



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING  
HELD IN PORT ISAAC SCHOOL  
MONDAY, 13<sup>th</sup> FEBRUARY 2017 @ 6.30pm**

Present:	Cllr. Raynor (Chairman) Cllr. Dawe Cllr. Phelps Mrs Thompson (Clerk)	Cllr. Bell Cllr. McCormick Cllr. Webster	Cllr. Cleave Cllr. Penny (CC/PC) Cllr. Williams
Minute	AGENDA ITEMS	Action	
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present and advised them of exits, local hazards, location of WCs, etc.</p> <p>Ms Verity Palk introduced the 'Waste Team', including representatives from CC and Biffa and CC's Portfolio Holder for Housing and the Environment, which covers waste, Cllr. Joyce Duffin.</p> <p>Members received a presentation from Mr James Ortiz, CC regarding the Port Isaac Waste Trial. The Control Waste Regulations had been in place since 1992. The Port Isaac trial enabled CC / Biffa to highlight issues and inform decisions. The exercise had identified a number of issues and involved many departments within both organisations. Lessons had been learned and will assist as the scheme is rolled out across the County. At the start of the project, 10 property owners were using commercial collection services, at the end of December there were 171. Mr Ortiz believed the project had helped to reduce littering issues.</p> <p>Cllr. Williams said there were a number of owners whose small business rate relief had not yet been sorted. Ms Palk said they needed to contact CC. Cllr. Williams said the main problem was that the area was extended during the project. She pointed out 15 residential properties where waste could be collected by the large waste truck first thing in the morning, as it passed these properties by. Ms Latham agrees to liaise with her over this.</p> <p>A member of the public said he did not see how there was an overall saving to CC, as this scheme necessitated two collections, whereas before there had only been one. He said the commercial service does not collect certain recyclable materials, e.g. bottles. He said better communication was needed.</p> <p>Cllr. Williams said the bottom of the village does not look so attractive now that household waste is collected weekly, she said the Conservation Area had become bin city as alleyways are being used to store the waste.</p> <p>Commercial waste bags can be posted to a chosen address. An email address for problems with commercial waste was provided (<a href="mailto:roche.service@biffa.co.uk">roche.service@biffa.co.uk</a>). Grey / green bins are available for areas such as the Port Gaverne Hotel. Cllr. Webster complimented the street cleaners who do a brilliant job.</p>		
17/2017	<u>Apologies for Absence</u> – Cllrs. Coles and Collings (both on leave).		
18/2017	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – Cllr. McCormick in Minute 32/2017.</p> <p>b. <i>Non-registerable interest</i> – none.</p>		

	<p>c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – none.</p>	
19/2017	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 9<sup>th</sup> January 2017, <b>AGREED</b> as a true record.</p> <p>b. <i>Amenities Committee Meeting</i> – 25<sup>th</sup> January 2017, <b>AGREED</b> as a true record. It was <b>RESOLVED</b> to co-opt Cllr. McCormick to the Amenities Committee.</p> <p>c. <i>Finance &amp; Car Park Committee Meeting</i> – 25<sup>th</sup> January 2017, <b>AGREED</b> as a true record. It was <b>RESOLVED</b> to co-opt Cllr. McCormick to the F&amp;CP Committee.</p>	
20/2017	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Parish Council Chairman</i> – Cllr. Raynor said he had nothing to add that was not covered by the agenda.</p> <p>b. <i>Police</i> – PCSO Drennan sent her apologies and reported that in December 2016 one crime was recorded and in January (up until 29<sup>th</sup>) 2 crimes were recorded. These figures break down as follows:</p> <ul style="list-style-type: none"> <li>• December 2016 – one burglary.</li> <li>• January 2017 – one blackmail and one threatening behaviour.</li> </ul> <p>These figures do not compare favourably to the 1 crime reported for the same period 12 months ago (1x ABH).