



**MINUTES OF THE SECONDARY COUNCIL MEETING  
HELD IN PORT ISAAC SCHOOL  
MONDAY, 26<sup>th</sup> FEBRUARY 2018 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Penny	Cllr. Bell Cllr. Phelps	Cllr. Coles (Vice Chairman) Cllr. Williams
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>The meeting with Ms Zoe Hall from CC's Parking Enforcement to discuss the SLA for 2018 had been postponed to the March Full Council meeting.</p>		
45/2018	<p><u>Apologies for Absence</u> – Cllrs. Cleave, Collings, Dawe, Kirkman and Webster; County Cllr. Mould and the Clerk.</p>		
46/2018	<p><u>Members' Declarations</u> –</p> <ul style="list-style-type: none"> <li>a. <i>Registerable Declarations of Interests</i> – none.</li> <li>b. <i>Non-registerable interest</i> – none.</li> <li>c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</li> <li>d. <i>Dispensations</i> – none.</li> </ul> <p>Cllr. Penny was unable to stay for the full meeting and agenda items 47/2018 – 51/2018 were taken at this point.</p>		
47/2018	<p><u>Planning Applications</u> –</p> <ul style="list-style-type: none"> <li>a. PA17/10231 30 New Road, Port Isaac – Cllr. Williams did not think the alterations to the dormer windows made any difference to the question of overlooking the neighbouring property, and all agreed the proposed balcony on the SW side of the property was not in keeping with the conservation area. It was unanimously <b>RESOLVED</b> to ask this to go to committee.</li> <li>b. PA17/11992, Merrywood, Road from Chapel Villa to Rose Cottage, Trelights – there was a general discussion and Cllr. Williams read out a letter from Mr. Slater. It was unanimously <b>RESOLVED</b> to ask for this application to go to committee. If possible Cllr. Williams will attend and represent the PC. All Members' original objections still stand.</li> </ul>		Clerk  Clerk
48/2018	<p><u>Port Isaac Carnival group</u> – Members <b>RESOLVED</b> to grant permission for use of Port Isaac playing fields on 1<sup>st</sup> September 2018 for the Carnival and Fun Day. The organisers will have in place any relevant insurance and risk assessments, and copies provided to the Clerk.</p>		Clerk
49/2018	<p><u>The Cornish Cove Café, 76A Fore Street, Port Isaac</u> – Members made no comment on the new licence application, Deadline for comments is 4<sup>th</sup> March.</p>		

50/2018	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.	
51/2018	<p><u>Catering Concession</u> – Minute 43/2018 refers. Cllr. Raynor read out the applications from Mr Hugo Cant and The Sisters Coffee Van. He said he had spoken to both applicants explaining the likely disruption whilst the Trewetha toilets are being built. Both were prepared to accept this. They expressed their desire to be near the footpath from the Car Park to the village.</p> <p>After discussing both applications it was <b>RESOLVED</b> to accept the application from the Sisters Coffee Van. Cllr. Phelps abstained from voting, all other Members were in favour. The Clerk to instruct Mr Daniel Sproull to draw up a lease.</p> <p>Cllr. Penny left at this point and the meeting re-opened to the public.</p>	Clerk
52/2018	<p><u>New Road Premises</u> –</p> <p>a. <i>Bin Storage Area</i> – Minute 47a/2018. Mr Daniel Sproull had reported the missing email had now been received by CC i.r.o. a licence to store their bins on site. The matter is now under consideration.</p> <p>b. <i>Shop</i> – Cllr. Coles reminded Members that we had not as yet put in place an electricity meter to measure the electricity used by the shop. For reference Mr Phil Burnard did say he could organise this. The Clerk to compare the cost of electricity this year compared with last.</p> <p>Cllr. Phelps mentioned that there were too many notice boards around the shop all agreed. Cllr. Bell asked if there were any stipulations in the lease. The Clerk to check the lease.</p> <p>c. <i>Any Other Issues</i> – none.</p>	Clerk  Clerk
53/2018	<p><u>Playing Field</u> –</p> <p>a. <i>Trewetha Toilets / Shelter</i> – Minute 36a/2018 refers. Cllr. Raynor reported the full planning application had been submitted.</p> <p>b. <i>Play Equipment</i> – Cllr. Raynor confirmed the application for a grant had been sent to the Lottery Fund.</p> <p>c. <i>H&amp;S Inspections</i> – consideration of the operational inspection records for the play equipment from Cormac was deferred to the March Secondary meeting.</p> <p>d. <i>Moles</i> – Cllr. Williams to remind Mr Cornish to deal with the moles.</p> <p>e. <i>Football / Skills Sessions</i> – Minute 36e/2018 refers. The Clerk had requested copies of the CRB certificates for the instructor and any other adults involved.</p> <p>f. <i>Any Other Issues</i> – none.</p>	Cllr. Williams
54/2018	<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 12<sup>th</sup> February 2018.</p> <p>ii. <u>Compliance Testing</u> –</p> <ul style="list-style-type: none"> <li>• Mr Steve Hewitt had been asked to carry out an EICR (electrical report) requires annual testing.</li> <li>• Mr Charlie Attwood had been asked to arrange an annual service of the Wallgates.</li> <li>• Legionella Risk Assessments (2 yearly) and sampling (6 monthly). Covered by the current contract with Cormac.</li> </ul>	

