



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 12th FEBRUARY 2018 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Dawe Cllr. Webster County Cllr. Mould	Cllr. Cleave Cllr. Kirkman Cllr. Williams	Cllr. Collings Cllr. Penny Mrs Thompson (Clerk)
Minute	AGENDA ITEMS	Action	
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present and advised of exits, local hazards, location of WCs, etc.</p> <p>Ms Jane O'Hanlon spoke regarding Minute 33b/2018 (PA17/10231). She objected to the scale of the proposed building, which is overbearing with the windows being close to her property.</p> <p>Mr Robert Haynes was present regarding his planning application (Minute 33i/2018 refers). He had withdrawn the previous application on the advice of the case officer. The new access has changed but nothing else.</p> <p>Mr Brian Andrews of Trelights, asked for an update on the Neighbourhood Plan. He said the Merrywood development (Minute 33c/2018) proposes three buildings but has no facilities for off road parking. He believed there should be parking for at least six cars. The site is in the AONB, and he queried if they had been consulted. He also expressed concerns about the safety of the remaining trees and the Cornish hedge on the site. He referred to the pre-application for a development in the field behind.</p> <p>Mr Keith Willmott spoke regarding future development in Trelights. He said there was no infrastructure and the roads were inadequate for more development. Given the lack of transport to Trelights provision must be made for parking.</p> <p>Cllr. Williams referred Mr Andrews to the latest Minutes of the Neighbourhood Plan. A firm of consultants had been employed to help take the Plan forward. With regards to future development in Trelights, Members were of the opinion it should be self-build or small infill buildings only. The PC had not supported the proposal from Ocean Housing, but nothing more has been heard from them.</p>		
29/2018	<u>Apologies for Absence</u> – Cllrs. Coles (leave); Bell (health appointment) and Phelps.		
30/2018	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – Cllr. Penny in 33f/2018.</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>		
31/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 8th January 2018, AGREED as a true record.</p>		

	b. <i>Secondary Council Meeting – 22nd January 2018, AGREED as a true record.</i>	
32/2018	<p><u>Outside Bodies / Reports –</u></p> <p>a. <i>Parish Council Chairman – Cllr. Raynor reported former Councillor, David Philp had died. It was RESOLVED to make a donation of £30 to the Brain Tumour Trust in his memory. Cllr. Raynor said someone had fly tipped two large crates of rubbish in the car park. He had authorised Mr Phil Burnard to replace the missing rails from the overflow car park and to repaint the football pitch pillars. The Clerk to remind Mr Cornish the moles are still present.</i></p> <p>b. <i>Cornwall Council – Cllr. Mould reported the details of the revised Community Infrastructure Levy (CIL) should be available shortly. There was concern about the criteria for properties that would need to pay CIL. There is to be an informal planning meeting to discuss putting local CC Members at the heart of planning. Deadline for comments is 20th February.</i> <i>CC’s comments on the boundary review proposes that Port Isaac remains with St Minver Highlands and Lowlands. The proposals for waste collection / disposal had been agreed.</i></p> <p>c. <i>Wadebridge & Padstow Community Network Panel Meetings – Cllrs. Raynor and Penny had attended the meeting held on 25th January 2018. The Police and Highways were represented and made briefings.</i> <i>Mr Jones, Highways had agreed to look into making Church Hill ‘a special case’ to qualify for a SatNav sign. Cllr. Raynor had reminded him of the undertaking to carry out a speed survey near Port Isaac School.</i> <i>The emails from Mr Sproull regarding a licence to store waste bins on PC owned land on the New Road car park. had gone astray and had been resent. The Clerk to seek an update.</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
