaining about this proposal. There had been an error with the deadline dates for comments on the proposal. She emphasised that there are currently no plans to develop the site. She had concerns that the request for the TPO had allegedly been at the behest of the St Endellion PC, but she pointed out that it had never been discussed in a PC meeting. Mrs Sampson said whoever was responsible should be severely reprimanded. Communication had been absolutely appalling. She added that the trees are on private property. She said the trees do not meet CC's own criteria for listing trees. When the property had been bought 60 years ago, the site had outline planning permission for six semi-detached properties. The trees had been planted as a wind break. She added that the trees are not native and many are dying naturally and require regular maintenance. If the TPO is confirmed this would necessitate seeking planning permission every time work was needed.</p>	
20/2015	<p><u>Apologies for Absence</u> – Cllr. Coles (leave).</p> <p>Members RESOLVED to dispense with the Meeting Attendance Sheets.</p>	
21/2015	<p><u>Members' Declarations</u> –</p> <ol style="list-style-type: none"> <i>Registerable Declarations of Interests</i> – Cllr. Philp declared an interest in 35/2015, as he is related to the individual concerned. Cllr. Dawe in planning application PA14/11829 (24a/2015). <i>Non-registerable interest</i> – none. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. <i>Dispensations</i> – there were no requests for dispensations. 	Clerk to record
22/2015	<p><u>Minutes of Meetings</u> –</p> <ol style="list-style-type: none"> <i>Full Council Meeting</i> – 12th January 2014, AGREED as a true record. <i>Finance and Car Parks Committee Meeting</i> – 21st January 2015, AGREED as a true record. 	

23/2015	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Police</i> – in the absence of PCSO Drennan there was no report. <i>Police and Crime Plan, 2015/16</i> – public consultation. Deadline 16th February 2015. Details previously emailed. There were no comments.</p> <p>b. <i>County Council</i> – Cllr. Penny reported that he is still receiving complaints that Treswarrow Solar Farm is carrying out building work outside of the permitted hours. He said what is need is evidence, e.g. time-stamped photographs / videos.</p> <p>He said that St Minver Lowlands PC wish to join with St Endellion PC to share the cost of the Road Traffic Order. The split in cost of the RTO needs to be agreed. Cllr. Hannaford and senior CC officers will be attending the next Network Community Meeting. It will be an opportunity to ask any questions about planning matters.</p> <p>He had ordered more bollards for the top of Church Hill.</p>	
24/2015	<p><u>Planning Applications</u> –</p> <p>a. <i>PA14/11829, Plot on Trelights Farm, Trelights, Port Isaac</i> – construction of live / work unit and formation of vehicular / pedestrian access. Deferred from the January Full Council meeting. Cllr. Dawe left the room whilst this item was discussed.</p> <p>Cllr. Raynor said the application must be considered on planning terms only, these are:</p> <ul style="list-style-type: none"> • Is this a bona fide Live/work development or an attempt to circumvent planning rules to develop an open market house? • AONB objection: is it a stark introduction into the landscape, which is out of place & will unduly draw the eye, or is it an innovative design employing imaginative design solutions? Scale/form/design/use of materials/cedar shingles/lime render/boundary treatments. • Is this an isolated development in the countryside, or a development on the edge of a village? • Would this proposal set a precedent for development in the Parish, is that good or bad? • Is the proposed business viable? • Does the proposal comply with NPPFI para. 55 re development in the countryside where it could be allowed if: there essential need for a rural worker to live permanently at or near their place of work in the countryside? • Is the applicant a key rural worker, what is the evidence base? • The total of floor-space dedicated to the “Work” element in this proposal is 20%, incl. separate hallway/office/studio/should it also have a separate toilet? • Is the proposal sustainable? <p>Cllr. Williams read a statement from Cllr. Dawe, in support of his planning application. He and his fiancé currently live in an affordable house in Trelights, which they are finding far from ‘affordable’. His work involves servicing farm machinery and to live within the community, which he serves, would be an enormous help and would reduce the family’s carbon footprint. He maintained that he is a ‘key’ farm worker. The golden key running through the NPPFI is sustainability and he felt this proposal is just that. He had agreed to meet a number of requests from neighbours, such as screening. He pointed out that 10 local farmers supported his application.</p>	

Mr Dawe said he understood that any planning permission would come with a condition that it couldn't be sold on the open market, and he was happy with that.

