



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 8th JANUARY 2018 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Kirkman Mrs Thompson (Clerk)	Cllr. Coles (Vice Chairman) Cllr. Webster County Cllr. Mould	Cllr. Collings
Minute	AGENDA ITEMS		Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present and advised of exits, local hazards, location of WCs, etc.		
01/2018	<u>Apologies for Absence</u> – Cllrs. Bell, Cleave, Penny and Williams. Cllrs. Dawe and Phelps were not present.		
02/2018	<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. d. <i>Dispensations</i> – none.		
03/2018	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 11 th December 2017.		
04/2018	<u>Outside Bodies / Reports</u> – a. <i>Parish Council Chairman</i> – Cllr. Raynor said Mr Phil Burnard had been asked to repair both supporting posts and fit a new hand rail on the footbridge at the Slate Quarry, Port Gaverne. In the interim a barrier had been placed across the entrance, Cllrs. Coles and Webster had attended a 'flood exercise' organised by Mrs Dee Littlechild. b. <i>Cornwall Council</i> – Cllr. Mould reported she was under the impression there would be a new planning application made i.r.o. EN17/00519 (Minute 6b[i]/2017). CC will be submitting their comments to the Boundary Review this month. The waste collection contract is still on the agenda. She explained the application for double doors (Atlantic Terrace) fall under permitted development. She had, therefore, signed off this application. c. <i>Wadebridge & Padstow Community Network Panel Meetings</i> – meeting scheduled for 25 th January 2018, 6.30pm, in the Egloshayle Pavilion. Cllr. Raynor had attended the Budget Meeting at Camelford.		
05/2018	<u>Planning Applications</u> – Members considered the following: a. PA17/11431, <i>Land NE of 33 Middle Street, Port Isaac</i> – conversion and extension of storage shed into annexe. SUPPORT.		Clerk

	<p>b. <i>PA17/11843, 7 Brentons Park, Trelights</i> – single storey utility extension at rear; new balcony at rear; retrospective planning consent for 4 no rooflights on side and rear facing roof slopes. SUPPORT.</p> <p>c. <i>PA17/11992, Merrywood, Road from Chapel Villa to Rose Cottage, Trelights</i> – reserved matters application for the construction of two dwellings. (Details following application no PA17/03682 dated 14/06/17.) COMMENT: Members would like to see a condition that this is dependent on replanting the trees that were felled. NOTE – a request for an extension to deal with this application was refused.</p>	<p>Clerk</p> <p>Clerk</p>
06/2018	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan</i> – Cllr. Coles reported he had provided Access Planning and Design Ltd. with additional information i.r.o. the previous consultations. An application for £5,000 of funding had been drawn up, as below. The Clerk to submit.</p> <p style="padding-left: 40px;">i. <u>Townscape Assessments</u> - £2,800.</p> <p style="padding-left: 40px;">ii. <u>Finalising the Plan, including basic conditions statement, consultation statement and SEA screening</u> - £2,200.</p> <p>b. <i>Enforcement Cases</i> –</p> <p style="padding-left: 40px;">i. <u>EN17/00519, Land NE of Port Gaverne Hotel</u> – untidy site, unauthorised stationing of a shipping container, land being used as a waste storage area, car park and boat storage – application PA17/00546 withdrawn. Ms Serena Wearne, case officer reported this case is still under investigation.</p> <p style="padding-left: 40px;">ii. <u>EN17/01764, Land E of Port Gaverne Beach, Port Gaverne</u> – alleged works not being carried out in accordance with approved plans PA17/00391 – namely location of toilet, extraction, refrigeration unit, trade waste, landscaping and street signage. Mr David Tapsell, case officer said he hoped to deal with this case before the 2018 season.</p> <p style="padding-left: 40px;">iii. <u>EN18/0001, 9 Lundy Road, Port Isaac</u> – alleged TPO tree felled by storm on 26th December 2017. Assessment needed to establish if new tree needs planting.</p> <p style="padding-left: 80px;">The Clerk to obtain a list of the TPOs in the parish.</p> <p>c. <i>Planning Applications Approved by CC</i> – information only:</p> <p style="padding-left: 40px;">i. <u>PA17/09145, Chalet rear of Lamorna, 2 Tintagel Terrace, Port Isaac</u> – replacement chalet.</p> <p style="padding-left: 40px;">ii. <u>PA17/09691, Gwel Arvor, Tintagel Terrace, Port Isaac</u> – outline application for the demolition of existing dwelling and replace with two dwellings with all matters reserved.</p> <p style="padding-left: 40px;">iii. <u>PA17/10206, Treetop Cottage, St Endellion, Port Isaac</u> – extensions and internal alterations.</p> <p>d. <i>Planning Application Withdrawn</i> – information only:</p> <p style="padding-left: 40px;">i. <u>PA17/09631, Land NE of 4 Furze Park, Trelights</u> – outline planning permission with all matters reserved: erection of a dwelling.</p>	<p>Clerk</p> <p>Clerk</p>
07/2018	<p><u>Highways Matters</u> –</p> <p>a. <i>Traffic Sign</i> – Minute 252c/2017 refers. It was RESOLVED to accept a quotation to provide the 2 no signs on 4 posts, including TM is £1,220.19+VAT.</p>	<p>Clerk</p>
08/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Trewetha Toilets / Kiosk / Shelter</i> – Minute 253a/2017 refers. Cllr. Raynor reported he had met on site with Ms Sutton, WWA and Mr Ernie Stanton. It was RESOLVED to install a manhole for the out going sewer, which would be capable of dealing with additional toilets if required at some time in the future.</p> <p style="padding-left: 40px;">It was further RESOLVED the height of the slab should be the same as the path at the top end of the car park.</p>	