33/2018	<p><u>Planning Applications –</u> Members considered the following:</p> <p>a. <i>PA17/09950, 36 New Road, Port Isaac – replace existing dormer bungalow with a detached four-bed dwelling. The balcony had been reduced in size on the new plans. Photographs show how close the balcony is to neighbouring property. OBJECT on the grounds of over development of the site; and the overlooking and privacy issues for both neighbouring properties.</i></p> <p>b. <i>PA17/10231, 30 New Road, Port Isaac – hip to gable loft conversion with front and rear dormers, reconstruction of side lean-to and installation of ground floor terrace. The dormer had been reduced in size, but the overall roof height had been increased. The building directly overlooks The Old Dairy (No.32). Members felt there was no need to increase the roof height as this impacts on the characteristics of the neighbourhood. OBJECT on the grounds of overlooking and privacy issues for neighbouring properties; together with the scale and style, which are out of keeping with the area. Members wish to remind the case officer of the previous committee decision about Doctor’s Meadow, which members of the planning committee agreed with us could be valued as a character area, typified by hip-roofed, villa 1920s/30s buildings. The current proposal doesn’t conserve or enhance the conservation area.</i></p> <p>c. <i>PA17/11992, Merrywood, Road from Chapel Villa to Rose Cottage, Trelights – reserved matters application for the construction of two dwellings. (Details following application no PA17/03682 dated 14/06/17.) OBJECT on the grounds the design has no local reference to, and the scale and size is inappropriate for, the AONB – the street setting being predominantly bungalows. There are two accesses to the site, but none to Merrywood, which Members query. This is over development of the site and there are issues with access and parking provision. The proposal does not address local demand, and as such does not comply with our emerging NDP guidance for infill in Trelights.</i></p> <p>d. <i>PA17/12099, Creighton Cottage, 64 Fore Street, Port Isaac – Listed Building Consent for works and repairs to roof and repaint external walls. SUPPORT provided second hand Delabole rag slate is used.</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>e. PA18/00009/PREAPP, 32 New Road, Port Isaac – LBC pre-application advice for refurbishment of existing extension, incorporating rendered external wall insulation and roof repairs. Existing fenestration to remain, but new slate cills to be formed. Existing profile of parapet walls to be retained with new insulation and white render over (SPS Envirowall solution). Lead flashing details at roof junctions and new airbricks planned to exterior walls. SUPPORT</p> <p>f. PA18/00054, The White House, 3 Roscarrock Hill, Port Isaac – the proposal is to renovate the existing dwelling, including new roof over main house and kitchen. Internal alterations. Cllr. Penny left the meeting during this item.</p> <p>OBJECT on the grounds they do not wish to see the gable end removed. Members would like to see any replacement roof being made with Delabole rag slate to conform with the conservation area. Any refurbishment should be as per the existing building.</p> <p>g. PA18/00172, Rest Haven, Trelights – proposed loft conversion to create a bedroom and en-suite. (Revised design following PA16/11580.) SUPPORT.</p> <p>h. PA18/00399, Former Football Field at Homer Park, Port Isaac – variation on condition 2 (in accordance with approved plans) to change orientation of dwelling to improve circulation and light. Material Amendment to application no. PA16/03282 date 08/06/16. Cllr. Williams explained permission had been granted because a caravan had been on site for 20+ years. SUPPORT.</p> <p>i. PA18/00539, 4 Furze Park Trelights – the proposal is for a dwelling in the land owned by 4 Furze Park. The proposal gives the proposed dwelling over 300m squared amenity space and leaves the existing property with the same. With the existing dwelling and the proposal both single story it excludes any possibility over overlooking issues. SUPPORT.</p> <p>Cllr. Penny left the meeting at this point.</p> <p>j. PA18/00656, 20 Mayfield Road, Port Isaac – proposed rear ground floor extension. SUPPORT.</p> <p>k. PA18/00691, Pilchards, Port Gaverne – retrospective consent for amendments to cafe, (approved under PA17/00391), namely altered access to DDA toilet with a new timber door, siting of external cold room and timber clad fencing. Cllr. Williams said what had been built did not comply with the planning permission that had been granted. During the season there are constant queues of people waiting to use the WCs. Waste is being stored on the site. All these factors are impacting on a long established neighbouring holiday letting business. OBJECT on these grounds. Members felt strongly that it should be built in line with the existing planning permission.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
