



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING  
HELD IN PORT ISAAC SCHOOL  
MONDAY, 10<sup>th</sup> DECEMBER 2018 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Collings Cllr. Webster County Cllr. Mould	Cllr. Bell Cllr. Kirkman Cllr. Williams	Cllr. Coles (Vice Chairman) Cllr. Penny Mrs Thompson (Clerk)
<b>Minute</b>	<b>AGENDA ITEMS</b>		<b>Action</b>
	<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>Cllr. Kirkman addressed the meeting regarding Minute 264i/2018. She explained she has a right of way across the land. She said it is outside of the historic development boundary, and outside the development boundary of our emerging NDP. She said the proposed building would impact on the neighbouring properties and would be highly visible from the coastal path. It was pointed out the plans were incorrect in that the access could not be achieved as outlined because not all the land is owned by the applicant. Cllr Williams pointed out the field below as being the one Ocean Housing expressed an interest in developing 34 houses. She pointed out the access to the site would need to be built across open countryside.</p> <p>Mr Barriball was present regarding his parents' planning application (Minute 264e/2018 refers).</p> <p>Mrs Barbara Bell spoke regarding PA18/10784 (PA264f/2018 refers). She did not want to see the opening hours increased and supported the neighbour in her objection to the application, which would spoil the current quiet enjoyment of her home.</p> <p>Mr Mark Rowe objected to the 'Windrush' planning application (Minute 264h/2018 refers). The proposed balcony would overlook their property in Tintagel Terrace and would look directly into their main bedroom and their main living area. He also thought the extension would be close enough to their property to cause a loss of privacy.</p> <p>Mrs Pat Pearson spoke regarding 36 New Road (Minute 264d/2018 refers). This is the third set of plans. The first application was withdrawn and the second refused by CC. She said the plans are so vague that it is difficult to establish what is intended and the elevations and block plans are not drawn to the same scale. She feared the loss of light to her property and loss of privacy because of overlooking issues. The site would need extensive excavation and the plans did not show how the differing levels were to be supported. Mrs Pearson said she believes there is to be a balcony (which is not clear in the plans) and this would overlook her home.</p> <p>Ms Melanie Cousins objected to the 36 New Road proposal (Minute 264d/2018 refers). Her previous objections still stand as the new application is much the same as the one that was refused. There will be a loss of light to her home and privacy for all the lower New Rd properties and agreed with Mrs Pearson that the plans are very vague and misleading.</p>		

	The café owner's agent sought Members' support for an extension to her opening hours (Minute 264F/2018 refers). The intention is to serve the local community by operating for longer hours and all year round. The outdoor seating is not used during out of season.	
260/2018	<u>Apologies for Absence</u> – Cllrs. Cleave, Dawe and Phelps.	
261/2018	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – Cllr. Bell in Minute 264a/2018, Cllr. Penny in 264c/2018 and Cllr. Kirkman in Minute 264i/2018. b. <i>Non-registerable interest</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – none.	
262/2018	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 12 <sup>th</sup> November 2018, <b>AGREED</b> as a true record. b. <i>Secondary Council Meeting</i> – 26 <sup>th</sup> November, <b>AGREED</b> as a true record.	