</p> <p>The Police were recently advised that the number of PCSOs will drop from 400 to 150 across the force. There are no planned redundancies at this stage, and officers will be able to apply for various roles such as investigators, PCs etc. They are three officers down at Wadebridge following recent retirements and the station could potentially be affected further.</p> <p>c. <i>Cornwall Council</i> – Cllr. Penny reported the new library in Bodmin had opened. The Truro City of Culture bid had been sent for scrutiny.</p> <p>d. <i>Neighbourhood Plan</i> – deferred until after the election.</p> <p>e. <i>Wadebridge &amp; Padstow Community Network Panel Meetings</i> – 16<sup>th</sup> March 2017 @ 6.30pm, Egloshayle Pavilion.</p>	
21/2017	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA16/12129, Treswarrow Park Farm, Trelights</i> – change of use of 0.5ha of agricultural land to a caravan site on which to site a maximum of 4 shepherds hut for holiday letting with associated landscaping and parking areas. Members were unanimously in <b>SUPPORT</b> of this proposal. In consideration of objections received from the neighbouring business, Treswarrow Kennels, Members did not consider the business to be at risk from noise disturbance created by four small units. The site is well screened from long distance views.</p> <p>b. <i>PA17/00194, St Endellion Church</i> – a proposed new opening in fence and installation of gate to provide new footpath for pedestrians crossing the B3314. Members expressed serious concern over the safety of this proposal given the speed of traffic passing the site. The proposed gateway opens onto the road with only a narrow verge. Members understand an alternative field had been offered for parking and consider, given the traffic dangers that this would be a preferable option. Members <b>OBJECT</b> to the proposal.</p> <p>Members were unsure if they have the authority to grant permission for a path across the cemetery. Minute AC07/2017 refers. The Clerk had provided the land agent Ms Alison Blake, Savills with a copy of the lease and will seek her advice on this point.</p> <p>c. <i>PA17/00391, Land E of Port Gaverne Beach</i> – existing café to be demolished with new proposed construction and new landscaping to site. Members voted 7 to 1 in <b>SUPPORT</b> of this new proposal. The single objection centred on the provision of parking to service increased visitor numbers with reference to PA17/00546.</p>	<p>Cllr. Williams / Clerk</p> <p>Cllr. Williams / Clerk</p> <p>Clerk</p> <p>Cllr. Williams / Clerk</p>

	<p>d. PA17/00546, Land NE of Port Gaverne Hotel – provision of seasonal car parking and waste storage area with proposed signage. Members unanimously <b>OBJECTED</b> to this proposal. During a site inspection Members were advised, by Cllr. Dawe who has an agricultural background, the existing hard-core surface would not support grass re-growth if seeded in its current state. During the low season the exposed white area would be an unwelcome visual intrusion in the AONB. Members agree the waste storage area would be improved by the proposed screening. Members would support, as previously stated, seasonal parking on the site if it were to have a green surface. If permission is granted to PA17/00391 there will demonstrably be need of more parking to lessen the pressure for space adjacent to the beach. However the surface should be meshed and seeded to restore the grass and minimise long distance visual harm.</p> <p>e. PA17/00575, 7 Tintagel Terrace, Port Isaac – new detached two storey single family dwelling with car parking below a new deck structure forming an extension of the rear garden, all on a plot where a detached dormer bungalow and detached garage (used as studio) has recently been demolished. Members voted unanimously to <b>OBJECT</b> to this proposal. Whilst in agreement that the proposed dwelling will fit in with the street scene, concern centred on the elevated decking at the rear over the parking area, which is was considered would be intrusive, unneighbourly and cause overlooking issues.</p> <p>f. PA17/00693, 23 New Road, Port Isaac – proposed replacement dwelling. Cllr. Bell declared an interest in this item. Members were fully in <b>SUPPORT</b> of this proposal, the single exception being to note the use of Hardie Planking as not being in the local build vernacular.