34/2018	<p><u>Other Planning Matters –</u></p> <p>a. <i>Neighbourhood Plan</i> – Cllr. Williams reported Groundwork UK had offered a grant of up to a maximum of £5,000 towards the NP (not as shown on the Agenda a grant for play equipment).</p> <p>b. <i>Enforcement Cases –</i></p> <p>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.</p> <p>ii. <u>EN/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 reported planning application received relating to external design and siting of external refrigeration unit PA18/00691.</p> <p>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>iv. <u>EN17/01729, 8 Tintagel Terrace, Port Isaac</u> – Installation of solar panels above the ridge height not included as part of planning approval PA15/09634. Case officer, David Tapsell reported: <i>The solar panels do require planning permission however, in this case the limited projection of the panels above the ridge line of the dwelling coupled together with limited visual impact does not warrant pursuit of the matter.</i> Case closed.</p> <p>c. <i>Planning Applications Approved by CC</i> – information only:</p> <p>i. <u>PA17/10456, 30 Dolphin Street, Port Isaac</u> – proposed replacement window, chimney flue removal, re-roof in natural slate and new roof light.</p> <p>ii. <u>PA17/09309, 89 Fore Street Port Isaac</u> – front and rear extensions, re - roof, new dormer, windows and internal alterations.</p> <p>iii. <u>PA17/11068, Little Tremiro, Lower Trefreock, Port Isaac</u> – construction of extensions, subterranean garage and garden studio.</p> <p>iv. <u>PA17/11431, Land NE of 33 Middle Street, Port Isaac</u> – conversion and extension of storage shed into annexe.</p> <p>v. <u>PA17/11843, 7 Brentons Park, Trelights</u> – single storey utility extension at rear; new balcony at rear; retrospective planning consent for 4 no rooflights on side and rear facing roof slopes.</p> <p>d. <i>Planning Application Withdrawn</i> – information only:</p> <p>i. <u>PA17/10691, Maritime and Coastguard Agency, New Road, Port Isaac</u> – proposed two new dwellings to replace existing decommissioned Coastguard building.</p> <p>e. <i>Tree Preservation Orders</i> – a list of TPOs can be viewed on https://map.cornwall.gov.uk/website/ccmap/?zoomlevel=5&xcoord=198546&ycoord=79829&wsName=ccmap&layerName=Tree%20preservation%20order%20points:Tree%20preservation%20order%20areas:Conservation%20Areas:Parishes. (Minute 06b[iii]/2018 refers.)</p> <p>Cllr. Mould left the meeting at this point.</p>	
35/2018	<p><u>Highways Matters</u> –</p> <p>a. <i>Car Park Charges</i> – CC are holding a consultation on their charges. Visit www.cornwall.ov.uk/TrafficConsult for more details. Closing date for comments is 15th February 2018.</p> <p>b. <i>Traffic Sign</i> – Minute 7a/2018 refers. Mr Oliver Jones, Highways had asked for the new highway signage to be prioritised and installed before Easter.</p> <p>c. <i>Church Hill Bollards</i> – Cllr. Williams reported the bollards are missing again. The Clerk to order four replacements.</p>	Clerk
36/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Trewetha Toilets / Kiosk / Shelter</i> – Minute 8a/2018 refers. Cllr. Raynor reported the full planning application had been submitted to CC and the tender advertised. A cheque to CC for £231 to cover the cost was AGREED.</p> <p>b. <i>Roscarrock WCs</i> – Minute 9b/2018 refers. Mr Daniel Sproull had provided his initial thoughts regarding the terms of the 99-year lease on the WCs and costs involved had previously circulated via email. It was RESOLVED to instruct him to act for Members in this matter.</p> <p>c. <i>Mobile Post Office</i> – the Post Office is to carry out a public consultation and asked Members to consider possible locations for a mobile PO. It was RESOLVED to grant permission to site the van on the Trewetha car park. Cllr. Williams to advise Mr Horne, PO and the Clerk to tell AS Parking.</p> <p>d. <i>Friends of Port Isaac School</i> – it was RESOLVED to grant permission for the annual Indian Summer Fair and Dog Show on Sunday 16th September 2018. It will follow the same format, with a Dog Show on the rough area and use of the gravel area.</p>	<p>Cllr. Raynor / Clerk</p> <p>Clerk</p> <p>Cllr. Williams Clerk</p> <p>Clerk</p>

