



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 14th AUGUST 2017 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Coles (Vice Chairman) Cllr. Webster County Cllr. Mould	Cllr. Bell Cllr. Collings Cllr. Williams	Cllr. Cleave Cllr. Penny (CC/PC) Mrs Thompson (Clerk)
Minute	AGENDA ITEMS		Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present and advised them of exits, local hazards, location of WCs, etc.		
165/2017	<u>Apologies for Absence</u> – Cllrs. Dawe, McCormick and Phelps.		
166/2017	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – Cllr. Bell in 170b[ii]/2017. 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. d. <i>Dispensations</i> – none.		
167/2017	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 10 th July 2017 AGREED as a true record. b. <i>Secondary Council Meeting</i> – 24 th July 2017 AGREED as a true record. Cllr. Penny said he was setting up a Facebook page for the PC.		
168/2017	<u>Outside Bodies / Reports</u> – a. <i>Parish Council Chairman</i> – Cllr. Raynor said there were problems with cleaning the WCs, particularly Roscarrock. He had received a number of complaints about illegal parking in the village and problems with delivery vehicles. Cllr. Bell said the Highways Authority could make an order that would restrict traffic at certain times. Cllr. Penny said when this had been proposed formerly local businesses were very opposed to the idea. Cllr. Collings said the solution might be a limit on the size of delivery vehicles. Cllr. Webster said the car park machines needed emptying more frequently. b. <i>Police</i> – in the absence of PC Stewart there was no police report. c. <i>Cornwall Council</i> – Cllr. Mould reported there had been problems with the parking enforcement SLA with CC. Cllr. Webster suggested St Minver Highlands, St Minver Lowlands and St Endellion PC employs someone. Cllr. Webster had been cleaning the disabled toilets herself, and providing toilet rolls and liquid soap. She had spoken to Mr Richard Collings, Cormac about the cleaning and he did not recognise there is a problem. She had compiled a written report, which had been circulated to all Members.		

