



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 26th MARCH 2018 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Collings Cllr. Penny Cllr. Williams	Cllr. Bell Cllr. Dawe Cllr. Phelps Ms Bethany Hibbs	Cllr. Coles (Vice Chairman) Cllr. Kirkman Cllr. Webster 12 members of the public
Minute	AGENDA ITEMS		Action
	<p><u>Chairman's Welcome and Public Forum</u> – The Chairman welcomed those present and advised them of exits, local hazards, location of WC's etc.</p> <p>Pat Pearson (Rep for St Peters and Port Isaac as Chapel Warden) gave context to the agenda item and overview of the Church rooms development. Church has been condemned and hence there has been no recent public access (3 years) to the War Memorial. War memorial commission need to approve movement but thus far have unable to find record of ownership. Church will accept responsibility and hence full cost of war memorial movement. Contract for sale of church rooms, stipulates that the memorial must stay in situ until Nov 11th 2018 but they may be able to alter this. Potential for memorial to be in front of the Church ensuring public access to the memorial at any given time. May not be the best position, would be preferable to work with council and residents to find a more suitable 'new' location. Suggested that it may be an idea to trace relatives of any named persons on memorial prior to its movement.</p> <p>Ted Charles suggested that the sooner the memorial is moved the better. Favoured position, would be publicly situated on grass where Christmas decoration is usually laid. Link in with Centenary celebrations. Also informed the council that there with bollards being out of situ on Church Hill. Hopes to see these replaced. Signage to discourage use of sat nav, suggested T-junction on church hill/ Plain street, first turn on the left. Cllr Penny suggested that CC are seeking a dispensation for sat nav signage so that this can be installed Bollards are available but need some work.</p> <p>Barbara Bell expressed concerns as to the Precept increase. Second home owners benefit, at the expense of people on low incomes in the parish. Suggested that the council might like to consider halting future increases.</p> <p>Tom Brown suggested a more public place for the memorial would be good at Little Hill.</p> <p>Megan Rees discussed the community bid for the Church Hall, asked if the memorial be left in situ. Could a community bid be considered over sale to highest bidder. Suggested that had the community bid been the winning bid there would be no need to move the War Memorial.</p>		
81/2018	<u>Apologies for Absence</u> – the Clerk (ill health). Cllr. Cleave was absent.		
82/2018	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – None		

	<p>b. <i>Non-registerable interest</i> – None</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> – None</p>	
83/2018	<p><u>New Road Premises</u> –</p> <p>a. <i>Bin Storage Area</i> – Minute 47a/2018. Members received an update, i.r.o. a licence to CC to store their bins on site. No update received at point of meeting. Clerk to update for the next meeting.</p> <p>b. <i>Shop</i> – Members considered:</p> <p>i. Councillors discussed signage outside of the Mr Tidey's shop and recalled that in the lease the tenant should refer to the council for guidance as to the volume of signage. Suggested that some boundaries should be established to preserve aesthetics. Monitor over Easter and review.</p> <p>ii. A separate electricity supply for the shop: Clerk had provided bills and noted an increase in costs. Council resolved to install meter subject to further investigation by clerk as to costs. Clerk to investigate costs and installation of electricity meter.</p> <p>Proposed Cllr Raynor, seconded Cllr Coles, unanimous.</p> <p>c. <i>Any Other Issues</i> – None</p>	<p>Clerk</p> <p>Clerk</p>
84/2018	<p><u>Playing Field</u> –</p> <p>a. <i>Trewetha Toilets / Shelter</i> – Minute 36a/2018 refers. Members received an update: have received Ward Williams Consulting engineers planning permission update.</p> <p>b. <i>Play Equipment</i> – Members received an update. Play equipment is on order. Company may require payment up front. Deferred to the April agenda.</p> <p>c. <i>H&S Inspections</i> – Members considered 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. Ms Kathryn McDonnell to provide up-to-date CRB certificates. Will not start playing until these have arrived.</p> <p>f. <i>Any Other Issues</i> – None</p>	Clerk
85/2018	<p><u>Public Conveniences</u> –</p> <p>a. <i>New Road WCs</i> –</p> <p>i. <u>Cleaning Contract</u> – Council had not received the updated SLA and hence deferred discussion to the next meeting.</p> <p>ii. <u>Compliance Testing</u> – Members received 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 received an update, to include repairs to the shop water heater. Emails have been sent but yet to be resolved. Suggested that the council should chase (Robert Portland)</p> <p>iv. <u>Any Other Issues</u> – none</p> <p>b. <i>Roscarrock WCs</i> – Members received an update i.r.o. the PC acquiring a</p>	<p>Clerk</p> <p>Chair to chase and report to clerk.</p>