Cllr. Penny said he was happy with a property in the corner of the field, but felt that it should be pushed further into the corner. He also had issues with the design, which he described as 'horrendous'. He felt the property was designed to keep the view of the valley. He was happy with the live / work element, but felt it was too small. Miss Le Marquand had already explained her difficulties with storage. He pointed out that Members had been critical of CC for not taking more notice of the AONB objections in the case of the Headland Hotel, and he did not see how the PC could ignore this now. He felt that a redesign on the property, focussing on the live / work aspect and in consultation with neighbours, would be successful.

Cllr. Williams clarified the term "Sui Generis" with reference to live / work applications (made in the letter from Laurence Associates), it means "in its own right", in the same way as a launderette, or a casino are just those. They similarly have no other definitions or classes. Live/work determinations are usually subject to restrictive conditions to prevent their use as wholly domestic. She said she believed the live / work unit is a bona fide one. Her view of the design is that it is 'innovative'. Cllr. Williams did not accept it was an isolated development in the countryside, she said it was part of a cluster of existing dwellings. In her view Mr Dawe was an essential key worker and the development is sustainable.

Cllr. Bell was in support of the proposal, but did not like the design. It did not blend with neighbouring properties. He sympathised with Mr Sutcliffe who would lose some of his view. He believed it was a bona fide live / work unit. He wanted the application to be withdrawn and a more fitting design submitted.

Cllr. Manders felt it was important that Cllr. Dawe lived in the area, in which he works. He had been less convinced that it was necessary for a florist to live in the area, but he had been interested in the case put by Miss Le Marquand. He had concerns that the site was in an AONB and outside of the development boundary.

Cllr. Phelps said if one owned a property on the edge of a community. It was easy to understand that they would not want a new dwelling next door. He had no concern with the design and favoured an eclectic mix of architecture.

Cllr. Collings was in favour of local people building homes, but did not like the design. If it was redesigned, he would be favour. He pleaded with the neighbours to work with the Dawes in this matter.

Cllr. Philp said he had listened carefully to the arguments. He was in favour of the applicant, but could not support the design.

Cllr. Brogan said she was torn between her support for the Dawes and her concerns with the design.

Cllr. Raynor said he didn't wish to set a precedent by supporting an application which is both outside of the AONB and outside of the development boundary.

It was **RESOLVED** to object to the application. Cllrs. Bell, Collings, Manders, Penny, Philp and Raynor voted against. Cllrs. Williams and Phelps voted for. Cllr. Brogan abstained.