	<p>iii. <u>Snagging List</u> – Cllr. Raynor will ask Mr Tidey if the shop water heater.</p> <p>iv. <u>Signage</u> – Cllr. Raynor had purchased signage to help educate users to press the 'blue button' to prevent access when in use and would put them up a.s.a.p.</p> <p>v. <u>Any Other Issues</u> – none.</p> <p>b. <u>Roscarrock WCs</u> – the 99-year lease on the WCs from CC was discussed. Issues raised by Mr Daniel Sproull should be put to the CC, in particular the issue of external repairs. The toilets are part of a very old building much of which is leased to the local fishermen who it is believed have a full repairing lease. The Clerk to ask Mr Sproull to propose a clause stating that CC is responsible for all external repairs, which should be maintained on a regular basis.</p> <p>Cllr. Williams asked that the suspected water leak be investigated ASAP.</p>	<p>Cllr. Raynor</p> <p>Cllr. Raynor</p> <p>Clerk</p> <p>Clerk</p>
55/2018	<p><u>Cemetery</u> –</p> <p>a. <u>Headstone Inspections</u> – 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. <u>Any Other Issues</u> – none.</p>	
56/2018	<p><u>Public Rights of Way (PROW)</u> –</p> <p>a. <u>Benches on CC Land</u> – Minute 23a/2018 refers. Cllr. Coles reported there are approx. 35 benches on CC land. CC had said they are not prepared to repair these benches however if the PC is prepared to look after them they have the permission of the CC to repair as necessary. It was <b>AGREED</b> to take on the repairs of those benches in prominent places such as Back Hill, and the hill down to Port Gaverne. Each case to be looked at as and when repairs become necessary.</p> <p>b. <u>SW Coast Path</u> – Members declined a proposal to carry out maintenance work on the path, in return for a grant. Cllrs. Bell and Phelps said it was the responsibility of the CC etc. to look after the paths.</p> <p>c. <u>Any Other Issues</u> – none.</p>	Clerk
57/2018	<p><u>Car Park Matters</u> –</p> <p>a. <u>Mobile Post Office</u> – Members queried why the mobile PO would only visit Port Isaac for one hour on Wednesdays. They are happy for the PO van to use the Trewetha overflow car park</p> <p>b. <u>Any Other Issues</u> – none.</p>	Clerk
58/2018	<u>Financial Matters</u> – none.	
59/2018	<u>Grow Nature Seed Fund</u> – the Fund supports small-scale projects that help create more space for nature within local communities. More information is available on our website: <a href="http://www.cornwall.gov.uk/grow-nature/funding">www.cornwall.gov.uk/grow-nature/funding</a> . Up to £500 available for eligible projects, run by locally based 'not for profit' organisations.	
60/2018	<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.	Information
61/2018	<p><u>Date of Next Meeting</u> –</p> <p>a. Full Council meeting – 12<sup>th</sup> March 2018.</p> <p>b. Secondary Council Meeting – 26<sup>th</sup> March 2018.</p>	
62/2018	<u>Fallen Trees</u> – Minute 41a/2018 refers. Cllr. Phelps said we should not have anything to do with the fallen trees on the first verge on the right-hand side of Trewetha lane coming into the village from the main road. This is entirely the responsibility of Highways.	

	He added that if we asked A1 or anyone else we are making ourselves liable for any accidents relating to trees in a similar situation. This was met with general <b>AGREEMENT</b> .	
63/2018	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.	
64/2018	<u>Parking on Grass Areas, Trewetha Car Park</u> – Minute 24a/2018 refers. This refers to the turning area in the overflow Car Park. It was unanimously <b>RESOLVED</b> to accept the quotation of £2,500 from Mr Julian Harris to scrape of the earth, put down mesh and cover with gravel.  Cllr. Bell queried whether this should go to tender in view of the work undertaken at the New Road toilets, but the two together will still be far short of the value required.	Clerk
65/2018	<u>Friends of Port Isaac School</u> – Minute 36d/2018 refers. Members considered a request for the Friends to run a Pop-Up Café on for three dates in May and June (Minute 43/2018 refers).  The Sisters Coffee Van had said they will not be there every day and so dates will need to be agreed with them in advance, with that proviso the PC <b>RESOLVED</b> to grant permission.	
66/2018	<u>Meeting Closed</u> – 8.30pm.	

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

Date: 12<sup>th</sup> March 2018