



**MINUTES OF THE SECONDARY COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 25th FEBRUARY 2019 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Penny	Cllr. Bell Cllr. Webster	Cllr. Kirkman 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>Ms Jacquie Rapier, newly appointed CC Community Link Officer introduced herself and spoke regarding her background with CC. Cllr. Raynor sought her support to add an item to the Network Traffic Order, namely an increase in the area covered by the 30mph speed limit in Trelight. Ms Rapier will look into the change in the contract for commercial waste collection, introduced by Biffa.</p> <p>Mrs Helen Rawe said Cornwall Heritage Trust are interested in doing a modest renovation of St Endelienta Well, i.e. the well close to the church. She sought Members' views on what form the renovation should take. This will be placed on a future agenda. Mrs Rawe asked about the public right of way that leads to the Well. She had walked it recently and said it is passable but would benefit from improvement.</p>		<p>Ms Rapier</p> <p>Clerk</p>
45/2019	<p><u>Apologies for Absence</u> – Cllrs. Coles, Collings, Phelps, Williams and County Cllr. Mould. Cllrs. Cleave and Dawe were not present.</p>		
46/2019	<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>		
47/2019	<p><u>New Road Premises</u> –</p> <p>a. <i>Waste Bins, New Road</i> – Minute 262a/2018 refers. Ms Donna Latham, CC explained the reason for CC's request to fence off the bins was to deter fly-tipping, for which the PC would be liable as this would then be on their land. The bins in their current position had not been fenced as the land on which they are sited is council land and therefore fly tips are dealt with through the contract. Biffa would be using all the bins in the "proposed new area" as they will be losing the capacity of three or four 1100l bins in the move, which could cause operational issues. CC declined to finance the cost of a fence.</p> <p>Ms Latham had not addressed Members request to amend the lease to place an obligation on the part of CC to stop using the adjacent parking spaces for the storage of waste generated elsewhere and to regularly remove waste from the bins stored on PC land and at all times prevent the accumulation of waste outside the bins on the hard standing.</p>		

	<p>Members considered the response from Ms Donna Latham, CC and confirmed they do not wish to take any further action. The Clerk to advise Mr Daniel Sproull. Cllr. Raynor will speak to Ms Latham and Mr Phil Tidey.</p> <p>b. <i>Shop</i> – there were no issues.</p> <p>c. <i>Any Other Issues</i> – none.</p>	Cllr. Raynor / Clerk
48/2019	<p><u>Playing Field</u> –</p> <p>a. <i>Play Equipment Repairs</i> – Minute 263a/2018 refers.</p> <ol style="list-style-type: none"> i. <u>Extra gate to access the toilets</u> – Members felt this was not needed. ii. <u>Re-instate fine amount on dog bin sign</u> – Cllr. Bell said that for the dog ban order to be valid the area covered by the dog ban needs to be clearly marked on the sign. He will provide a photograph of a similar sign to Cllr. Raynor, who will speak to Atlantic Signs, Cllr. Raynor will collect the sign indicating the way to the village tomorrow. iii. <u>Senior Multi-Unit</u> – the brackets for the multi-unit had been installed. iv. <u>Other Work</u> – additional repairs had been approved at the February Full Council meeting (Minute 42/2019 refers). <p>b. <i>H&S Inspections</i> – Members considered the February operational inspection records for the play equipment from Cormac, previously emailed. The Clerk had asked Mr Burnard to replace the rotten bottom step on the slide and hut.</p> <p>NOTE – the 2019 Annual H&S Play Equipment Inspection to be held in April.</p> <p>c. <i>The Main WCs / Kiosk</i> – Members received an update.</p> <ol style="list-style-type: none"> i. <u>Benches for the Shelter</u> – Cllr. Williams to provide a quotation from Mr Julian Harris. ii. <u>Litter Bin</u> – Cllr. Raynor queried if this was needed as the tenant of the kiosk will need to arrange for their own commercial waste collection. It was AGREED to take no further action. iii. <u>WC Cleaning</u> – an advertisement had been placed in the <i>Cornish Guardian</i>, <i>TRIO</i> and on the PC's Facebook page. The Clerk reported she had received three enquiries to date. Healthmatic had provided information regarding suitable consumable materials. iv. <u>Kiosk Lease</u> – Miller Commercial had commenced advertising the lease online and a board had been placed to maximise exposure. An Open Day for interested parties is to be held on 27th February. The path had now been tarmacked. <p>d. <i>Friends of Port Isaac School</i> – Members GRANTED permission to the Friends to hold their Annual Indian Summer Fayre on Sunday, 15th September 2019, 2-4pm; and pop-up cafes on the following dates:</p> <ol style="list-style-type: none"> i. Tuesday, 28th May; ii. 30th July; iii. 13th August; iv. 27th August. <p>e. <i>CCTV / Subdued Lighting</i> – Minute 263e/2018 refers. There are lights in place around The Main toilets / kiosk and Members did not feel more was needed. Provision of CCTV was deferred indefinitely.</p>	<p>Cllrs. Bell / Raynor</p> <p>Cllr. Williams</p> <p>Clerk</p> <p>Clerk</p>
49/2019	<p><u>Public Conveniences</u> –</p> <p>a. <i>New Road WCs</i> –</p> <ol style="list-style-type: none"> i. <u>Legionella Sampling</u> – the Clerk advised the last test result had been for October. She had chased Cormac for regular monthly reports. 	Clerk