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	f. <i>Cleave Development</i> – Members had been asked for the preference for a name for the development. The preferred option was Brooklands View.	Cllr. Raynor																																				
172/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>PC Terrier/Land Registration</i> – Minute 171a/2017 refers.</p> <p>i. <u>The Main, Port Gaverne</u> – 7762. Cllr. Bell had visited the County Records Office and inspected CC's tithe and District Surveyor's maps (1911). He confirmed the district surveyors map showed we own the freehold for part of the site, however, we have administered it for more than 20 years. Cllr. Bell will speak to Mr Daniel Sproull (solicitor) i.r.o. making a legal declaration of ownership.</p> <p>ii. <u>Trelights Village Green</u> – Cllr. Bell will also discuss with Mr Sproull making a legal declaration stating ownership of the village green.</p> <p>Cllr. Mould left the meeting at this point.</p> <p>b. <i>Sale of Slate</i> – Minute 205c/2016 refers. Cllr. Dawe reported, through Cllr. Williams, the slate had been valued at £10 per sq. foot. The size of the pile is not known. No further action until more information is known.</p> <p>c. <i>Beach Waste</i> – Minute 171e/2017 refers.</p> <p>i. <u>Port Isaac Harbour Commission</u> – i.r.o. Port Isaac beach. they are currently investigating the problems with Biffa and CC,</p> <p>ii. <u>National Trust</u> – i.r.o. Port Gaverne beach. Mr Ian Kemp, National Trust, had suggested setting up a meeting with Port Isaac Harbour Commission, County Cllr. Mould and representatives from CC to seek a solution to this issue. Cllrs. Raynor and Williams to represent the PC.</p> <p>d. <i>Recycling of Plastics</i> – additional recycling boxes can be obtained by 'phone (0300 1334 141) and online at www.cornwall.gov.uk.</p> <p>e. <i>Indian Summer Fair Fundraiser</i> – the Clerk reported she had twice reminded Ms Andrea Pengelly, Secretary, Friends of Port Isaac School to provide risk assessment and insurance documentation for the dog show on 17th September.</p> <p>f. <i>Free Wi-Fi in Public Places</i> – it was RESOLVED to support Ms Anna Druce's suggestion for a joint bid to provide free Wi-Fi in public places. Members felt it would be particularly useful to have in the car.</p> <p>g. <i>Lane behind the Co-op, Port Isaac</i> – the Clerk reported A1 had strimmed the vegetation and CC subsequently advised they had submitted a street cleaning request to their contractors to clear the debris.</p> <p>h. <i>Grass Cutting</i> – Mr Dawe had cut the fields below the car park and playing field. The Clerk to report Margaret's Lane and Doctor's Meadow had not been cut by CC.</p> <p>Cllrs. Bell and Cleave left the meeting at this point.</p>	<p>Cllr. Bell</p> <p>Cllr. Bell</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																																				
173/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.05 to a value of £11,146.44 was APPROVED for payment. A full list of payments is available on the PC's website.</p> <table border="1"> <thead> <tr> <th>EXPENSES</th> <th>NET</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Administration</td> <td>1,474.34</td> <td></td> <td>1,474.34</td> </tr> <tr> <td>Car park</td> <td>3,492.54</td> <td>48.31</td> <td>3,540.85</td> </tr> <tr> <td>New Road WCs</td> <td>794.35</td> <td>110.92</td> <td>905.27</td> </tr> <tr> <td>Amenities - various</td> <td>1,589.44</td> <td>386.54</td> <td>1,975.98</td> </tr> <tr> <td>New Road WCs - set up cost</td> <td>1,525.00</td> <td>305.00</td> <td>1,830.00</td> </tr> <tr> <td>Retail shop expenses</td> <td>850.00</td> <td>170.00</td> <td>1,020.00</td> </tr> <tr> <td>Playing Field WC / Kiosk</td> <td>400.00</td> <td></td> <td>400.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£11,146.44</td> </tr> </tbody> </table> <p>It was RESOLVED to set up a Direct Debit to settle invoices from Parkonomy, provided tthis is acceptable to the company.</p>	EXPENSES	NET	VAT	Total	Administration	1,474.34		1,474.34	Car park	3,492.54	48.31	3,540.85	New Road WCs	794.35	110.92	905.27	Amenities - various	1,589.44	386.54	1,975.98	New Road WCs - set up cost	1,525.00	305.00	1,830.00	Retail shop expenses	850.00	170.00	1,020.00	Playing Field WC / Kiosk	400.00		400.00				£11,146.44	<p>Clerk</p> <p>Clerk</p>
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	<p>The Clerk reported that cheque 51, raised 8th May 2017, made payable to CC i.r.o. the shop rates had been cancelled. The rate bill had been reduced to £40.14.</p> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation was verified by Cllr. Collings in accordance with the Financial Regulations 2.2.</p>	
174/2017	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>M&S Energy Community Fund</i> – Minute 148b/2017 refers. Cllr. McCormick was to have clarified if the M&S Energy fund could be used to finance an electric car charger in the car park.</p> <p>b. <i>SW Coast Path Challenge 2017</i> – organised walks to raise funds for the coast path. For further information: www.southwestcoastpath.org.uk/challenge.</p>	Cllr. McCormick
175/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Secondary Council Meeting</i> – Tuesday, 29th August 2017. Apologies were given from Cllr. Williams and the Clerk.</p> <p>b. <i>Main Council Meeting</i> – 11th September 2017.</p> <p>c. <i>Clerk's Leave</i> – 21st August – 1st September 2017.</p>	
176/2017	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Port Isaac Carnival</i> – prior to the commencement of the meeting, Cllr. Collings had provided the Clerk with a copy of their risk assessment.</p>	
177/2017	<u>Meeting Closed</u> – 20.58pm.	

Signature: (Cllr. Raynor)
Chairman

Date: 11th September 2017