263/2018	<u>Outside Bodies / Reports</u> – a. <i>Parish Council Chairman</i> – Cllr. Raynor reported: i. <u>War Memorial</u> – Historic England had awarded Listed Building Status to the Port Isaac and St Endellion War Memorial on Trewetha Lane. List Entry Number: 1460744. Details previously circulated via email. ii. <u>Bus Shelter</u> – Cllr. Raynor had spoken to Mr Alex Roads who had agreed Part 2 of the Landlord & Tenant Act 1954 will not be excluded so the lease can be renewed when appropriate. This information had been passed to Mr Christopher Keys, solicitor. iii. <u>Trelights Village Green</u> – the register of Common Land shows the PC to be the owners. This information had been passed to Mr Daniel Sproull. The Clerk to enquire of Mr Martin Wright, Common Land and Village Greens Registration Officer, CC if The Main is listed on the Register of Common Land. iv. <u>Trewetha Road Safety Issues</u> – Cllrs. Coles and Raynor had met with Mr Oliver Jones, Highways to discuss various road safety issues, including: <ul style="list-style-type: none"> <li>• Hazard markers could be installed to illustrate the sharp bend at Trewetha.</li> <li>• A 20mph speed limit is not enforceable.</li> <li>• Permanent Flashing 30mph sign – Mr Jones said this is frequently ignored by locals and he would recommend the portable version shared between Parishes. Cllr. Mould said there are issues with mobile speed signs, the PC would need to finance them.</li> </ul> Mr Jones advised the 30 mph limit could not be extended to Trewetha as there are no street lights. <ul style="list-style-type: none"> <li>• Clearways are only applicable to 'A' roads.</li> <li>• Possible footpath from Trewetha to Port Isaac – Mr Jones will support this initiative in any way he can and agreed that using the existing verge would be OK, however, this would depend on moving hedge, etc. in places.</li> </ul> Members felt the path could run outside the hedge / fence with the latter part only being inside the hedge. b. <i>Cornwall Council</i> — County Cllr. Mould reported the planning application i.r.o. Land North E of 4 Furze Park Trelights had been approved by CC. She said grass verges outside of sheltered housing complexes will no longer be cut by CC. See also Minute 269a/2018 below.	Clerk

	<p>c. <i>Wadebridge &amp; Padstow Community Network Panel Meetings</i> – Cllr. Mould had attended the meeting held on Thursday, 29<sup>th</sup> November 2018. She said CC's budget had been discussed. Next meeting is scheduled to be held on Thursday, 10<sup>th</sup> January 2019.</p>	
264/2018	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA18/09882, Maritime and Coastguard Agency, New Road, Port Isaac</i> – proposed single dwelling to replace existing decommissioned Coastguard buildings. Cllr. Bell left the meeting whilst this was discussed.</p> <p>Cllr. Williams advised the architect had agreed revised plans would be submitted, but to date this had not happened. Cllr. Collings said he believed the application had been withdrawn. <b>OBJECT</b> on the grounds of loss of light and amenity by the overlooking balcony to the neighbouring property, pending clarification as to whether the application had been withdrawn.</p> <p>b. <i>PA18/09256, White Cottage, Port Gaverne Hill, Port Isaac</i> – Listed building consent for provision of air source heat pump system, together with the removal of the existing electric night storage heating, and the upgrade to a radiator wet system throughout the cottage. <b>SUPPORT.</b></p> <p>c. <i>PA18/10360, 1 Cliffside Access to Cliffside, Port Isaac</i> – alterations to window openings. Cllr. Penny left the meeting whilst this was discussed. Cllr. Williams said this is within the conservation area and overlooks the coastal path. <b>OBJECT</b> on the grounds this is within the Conservation Area in a highly visible location with a high footfall the excess glazing does not comply with Policy 5e of the emerging St Endellion Neighbourhood Plan.</p> <p>d. <i>PA18/10519, 36 New Road, Port Isaac</i> – demolition of existing bungalow and construction of new dwelling. Members cannot make a considered comment because the plans do not show levels nor where the windows face nor is the balcony shown on the floor plans, etc., however, even with the poor plans Members <b>OBJECT</b> on the grounds of scale, mass, excessive glazing and loss of amenity and privacy.