

## MINUTES OF THE SECONDARY COUNCIL MEETING HELD IN PORT ISAAC SCHOOL MONDAY, 26th NOVEMBER 2018 @ 7pm

Present:	Cllr. Raynor (Cha Cllr. Dawe Cllr. Phelps	airman)	Cllr. Coles (Vice Chairman) Cllr. Kirkman Cllr. Williams	Cllr. Collings Cllr. Penny Mrs Thompson	n (Clerk)
Minute			AGENDA ITEMS		Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present and advised of exits, local hazards, location of WCs, etc.				
260/2018	Apologies for Absence – Cllrs. Bell, Cleave and Webster; and County Cllr. Mould.				
261/2018	Members' Declo	Members' Declarations –			
	a. Registerabl	e Declarations	of Interests – none.		
	b. Non-registe	rable interest –	-none.		
			nbers were reminded they must dexcess of fifty pounds.	eclare any gift or	
	d. Dispensatio	ns – none.			
262/2018	New Road Prem	ises –			
	had querie		Ninute 254b/2018 refers. Ms Donna encing to hide the bins from publi eeded.		Cllr. Raynor / Clerk
	part of CC waste gene regularly re prevent the	to stop using the cated elsewher move waste from accumulation	ease and reported there is no obli- ne adjacent parking spaces for the ere. There is no specific obligation from the bins stored on PC land and an of waste outside the bins on the suse to deal with these points.	e storage of on CC to d at all times	Clerk
	b. Shop – ther	e were no issue	es.		
	c. Any Other I	ssues – none.			
263/2018	<u>Playing Field</u> –	Playing Field –			
	a. Play Equi	ipment –			
	arc	ound the play o	ute 224c/2018 refers. Members hel area to consider what needs atter owing items as needing attention.		
	a.	needed to pr	pright protection – protective bra otect the legs from strimmer dam nworks for advice / quotation.		Clerk
	b.		he Clerk to request a quotation from the following work:	om Mr Phil	Clerk

- Paint/wood preserve play equipment, including swings.
- Picnic table bases.
- Review & repair/treat tables.
- Replace fencing replace the fence by the path and gates around the play area. Minute 20c/2018 refers.

Also to consider wedges for fence posts.

- Re-mat under slide/green pole consider re-using rubber mats under slide.
- Treat wobbly see saw belt.
- Parallel bars uprights require replacing.
- Wood preserve swings.
- Affix "this way to the village" sign on lamp post.
- c. Extra gate to access the toilets Cllr. Williams to speak to Mr Julian Harris.

Re-instate fine amount on dog bin sign. Cllr. Raynor to speak to Atlantic Signs.

Senior Multi-Unit – it was **RESOLVED** to accept the quotation from

ii. Mr Pete Lethbridge to fabricate brackets for the multi-unit at a cost of £834.57+VAT. The cost of fitting will be extra and the Clerk to ask Mr Burnard for a quotation. Minute 254c[ii]/2018 refers.

H&S Inspections – Members considered the operational inspection records for the play equipment from Cormac. A copy of the report had been sent to Mr Phil Burnard.

Noted the Clerk had accepted the quotation from Ms Sandra Crawford, Cormac to carry out H&S Inspections at a revised price of £754.33 + VAT p.a.

- The Main Toilets / Shelter Members received an update:
  - Benches for the Shelter Cllr. Williams will aks Mr Julian Harris to provide a quotation for two recycled plastic/galvanised metal-type benches.

A response is awaited from Healthmatic regarding the snagging list.

- ii. Litter Bin – Cllr. Williams to approach CC for a quotation. NOTE – one bin only to be provided initially.
- iii. Consumables / Cleanina Materials – toilet rolls, soap, etc. Healthmatic had provided some information regarding suitable consumable materials.
- Cleaning Ms Sonia Armstrong, Cormac had guoted £2,493.04 to iv. clean the WCs from 1st October 2018 to 31st March 2019, based on one clean per day.

It was **RESOLVED** to advertise for a cleaner to clean the three toilet blocks w.e.f. April 2019. Cllr. Raynor to draft an advertisement. For further consideration at the December meeting.

NOTE – the path to be tarmacked when the work on the toilet block is completed.

d. Catering Concession – 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. She will send a further reminder.

CCTV - Minute 254c[i]/2018 refers. Cllr. Bell had considered the options and reported there is a strong H&S case for subdued lighting as the public are able to park and use the new toilet block at night. The planning authority responded to the concerns of one Port Gaverne resident at the time of the original car park application, there was no time to delay a construction start and lighting was removed from the car park design. However, the conduits were installed for installation of lighting at a later date.

