



**NOTICE AND AGENDA OF THE SECONDARY COUNCIL MEETING
TO BE HELD IN PORT ISAAC SCHOOL
MONDAY, 26th FEBRUARY 2018 @ 7pm**

Members of the public and press are invited to attend this meeting of the Council.

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council prior to the commencement of the Meeting.</p> <p>Members to meet with Ms Zoe Hall from CC's Parking Enforcement to discuss the SLA for 2018.</p>	
45/2018	<u>Apologies for Absence</u> –	
46/2018	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda.</p> <p>b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent.</p> <p>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – Members to consider any requests for dispensations.</p>	
47/2018	<p><u>New Road Premises</u> –</p> <p>a. <i>Bin Storage Area</i> – Minute 47a/2018. Members to receive an update, i.r.o. a licence to CC to store their bins on site.</p> <p>b. <i>Shop</i> – Members to consider any issues.</p> <p>c. <i>Any Other Issues</i> –</p>	
48/2018	<p><u>Playing Field</u> –</p> <p>a. <i>Trewetha Toilets / Shelter</i> – Minute 36a/2018 refers. Members to receive an update.</p> <p>b. <i>Play Equipment</i> – Members to receive an update.</p> <p>c. <i>H&S Inspections</i> – Members to consider the operational inspection records for the play equipment from Cormac.</p> <p>d. <i>Moles</i> – Mr Cornish had been asked to deal with the moles.</p> <p>e. <i>Football / Skills Sessions</i> – Minute 36e/2018 refers. Members receive copies of the CRB certificates for the instructor and any other adults involved.</p> <p>f. <i>Any Other Issues</i> –</p>	Cllr. Webster

49/2018	<p><u>Public Conveniences</u> –</p> <p>a. <i>New Road WCs</i> –</p> <p>i. <u>Cleaning Contract</u> – Ms Sonia Armstrong, Cormac had agreed to renew the SLA for six months to September 2018. they are currently reviewing the rates for 2018/19 and should be in a position to provide these figures by week commencing 12th February 2018.</p> <p>ii. <u>Compliance Testing</u> – Members to receive an update i.r.o.:</p> <ul style="list-style-type: none"> • Mr Steve Hewitt had been asked to carry out an EICR (electrical report) requires annual testing. • Mr Charlie Attwood had been asked to arrange an annual service of the Wallgates. • Legionella Risk Assessments (2 yearly) and sampling (6 monthly). Covered by the current contract with Cormac. <p>iii. <u>Snagging List</u> – Members to receive an update, to include repairs to the shop water heater.</p> <p>iv. <u>Signage</u> – Cllr. Raynor to provide signage to help educate users to press the ‘blue button’ to prevent access when in use.</p> <p>v. <u>Any Other Issues</u> –</p> <p>b. <i>Roscarrock WCs</i> – Members to receive an update i.r.o. the PC acquiring a 99-year lease on the WCs, to include dealing with queries raised by Mr Daniel Sproull.</p>	
50/2018	<p><u>Cemetery</u> –</p> <p>a. <i>Headstone Inspections</i> – Minute 22a/2018 refers. Mr Drew, Drew Memorials had provided a written report showing all the headstones to be safe and suggested that a retest is carried out in five years.</p> <p>b. <i>Any Issues</i> –</p>	
51/2018	<p><u>Public Rights of Way (PROW)</u> –</p> <p>a. <i>Benches on CC Land</i> – Minute 23a/2018 refers. Members to receive a verbal report, following discussion with Mr Peter Marsh, CC regarding the PC maintaining certain benches on their land.</p> <p>b. <i>SW Coast Path</i> – Members to consider a proposal to carry out maintenance work on the path, in return for a grant. Details previously circulated via email</p> <p>c. <i>Any Other Issues</i> –</p>	Cllrs. Penny / Raynor
52/2018	<p><u>Car Park Matters</u> –</p> <p>a. <i>Mobile Post Office</i> – to visit the Trewetha overflow car park on Wednesdays 12.30-13.30. Members’ views are sought on the services on offer. Details previously circulated via email.</p> <p>b. <i>Any Other Issues</i> –</p>	
53/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Parking Enforcement</i> – Public Forum above refers. Members to consider any action following their meeting regarding a Service Level Agreement for 2018</p>	
54/2018	<p><u>Grow Nature Seed Fund</u> – the Fund supports small-scale projects that help create more space for nature within local communities. More information about the Grow Nature Seed Fund is available on our website: www.cornwall.gov.uk/grow-nature/funding. Up to £500 available for eligible projects, run by locally based ‘not for profit’ organisations.</p>	
55/2018	<p><u>Seagull Article</u> – the three operatives offering a seagull egg removal service had confirmed they are willing to remain on the list. Mrs Dee Littlechild will place the advertisement on the notice boards.</p>	Information

56/2018	<u>Date of Next Meeting</u> – a. Full Council meeting – 12 th March 2018. b. Secondary Council Meeting – 26 th March 2018.	
57/2018	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.	
58/2018	<u>Parking on Grass Areas, Trewetha Car Park</u> – Mr Julian Harris had been asked to provide a quote for laying of mesh and gravel chippings on the area at the end of the overflow car park, to facilitate vehicles turning. Minute 24a/2018 refers.	Cllr. Williams
59/2018	<u>Catering Concession</u> – Minute 43/2018 refers. Two applications had been received: a. <i>Hugo Cant</i> – the Clerk had sought clarification on the fee he is willing to pay, also what the period of operation will be and to request a photograph of the vehicle to be used. b. <i>The Sisters Coffee Van</i> – the Clerk had sought clarification on what the period of operation will be. Decision deferred to the Secondary Council Meeting.	
60/2018	<u>Friends of Port Isaac School</u> – Minute 36d/2018 refers. Members to consider a request for a Pop-Up Café on Tuesday 29 th May and then 3 dates (every other week but dates TBC beforehand) in the Summer holidays was deferred until after the Trading Concession has been agreed (Minute 43/2018 refers).	
61/2018	<u>Meeting Closed</u> –	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 19th February 2018

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