



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING  
HELD IN PORT ISAAC SCHOOL  
MONDAY, 11<sup>th</sup> FEBRUARY 2019 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Dawe Cllr. Webster	Cllr. Bell Cllr. Kirkman Cllr. Williams	Cllr. Cleave Cllr. Penny Mrs Thompson (Clerk)
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 Barbara Bell congratulated Members on the new toilet block / kiosk. She asked for the names of the Members of the NDP Working Group and pointed out that she and her husband are listed as being involved but they had never been invited to any of the later meetings. Cllr. Williams said she and Cllr. Coles are the only ones left on the Working Group.</p> <p>Mrs Bridget Sidney said she knew nothing about the NDP until recently. She also asked why the development boundary had been redrawn. Cllr. Williams said it had only been 'tightened' in some areas. Cllr. Raynor told Mrs Sidney she should put her points when the Plan goes out to public consultation.</p> <p>Messrs. Matt Hawcroft and Joe Vernon were present regarding Minute 33e/2019. They indicated they were present to answer any questions Members may have.</p>		
29/2019	<u>Apologies for Absence</u> – Cllrs. Coles, Collings, Phelps and County Cllr. Mould.		
30/2019	<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>		
31/2019	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 14<sup>th</sup> January 2019, <b>AGREED</b> as a true record.</p> <p>b. <i>Secondary Council Meeting</i> – January meeting cancelled.</p>		
32/2019	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Parish Council Chairman</i> – Cllr. Raynor reported he had received an email from Mrs Pat Pearson of the St Endellion PCC pointing out there are seven names missing from the War Memorial. For further discussion at the March meeting.</p> <p>b. <i>Cornwall Council</i> — in the absence of Cllr. Mould there was no CC report.</p> <p>c. <i>Wadebridge &amp; Padstow Community Network Panel Meetings</i> – Cllrs. Penny and Kirkman had attended the meeting held on 7<sup>th</sup> February 2019. Cllr. Penny reported Ms Anna Druce is being moved to the Newquay Panel area.</p>		Clerk

	<p>The Police had provided an update on the crime statistics. County Cllr. Hannaford had given a presentation.</p> <p>The Panel had agreed the projects that would be covered by the Highway Network Budget. Cllr. Kirkman had submitted a report (copy on file) for consideration under the Panel Highway Scheme. There is no money available for the scheme but it could be added to the Panel's Road Traffic Order. It was agreed to add this to the discussion with Mr Jones (Minute 35a/2019 below refers).</p>	Cllr. Raynor
33/2019	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA18/10519, 36 New Road, Port Isaac</i> – demolition of existing bungalow and construction of new dwelling. Revised plans had been received. Cllr. Williams said this is to amend the size of the windows only. In view of this Members maintain their objection.</p> <p>b. <i>PA18/11975, 56 New Road, Port Isaac</i> – proposed extension. <b>SUPPORT</b> but Members request a condition for non-reflective glass.</p> <p>c. <i>PA19/00224, Pentreath, Trelights</i> – removal of single storey existing entrance porch and erection of new single storey porch and shower room. <b>SUPPORT.</b></p> <p>d. <i>PA19/00369, Former Football Field at Homer Park, Port Isaac</i> – non-material amendment for the increase in roof height by 50cm and the inclusion of 1 roof light and 2 gable end windows. (Application no. PA16/03282 dated 15/04/2016 relates). CC had approved this application prior to Members' meeting.</p> <p>e. <i>PA19/00644, Land NW of Trecreege, Trelights</i> – application for approval of reserved matters for the construction of an agricultural dwelling for occupation by a farm worker (PA17/08672 outline permission approved on appeal). The applicant had no objection to painting the sides of the building to help with camouflaging the dwelling. <b>SUPPORT.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
34/2019	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan</i> – Cllr. Williams reported Natural England required a non-development assurance i.r.o. land in the ownership of the National Trust (NT). The plot in question houses SW Water's underground sewerage pumping station. NT had confirmed the land is inalienable (requiring an Act of Parliament before it is sold or mortgaged). We await NE's satisfaction with this assurance to confirm the NDP will not require Strategic Environmental Assessment (SEA). Similarly reference the two other plots they queried which are already subject to planning permission.</p> <p>Cllr. Bell maintained the NDP Working Group is a sub-committee of the Parish Council. The Clerk said this was not her view. She believed the Working Group were an independent body. Clarification to be sought as to which of these views is the correct one. Cllr. Williams said there are Terms of Reference for the WG (the Clerk to circulate a copy).</p> <p>b. <i>Planning Applications Approved by CC</i> – information only:</p> <p>i. <u>PA18/10800, Sea Winds Road from Long Cross to The Barton, Trelights</u> – variation of condition 2 in respect of decision no. PA17/05844.</p> <p>ii. <u>PA18/09549, 34 New Road, Port Isaac</u> – various works to dwelling. Cllr. Williams said Members' request for a slate roof had been upheld.</p> <p>iii. <u>PA18/10360, 1 Cliffside Access to Cliffside, Port Isaac</u> – alterations to window openings. The application was withdrawn as permission was given under Permitted Development Regulations.</p> <p>iv. <u>PA18/10744, Lower Bodannon, B3267 Between Trewetha Lane / Pendoggett Road, Port Isaac</u> – proposed 4no holiday/glamping pods with associated services including ablution block. Construction of bunds.</p> <p>v. <u>PA18/10800, Sea Winds Road from Long Cross to The Barton, Trelights</u> – variation of condition 2 in respect of decision no. PA17/05844.</p> <p>vi. <u>PA18/10842, Windrush, New Road, Port Isaac</u> – proposed extension and modernisation of existing dwelling.</p>	<p>Cllr. Williams</p> <p>Cllr. Williams / Clerk</p>