	<p>99-year lease on the WCs. Council had received a quote for £700 to carry out the searches. Query relating to non-assignable element of the lease, so that the council can terminate lease at set periods. Break clauses may be worth investigating (suggest 2-5 year breaks). Resolved that the council agree to pay Sproulls the sum of £700 to carry out necessary searches on Roscarrack wcs. Clerk to investigate addition of break clauses and amend lease document accordingly.</p> <p><i>Proposed Cllr Raynor, seconded Cllr Bell, Unanimous.</i></p>	Clerk
86/2018	<p><u>Cemetery</u> –</p> <p>a. <i>Any Issues</i> – none</p>	
87/2018	<p><u>Public Rights of Way (PROW)</u> –</p> <p>a. <i>Waymarkers</i> – Members considered a proposal to make an inventory of way markers. Suggested this should be deferred to April. (Deferred to the April meeting. Minute 23b[i]/2018 refers)</p> <p>b. <i>Any Other Issues</i> – none</p>	Cllr. Williams
88/2018	<p><u>Car Park Matters</u> –</p> <p>a. <i>Catering Concession</i> – Members reconsidered the wording of the Operating Hours, so there is no obligation to operate the venture during school and Bank Holidays, including half-terms and Easter, during the winter months. Mr Sproull to be advised by clerk to add this in to the agreement. Would like to see the Licensee provide 1 months' notice of abatement of contract.</p> <p>b. <i>Flytipping</i> – a gas cooker had been dumped in the car park and Biffa asked to remove it, at a cost to the PC. Biffa would not remove so Cllr Raynor removed it himself.</p> <p>c. <i>Any Other Issues</i> – Cllr. Williams had spoken with Julian Harris who informed her that safety improvements would be made to the car park and dog walkers entrance at no further costs. Pole at entrance to car park barrier has been hit, may need to investigate getting this repaired. AS parking sign has been removed from the car park, need to notify them to reinstate this.</p>	Clerk Clerk Clerk Clerk
89/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Internal Audit</i> – paperwork requested by Hudson Accounting Ltd. will be provided to them.</p> <p>b. <i>Coastal Community Fund, Round 5</i> – the guidance and link to the fund details is https://www.gov.uk/government/collections/coastal-communities. Details previously circulated via email. Cllr Bell to investigate and update the council as to his findings.</p> <p>c. <i>War Memorial</i> – Members considered the request of the PCC to move the memorial: Councillors discussed moving the memorial ahead of the centenary celebrations and expressed a desire to see the memorial re-located in a more public space. Councillor Bell proposed that he and Cllr Collings be authorised by members to hold exploratory non-committal discussions with representatives of St. Endellion Parochial Church Council about the future of the Port Isaac war memorial and report back to the parish council. <i>Proposed Cllr Bell, Seconded Cllr Collings. 6 for 2 against, 1 abstention.</i></p>	Cllr. Bell Cllrs Bell / Collings
90/2018	<p><u>Bus Shelter</u> – Council discussed ownership of the bus shelter/land. Suggested they write to owner and acknowledge ownership. Add to next agenda, with Sproulls investigate the ownership legalities.</p>	Clerk

91/2018	<u>Date of Next Meeting</u> - a. Full Council meeting – 9 th April 2018. b. Secondary Council Meeting – 23 rd April 2018.	
92/2018	<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. Meeting Closed to public at 20.21.	
93/2018	<u>Picnic Tables</u> – Members considered a quotation from Mr Phil Burnard and resolved that considering the park being replaced and dug up for drainage that they would revisit this at a later date. Proposed Cllr Rayner, seconded Cllr Coles, unanimous.	
94/2018	<u>Meeting Closed</u> – 20:24.	

Signature: (Cllr. Raynor)
Parish Council Chairman

Date: 9th April 2018