



**NOTICE AND AGENDA OF THE SECONDARY COUNCIL MEETING
TO BE HELD IN PORT ISAAC SCHOOL
MONDAY, 23rd JULY 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.	
173/2018	<u>Apologies for Absence</u> –	
174/2018	<u>Members' Declarations</u> – <ol style="list-style-type: none"> 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. b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – Members to consider any requests for dispensations. 	
175/2018	<u>New Road Premises</u> – <ol style="list-style-type: none"> a. <i>Waste Storage Licence</i> – Minute 167c/2018 refers. Members to consider granting a further licence (either fixed term or rolling) at the end of the proposed 3-year term. b. <i>Shop</i> – any issues. c. <i>Any Other Issues</i> – 	
176/2018	<u>Playing Field</u> – <ol style="list-style-type: none"> a. <i>The Main Toilets / Shelter</i> – Members to receive an update. b. <i>Play Equipment</i> – Schoolscapes had been asked to install the new piece of play equipment at the beginning of October prior to half-term. c. <i>H&S Inspections</i> – Members to consider: <ol style="list-style-type: none"> i. The operational inspection records for the play equipment from Cormac. ii. RoSPA Annual Report – previously circulated via email. NOTE – copies of both reports sent to Mr Phil Burnard. d. <i>Any Other Issues</i> – 	
177/2018	<u>Public Conveniences</u> – <ol style="list-style-type: none"> a. <i>New Road WCs</i> – 	

	<p>i. <u>Compliance Testing</u> – Members to receive an update i.r.o.:</p> <ul style="list-style-type: none"> • Mr Dave Wellington had carried out an EICR (electrical report). Copy of the report to be made available at the meeting. • The Sales Team at Wallgate are arranging an annual service of the Wallgates. • Legionella Risk Assessments (2 yearly) and sampling (6 monthly). Covered by the current contract with Cormac. <p>ii. <u>Snagging List</u> – Mr Nathan Smith had been asked to carry out repairs to the shop water heater.</p> <p>iii. <u>Any Other Issues</u> –</p> <p>b. <u>Roscarrock WCs</u> – Members to receive an update. Mr Daniel Sproull had provided the results of the various property searches he had made, which had previously been circulated via email. CC had confirmed the Landlord will be responsible for the repair of the roof, foundations and structure of the property. The proposed 99-year lease can now proceed. Planning permission had been requested as required by the PC's solicitors and confirmation is awaited as to whether there is an asbestos survey and a fire risk assessment in place.</p> <p>c. <u>Fish Cellars WCs, Port Gaverne</u> – Minute 163a/2018 refers. Members to consider a proposal that they acquire a short-term licence from the National Trust and run the toilets until 31st October 2018.</p> <p>Mr Rich Shirley had asked Members for their opinion on the Trust's planned conversion to a kiosk (retaining a WC as discussed), they are unable to take on the toilets for the summer.</p>	
178/2018	<p><u>Cemetery</u> –</p> <p>a. <u>Any Issues</u> –</p>	
179/2018	<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 April Secondary meeting.</p> <p>b. <u>Tree Warden</u> – Members are invited to join this scheme run by CC. Details previously circulated via email. Details previously emailed.</p> <p>c. <u>Little Hill</u> – Minute 171a/2018 refers. Cllr. Phelps said the vegetation needs cutting back harder. Cllr. Raynor will meet with A1 (contractors) to see if this is possible</p> <p>d. <u>Footpath by the side of the Co-op</u> – A1 had been asked to cut back the brambles on the footpath as they are a dangerous.</p> <p>e. <u>Footpath at Gaverne Hill</u> – Ms Deborah Ebsary had been advised that the wooden post and rail fence between the footpath at Gaverne Hill and the Cliff, just above bench number 8 halfway up, had rotted at the bottom and is in a precarious state.</p> <p>f. <u>Any Other Issues</u> –</p>	<p>Cllr. Raynor</p> <p>Information</p> <p>Information</p>
180/2018	<p><u>Car Park Matters</u> –</p> <p>a. <u>Catering Van</u> – any issues.</p> <p>b. <u>Additional Car Park Ticket Machine</u> – Minute 24b/2018 refers. Members to reconsider their decision to defer the purchase of a new machine until the power is installed for the Trewetha WCs.</p> <p>c. <u>Any Other Issues</u> –</p>	
181/2018	<p><u>Land Registration</u> – Members to receive an update:</p> <p>a. <u>Trelights Village Green</u> –</p> <p>b. <u>The Main</u> –</p>	

	<p>c. <i>Playing Field</i> – this is all registered.</p> <p>d. <i>Bus Shelter</i> –</p>	
182/2018	<p><u>Planning Matters</u> – Members to consider:</p> <p>a. <i>PA18/05857, Treswarrow Cottage, Trelights</i> – demolition of existing dwelling and erection of replacement dwelling, together with the retention of land forming additional residential curtilage.</p> <p>b. <i>PA18/05015, Meadow Stile, Trewetha Lane, Port Isaac</i> – rear extension to replace existing lean to, new and replacement windows.</p> <p>NOTE – Mr Sam Dunn, case officer had approved this application and Members objections had not been taken into consideration.</p>	
183/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Internal Audit Report</i> – the Council needs to consider how best to ensure that adequate controls are put in place in respect of income derived from their public conveniences.</p> <p>The Clerk to complete and return the Internal Audit Report Response Record to Hudson Accounting Ltd.</p>	
184/2018	<p><u>Date of Next Meeting</u> –</p> <p>a. Full Council meeting – 13th August 2018.</p> <p>b. Secondary Council Meeting – no meeting to be held in August.</p>	
185/2018	<p><u>Meeting Closed</u> –</p>	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 16th July 2018

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