	<p>ii. <u>Moxi Unit</u> – 267b[ij]/2018 refers. Healthmatic advised there had been a problem with the reinstallation of the Moxis, which they are working to resolve. A site visit is expected on 28th February.</p> <p>iii. <u>Replacement Toilet Pans</u> – Cllr. Raynor had met with Mr David Milner, plumber and it was found three WCs are leaking, unfortunately, the screws that fix the pans to the floor are all corroded and rusty which means they may break the pan when the screws are removed. He will order spare pans and hoped to replace the pans shortly. Cllr. Raynor to ask the plumber to use stainless steel screws. Members felt as the toilets had only been refurbished relatively recently then it should be covered by guarantee. Cllr. Raynor to speak to Ward Williams.</p> <p>iv. <u>Money Box</u> – Cllr. Raynor had spoken to Healthmatic regarding the money box on number 4 WC. They will send an engineer.</p> <p>v. <u>Any Other Issues</u> – Mr Burnard had been asked to repair the broken door lock.</p> <p>b. <u>Roscarrock WCs</u> – Minute 267b[ij]/2018 refers. Cllr. Raynor said Healthmatic are unable to access a signal on their moxi units via a mobile signal. Mr Sproull had sought confirmation that there was nothing above the ceiling for which the PC had responsibility. Cllr. Raynor had given this assurance and it is anticipated the lease will be ready shortly. Cllr. Bell said there is a catch-all phrase along the lines of "Right to access services outside demise" that would cover the PC. The Clerk to advise Mr Sproull. There was some discussion about the amount of water used and this will be investigated as soon as the PC takes on management of the toilet block.</p> <p>c. <u>Port Gaverne WCs</u> – Cllr. Raynor reported he had signed the licence on the same terms as 2018 for the PC to manage the toilets from 15th April until 31st October 2019.</p>	<p>Cllr. Raynor Cllr. Raynor</p> <p>Clerk</p>
50/2019	<p><u>Cemetery</u> –</p> <p>a. <u>Any Issues</u> – the Clerk reported she had received a request to purchase a plot for an applicant and her "deceased ex-husband". Members were happy to proceed with this request.</p>	Clerk
51/2019	<p><u>Public Rights of Way (PROW)</u> –</p> <p>a. <u>Lobba Steps</u> – Minute 8d/2019 refers. In the absence of Cllr. Williams there was no update. Noted 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>b. <u>Footpath from Trewetha</u> – Minute 4a/2019 refers. Members indicated they would be willing to purchase land to enable this path to be created. Cllr. Bell was given authority to speak to the landowners.</p> <p>c. <u>Any Other Issues</u> – none. Noted the Clerk holds a dozen waymarkers, if needed.</p>	<p>Cllr. Williams</p> <p>Cllr. Bell</p>
52/2019	<p><u>Car Park Matters</u> –</p> <p>a. <u>Additional Car Park Ticket Machine</u> – Minute 267a/2018 refers. Cllr. Raynor advised he believes the third ticket machine is now working.</p> <p>b. <u>Advertisements</u> – Minute 36c/2019 refers. It was confirmed that different sized advertisements are permissible on a pro rata basis. Cllr. Raynor will look at the Trelight notice board which is broken. He will liaise with Cllr. Webster regarding access to the notice board in the car park. The Village Hall are holding a Chanty Festival, 6-8th September 2019 and Cllr. Webster sought permission for camper vans to use the hardstanding at the car park. There are no facilities to empty the chemical toilet cassettes and this needs to be emphasised to any potential users.</p> <p>c. <u>Any Other Issues</u> – none.</p>	<p>Cllr. Webster</p> <p>Cllrs. Raynor / Webster</p> <p>Cllr. Webster</p>

53/2019	<p><u>Land Registration</u> – Minute 268/2018 refers.</p> <p>a. <i>Trelights Village Green (TVG)</i> – more supporting evidence is required as detailed in Mr Daniel's Sproull's email of 3rd August 2018. Cllr. Bell to speak to Mr Sproull as to what more is needed and the Clerk to resend the email.</p> <p>Mr Martin Wright, Common Land and Village Greens Registration Officer, CC had provided a copy of the registration sheet and map, which shows the PC as owning the TVG. Mr Sproull advised this was useful, but insufficient to prove the PC's ownership.</p> <p>Noted the £40 paid to Sproulls Solicitors for Land Registration had been transferred to the St Endellion General File.</p> <p>b. <i>Bus Shelter</i> – Cllr. Raynor reported he had spoken to Mr Alex Roads, who had concerns that the bus shelter could not be used for its intended purpose because coaches park there for long periods, ignoring the 'no parking' signs. The problem had been discussed with Mr Oliver Jones, Highways who suggested marking out a proper bus stop with lines in the road which indicate only public busses can wait in that area. Members RESOLVED to this proposal. The Clerk to advise Mr Jones and Mr Chris Keys (solicitor).</p> <p>c. <i>The Main</i> – Minute 263a[iii]/2018 refers. Mr Martin Wright, Common Land and Village Greens Registration Officer, CC advised The Main is not listed on the Register of Common Land.</p>	<p>Cllr. Bell Clerk</p> <p>Clerk</p>
54/2019	<p><u>Miscellaneous Items</u> –</p> <p>a. <i>Seagulls</i> – Cllr. Webster said there is a notice urging people not to feed the seagulls. No further action.</p> <p>b. <i>Urgent Payments</i> – it was RESOLVED to make the following payments:</p> <p>i. <u>Plumblin</u>e – £363.03 repairs to New Road WCs.</p> <p>ii. <u>Atlantic Signs</u> – £120.11 for sign pointing visitors in the direction of the village.</p>	
55/2019	<p><u>Date of Next Meeting</u> –</p> <p>a. <i>Full Council Meeting</i> – 11th March 2019.</p> <p>b. <i>Secondary Council Meeting</i> – 25th March 2019.</p>	
56/2019	<p><u>Meeting Closed</u> – 20.13pm.</p>	

Signature: (Cllr. Raynor)
Chairman

Date: 11th March 2019