Cllr. Williams

	<p>b. <i>PA14/11886, Slipway Hotel, Middle Street, Port Isaac</i> – proposed change of use from hotel letting accommodation to new dwelling. Cllr. Raynor clarified it is just the accommodation above the lifeboat house that is proposed to change to residential. SUPPORT.</p>	Cllr. Williams
25/2015	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA14/07978, 6 Dolphin Street, Port Isaac</u> – listed building consent for the repair and replacement of the existing Delabole slate tile roof with like-for-like materials and to replace rotting timbers.</p> <p>ii. <u>PA14/11582, 89 Fore Street, Port Isaac</u> – application for works to trees in a Conservation Area: removal of branches from Macrocarpa (T1) to give a maximum clearance of 2 metres from neighbouring property roof. Noted CC decided not to make a TPO.</p> <p>b. <i>Enforcement Cases</i> – Members received an update on the following:</p> <p>i. <u>EN14/01916, Harbour Heights, Rose Hill, Port Isaac</u> – alleged non-compliance with approved plans. New access track and parking space created. Case officer – Serena Wearne. The case officer was expecting a new application to be submitted for the permanent access by 29th January. To date there has been no such application submitted. The Clerk to pursue.</p> <p>c. <i>Tree Preservation Order</i> –</p> <p>i. <u>Khandalla, Roscarrock Hill, Port Isaac</u> – confirmation had been received of a TPO being granted on trees at this location.</p> <p>ii. <u>Cairnsmore, Port Gaverne</u> – Cllr. Williams explained that the ‘NDP walk about’ had identified a number of sites for possible TPOs. Following the walk she had circulated an email to all Members. Others felt that the proper course of action would have been to bring it back to Full Council. Cllr. Phelps did not feel the trees were worth preserving. Cllr. Williams said the trees could be lost if not protected and should be replaced if the site is ever developed. Cllr. Bell said a TPO would offer protection if any future development were to take place on the site. Cllr. Manders said they were softwood trees, but if they were felled they should be replaced with something else. Cllr. Philp said anyone who builds on the site would have to have a wind barrier of trees. It was RESOLVED to object to the proposal for a TPO. Cllr. Williams voted against this proposal. Cllr. Brogan abstained.</p> <p>iii. <u>The Rectory, St Endellion</u> – it was RESOLVED to support this application for a TPO.</p> <p>d. <i>Planning Paperwork</i> – it was RESOLVED that in future planning applications will be recycled immediately following the meeting at which they are discussed. The only exception to this will be those applications to which Members objected. These will be retained until CC makes their decision.</p> <p>e. <i>Headlands Hotel</i> – Cllr. Williams said CC did not accept the legal challenge and she understood the opponents will be seeking a judicial review.</p> <p>f. <i>Draft Renewable Energy Supplement Planning Document</i> – CC had provided a CD containing this consultation document. See also: www.cornwall.gov.uk/default.aspx?page+24073.</p> <p>g. <i>Housing in Cornwall</i> – CPRE Cornwall report, Part 4. Previously circulated via email.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

26/2015	<p><u>Finance & Car Park Committee Report</u> –</p> <p>a. <i>Committee Membership</i> – it was RESOLVED to elect Cllr. Collings as a replacement for Cllr. Bell on the F&CP Committee.</p> <p>b. <i>New Road WCs</i> – Cllr. Raynor said the PC’s solicitor is close to being in a position to finalise the lease. He added that there is a funding agreement with CC for a £10,000 devolution grant. It was RESOLVED to accept a recommendation from the F&CP that a Committee be set up with authority to deal with all aspects of running the WCs, to include control of the WC budget. It was further RESOLVED that Cllrs. Manders, Penny, Philp and Raynor would serve on this Committee.</p> <p>It was RESOLVED to authorise Cllrs. Coles, Penny and Raynor to sign the lease on the WCs.</p> <p>It was RESOLVED to authorise Cllr. Raynor to purchase ‘pay as you go’ doors and to liaise with the Clerk regarding advertising for cleaning staff. See also Minute 037/2015 below.</p> <p>c. <i>Main Car Park Extension</i> – Cllr. Raynor said it would cost around £2,500 to carry out the planning work. The extension would provide around 50 additional parking spaces. Cllr. Williams was anxious to see the planting on the bund go ahead. Cllr. Bell said the car park is very visible from the Headlands Hotel and planting on the bund would help to alleviate this. It was RESOLVED to accept a proposal that Cllr. Raynor goes back to the surveyors to see how many spaces can be created and the logistics of the project, to include drawing up plans and dealing with the bund. Cllr. Williams abstained.</p> <p>Noted Mr Mark Rea, PDP Green had been asked to provide a set of drawings for the car park, electronically on a CD in Auto-cad, but this had not been forthcoming. The Clerk provided Cllr. Raynor with a hardcopy of the plans. See also 36/2015 below.</p> <p>d. <i>Weed Spraying</i> – it was RESOLVED to accept a recommendation from the F&CP that:</p> <p>i. Clause 2.1 of the contract with Cormac is amended to read: “...map (highlighted in green) for Port Isaac...”. With this amendment it was RESOLVED to sign the contract for 2015.</p> <p>ii. Cllr. Phelps said this should not come under the heading of F&CP. It was RESOLVED to add further paths to the weed spraying regime: [1] path from New Rd. to Tintagel Tce. (by the Co-op); [2] back road from The Terrace to Tintagel Tce., and [3] path from Tintagel Terrace to garage access / driveway. See also 38/2015.</p> <p>e. <i>Yellow Lines</i> – Cllr. Phelps was not in favour of more yellow lines. Cllr. Penny had concerns about the length of yellow lines on Mayfield Road. Cllr. Bell felt they should stop at the end of the school property. It was RESOLVED to apply for a road traffic order for the installation of yellow lines in the previously agreed areas. Cllr. Phelps voted against.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllrs. Coles / Raynor</p> <p>Cllr. Raynor / Clerk</p> <p>Cllr. Raynor</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
27/2015	<p><u>Neighbourhood Planning</u> – Cllr. Williams reported that it would soon be time to start creating policies, especially in relation to the Conservation Area and those areas where we foresee development. A consultant had been invited to attend a meeting on 5th March at 6pm to discuss ‘design’. The Clerk to book the school room and use of the screen. Cllr. Phelps asked for the event notices to be taken down after an event.</p>	<p>Clerk</p>
28/2015	<p><u>Highways Matters</u> –</p> <p>a. <i>Car Parking Consultation</i> – noted this consultation can be viewed on: www.cornwall.gov.uk/TrafficConsult.</p>	