</p> <p>g. PA17/00173/PREAPP, Land S. of Homer Park Farmhouse, Port Isaac – pre-application advice for part demolition and conversion of barns to private residential use. Members unanimously <b>OBJECTED</b> to this proposal as a domestication of a rural landscape. Members are concerned incremental permissions will lead to the spreading of this building cluster inappropriately in a protected landscape. It is not considered the current barns are suitable structures for conversion. Furthermore the proposed new access, Members considered might be unsafe.</p>	<p>Cllr. Williams / Clerk</p> <p>Cllr. Williams / Clerk</p> <p>Cllr. Williams / Clerk</p> <p>Cllr. Williams / Clerk</p>
22/2017	<p><u>Other Planning Matters –</u></p> <p>a. <i>Planning Applications Approved by CC – information only.</i></p> <p>i. <u>PA16/09733 and PA16/09734, 34 Fore Street, Port Isaac</u> – rebuilding of chimney removed in the 1980s.</p> <p>ii. <u>PA16/11580, Rest Haven, Road from Chapel Villa to Rose Cottage, Trelights</u> – loft conversion to create a bedroom and en suite bathroom and a front extension of 1.8M to create a larger sitting room.</p> <p>iii. <u>PA16/11391, Calenick, Trelights</u> – proposed garden studio.</p> <p>b. <i>Enforcement Cases – an update had been requested i.r.o.:</i></p> <p>i. <u>EN16/00308, Harbour Heights, Rose Hill, Port Isaac</u> – alleged breach of condition No.3 of PA10/08418, namely annexed accommodation being used as a self-contained dwelling. NOTE – contact address for the owner had been provided to the Case officer: Ms Serena Wearne reported a draft breach of condition notice is in progress. A member of the public provided further contact details for the owner, including an email and mobile number. The Clerk to forward this to CC.</p> <p>ii. <u>EN16/00667, Land NE of Port Gaverne Hotel</u> – refusal of retrospective application under PA16/01770 for the provision of new hard-core. Case closed. See Minute 21d/2017 above.</p> <p>c. <i>Cornwall Community Infrastructure Levy Preliminary Draft Charging Schedule – consultation runs from Tuesday 3<sup>rd</sup> January to Tuesday 14<sup>th</sup> February 2017. See: <a href="http://www.cornwall.gov.uk/CIL">www.cornwall.gov.uk/CIL</a>.</i></p> <p>d. <i>PA17/00001/NDP, St Minver Neighbourhood Plan – consultation runs from 5<sup>th</sup> January – 16<sup>th</sup> February 2017. Details on:</i></p>	<p>Clerk</p>

	<p><a href="http://www.cornwall.gov.uk/environment-and-planning/planning/neighbourhood-planning-toolkit/neighbourhood-planning-in-cornwall/tab-placeholder/s/st-minver-neighbourhood-development-plan/">http://www.cornwall.gov.uk/environment-and-planning/planning/neighbourhood-planning-toolkit/neighbourhood-planning-in-cornwall/tab-placeholder/s/st-minver-neighbourhood-development-plan/</a></p> <p>e. <i>Egloshayle, St Breock and Wadebridge area Neighbourhood Plan (NHP)</i> – first consultation will run for 3 weeks from Friday 27<sup>th</sup> January 2017. (Previously circulated via email.)</p>	
23/2017	<p><u>The Main Car Park</u> –</p> <p>a. <i>Car Park Pedestrian Barrier and Footpath</i> – Minute F&amp;CP04b/2017 and emails from Mr James Cummings refers. Although the barrier does not conform to Building Regulations, it is legal. Mr David Hollingsworth, PDP Green had advised that in his view the risk to the PC in accepting the issues is low. Members <b>RESOLVED</b> to take no further action. The Clerk will request an invoice i.r.o. the retention sum, which can now be released.</p> <p>b. <i>Court Case</i> – the PC had been named in a court case involving a disputed parking enforcement fee in the car park. AS Parking’s legal team are acting on the PC’s behalf in this matter.</p>	Clerk
