



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 12th NOVEMBER 2018 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Collings Cllr. Penny Mrs Thompson (Clerk)	Cllr. Bell Cllr. Dawe Cllr. Webster	Cllr. Cleave Cllr. Kirkman Cllr. Williams 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>Mrs Bridget Sidney referred to planning application (Minute 251b/2018 refers) and said she would lose a good deal of her South-West light. The height is over bearing and will 'kill' her view. She will be looking at a blank wall. She appreciated no-one had a right to a view, but her bedroom will be seriously affected by the proximity and the height.</p> <p>Mrs Bell was also present regarding the same application. She, too, has concerns.</p>		
247/2018	<u>Apologies for Absence</u> – Cllrs. Coles and Phelps.		
248/2018	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – Cllr. Bell in 251b/2018 as he shares a legal right of way with the applicant.</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>		
249/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 8th October 2018, AGREED as a true record.</p> <p>b. <i>Secondary Council Meeting</i> – cancelled.</p>		
250/2018	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Parish Council Chairman</i> – Cllr. Raynor reported:</p> <p>i. <u>Harbour Litter Pick</u> – Ms Bridget Hone, who is a member of a volunteer local beach clean group, Crackington Crew, had offered to litter pick the harbour with the Crew. Members would welcome this. The Harbour Commissioners will need to be told.</p> <p>ii. <u>Trelights Notice Board</u> – Duchy Locksmiths had been asked to carry out repairs to the lock.</p> <p>iii. <u>Moles</u> – Mr David Cornish had been asked to deal with the moles on the Trewetha playing field.</p> <p>iv. <u>Remembrance Service</u> – this had been well attended and the resiting of the war memorial had been well received.</p>		Clerk

	<p>v. <u>Trewetha Footpath</u> – for consideration on a future agenda.</p> <p>vi. <u>Christmas Lights Committee</u> – Cllr. Raynor said he had received a letter from Mr Lanyon on behalf of the Christmas Lights Committee regarding the rent for the shared storage facility. Members had previously agreed to pay half the costs, i.e. half of the £468 p.a. rent. The Clerk to raise a cheque to meet the costs for 2017/18 and 2018/19.</p> <p>vii. <u>Port Gaverne WC</u> – the keys had been returned to the National Trust. Cllr. Raynor said he felt it likely the PC would be asked to run the WC facility in 2019.</p> <p>b. <u>Cornwall Council</u> – Cllr. Mould said a decision on the Waste Contract is still under consideration. She referred to a number of planning applications which are dealt with separately on the agenda.</p> <p>c. <u>Wadebridge & Padstow Community Network Panel Meetings</u> – next meeting scheduled to be held on Thursday, 29th November 2018.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Raynor</p>
251/2018	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <u>PA18/09549, 34 New Road, Port Isaac</u> – replace and raise the roof of the existing dwelling, and finish with natural slate; addition of a roof space conversion is proposed, to accommodate an extra bedroom along with living space on the first-floor level; re-roofing the existing out building and converting into a garden room and Landscaping to the existing driveway.</p> <p>Cllr. Williams had some concern over the garden room, which includes a bathroom. SUPPORT but Members request a condition the garden room is solely as an annexe to the main dwelling and is not to be let as a separate dwelling in line with our emerging NDP. Request the rag slate roof of the annexe be re-used replacing any broken slates with second hand Delabole slate. In the interest of preserving an historic agricultural building in the Conservation Area. A further recommendation that second hand Delabole slate is used on the existing dwelling, all slates to be nailed not pinned in line with the Port Isaac Conservation Area Management Plan.</p> <p>b. <u>PA18/09882, Maritime and Coastguard Agency, New Road, Port Isaac</u> – proposed single dwelling to replace existing decommissioned Coastguard buildings. Cllr. Bell left the meeting whilst this item was discussed.</p> <p>The new application is for a single dwelling, which is what Members wanted, however, there was some concern about the loss of light to the neighbouring property. It was clarified that both the bedroom and bathroom that would be affected by the loss of light have a second window on the north side. Members deferred a decision whilst the Clerk establishes with the case officer that he had considered the loss of light.</p>	<p>Clerk</p> <p>Clerk</p>
252/2018	<p><u>Other Planning Matters</u> –</p> <p>a. <u>Neighbourhood Plan</u> – Cllr. Williams said that in light of the planning refusal for Haven Park, for clarity the development boundary had been redrawn to reflect the existing, which will supersede the current published plan. The draft Plan will now be resubmitted for conformity with the Local Plan and the NPPF to Natural England and CC prior to public consultation. Cllr. Bell said we should have a monthly written report from the Planning Consultants. The Clerk will liaise with Mr Evans.</p> <p>b. <u>Planning Applications Approved by CC</u> – information only:</p> <p>i. <u>PA18/07072, 20 and 22 Church Hill, Port Isaac</u> – LBC for alterations and repair works to Grade II listed dwellings and flat, including extension of existing loft accommodation, and provision of a new dormer.</p> <p>ii. <u>PA18/07453, 1 Silvershell View, Port Isaac</u> – garden room extension.</p> <p>iii. <u>PA18/05608, 4 Mayfield Road, Port Isaac</u> – proposed rear ground floor extension and decking.</p> <p>iv. <u>PA18/08256, 18 Mayfield Road, Port Isaac</u> – retrospective application for a small porch and cloakroom.</p> <p>v. <u>PA18/08182, St Peters Church Rooms, Fore Street, Port Isaac</u> – conversion of church rooms to two family homes.</p>	<p>Clerk</p>