	<p>b. <i>Speed Restriction</i> – it was RESOLVED to request that highways be asked to install a temporary "Watch your speed" light-up signs through the new 40mph limit in St Endellion. Cllr. Penny will take this to the Highways Manager.</p> <p>Cllr. Phelps asked for a variable speed design limit on the Wadebridge to Delabole road to be placed on a future agenda.</p>	<p>Cllr. Penny</p> <p>Clerk</p>																																
29/2015	<p><u>Environmental Matters</u> –</p> <p>a. <i>Playing Field</i> – it was RESOLVED to have the playing field cut during the winter and rolled to allow for football playing, as required.</p> <p>b. <i>Cemetery Memorials</i> – Drew Memorials had provided copies of their risk assessments, method statement, qualifications and public liability insurance. Held in the Cemetery File.</p>	<p>Clerk</p>																																
30/2015	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.2014/15-Feb was APPROVED for payment.</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>1,091.96</td> <td>200.00</td> <td>1,291.96</td> </tr> <tr> <td>Car parks</td> <td>1,820.00</td> <td></td> <td>1,820.00</td> </tr> <tr> <td>Maintenance - various</td> <td>2,800.00</td> <td></td> <td>2,800.00</td> </tr> <tr> <td>Cemetery</td> <td>100.00</td> <td>20.00</td> <td>120.00</td> </tr> <tr> <td>PROW maps</td> <td>8.33</td> <td>1.67</td> <td>10.00</td> </tr> <tr> <td>Staff costs</td> <td>1,029.84</td> <td></td> <td>1,029.84</td> </tr> <tr> <td colspan="3"></td> <td>£7,071.80</td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – copy was circulated at the meeting.</p> <p>c. <i>The Main Car Park</i> – Members considered:</p> <p>i. <u>Catering Concession</u> – Cllr. Phelps said this just added to the congestion, they do not pay rates and compete with local businesses. Cllr. Williams said she saw it as a business opportunity for someone local. Cllr. Phelps proposed not to permit this at all. There was no seconder for this. Cllr. Bell said an ice cream van, selling cold drinks would be acceptable. For further discussion.</p> <p>ii. <u>Advertisements on the Notice Board</u> – Cllr. Philp suggested placing advertisements around a map of Port Isaac. It was RESOLVED to authorise Cllrs. Brogan and Manders to organise this. The Clerk pointed out that VAT would be involved.</p> <p>d. <i>Treswarrow Solar Farm : Community Benefit Agreement</i> – Cllr. Raynor will contact the developer and establish the current position.</p> <p>e. <i>Local Maintenance Partnership</i> – it was RESOLVED to accept a grant of £973, from CC, to cut the PROWs in 2015.</p> <p>f. <i>Grant Request</i> – Cllrs. Bell and Philp both declared an interest. It was RESOLVED to add the cutting of the grass around the war memorial to the tender packs, subject to the agreement of the PCC to this offer.</p> <p>g. <i>Devolution Fund</i> – a grant of £10,000 had been promised from this fund towards refurbishment of the New Road WCs. It was RESOLVED to agree to a request that the PC 'bankrolls' the project and then invoices them.</p>	Item	Price	VAT	Total	Administration	1,091.96	200.00	1,291.96	Car parks	1,820.00		1,820.00	Maintenance - various	2,800.00		2,800.00	Cemetery	100.00	20.00	120.00	PROW maps	8.33	1.67	10.00	Staff costs	1,029.84		1,029.84				£7,071.80	<p>Clerk</p> <p>Cllrs. Brogan / Manders</p> <p>Cllr. Raynor</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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31/2015	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. None.</p>																																	

