



**MINUTES OF THE FULL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 13th AUGUST 2018 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Collings Cllr. Penny Cllr. Williams	Cllr. Cleave Cllr. Dawe Cllr. Phelps Mrs Thompson (Clerk)	Cllr. Coles (Vice Chairman) Cllr. Kirkman Cllr. Webster County Cllr. Mould
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>Mr Cleave spoke regarding his planning application (Minute 191d/2018 refers). Two of the properties are for family occupation and the third may be for his mother. The houses are of traditional design and are in keeping with the neighbourhood. This is a brown field site. Two of the properties will be affordable in perpetuity and subject to a s.106 agreement. The site is in the Conservatory Area and AONB, but the family believe it meets CC's Local Plan guidelines.</p> <p>Mrs Pat Pearson spoke regarding planning application PA18/05653, which adjoins her property (Minute 191a/2018 refers). She fears the single storey extension could become a balcony in the future and cause overlooking problems.</p> <p>Mr Simon Camps addressed Members regarding his planning application (Minute 191b/2018 refers). He was born in Port Isaac and had retained his roots in the area. A recent development in Silvershell Road had impinged on his privacy for the existing property, this application seeks to overcome this. There are plans to screen the development with trees, etc.</p> <p>Application PA17/08672, Land NW of Trecreege, Trelights had been refused by CC and is now the subject of a planning appeal (Minute 192d/2018 refers). The applicants spoke to the background and the differing guidance they had been given by various planning officers. They explained the site had been selected because it is underused land, although it was acknowledged it is the AONB.</p>		
187/2018	<u>Apologies for Absence</u> – Cllr. Bell.		
188/2018	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – none</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>		
189/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 9th July 2018, Minute 169 to read: 'A donation towards the upkeep of Port Gaverne will be made shortly'. With this amendment the Minutes were AGREED as a true record.</p>		

	<p>b. <i>Secondary Council Meeting – 23rd July 2018. Minute 182c/2018 to read: ‘...must not have slate hanging on the gable end.’ With this amendment the Minutes were AGREED as a true record.</i></p>	
190/2018	<p><u>Outside Bodies / Reports –</u></p> <p>a. <i>Parish Council Chairman – Cllr. Raynor reported the lease on the Port Gaverne WCs had been signed and Mr Phil Burnard had carried out minor refurbishment, including repainting. There is a problem with the gents at Roscarrock WC, which had been reported to Ms Donna Latham, CC. A new baseball hoop may be needed.</i></p> <p>b. <i>Cornwall Council – Cllr. Mould said CC are now writing to the owners of holiday lets to advise them of their legal responsibility to arrange waste collection. She asked Members for their opinion on the Parking Enforcement SLA. Cllr. Coles said there had only been two additional visits in July. She said CC had made changes to the proposed Electoral Division for Wadebridge and the satellite Parish Councils. The Clerk to respond to the Review and emphasise Members' support Option B. Cllr. Mould said that following the County Electoral Review, there will be a review of the Parish Council boundaries. For a future agenda.</i></p> <p>c. <i>Wadebridge & Padstow Community Network Panel Meetings – the next meeting will be held on Thursday 27th September 2018.</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
191/2018	<p><u>Planning Applications – Members considered the following:</u></p> <p>a. <i>PA18/05653, 36 New Road, Port Isaac – demolition of existing bungalow and provision of new dwelling. Cllr. Williams read the comments made by CC's historic environment officer. Members felt the building was too large and there was too much glazing, plus there were concerns the flat roof could become a balcony in the future. If the application is granted, there should be a condition not to permit a balcony. OBJECT on these grounds. Cllr. Phelps said he thought the design was 'different'.</i></p> <p>b. <i>PA18/05872, Land S of Haven Park, Trewetha Lane, Port Isaac – outline planning application with all matters reserved for a single dwelling. Cllr. Williams warned this could set a precedent for future development on adjacent land. OBJECT on the grounds the 'green lung' should be maintained as undeveloped land. Cllr. Phelps was in support.</i></p> <p>c. <i>PA18/07072, 20 and 22 Church Hill, Port Isaac – Listed Building Consent for alterations and repair works to Grade II listed dwellings and flat, including extension of existing loft accommodation, and provision of a new dormer.</i> <i>PA18/07071, 20 and 22 Church Hill, Port Isaac – alterations and repair works to Grade II listed dwellings and flat, including extension of existing loft accommodation, and provision of a new dormer.</i> The plans cannot be seen on CC's website. The Clerk to report this [again] to CC. Deferred to the Secondary Meeting on 20th August.</p> <p>d. <i>PA18/04084, Land S of Harbour Heights, Rose Hill, Port Isaac – residential development for the construction of three dwellings (including affordable housing). Further to the advice given at pre-app, where the harm to the Conservation Area was considered to outweigh the benefit, members voted to support the proposal on the understanding the applicant accepts a S.106 full-time residency restriction for the single open market property, in line with the emerging policies in our Neighbourhood Development Plan currently subject to SEA screening.</i> Cllr. Webster left the meeting at this point.</p>	<p>Clerk - Emily Jones</p> <p>Clerk - Sam Hewitt</p> <p>Clerk</p> <p>Clerk</p>
192/2018	<p><u>Other Planning Matters –</u></p> <p>a. <i>Neighbourhood Plan – Cllr. Williams said there is a delay with the Strategic Character Assessment because of issues raised by Natural England. It was clarified Homer Park was not identified as a settlement in the NP.</i></p> <p>b. <i>Planning Applications Approved by CC – information only:</i></p> <p>i. <i>PA18/04794, Carlenice, 15 Trewetha Lane, Port Isaac – renovation of existing utility room into kitchen extension with assoc. renovation works.</i></p>	