	<ul style="list-style-type: none"> vi. <u>PA18/08077, Trigg Court, B3267 Between Trewetha Lane and Pendoggett Road, Port Isaac</u> – Certificate of Lawfulness for existing use of B8 storage use of a building. vii. <u>PA18/07522, Kestrel Cottage, Homer Park, Port Isaac</u> – erection of a single storey extension, formation of a roof terrace area and alterations to fenestration. viii. <u>PA18/08084, 2 Church Hill, Port Isaac</u> – change of use from existing residential (C3) to ground floor shop (A1) and first floor training and education centre (D1) with no external or internal changes. <p>c. <i>Planning Applications Refused by CC</i> – information only:</p> <ul style="list-style-type: none"> i. <u>PA18/05872, Land S of Haven Park, Trewetha Lane, Port Isaac</u> – outline planning application with all matters reserved for a single dwelling. ii. <u>PA18/03582, Land S of Homer Park Farmhouse, Port Isaac</u> – creation of new access point to the highway, new access track and the installation of 2 no. passing places. <p>d. <i>Draft Housing Supplementary Planning Document</i> – consultation period between 19th October and 30th November 2018. Details previously emailed.</p> <p>e. <i>Planning Applications Allowed at Appeal</i> –</p> <ul style="list-style-type: none"> i. <u>PA17/08672, Land NW of Trecreege Barns, Trelights, Port Isaac</u> – outline planning permission with all matters reserved for construction of an agricultural dwelling for occupation by a farm worker. ii. <u>PA17/05288, Land S of Homer Park, Port Isaac</u> – proposed live/work unit. <p>f. <u>PA18/08601, 1 The Terrace, Port Isaac</u> – Ms Sam Hewitt, case officer is minded to approve the planning application. Members RESOLVED to agree with her recommendations.</p>	Clerk
253/2018	<p><u>Highways Matters</u> –</p> <p>a. <i>Trewetha Traffic Issues</i> – Minute 240a/2018 refers. Members considered the response from Mr Oliver Jones, Highways regarding:</p> <ul style="list-style-type: none"> i. <u>Traffic Speed</u> – Trewetha does not meet the criteria for a 30mph speed limit. There was some discussion about a 40mph limit and / or rumble strips ii. <u>Verge Parking</u> – cars parking on the grass verge at Trewetha, impeding visibility. The Highway Steward is planning on having the verge hazard marker posts reinstated at this location, not only to highlight the bend and visibility splay but to stop the overspill parking as well, this will be implemented as a priority. <p>Members wished to meet with Mr Jones and/or the Highway Steward to discuss options to stop parking and improve safety at Trewetha / Port Isaac.</p> <p>b. <i>Overgrown Vegetation, The Terrace</i> – Minute 240c/2018 refers. Mr Jones Highways had asked for this area to be cut by their flail before the end of the season.</p> <p>Cllr. Mould left the meeting at this point.</p> <p>Cllr. Kirkman raised the question of the overgrown hedge at the Lego House, Trelights. Cllr. Bell will establish ownership.</p> <p>Cllrs. Penny and Webster left the meeting at this point.</p> <p>c. <i>Bus Shelter</i> – Porthilly Properties are still suggesting a 25-year lease at a nominal rent of £1.00 p.a. payable in advance, which they will donate back to the council. The Clerk to clarify with the solicitor the terms of the renewal.</p>	Clerk Cllr. Bell Clerk
254/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Trewetha Toilets / Kiosk / Shelter</i> – Cllr. Raynor reported the drainage and electricity is due to be connected on 4th December 2018. It was confirmed the path will be tarmacked when the work is completed.</p>	