24/2017	<p><u>Highways Matters</u> –</p> <p>a. <i>Parking Enforcement Matters</i> – Minute F&amp;CP05/2017 refers. Following discussion with the F&amp;CP Committee, Ms Zoe Hall, CC had been advised that Members would like an extra, evening visit per week from 1<sup>st</sup> May for 18 weeks, with a preference for Thursday, Friday, Saturday and Sunday. She had subsequently indicated she did not have the resources for this, but could provide fortnightly evening visits. Members <b>RESOLVED</b> to enter into a SLA for the fortnightly visits only. The Clerk to Advise Ms Hall.</p> <p>b. <i>Yellow Lines</i> – Minute 9b/2017 refers. Update. Ms Babs Sherriff reported that work had commenced and will be completed when weather conditions and operational resources permit.</p> <p>NOTE – Members to inspect the installation of double yellow lines, prior to the cheque being released.</p> <p>c. <i>Road Closure</i> – B3314 Between Higher Rosewin And Camel Road, Gutt Road, B3314 Between Gutt Road And Tregorden Lane, B3314 Between Tregorden Lane And Bodieve Road &amp; Bodieve Road Wadebridge, 6<sup>th</sup> to 17<sup>th</sup> March 2017 (19:00 to 07:00).</p>	Clerk  Members
25/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Playing Field</i> –</p> <p>i. <u>Play Equipment</u> – Cllr. Webster will be assisting Cllr. Cleave with this.</p> <p>ii. <u>Moles</u> – Mr David Cornish had been asked to deal with the mole problem. Cllr. Williams knows him personally and will remind him.</p> <p>iii. <u>Indian Summer Fair Fundraiser</u> – it was <b>RESOLVED</b> to grant permission to the Friends of Port Isaac School seeks to use the playing fields for their Annual Fair, to include permission for the dog show on 17<sup>th</sup> September. The Clerk to advise Ms Andrea Pengelley, Secretary.</p> <p>b. <i>Public WCs</i> –</p> <p>i. <u>New Road WCs / Retail Unit</u> – Members received a verbal report:</p> <ul style="list-style-type: none"> <li>• <i>Advertising the Retail Unit</i> – Ms Emily Hayden, WWA had explained the reason the EPC is poor is not due to the insulation but because of the heating i.e. electric blowers and some of the lighting. Fire extinguishers are not needed until the shop is let.</li> <li>• Cllr. McCormick reported he had placed an advertisement in the <i>Cornish Guardian</i> seeking expressions of interest in the WC cleaning contract.</li> <li>• <i>Post Office</i> – deferred to Minute 32/2017.</li> </ul>	Cllr. Webster Cllr. Williams  Clerk

	<ul style="list-style-type: none"> <li>• <i>Bin Store</i> – Cllr. Raynor reported a site meeting had been held on 18<sup>th</sup> January. It had been <b>AGREED</b> to create a hard standing for up to 8 wheelie bins, with room to manoeuvre, on the grass bank adjacent to the WC, owned by the PC; the agreement with CC for this to be reviewed every five years. Mr Julian Harris had been asked to carry out this work at the same time he installs the disabled ramp. Cllr. Williams will clarify the planning position.</li> <li>• <i>Maintenance</i> – any issues. Two Jobs had been reported to Mr Burnard for action: <ul style="list-style-type: none"> <li>i. Broken flush handle on the disabled toilet.</li> <li>ii. Broken seat in the unisex toilet.</li> </ul> </li> <li>ii. <i>Roscarrock WCs</i> – Mr Jon James, CC had provided the quarterly report on the running costs and takings for the WCs. Details previously circulated via email. The Clerk to ask for the toilets to be open this week and next week (for half-term) and to make sure Easter is covered.</li> </ul> <p>Cllr. Cleave left the meeting at this point.</p> <p>c. <i>PC Terrier/Land Registration</i> –</p> <ul style="list-style-type: none"> <li>i. <i>The Main, Port Gaverne</i> – 7762. Cllr. Bell will inspect and copy CC's tithe map for the Port Gaverne Main. He left the meeting at this point.</li> <li>ii. <i>Playing Field Port Isaac</i> – 7386. Mr Sproull had submitted the paperwork to register the land with the Land Registry.</li> </ul> <p>d. <i>Sale of Slate</i> – Minute 205c/2016 refers. Allen Valley Slates had been asked to value the slates, prior to them being offered for sale. It was believed that Mr Julian Harris may be interested.</p> <p>e. <i>Benches</i> – Minute 10e/2017 refers. There had been no response to the article in TRIO inviting applications to replace the missing benches.</p> <p>f. <i>Port Isaac Pilot Waste Project</i> – Public Forum refers. No action needed, following Members' meeting with representatives from CC's Waste Team.</p> <p>g. <i>Waste Storage Bins</i> – See 25b[i]/2017 above.</p> <p>NOTE – it is not clear if a parking space for the shop could also be accommodated within this area.</p> <p>h. <i>Ambulance Car</i> – Cllr. Raynor had spoken to Mr Richard Hambly, Port Isaac First Responder, and he advised this does not apply to first responders. It only concerns the ambulance cars. Members are totally opposed to the loss of the car. Cllr. Raynor will respond to the consultation.</p>	<p>Cllr. Williams</p> <p>Clerk</p> <p>Cllr. Bell</p> <p>Cllr. Dawe</p> <p>Cllr. Raynor</p>