</p> <p>e. <i>PA18/10744, Lower Bodannon, B3267 Between Trewetha Lane / Pendoggett Road, Port Isaac</i> – proposed 4no holiday/glamping pods with associated services including ablution block. Construction of bunds. <b>SUPPORT.</b></p> <p>f. <i>PA18/10784, 76a Fore Street, Port Isaac</i> – variation of Condition 1 of Planning Application No. PA12/00231 dated 5th April 2012 for Modification of condition 1 of planning permission no. E1/2009/00987 for Retention of Change of Use of Retail Shop (Class A1) to a Tearoom (Class A3); to read "The premises shall not be open, in use or operate before 8.30am or later than 9pm on any day between the Friday before Easter and the last day of October each year and not before 8.30am or later than 6pm between the 1st day of November and the Thursday before Easter each year" to allow the shop to open until 10pm. Furthermore to allow the shop to remain open on Friday and Saturday nights only from the end of October until the Thursday before Easter with no seats/tables outside.</p> <p>Cllr. Williams said there were now eight objections from neighbours. Cllr. Webster said she felt the highway issues are dangerous. The original planning permission was for a café but this has had intensified with the preparation of hot food. <b>OBJECT</b> on the loss of residential amenity for the neighbours which is caused by an excessive intensification of the original usage permission.</p> <p>g. <i>PA18/10800, Sea Winds Road from Long Cross to The Barton, Trelights</i> – variation of condition 2 in respect of decision no. PA17/05844. <b>SUPPORT.</b></p> <p>h. <i>PA18/10842, Windrush, New Road, Port Isaac</i> – proposed extension and modernisation of existing dwelling. <b>OBJECT</b> on the grounds the balcony to the rear of the property is intrusive and would result in overlooking and loss of privacy to number 14 &amp; 16 Tintagel Terrace.</p> <p>i. <i>PA18/03120/PREAPP, Land S of Gwelmor, Trelights</i> – pre-application advice for construction of a dwelling. Cllr. Kirkman left the meeting whilst this item was discussed.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p><b>OBJECT</b> on the grounds the site is outside the old and proposed development boundary in the emerging NDP. The access and proposed dwelling would be in the open countryside. As such it is an exception site, yet this proposal does not constitute an affordable home, but development in the open countryside.</p>	Clerk
265/2018	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan</i> – Mr James Evans had provided a progress report. Copy previously emailed. Cllr. Bell said the report lacked substance and should give more detail and itemise any changes between the various NDP versions.</p> <p>b. <i>Planning Applications Approved by CC</i> – information only:</p> <p>i. <u>PA18/08667, 5 Rose Hill, Port Isaac</u> – Listed Building Consent to replace 4 timber sash windows (2 ground floor, 2 first floor) to match existing, manufactured in hardwood and single glazed. Frames to be painted in same colour as existing.</p> <p>ii. <u>PA18/08057, Annex to Kittiwake Cottage, 6 Fore Street, Port Isaac</u> – change of use of annexe to residential dwelling.</p> <p>iii. <u>PA18/08601, Stargazy Inn, 1 The Terrace, Port Isaac</u> – installation of kitchen extract ventilation plant located South / East elevation.</p> <p>c. <i>Planning Aid England Survey of Parish and Town Councils</i> – Planning Aid England is a charity associated with the Royal Town Planning Institute, which offers free, independent and professional support and advice to individuals and local communities over planning issues. Survey see: <a href="https://www.surveymonkey.co.uk/r/XQ57L5P">https://www.surveymonkey.co.uk/r/XQ57L5P</a>. Details emailed previously.</p> <p>Cllr. Mould left the meeting at this point.</p>	Clerk