	<p>c. <i>Area Team Planning</i> – email setting out the implementation of Area Team Planning in Cornwall had been circulated via email.</p> <p>NOTE – a ‘Meet the Planners’ event is to be held 20<sup>th</sup> March 2019, 5.00-6.30 pm in Wadebridge Town Hall.</p>	
35/2019	<p><u>Highways Matters</u> –</p> <p>a. <i>Road Safety Issues</i> – Minute 6a/2019 refers. The meeting with Mr Oliver Jones, Highways will be held on Thursday 21<sup>st</sup> February, 10am. Meeting on the hardstanding, to consider the following issues:</p> <ol style="list-style-type: none"> <li>i. <u>20mph Speed Limit / Signs</u> –</li> <li>ii. <u>Choice of contractors?</u> –</li> <li>iii. <u>Bus Stop</u> – means of keeping it clear. Cllr. Bell said he understood the bus company is considering stopping at the top of the village.</li> <li>iv. <u>Existing ‘SLOW’ markings</u> – need to be repainted and new ones installed, in all areas, i.e. Trewetha, Trelights and at Port Isaac.</li> <li>v. <u>Other White Lining</u> – the 30mph on the road to the entrance to Port Isaac is completely obliterated as is the sign warning of the school and all the white lining in the parish needs renewing.</li> <li>vi. <u>Car Park Sign</u> – Cllr. Bell suggested installing a ‘Tea Cup’ sign, indicating The Main car park, i.e. reads ‘CP, WC and image of a tea cup’.</li> </ol> <p>b. <i>Highways Issues</i> – Mr Oliver Jones had provided an update i.r.o.:</p> <ol style="list-style-type: none"> <li>i. <u>Damaged Gully/Drain</u> – the damaged Gully has been measured and a replacement will be made and fitted as soon as it is available.</li> <li>ii. <u>Missing Road Sign</u> – junction of Fore St and the SW Coastpath, (aka The Cliffpath). A replacement for the missing one-way sign had been ordered and will be fitted when it arrives.</li> <li>iii. <u>Highways Signage</u> – the signs in the main car park had been picked up and returned to the depot.</li> <li>iv. <u>The Main CP Highway Sign</u> – the existing sign will be removed and Cormac will arrange for a new one to be relocated nearer to the entrance incorporating the ‘WC’ and ‘P’ symbols as part of their post-April 2019 signing works.</li> </ol> <p>Trelights Highway Proposal – (covered by Minute 32b/2019 above).</p> <p>c. <i>Road Closures</i> – details previously emailed.</p> <ul style="list-style-type: none"> <li>• <u>Port Gaverne Hill, Port Isaac</u> – 25<sup>th</sup> February to 1<sup>st</sup> March 2019 (8.30am to 4.30pm).</li> <li>• <u>Back Hill and Fore Street, Port Isaac</u> – (suspend one-way restriction), 11<sup>th</sup> to 13<sup>th</sup> March 2019, 09.30-16.30.</li> <li>• <u>Fore Street, Port Isaac</u> – 14<sup>th</sup> to 22<sup>nd</sup> March 2019 (09:30 to 16:30, weekdays only).</li> <li>• <u>Fore Street, Port Isaac</u> – 24<sup>th</sup> to 31<sup>st</sup> March 2019 (09:00 to 18:00, weekends included) and 25<sup>th</sup> March (0930 to 1430).</li> </ul>	Clerk
36/2019	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>The Main Toilets / Kiosk / Shelter</i> – Cllr. Raynor reported there is a site meeting on 12<sup>th</sup> February when it is expected the building will be handed over to the PC. The Clerk to arrange for Cormac to clean the toilet block from this coming Saturday. Cllr. Raynor will provide keys.</p> <p>Members <b>AGREED</b> to hydro-seed the area.</p> <p>b. <i>Public WCs</i> –</p> <ul style="list-style-type: none"> <li>• <u>Roscarrock WCs</u> – Mr Daniel Sproull advised CC had agreed to a limited obligation on it to repair the structure of the toilets. He believes this is as far as they will go. It was <b>RESOLVED</b> the Clerk would sign the lease. When the handover date is known the Clerk to inform the insurers. The Clerk to request the toilets are open and cleaned this week.</li> </ul>	<p>Cllr. Raynor / Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Mr Phil Kyte, Cormac advised that when Healthmatic fitted the pay box insufficient room was allowed for the ladies' cage door to close. He will arrange for a chain to be put around the cage door so as to hold it closed as a temporary measure.