	<p>A request for a Pop-Up Café on Tuesday 29th 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).</p> <p>e. <i>Football / Skills Sessions</i> – Ms Kathryn McDonnell and Ms Jacqui Stewart (Qualified SAQ Trainer) had sought permission to use the playing fields to run some sessions for the children in the village. They are looking to hold the sessions on a Monday or Tuesday afternoon after school.</p> <p>It was RESOLVED to grant permission, providing the instructor and any other adults involved have up-to-date CRB certificates. The Clerk to request copies.</p>	<p>Clerk</p> <p>Clerk</p>
37/2018	<p><u>Administrative Matters</u> –</p> <p>a. <i>Seagulls</i> – it was AGREED to place a ‘seagull article’ on the notice boards. The Clerk to provide a copy to Ms Dee Littlechild.</p>	Clerk
38/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.11 to a value of £2,928.45 was APPROVED for payment. NOTE – a full list of payments is available on the PC’s website. Cheque No.82 to Parkonomy had not been received by that company and a replacement payment is included on this schedule.</p> <p>The Clerk reported that £12.44 interest had been received on the HSBC account. Cllr. Raynor will seek clarification as to whether the account remains open.</p> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation for January and February were verified in accordance with Financial Regulation 2.2 by Cllr. Collings.</p> <p>c. <i>Grant Application</i> – Members declined to make a grant to Cruse Bereavement.</p>	<p>Clerk</p> <p>Cllr. Raynor</p>
39/2018	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Coastline Housing</i> – write to seek Members’ views on any potential sites for affordable housing development within the Parish. No further action as the NP is not yet completed.</p> <p>b. <i>Adult Social Care Charging Policies</i> – CC seek Members’ views. See http://www.cornwall.gov.uk/carepolicies for more information. Deadline for comments 26th February 2018. Details previously circulated via email.</p> <p>c. <i>Landscape & Amenity</i> – product update catalogue. The Clerk to bin this.</p>	<p>Clerk</p> <p>Clerk</p>
40/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Main Council Meeting</i> – 12th March 2018.</p> <p>b. <i>Secondary Council Meeting</i> – 26th February 2018.</p> <p>c. <i>Planning Conference</i> – Tuesday, 27th February 2018, 4.30pm at St Johns Hall, Penzance. Cost £12 per person. Details previously circulated via email.</p> <p>d. <i>Crowdfunding Events</i> – CC have arranged a series of events. Details previously circulated via email:</p> <ul style="list-style-type: none"> • Monday 5th February 2018, 7pm to 8.30pm. The Guildhall, Launceston Town Hall. • Wednesday, 7th February 2018, 7pm to 8.30pm, Rooms GW02 & GW03, Camborne One Stop Shop. • Tuesday, 13th February 2018, 7pm to 8.30pm, Crowdfunder HQ, 11 Cliff Road, Newquay. • Wednesday, 21st February 2018, 5.30pm to 7pm, RIO, 26 Fore Street, Liskeard. <p>e. <i>Digital Cornwall Week</i> – Monday 26th February 2018, 10:00am to 2:00pm, in Carnon Downs Village Hall, Tregye Rd, Carnon Downs, Details previously circulated via email.</p>	

	<p>f. <i>Planning in Cornwall, for People or Profit?</i> – a debate organized by Cornwall for Change (C4C). Crossroads Conference Centre, TR16 5BP, 10th-March 2018, 2-5pm. To register visit: https://www.eventbrite.co.uk/e/planning-in-cornwall-for-people-or-profit-tickets-42983249055.</p> <p>g. <i>Cornwall Community Land Trust</i> – free half-day seminar on Friday 2nd March 2018, 9.30am – 1pm. Truro City Hall. Details previously circulated via email.</p>	
41/2018	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Trewetha Lane</i> – it is not clear if Highways own the fallen tree on the first bend on Trewetha Lane. Cllr. Raynor to report the matter.</p> <p>NOTE – Members to consider requesting A1 Tree & Grounds Ltd. to clear the area, once the outcome of the above is known.</p>	<p>Cllr. Raynor Clerk</p>
42/2018	<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>	
43/2018	<p><u>Catering Concession</u> – Minute 15/2018 refers. Two applications had been received:</p> <p>a. <i>Hugo Cant</i> – the Clerk to clarify 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.</p> <p>b. <i>The Sisters Coffee Van</i> – the Clerk to clarify what the period of operation will be.</p> <p>Decision deferred to the Secondary Council Meeting.</p>	<p>Clerk Clerk</p>
44/2018	<p><u>Meeting Closed</u> – 20.50pm.</p>	

Signature: (Cllr. Raynor)
Chairman

Date: 12th March 2018