266/2018	<p><u>Highways Matters</u> –</p> <p>a. <i>Road Safety Issues</i> – Minute 253a/2018 refers and the Chairman's report (Minute 263a[iv]/2018). There following a general discussion, including:</p> <ul style="list-style-type: none"> <li>• Members favoured a 20mph signs even if they are not enforceable. Cllr Kirkman requested that Trelights is included in any review of signage and road-marking.</li> <li>• Cllr. Penny said the problem is caused by traffic as it enters and leaves the village. The existing 'SLOW' markings on the road needs to be repainted and new ones installed, in all areas, i.e. Trewetha, Trelights and at Port Isaac.</li> <li>• Cllr. Bell queried if it is possible to use another contractor other than Cormac. He also wanted to see something done to ensure the bus stop is kept clear.</li> <li>• Cllr. Collings said a parking area for coaches is badly needed. The Clerk to speak to the Mr Jonny Alford, Estate Services Manager, CC and ask to be informed of any land they have for sale.</li> </ul> <p>It was <b>AGREED</b> Members would email any suggestions to improve highway safety to the Chairman. For further discussion in January.</p> <p>b. <i>Overgrown Vegetation, Land lying to the West of Chapel Villa, Trelights</i> – Minute 253b/2018 refers. Cllr. Bell had confirmed ownership of the property. The owner had been declared bankrupt in Truro Crown Court in 2013. The Clerk to forward this information to CC. Cllr. Williams said further details would be found in <i>The London Gazette</i>, which is available online.</p>	<p>Clerk</p> <p>Members / Clerk</p> <p>Clerk</p>
267/2018	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Trewetha Toilets / Kiosk / Shelter</i> – British Gas named as electricity supplier and would need to install their meter for connection. Cllr. Williams pointed out there would be a delay with this. She will contact the meter operator next week to see if installation can be expedited.</p>	Cllr. Williams

	<p>b. <u>Coin-Pay and Auditing Systems</u> –</p> <p>i. <u>New Road WCs</u> – Members <b>RESOLVED</b> to have the Moxi system reinstalled at a cost of £1,000, plus £450 p.a. for yearly maintenance.</p> <p>ii. <u>Roscarrock WCs</u> – Members considered a means of collection and auditing, which is made difficult because of a lack of a mobile network signal at the site. Cllr. Bell will speak to Mr John Collins to see how he manages to access a signal.</p> <p>Noted AS Parking had agreed to empty the coin boxes of the Trewetha and Roscarrock toilet blocks.</p> <p>Cllr. Raynor reported he had drafted an advertisement for the WC cleaning contract. For further discussion at the January meeting. Cllr. Penny will put a copy onto the PC's website page.</p> <p>c. <u>Fallen Trees</u> – A1 had been asked to deal with two fallen trees. The first is blocking the footpath in Port Gaverne valley, just past the caravan park before the stile and the second is a bit further along after the stile.</p>	<p>Clerk</p> <p>Cllr. Bell</p> <p>Cllr. Raynor / Clerk</p>
268/2018	<p><u>Financial Matters</u> –</p> <p>a. <u>Accounts for Payment</u> – Schedule No.09 to a value of £26,658.25 was <b>APPROVED</b> for payment. A full list of payments is available on the PC's website</p> <p>The Clerk pointed out that it had been two months since any banking had been received from AS Parking. She had sent a reminder, which had resulting in the banking being brought up to date.</p> <p>Cllr. Raynor will provide New Road WC meter reading to the Clerk who will then invoice Mr Phil Tidey.</p> <p>The 2019/20 budget and precept will be considered at the January meeting.</p> <p>b. <u>Bank Reconciliation</u> – the bank reconciliation was verified in accordance with Financial Regulation 2.2 by Cllr. Collings.</p> <p>c. <u>PROW Grants</u> – CC are offering the following grants for 2019/20:</p> <ul style="list-style-type: none"> <li>• <u>Local Maintenance Partnership</u> – £1,295.05. Members <b>RESOLVED</b> to accept this offer plus the offer of £20.57 for one cut of the Cliff Path from the CC Car Park on New Road to Fore Street. Minute 266b/2018 refers.</li> <li>• <u>South West Coast Path</u> - £1,947.66. Members <b>DECLINED</b> to accept this grant and undertake this work.</li> </ul>	<p>Clerk</p> <p>Cllr. Raynor / Clerk</p> <p>Clerk</p> <p>Clerk</p>
269/2018	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <u>Cornwall Boundary Review</u> – the final recommendations from the Boundary Commission had been circulated via email.</p>	
270/2018	<p><u>Diary Dates</u> –</p> <p>a. <u>Main Council Meeting</u> – 14<sup>th</sup> January 2019.</p> <p>b. <u>Secondary Council Meeting</u> – 28<sup>th</sup> January 2019.</p> <p>NOTE – no Secondary Meeting will be held in December.</p> <p>c. <u>Clerk's Leave</u> – 22<sup>nd</sup> December 2018 – 1<sup>st</sup> January 2019 (inclusive).</p>	
271/2018	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. None.</p>	
272/2018	<p><u>Meeting Closed</u> – 21.01pm.</p>	

Signature: ..... (Cllr. Raynor)  
Chairman

Date: 14<sup>th</sup> January 2019