</p> <ul style="list-style-type: none"> <li>• <u>Port Gaverne WCs</u> – Mr Richard Shirley, National Trust had advised they intend to complete the conversion to a pop-up catering kiosk in the winter of 2019/20. In the meantime, they are happy to put a licence in place on the same terms as 2018 for the PC to manage the toilets from Easter until 31<sup>st</sup> October 2019.</li> </ul> <p>Cllr. Raynor reported the Manager of the Port Gaverne Hotel had agreed to clean the toilets free of charge.</p> <p>c. <i>Notice Board Advertisements</i> – the Clerk reminded Members that she had contacted existing advertisers in May 2015 and received nil response. She understood the advertisements had been removed but it seemed this was not the case. It was <b>RESOLVED</b> to authorise Cllr. Webster to manage the advertisements.</p> <p>Cllr. Raynor will arrange for a new sign to be installed indicating the pedestrian route to the main street.</p> <p>d. <i>Solar Lighting</i> – Minute 7d/2019 refers. Members had been asked to reconsider and permit solar powered fairy lights in the Christmas period along the path, say from the 1<sup>st</sup> December till 15<sup>th</sup> January. It was <b>AGREED</b> to suggest he contact Mr Lanyon, Christmas Lights Committee. Cllr. Bell said he owned the hedge either side of the lane and he would not grant permission for lights to be placed on it.</p> <p>e. <i>Grass Verge Cutting</i> – CC had offered a grant of £1,855.66 to cut the verges as per the schedule of work. The Clerk had accepted the offer.</p>	<p>Cllr. Webster</p> <p>Cllr. Raynor</p> <p>Clerk</p>
37/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.11 to a value of £74,553.33 was <b>APPROVED</b> for payment. A list of payments is available on the PC's website.</p> <p>Cllrs. Raynor and Penny will request the bank to transfer £90,000 from the savings to the current account.</p> <p>b. <i>Bank Reconciliation</i> – the Clerk reported she had yet to receive the bank statement for the current account. Cllr. Raynor will speak to the Bank.</p>	<p>Clerk</p> <p>Cllr. Raynor</p>
38/2019	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Citizens Advice Cornwall</i> – report regarding the provision and access to services in rural areas had been circulated via email.</p>	
39/2019	<p><u>Diary Dates</u> –</p> <p>a. <i>Main Council Meeting</i> – 11<sup>th</sup> March 2019.</p> <p>b. <i>Secondary Council Meeting</i> – 25<sup>th</sup> February 2019.</p> <p>c. <i>Parish Meeting</i> – 25<sup>th</sup> March 2019.</p> <p>d. <i>CRCC Community Buildings Conference</i> – to be held on 12<sup>th</sup> February at Lanivet Village Hall, 9.45am – 4pm. Cost per delegate is £10.</p> <p>e. <i>Cornwall Community Land Trust lecture</i> – Wednesday 20<sup>th</sup> February 2019, at 7.30pm. Details previously emailed. New venue is the Duchy Suite at the Royal Cornwall Showground.</p> <p>f. <i>Climate Change and Neighbourhood Planning</i> – conference on Saturday, 9<sup>th</sup> March 2019. Details previously emailed.</p> <p>g. <i>Great British Spring Clean</i> – 22<sup>nd</sup> March – 23<sup>rd</sup> April 2019. Details previously emailed.</p>	
40/2019	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. None.</p>	

41/2019	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.	
42/2019	<p><u>Play Equipment</u> – Minute 263a/2018 refers. It was <b>RESOLVED</b> to accept the following quotations from Mr Phil Burnard:</p> <ol style="list-style-type: none"> <li>1. To replace posts for parallel bars would be £200 approx.</li> <li>2. To re-mat where necessary £200 approx.</li> <li>3. For fencing replacement and providing protection for fence posts and play equipment where strimming is causing damage would be £500 approx.</li> <li>4. To treat with a suitable wood preservative all the play equipment, picnic tables and wobbly see-saw would be £500 approx.</li> <li>5. To dig out and concrete bases for picnic tables and fix them in place would be £500 approx.</li> </ol> <p><u>House slide/upright protection</u> – covered by item [3] above.</p>	Clerk
43/2019	<u>Planning Enforcement Update</u> – note CC had decreed this information is to remain confidential.	
44/2019	<u>Meeting Closed</u> – 20.20pm.	

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

Date: 11<sup>th</sup> March 2019