	<p>c. <i>Rubbish Collections</i> – a resident had emailed to complain about rubbish left out by holiday home tenants, that is then attacked by the seagulls. Photographs were provided. Details previously circulated via email and a copy sent to Ms Donna Latham, CC, who had requested Biffa to collect any bin bags which had been left out overnight and to ensure the spillages are cleared away. A list of properties believed to be responsible had been passed to Ms Latham.</p> <p>d. <i>Trelights Green and Pool</i> – possessory title application. Mr Daniel Sproull had written to request additional information. Members were asked to provide as much background information as possible. Cllr. Mould left the meeting at this point.</p>	All Members
195/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.05 to a value of £9,279.51 was APPROVED for payment. A full list of payments is available on the PC's website. The Clerk reported HSBC had refunded the balance left in the account and the cheque No.222 had been cancelled.</p> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation was verified in accordance with Financial Regulation 2.2 by Cllr. Collings.</p>	Clerk
196/2018	<p><u>General Data Protection Regulations (GDPR)</u> – Minute 154/2018 refers. Cllr. Bell had assisted with the preparation of the following:</p> <p>a. <i>Data Asset Register (DAR)</i> – Members ADOPTED the DAR. A copy to be placed on the website. It was noted that stored files need to be reviewed to comply with the DAR.</p> <p>b. <i>Data Audit</i> – Members ADOPTED the Data Audit. A copy to be placed on the website.</p>	Clerk Clerk
197/2018	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>First Time Central Heating: Warm and Well Cornwall</i> – details on to find out the qualification criteria and get help with heating a home see: www.cornwall.gov.uk/warmandwell. Details previously emailed.</p> <p>b. <i>Gambling Act 2005</i> – consultation on draft revised Statement of Principles. Deadline for comments 12th October 2018. Details previously emailed.</p> <p>c. <i>Cornwall Maritime Strategy Refresh 2018-2030</i> – deadline for comments 14th September 2018. Details previously emailed.</p> <p>d. <i>Water Quality at Porthilly and the Camel Estuary</i> – details emailed previously</p> <p>e. <i>Port Isaac School Summer Fair</i> – copies of the risk assessment, insurance cover and site plan had previously been circulated via email.</p> <p>f. <i>Cornwall AONB</i> – government review. Members are invited to complete a survey: http://www.cornwall-aonb.gov.uk/research/. Details previously emailed.</p>	
198/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Main Council Meeting</i> – 10th September 2018.</p> <p>b. <i>Extraordinary Council Meeting</i> – 20th August @ 6.45pm.</p> <p>c. <i>Clerk's Leave</i> – 18th August to 2nd September 2018 inclusive.</p> <p>d. <i>GrowthFest 2018</i> – 20th September 2018, Royal Cornwall Show Ground, Wadebridge. Details previously emailed.</p> <p>e. <i>CC Neighbourhood Planning 'Surgeries'</i> – various dates are available, between 9am and 4pm. Details previously circulated via email.</p>	
199/2018	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. <i>Footpath Below Mayfield Road</i> – Cllr. Penny to provide photographs and Cllr. Williams will request Highways to give the trees a trim.</p>	Cllrs. Penny / Williams

	b. <i>Fore Street, Port Isaac</i> – Cllr. Williams reported Building Control had been asked to attend urgently as slates are falling from the roof, causing a potential H&S hazard.	
200/2018	<u>Meeting Closed</u> – 20.28pm.	

Signature: (Cllr. Raynor)
Chairman

Date: 10th September 2018