26/2017	<p><u>Administrative Matters</u> –</p> <ul style="list-style-type: none"> <li>a. <i>Website</i> – standing agenda item. <ul style="list-style-type: none"> <li>i. <u>Any Issues</u> – the Clerk to ask ICT Connect to create a link to the Parkonomy website, so that motorists can purchase parking tickets in advance. She will also supply details to John Bray and include in the next TRIO article.</li> </ul> </li> <li>b. <i>Procedures</i> – Minute F&amp;CP3c/2017 refers. It was <b>RESOLVED</b> to re-adopt the following procedures / policies without amendment. Copies previously circulated via email. <ul style="list-style-type: none"> <li>i. <u>Financial Risk Management</u> –</li> <li>ii. <u>Statement of Internal Control</u> –</li> <li>iii. <u>Standing Orders</u> –</li> <li>iv. <u>Financial Regulations</u> –</li> <li>v. <u>Anti-fraud and Corruption Policy</u> –</li> <li>vi. <u>Bench Policy</u> –</li> </ul> </li> <li>c. <i>Online Ticketing Service</i> – Minute F&amp;CP4a/2017 refers. It was <b>RESOLVED</b> to open a Merchant Account, in order to save the 5% fee for paying collections into the bank. Cllr. Raynor to action.</li> </ul>	<p>Clerk</p> <p>Cllr. Raynor</p>

27/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.11 to a value of £19,888.40 was <b>APPROVED</b> for payment.</p> <table border="0"> <thead> <tr> <th><b>EXPENSES</b></th> <th><b>NET</b></th> <th><b>VAT</b></th> <th><b>Total</b></th> </tr> </thead> <tbody> <tr> <td>Administration</td> <td>64.70</td> <td>6.16</td> <td>70.86</td> </tr> <tr> <td>Car park</td> <td>164.60</td> <td>0.92</td> <td>165.52</td> </tr> <tr> <td>Maintenance - various</td> <td>423.86</td> <td>94.78</td> <td>518.64</td> </tr> <tr> <td>New Road WCs - running costs</td> <td>1,863.80</td> <td>185.41</td> <td>2,049.21</td> </tr> <tr> <td>New Road - build costs</td> <td>13,051.19</td> <td>2,610.23</td> <td>15,661.42</td> </tr> <tr> <td>Staff costs, incl. tax &amp; NI</td> <td>1,422.75</td> <td></td> <td>1,422.75</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="border-top: 1px solid black;"><b>£19,888.40</b></td> </tr> </tbody> </table> <p>NOTE – the bank reconciliation was made available for inspection.</p> <p>b. <i>Budget Monitor</i> – a copy was circulated at the meeting</p> <p>c. <i>Bank Accounts</i> – Minute 12d/2017 refers. Cllr. Raynor reported the Lloyds bank account was now open. There had been problems with the 'switch', but it is believed this is now in hand.</p>	<b>EXPENSES</b>	<b>NET</b>	<b>VAT</b>	<b>Total</b>	Administration	64.70	6.16	70.86	Car park	164.60	0.92	165.52	Maintenance - various	423.86	94.78	518.64	New Road WCs - running costs	1,863.80	185.41	2,049.21	New Road - build costs	13,051.19	2,610.23	15,661.42	Staff costs, incl. tax & NI	1,422.75		1,422.75				<b>£19,888.40</b>	Cllr. Raynor
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28/2017	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>New BBC 2 Show</i> – Mr Ben King, Associate Producer, Ricochet Ltd. is seeking sentimental/interesting items belonging to individuals or the community.</p> <p>b. <i>Cornwall Local Plan</i> – hardcopy held by the Clerk.</p> <p>c. <i>Local Government Boundary Review</i> – the report of the Parish and Town Council Local Government Review Inquiry Panel held on 4<sup>th</sup> January 2017. Deadline 23<sup>rd</sup> January 2017. Details previously circulated via email.</p> <p>d. <i>Changes in the Water Industry</i> – from 1<sup>st</sup> April 2017 businesses will be able to choose a retail services supplier. NOTE – SW Water will continue to provide water and wastewater services.