	<p>Also RESOLVED the pathway alongside the play area to be tarmaced at the same time as trenching for the drains and power supply. This to be added as a separate item on the tender.</p> <p>The terms and costs of guarantees and maintenance to be part of the tender, as will details of the contract. Cllr. Raynor will advise Ms Sutton of these decisions.</p> <p>Ms Sutton had advised the WCs will not be ready for Easter. She pointed out that there is a 12-week lead in for planning alone.</p> <p>Cllr. Collings said he wished it to be recorded that he did not believe the design that had been approved could be termed a 'shelter'. He maintained it did not meet the wishes of those who had taken part in the consultation.</p> <p>b. <i>Roscarrock WCs</i> – Minute 253b/2017 refers. The Clerk reported she had heard nothing further regarding the acquisition of a 99-year lease on the WCs. She will pursue this with Mr Jon James, CC.</p>	<p>Cllr. Raynor</p> <p>Clerk</p>
09/2018	<p><u>Administrative Matters</u> –</p> <p>a. <i>Website</i> – ICT Connect Ltd. reported the website had been upgraded with a SSL certificate and is now secured with HTTPS. The new web address is: https://www.stendellionpc.com.</p>	
10/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.10 to a value of £4,298.98 was APPROVED for payment. NOTE – a full list of payments is available on the PC's website.</p> <p>b. <i>Bank Reconciliation</i> – the December bank statement had not been received.</p> <p>c. <i>Budget Monitor</i> – a copy was circulated to Members.</p>	Clerk
11/2018	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>AONB</i> – copy of the 2016/17 Annual Report.</p> <p>b. <i>Clerks & Councils Direct</i> – January 2018.</p>	
12/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Main Council Meeting</i> – 12th February 2018.</p> <p>b. <i>Secondary Council Meeting</i> – 22nd January 2018.</p> <p>c. <i>Cornwall AONB Annual Conference</i> – 14th April 2018, Pavilion at the Royal Cornwall Showground, Wadebridge. Details previously circulated via email.</p>	
13/2018	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Replacement Bench</i> – the broken bench had been removed.</p>	
14/2018	<p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was RESOLVED that in the public interest the press and public be excluded, and they were instructed to withdraw.</p>	
15/2018	<p><u>Catering Concession</u> – Minute 241c/2017 refers. Cllr. Coles had circulated draft criteria for operating a concession on Parish Council-owned land. It was RESOLVED to send a copy to those who had expressed an interest in acquiring the concession. A decision on the allocation of the concession will be made at the February Full Council meeting. NOTE – closing date for applications, noon on Friday, 9th February 2017.</p>	Clerk
16/2018	<p><u>Meeting Closed</u> – 7.57pm.</p>	

Signature: (Cllr. Raynor)
Chairman

Date: 12th February 2018