



Port Isaac • Trelights • Port Gaverne

**MINUTES of the NEW ROAD WC COMMITTEE MEETING  
HELD IN PORT ISAAC SCHOOL  
ON WEDNESDAY, 18<sup>th</sup> FEBRUARY 2015 @ 7pm**

Present: Also present:	Cllr. Raynor (Committee Chairman) Cllr. Collings	Cllr. Penny (CC/PC) Mrs Thompson (Clerk)	Cllr. Philp
<b>Minute</b>	<b>AGENDA ITEMS</b>		<b>Action</b>
WC01/15	<u>Committee Chairman</u> – it was <b>RESOLVED</b> to elect Cllr. Raynor as Committee Chairman.		
	<u>Chairman’s Welcome and Public Forum</u> – the Chairman welcomed those present.		
WC02/15	<u>Apologies</u> – Cllr. Coles (leave).		
WC03/15	<u>Members’ Declarations</u> – a. <i>Registerable Declarations of Interests</i> – none. b. <i>Non-registerable interest</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.		
WC04/15	<u>Contract to Purchase</u> – Cllr. Raynor reported Mr Daniel Sproull (solicitor) had reported that the contract with CC will be ready for signing shortly. He said there were some anomalies in the Devolution Grant agreement. Mr Sproull had been asked to give some guidance on this.		
WC05/15	<u>Refurbishment</u> – Members considered future usage of the building as a whole, and felt it would be a good idea to include the provision of storage space. This will be built into the WC Plan. For further discussion. Cllr. Raynor had received a further tender for the building work. Members felt it advisable to obtain fresh quotations to take account of this change.		
WC06/15	<u>Installation of ‘pay as you enter’ Doors</u> – as soon as the purchase of the building has been signed, these will be installed.		Cllr. Raynor
WC07/15	<u>Building Regulations</u> – as soon as the purchase of the building has been signed, a building regulation application will be submitted.		
WC08/15	<u>Cleaners / Cleaning Contract</u> – it was <b>RESOLVED</b> to advertise in the TRIO magazine initially. The Clerk to prepare a draft advertisement in liaison with Cllr. Raynor. The WCs to be cleaned daily. Legionella testing will be needed. The Clerk to also approach Cormac and KomPear Office Cleaning.		Clerk  Clerk

WC09/15	<u>Signage</u> – a. <i>WC Door</i> – it was <b>RESOLVED</b> to place two professional signs on the WC doors, explaining why it is necessary to charge for use of the toilets. The wording to be: <i>To keep this facility open the Parish Council has had to take over ownership of them. So regretfully we have to charge to help cover the running costs. Thank you for your support.</i> b. <i>Notice Board</i> – a reminder that 20p will be needed will be included on the new map on the notice board.	Clerk
WC10/15	<u>Dog Fouling</u> – various areas are problematic with dog fouling. The Clerk was asked to establish what is involved in obtaining a byelaw.	Clerk
WC11/15	<u>Information Only/Future Agenda Items</u> – a. <i>Terms of Reference</i> – the Clerk to provide Draft ToR for the next meeting.	Clerk
WC12/15	<u>Meeting Closed</u> – 19.30 pm.	

Signature: ..... (Cllr. Coles)  
Chairman

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