Cllr. Raynor will speak to the contractor to ensure the necessary supply is in situ should Members wish to take this further.

Cllr. Williams

Cllr. Raynor

Clerk

Cllr. Williams

Cllr. Williams

Cllr. Raynor

Clerk

Cllr. Raynor

244/2018   Public Conveniences -		f. Any Other Issues – none.	
i. Compliance Testing – Members received an update i.r.o.:  • Legionella Risk Assessments (2 yearly) and sampling (6 monthly). Clovered by the current contract with Comaco. The Clerk pointed out that monthly sampling reports are being received.  ii. Movi Unit - Minute 183a/2018. Clir. Coles reported there had been no update from Healthmatic who had agreed to check the radio signal. If this proves sufficient the Movi Unit could be reinstalled. Clir. Williams will remind Healthmatic.  iii. Any Other Issues – none.  b. Roscarack WCs – the lease is currently with CC for further consideration. Ms Sandra Crawford, Cormac had been asked to have the toilets open from 1st December to 3st January 2019. The cost for this will be £193.20. The Clerk to confirm the toilet will be open at the weekends throughout the winter period and for the February half-term.  NOTE – Mr Mike Beckett, CC had provided the quarterly reports on the WCs. i.e. running costs, etc. The Clerk to request details of the tokings from the PATE doors are awaited.  265/2018  Cemetery – a. Any Issues – none.  266/2018  Public Rights of Way (PROW) – a. Waymarkers – Minute 179a/22018. Ms Debbie Ebsary, Cormac had supplied a dozen waymarkers, which are held by the Clerk.  There was some discussion about the path to \$1 Endellion's well. Clir. Dawe will look into this and report to the next meeting.  b. Cliff Path from the CC Car Park on New Road to Fore Street – Minute 228c/2018 refers. It was RESOLVED to accept the offer of £20.57 for one cut of the path. Details previously circulated via ermal.  It was RESOLVED to accept the quotation from A1 to cut the vegetation and clear the drains at a cost of £200+VAT. The Clerk to advise A1 and request a site meeting to enable grant funding to be applied for.  Lobba \$1eps – Minute 228c/2018 refers. The Clerk had asked the \$W Coast Path arganisation for their views on Members propocal to replace the wooden steps with grant leaves on Members propocal to replace the wooden steps with grant leaves on Members propocal to re	264/2018	Public Conveniences –	
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a. Additional Car Park Ticket Machine – Minute 229b/2018 refers. Mr McManus advised he is currently in discussion with Cale i.r.o. making the connection to enable the machine to 'go live'.  b. Residents' Parking Scheme – Minute 210a/2018 refers. Deferred from the October Full Council meeting. Members considered a proposal for a residents' parking scheme in The Main Car Park but declined to take it further at this stage.  The Clerk had sought the views of Mr Ken Polmounter CC as to how their New Road scheme works. Details had been circulated via email.  c. Any Other Issues – none.  Cillr. Penny left the meetling at this point.  268/2018  Land Registration – Members received an update:  a. Trelight's Village Green – more supporting evidence is required.  Cillr. Kirkman spoke regarding the history of the sites. Clir. Coles explained that whilst the Green was registered as Common Land, it was the ownership that needs to be established. Clir. Rayner will speak to Mr Keys.  Mrs Sue Andrews, Secretary of the Trelight's Village Green Committee had confirmed the land had been granted Village Green Committee had confirmed the land had been granted Village Green actus on 6th April 1974, registration number 48, with The Green then being maintained by Cornwall County Council.  It was RESOLVED to accept Clir. Rayner's proposal that the Parish Council should accept responsibility for the Trelight's Christmas Lights display. A risk assessment had been provided. The Clerk to advise the insurance brokers.  b. The Main – Clir. Cales had clarified with Mr Sproull that in order to achieve registration at the Land Registry, the Land Registry requires a certificated capy of the plan upon which the title is based. Further action deferred until the Cornwall Records Office re-opens in 2019.  c. Bus Sheller – Minute 2352/2018 refers. Porthilly Properties are still suggesting a 25-year lease at a nominal rent of 31 p.a. payable in advance, which they will adnate back to the council. The Clerk had sought clarification of the terms of the r	267/2018	Car Park Matters –	
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271/2018 <u>Meeting Closed</u> – 20.10pm.		b. Secondary Council Meeting – 28 <sup>th</sup> January 2019.	
,	271/2018	Meeting Closed – 20.10pm.	

Signature:		(Cllr. Raynor)
	Chairman	

Date: 10<sup>th</sup> December 2018