



**NOTICE AND AGENDA OF THE SECONDARY COUNCIL MEETING  
TO BE HELD IN PORT ISAAC SCHOOL  
MONDAY, 26<sup>th</sup> NOVEMBER 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.	
260/2018	<u>Apologies for Absence</u> –	
261/2018	<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>	
262/2018	<u>New Road Premises</u> – <ol style="list-style-type: none"> <li>a. <i>Waste Bins, New Road</i> – Minute 254b/2018 refers. Ms Donna Latham, CC had queried provision of fencing to hide the bins from public view. Cllr. Bell will study the lease and Members will consider this further at the Secondary Meeting.</li> <li>b. <i>Shop</i> – any issues.</li> <li>c. <i>Any Other Issues</i> –</li> </ol>	Cllr. Bell
263/2018	<u>Playing Field</u> – <ol style="list-style-type: none"> <li>a. <i>Play Equipment</i> – Members to receive an update.               <ol style="list-style-type: none"> <li>i. <u>Walkabout</u> – Minute 224c/2018 refers. Members held a walkabout around the play area to consider what needs attention, including routine maintenance and / or replacement of the play equipment. Cllr. Williams to circulate a copy of the findings.  NOTE – Mr Burnard to be asked for a quote to replace the fence and gates around the play area, once the new toilets had been built. Minute 20c/2018 refers.</li> <li>ii. <u>Senior Multi-Unit</u> – the H&amp;S report indicated that the rusty brackets need replacing. The Clerk had asked Mr Peter Lethbridge to manufacture them. Minute 254c[iii]/2018 refers.</li> </ol> </li> <li>b. <i>H&amp;S Inspections</i> – Members to consider the operational inspection records for the play equipment from Cormac.</li> </ol>	Cllr. Williams

	<p>NOTE – a copy of the report had been sent to Mr Phil Burnard.</p> <p>NOTE – the Clerk had accepted the quotation from Ms Sandra Crawford, Cormac to carry out H&amp;S Inspections at a revised price is £754.33 + VAT p.a.</p> <p>c. <i>The Main Toilets / Shelter</i> – Members to receive an update, to include:</p> <ol style="list-style-type: none"> <li>i. <u>Benches for the Shelter</u> – Cllr. Williams to provide a quotation for two recycled plastic/galvanised metal benches, which are unmovable and can be made to size: <a href="https://www.furnitubes.com/street-furniture/pergone-bench">https://www.furnitubes.com/street-furniture/pergone-bench</a>.</li> <li>ii. <u>Litter Bin</u> – Cllr. Williams to approach CC for a quotation. NOTE – one bin only to be provided initially.</li> <li>iii. <u>Consumables</u> – toilet rolls, etc. Cllr. Williams will speak to Healthmatic regarding suitable suppliers.</li> <li>iv. <u>Cleaning</u> – Cllr. Williams to review with Healthmatic what surface cleaners are recommended etc.  NOTE – Ms Sonia Armstrong, Cormac had quoted £2,493.04 to clean the WCs from 1<sup>st</sup> October 2018 to 31<sup>st</sup> March 2019, based on one clean per day.  NOTE – the path to be tarmacked when the work is completed.</li> </ol> <p>d. <i>Catering Concession</i> – Minute 229a/2018 refers. The Clerk had asked Miller Commercial to provide a figure that could be achieved for the lease of the kiosk on the new toilet block.</p> <p>e. CCTV – Members to consider the options. Minute 254c[i]/2018 refers.</p> <p>f. <i>Any Other Issues</i> –</p>	<p>Cllr. Williams</p> <p>Cllr. Williams</p> <p>Cllr. Williams</p> <p>Cllr. Williams</p> <p>Cllr. Bell</p>
264/2018	<p><u>Public Conveniences</u> –</p> <p>a. <i>New Road WCs</i> –</p> <ol style="list-style-type: none"> <li>i. <u>Compliance Testing</u> – Members to receive an update i.r.o.: <ul style="list-style-type: none"> <li>• Legionella Risk Assessments (2 yearly) and sampling (6 monthly). Covered by the current contract with Cormac.</li> </ul> </li> <li>ii. <u>Moxi Unit</u> – Minute 183a/2018. Members to receive an update from Healthmatic who had agreed to check the radio signal. If this proves sufficient the Moxi Unit could be reinstalled.</li> <li>iii. <u>Any Other Issues</u> –</li> </ol> <p>b. <i>Roscarrock WCs</i> – Members to receive an update.  NOTE – Ms Sandra Crawford, Cormac had been asked to have the toilets open from 1<sup>st</sup> December to 3<sup>rd</sup> January 2018. The cost for this will be £193.20.  NOTE – Mr Mike Beckett, CC had provided the quarterly reports on the WCs, i.e. running costs, etc. The takings on PAYE doors are awaited.</p>	Cllr. Coles
265/2018	<p><u>Cemetery</u> –</p> <p>a. <i>Any Issues</i> –</p>	
266/2018	<p><u>Public Rights of Way (PROW)</u> –</p> <p>a. <i>Waymarkers</i> – Minute 179a/22018. Ms Debbie Ebsary, Cormac had supplied a dozen waymarkers.</p> <p>b. <i>Cliff Path from the New Road Car Park to Fore Street</i> – Minute 228c/2018 refers. Ms Debbie Ebsary advised CC would offer £20.57 for one cut. Details previously circulated via email. This did not include clearing the drain gullies.  NOTE – A1 had been asked for a price to cut the vegetation and clear the drains.</p> <p>c. <i>Lobba Steps</i> – Minute 228c/2018 refers. The Clerk had asked the SW Coast Path organisation for their views on Members proposal to replace the wooden steps with granite ones.</p>	

