



Port Isaac • Trelights • Port Gaverne

**NOTICE AND AGENDA OF THE SECONDARY COUNCIL MEETING  
TO BE HELD IN PORT ISAAC SCHOOL  
MONDAY, 23<sup>rd</sup> APRIL 2018 @ 7pm**

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

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council prior to the commencement of the Meeting.	
109/2018	<u>Apologies for Absence</u> – Cllr. Coles.	
110/2018	<u>Members' Declarations</u> – <ol style="list-style-type: none"> <li>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.</li> <li>b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent.</li> <li>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</li> <li>d. <i>Dispensations</i> – Members to consider any requests for dispensations.</li> </ol>	
111/2018	<u>New Road Premises</u> – <ol style="list-style-type: none"> <li>a. <i>Bin Storage Area</i> – Minute 83a/2018. Members to receive an update, i.r.o. a licence to CC to store their bins on site.</li> <li>b. <i>Shop</i> – Members to consider:               <ol style="list-style-type: none"> <li>i. <u>Advertising Signage</u> – to be monitored over Easter and reviewed.</li> <li>ii. <u>Separate Electricity Supply</u> – Members to receive an update, to include consideration of the shop's share of the electricity bill.</li> </ol> </li> <li>c. <i>Any Other Issues</i> –</li> </ol>	
112/2018	<u>Playing Field</u> – <ol style="list-style-type: none"> <li>a. <i>Trewetha Toilets / Shelter</i> – Members to receive an update.</li> <li>b. <i>Play Equipment</i> – Members to receive an update.</li> <li>c. <i>H&amp;S Inspections</i> – Members to consider the operational inspection records for the play equipment from Cormac. NOTE – copies are sent to Mr Phil Burnard.</li> <li>d. <i>Moles</i> – Mr Cornish had been asked to deal with the moles.</li> <li>e. <i>Any Other Issues</i> –</li> </ol>	Cllr. Webster
113/2018	<u>Public Conveniences</u> –	

	<p>a. <u>New Road WCs</u> –</p> <p>i. <u>Cleaning Contract</u> – Ms Sonia Armstrong, Cormac had agreed to renew the SLA for six months to September 2018, however the SLA provided was for twelve months. Ongoing.</p> <p>ii. <u>Compliance Testing</u> – Members to receive an update i.r.o.:</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> – Members to receive an update, to include repairs to the shop water heater.</p> <p>iv. <u>Any Other Issues</u> –</p> <p>b. <u>Roscarrock WCs</u> – Mr Daniel Sproull advised he has put the idea of a break clause to Cornwall Council. Unfortunately, the person who was previously dealing with the matter at CC has now left and he awaits to hearing from his replacement.</p> <p>c. <u>Fish Cellars WCs, Port Gaverne</u> – the National Trust had written to say they propose to close the WCs and will be seeking an alternative use for the building. Details previously circulated via email.</p>	
114/2018	<p><u>Cemetery</u> –</p> <p>a. <u>Any Issues</u> –</p>	
115/2018	<p><u>Public Rights of Way (PROW)</u> –</p> <p>a. <u>Waymarkers</u> – Members to consider a proposal to make an inventory of waymarkers. Deferred from the March Secondary meeting.</p> <p>b. <u>Any Other Issues</u> –</p>	Cllr. Williams
116/2018	<p><u>Car Park Matters</u> –</p> <p>a. <u>Catering Concession</u> – Members to receive a verbal report, to include:</p> <p>i. <u>Provision of a Portaloo</u> – a requirement of the lease.</p> <p>ii. <u>Generator</u> – a complaint had been received from a neighbour about the noise from the generator.</p> <p>b. <u>Car Park Barrier</u> – Mr Julian Harris to be asked to repair the barrier.</p> <p>c. <u>Any Other Issues</u> –</p>	Cllr. Raynor  Cllr. Williams
117/2018	<p><u>Land Registration</u> –</p> <p>a. <u>Trelights Village Green</u> – in order to provide a Statutory Declaration, Mr Sproull had requested more information about your “ownership” of it. [1] How long has the PC maintained the village green? [2] Have you ever had any correspondence from anyone claiming an alternative right to it? [3] Someone will have to swear the Statutory Declaration and the best person would probably be the Parish Councillor that has the longest personal knowledge of the history of the village green. He asked who this would be. [4] Members to confirm they authorise a search to see if the land is a registered common? This will cost around £17.50.</p> <p>b. <u>The Main</u> – Mr Sproul advised “We have had this ‘on our books’ for some while”. He will speak to Cllr. Bell.</p> <p>c. <u>Playing Field</u> - This is all registered. Land Registry numbers to follow.</p> <p>d. <u>Bus Shelter</u> – the land is registered to Porthilly Properties. When they purchased it, however, they were made aware of the existence of the shelter and the transfer was subject to “any rights the Parish Council may</p>	

	have in connection with the continued and operation of the public bus shelter". Mr Sproull had approached Porthilly Properties who are prepared to gift the land to the Parish, provided the PC pays the legal costs. They state: "We would not wish the use to alter or the structure to change and would like to retain a covenant on that basis."	
118/2018	<u>Financial Matters</u> – a. <i>Internal Audit</i> – Members to receive an update.	
119/2018	<u>Egloshayle, St Breock &amp; Wadebridge Neighbourhood Plan</u> – Minute 100e/2018 refers. Members to view the plan and respond to issues impacting on residents of St Endellion. See: <a href="http://www.wadebridge-tc.gov.uk/nhp.html">http://www.wadebridge-tc.gov.uk/nhp.html</a> . Deferred from the April Full Council meeting	Members
120/2018	<u>Date of Next Meeting</u> – a. Full Council meeting – 14 <sup>th</sup> May 2018. b. Secondary Council Meeting – Tuesday, 29 <sup>th</sup> May 2018.	
121/2018	<u>Meeting Closed</u> –	

Signature: ..... (Mrs Gillian Thompson)  
Parish Clerk

Date: 16<sup>th</sup> April 2018

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