	<p>b. <i>Waste Bins, New Road</i> – Ms Donna Latham, CC had queried provision of fencing to hide the bins from public view. The Clerk to resend the draft document to Cllr. Bell, who will then study the lease and report to the Secondary Meeting.</p> <p>c. <i>Playing Field</i> – Members considered the latest play inspection report:</p> <p style="padding-left: 40px;">i. <u>Pirate Ship</u> – Schoolsapes had carried out adjustments.</p> <p style="padding-left: 80px;">Members considered a proposal to install CCTV, following damage to the new play equipment. This may require lighting, which is unlikely to meet with CC approval. Cllr. Bell will investigate the possibilities.</p> <p style="padding-left: 40px;">ii. <u>Senior Multi-Unit</u> – rusty brackets need replacing. The Clerk advised that it had proved difficult to obtain replacement brackets. The Clerk to ask Mr Peter Lethbridge to manufacture them.</p> <p>d. <i>Roscarrock WC</i> – Members considered the revised draft lease (previously circulated via email). It was RESOLVED the lease.</p> <p>NOTE – clause 13.1 has been altered to make clear the Parish Council is responsible for internal repairs only. That being the case, Members agreed with Mr Sproull that clauses 13.3, 13.4, 13.5 and 13.6 are not needed. A new clause 13.7 had been added to make clear that Cornwall Council is responsible for external repairs.</p> <p>It was RESOLVED to request the toilets are open from 1st December 2018 to 3rd January 2019. The Parish Council to cover the cost.</p>	<p>Clerk / Cllr. Bell</p> <p>Cllr. Bell</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
255/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.08 to a value of £154,332.37 was APPROVED for payment. A full list of payments is available on the PC's website. The Clerk reported she had received a 'Final Notice' from CC i.r.o. the car park rates. She had provided details of payments made to them. It was RESOLVED to pay by Direct Debit in 2019/20.</p> <p>Cllr. Raynor to order a new cheque book.</p> <p><u>Business Rates</u> – The Chancellor of the Exchequer had announced that public toilets will receive new mandatory business rates relief from 2020/21.</p> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation for September and October was verified in accordance with Financial Regulation 2.2 by Cllr. Collings.</p> <p>c. <i>Grant Requests</i> – Members DECLINED to make a grant to the following organisations but RESOLVED to consider a review of the Grant Policy at the Budget Setting meeting.</p> <p style="padding-left: 40px;">i. <u>Cornwall Hospice</u> –</p> <p style="padding-left: 40px;">ii. <u>Cruse Bereavement Care in Cornwall</u> –</p>	<p>Cllr. Raynor</p> <p>Clerk</p>
256/2018	<u>Documentation / Correspondence</u> – none.	
257/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Main Council Meeting</i> – 10th December 2018.</p> <p>b. <i>Secondary Council Meeting</i> – 26th November 2018.</p> <p>NOTE – no Secondary Meeting will be held in December.</p> <p>c. <i>CC Stakeholder Budget Briefing</i> – Wednesday, 7th November 2018, Council Chamber, 6.30 – 8pm. Details previously emailed.</p>	
258/2018	<u>Information Only / Future Agenda Items</u> – none.	
259/2018	<u>Meeting Closed</u> – 20.24pm.	

Signature: (Cllr. Raynor)
Chairman

Date: 10th December 2018