	<p>NOTE – the Clerk had obtained a list of possible funding sources from the Coastal Communities Trust. Copy previously circulated via email. Cllr. Williams had obtained an application form.</p> <p>d. <i>England Coast Path</i> – improvements to public access along the coast path between Marsland Mouth and Newquay. Details previously emailed.</p> <p>e. <i>Footpath</i> from Trewetha – Minute 240a/2018 refers. Members to receive an update, following a discussion with the landowner regarding possible provision of a footpath to Port Isaac.</p> <p>f. <i>Footpath at Gaverne Hill</i> – Mr Oliver Jones, Highways confirmed that a work package had been produced for the replacement of the fence as necessary and tidying of the vegetation. However, he cannot give an actual start date at present but confirmed the works are on their programme to be completed in this financial year.</p> <p>g. <i>Any Other Issues</i> –</p>	Cllr. Raynor Information
267/2018	<p><u>Car Park Matters</u> –</p> <p>a. <i>Additional Car Park Ticket Machine</i> – Minute 229b/2018 refers. Mr McManus advised they had transferred the modem, tariff card and motherboard from the machine that was recovered after it was stolen into the loan machine. A new antenna is awaited.</p> <p>b. <i>Residents' Parking Scheme</i> – Minute 210a/2018 refers. Members to consider a proposal for a residents' parking scheme in The Main Car Park. Deferred from the October Full Council meeting.</p> <p>NOTE – the Clerk had sought the views of Mr Kevin McManus, AS Parking regarding this proposal and also those of Mr Ken Polmounter CC as to how their New Road scheme works.</p> <p>c. <i>Any Other Issues</i> –</p>	Cllr. Raynor
268/2018	<p><u>Land Registration</u> – Members to receive an update:</p> <p>a. <i>Trelights Village Green</i> – more supporting evidence is required. NOTE – Cllr. Kirkman to speak to local residents and Terry Harris &amp; Sons to collect more information.</p> <p>b. <i>The Main</i> – Cllr. Coles had clarified with Mr Sproull that in order to achieve first registration at the Land Registry, the Land Registry requires a certificated copy of the plan upon which the title is based. Further action deferred until the Cornwall Records Office re-opens in 2019.</p> <p>c. <i>Bus Shelter</i> – Minute 253c/2018 refers. The Clerk had sought clarification of the terms of the renewal from the solicitor and a copy of the draft lease had been circulated to Members.</p>	
269/2018	<p><u>Miscellaneous Items</u> –</p> <p>a. <i>War Memorial</i> – Natural England are considering listing the structure as being of special architectural or historic interest. Details previously emailed. Deadline for comment was 1<sup>st</sup> November 2018.</p> <p>b. <i>Beach Clean</i> – the Crackington Crew carried out a beach clean on Sunday, 18<sup>th</sup> November 2018.</p>	
270/2018	<p><u>Date of Next Meeting</u> –</p> <p>a. <i>Full Council Meeting</i> – 10<sup>th</sup> December 2018.</p> <p>b. <i>Secondary Council Meeting</i> – 28<sup>th</sup> January 2019.</p>	
271/2018	<u>Meeting Closed</u> –	

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

Date: 19<sup>th</sup> November 2018