32/2015	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 9th March 2015. It was RESOLVED to hold Full Council Meetings on the 2nd Monday of each month, except August, when the Chairman and Clerk may call an Extraordinary Meeting, if necessary.</p> <p>b. <i>Finance and Car Parks Committee Meeting</i> – 18th February 2015. It was RESOLVED to hold F&CP Committee Meetings on the Wednesday of the week, three weeks prior to the Full Council meetings.</p> <p>c. <i>Cornwall AONB Annual Conference</i> – the Clerk to book a place for Cllrs. Manders and Williams on Saturday, 7th March 2015, 10am to 4pm at the Pavilion Centre, Royal Cornwall Showground.</p> <p>d. <i>Being a Better Councillor</i> – Members to contact the Clerk if they wish to attend this CALC training sessions, to include roles and responsibilities, understanding council procedures, the Code of Conduct and law affecting first tier councils.</p>	Clerk All Members
33/2015	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. None.</p>	
34/2015	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>	
35/2015	<p><u>Taxi Service</u> – Members considered a proposal to run 1 possibly 2 taxis from the main Port Isaac car park down to the village, during busy periods. Members did not feel it was appropriate to charge a fee. It was RESOLVED to grant permission for Messrs. Mark Meacher and Luke Sims to use the car park, to pick up and drop off only. The Clerk to request copies of their insurance certificates. Cllr. Phelps objected and wanted to see only one taxi running.</p>	Clerk
36/2015	<p><u>The Main Car Park</u> – consideration of quotations for parking enforcement was deferred to the March Full Council meeting.</p>	Clerk
37/2015	<p><u>New Road WCs</u> – Members considered quotations for ‘pay as you go’ doors and it was RESOLVED to accept a quotation of £6,240 for 2 doors (same as those at Boscastle) from Healthmatic. An alarm could be fitted at a later date, if needed. A notice to be placed to explain why a charge has to be made.</p> <p>Cllr. Bell left the meeting at this point.</p> <p>Cllr. Penny suggested placing a notice on the car park notice board to the effect that visitors will need 20p to use the WCs.</p>	Cllr. Raynor Clerk Clerk
38/2015	<p><u>Weed Spraying</u> – Members considered a quotation from A1 Tree Surgery to increase the weed sprayed area and it was RESOLVED to accept this quote at a cost of £40. See also Minute 07d[ii]/2015.</p>	Clerk
39/2015	<p><u>Meeting Closed</u> – 21.33pm.</p>	

Signature: (Cllr. Coles)
Chairman

Date: 9th March 2015