</p> <p>e. <i>Parish Council Elections</i> – 4<sup>th</sup> May 2017. Timetable previously circulated via email. The Clerk offered to bring the nomination papers to the March Committee meetings.</p> <p>f. <i>Notice of Intention</i> – regarding the re-adoption of legislation. The resolution will have the effect of confirming the area of the Cornwall Council as a 'controlled district' for the purposes of the 1976 Act, thus empowering the Council to control the licensing of Hackney Carriage and Private Hire Vehicles, Drivers and Operators. Details previously circulated via email.</p> <p>g. <i>NALC Tree Charter Survey</i> – details previously circulated via email. The survey will be open until Tuesday 28<sup>th</sup> February 2017. Members were urged to complete this survey.</p> <p>h. <i>Better Planning : Better Farming</i> – leaflet from the NFU. Details previously circulated via email.</p>	Clerk																																
29/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 13<sup>th</sup> March 2017.</p> <p>b. <i>Amenities Committee Meeting</i> – meeting rescheduled to 1<sup>st</sup> March 2017.</p> <p>c. <i>Finance and Car Parks Committee Meeting</i> – meeting rescheduled to 1<sup>st</sup> March 2017.</p> <p>d. <i>Fuel Poverty Awareness Day</i> – Council Chamber, New County Hall, Truro on Friday 17<sup>th</sup> February 2017 from 10am to 1.00pm and the guest speaker is Louise Evans, Project Development Coordinator, National Energy Action. Refreshments will be available on the day. To book a free place, <a href="https://www.eventbrite.co.uk/e/fuel-poverty-local-action-perspectives-tickets-31121754004?aff=es2">https://www.eventbrite.co.uk/e/fuel-poverty-local-action-perspectives-tickets-31121754004?aff=es2</a>.</p> <p>e. <i>Free War Memorials Workshop</i> – 8<sup>th</sup> March 2017, 9.45am – 1pm. To reserve a free place at the workshop visit <a href="http://www.eventbrite.co.uk/e/war-memorials-condition-survey-workshop-truro-tickets-28287176707">www.eventbrite.co.uk/e/war-memorials-condition-survey-workshop-truro-tickets-28287176707</a> or contact Civic Voice on 0151 707 4319 or email <a href="mailto:info@civicvoice.org.uk">info@civicvoice.org.uk</a>.</p>																																	

	f. <i>Environmental Growth Challenge</i> – Eden Project, Wednesday 8 <sup>th</sup> March 9am-4pm. Tickets £10 including lunch. <i>Details previously emailed</i> . See: <a href="https://www.eventbrite.co.uk/e/cornwalls-environmental-growthchallenge-2017-tickets-31056522896">https://www.eventbrite.co.uk/e/cornwalls-environmental-growthchallenge-2017-tickets-31056522896</a>	
30/2017	<u>Information Only / Future Agenda Items</u> – a. None.	
31/2017	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, 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.	
33/2017	<u>Internal Auditor</u> – Mr Ken Abraham is no longer able to provide this service. It was <b>RESOLVED</b> to use Hudson Accounting Ltd. It to provide an Internal Audit service, at a cost of £600 per annum.	Clerk
32/2017	<u>Retail Unit</u> – Cllrs. Webster and McCormick both declared an interest in this item and left the meeting at this point.  The closing date for applications for a lease on the shop was 10 <sup>th</sup> February 2017. Cllr. Williams explained the wording for the lease advertisement was not clear, where it related to the Post Office. She had spoken to a PO representative who had indicated that in consideration of the depletion of Post Office services in the area, the PO may well look favourable at establishing a “Local” Post Office service in the retail unit as long as the shortlisted leasees could provide suitable business plans and fulfil the PO financial criteria.  Members wished to ensure that PO services are provided from the unit. There had been four applicants and Members narrowed them down to two. Cllr. Raynor will speak to Mr Sam Williams, John Bray’s and invite the short-listed applicants to contact the PO to establish their eligibility to run the Outreach PO service.  The Clerk reported the revised rating valuation for the New Road WC and retail unit had been received.	Cllr. Raynor
33/2017	<u>Meeting Closed</u> – 21.02pm.	

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

Date: 13<sup>th</sup> March 2017