



NOTICE AND AGENDA OF THE SECONDARY COUNCIL MEETING TO BE HELD IN PORT ISAAC SCHOOL

MONDAY, 25th MARCH 2019 following the Parish Meeting

Members of the public and press are invited to attend this meeting of the Council.

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council prior to the commencement of the Meeting.	
75/2019	<u>Apologies for Absence</u> –	
76/2019	<u>Members' Declarations</u> – <ol style="list-style-type: none"> a. <i>Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda. b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – Members to consider any requests for dispensations. 	
77/2019	<u>St Endellion Neighbourhood Development Plan</u> – <ol style="list-style-type: none"> a. <i>NDP Review</i> – Minute 62a/2019 refers. Members to consider a proposal that the Full Council takes responsibility for the NDP and the Clerk, as the PC's Proper Officer, becomes the interface with outside persons / organisations. NOTE – the current NDP can be viewed on the PC's website. b. <i>NDP Regulation 14</i> – Members to consider the steps to be taken to achieve the requirements of Reg.14. NOTE – Mr James Evans, NDP Consultant advised: <i>It is your plan so there is nothing stopping changes. However they have to be justified and link back to consultation. My advice would be to retain the NDP as is for Reg 14, and if changes are sought, these are evidence through the Reg 14 consultation process and the changes are undertaken after this consultation in response (if they are appropriate). If changes are done now, it would not have any hook to a public consultation process. Ie the only changes that have happened since SEA/ HRA stage are those responding to the comments from statutory and non-statutory consultees raised through that process.</i> c. <i>Working Group Objectives and Timescales Document</i> – March Public Forum refers. Members to consider a request to remove the names of former specified PC Members from the document; and to contact the others named in the document to seek their permission to include their names. 	Cllr. Bell

78/2019	<p><u>Parish Council Retail Premises –</u></p> <p>a. <i>New Road Shop</i> – Minute 60a/2019. Mr Daniel Sproull had been asked to draw up an extension to the lease on the shop to the end of 2020.</p> <p>b. <i>The Main Catering Kiosk</i> – Minute 73a/2019 refers. Mr Daniel Sproull had been asked to draw up a lease, to include a clause that there should be 'no use of a deep fat fryer' as the kiosk is of wood construction. He had raised a number of questions, which the Chairman and Clerk had answered.</p> <p>c. <i>Any Other Issues –</i></p>	
79/2019	<p><u>Playing Field –</u></p> <p>a. <i>Play Equipment Repairs</i> – Minute 48a/2019 refers. Members to receive an update i.r.o.:</p> <ol style="list-style-type: none"> i. <u>Re-instate fine amount on dog bin sign</u> – Cllr. Bell to provide Cllr. Raynor with an example of a sign would ensure the dog ban order is valid. Cllr. Raynor to then order a suitable sign. ii. <u>Other –</u> <p>b. <i>H&S Inspections</i> – Members to consider the latest operational inspection records for the play equipment from Cormac, previously emailed. NOTE – a copy of the report had been sent to Mr Phil Burnard.</p> <p>NOTE – the 2019 Annual H&S Play Equipment Inspection to be held in April.</p> <p>c. <i>Shelter</i> – Cllr. Williams to provide a quotation for benches for the shelter from Mr Julian Harris.</p>	<p>Cllrs. Bell / Raynor</p> <p>Cllr. Williams</p>
80/2019	<p><u>Public Conveniences –</u></p> <p>a. <i>All Public WCs –</i></p> <ol style="list-style-type: none"> i. <u>Legionella Sampling</u> – the Clerk had requested Cormac to provide regular monthly reports. ii. <u>Compliance Testing</u> – Ms Sonia Armstrong, Cormac advised the following tests need to be completed: <ul style="list-style-type: none"> • EICR (electrical report) requires annual testing. • Wallgates require annual servicing. • Legionella Risk Assessments (2 yearly) and sampling (6 monthly). NOTE – the sampling is included in the cleaning contract. iii. <u>Any Other Issues –</u> <p>b. <i>New Road WCs –</i></p> <ol style="list-style-type: none"> i. <u>Moxi Unit</u> – 267b[i]/2018 refers. Healthmatic advised there had been a problem with the reinstallation of the Moxis, which they are working to resolve. ii. <u>Replacement Toilet Pans</u> – Members to consider any response from Ward Williams regarding the need to replace the toilet pans and whether they are covered by guarantee. iii. <u>Electricity Supply</u> – Members to consider renewing their contract with British Gas for 1, 2 or 3 years. iv. <u>Any Other Issues –</u> <p>c. <i>The Main WCs –</i></p> <ol style="list-style-type: none"> i. <u>Any Issues –</u> <p>d. <i>Roscarrock WCs –</i> Members to consider:</p> <ol style="list-style-type: none"> i. Update regarding the signing of the lease. ii. A means of monitoring the door takings. iii. Investigation of the water usage. 	

	e. <i>Port Gaverne WCs</i> – Members to receive an update. NOTE – the new contact for the National Trust is Ms Julie Greenaway.	
81/2019	<u>Cemetery</u> – a. <i>Any Issues</i> –	
82/2019	<u>Public Rights of Way (PROW)</u> – a. <i>Lobba Steps</i> – Minute 8d/2019 refers. Members to receive an update. NOTE – 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. b. <i>Footpath</i> from Trewetha – Minute 51b/2019 refers. Members to receive an update following discussion with the landowner by Cllr. Bell. c. <i>Overgrown Hedge</i> – County Cllr. Mould advised she had been contacted by a resident of Mayfield Drive regarding an overgrown hedge, that has a hole cut into it, adjacent to 7 Mayfield Drive. d. <i>Any Other Issues</i> –	Cllr. Williams Cllr. Bell
83/2019	<u>Car Park Matters</u> – a. <i>Additional Car Park Ticket Machine</i> – Minute 52a/2019 refers. Cale had been asked to add the third terminal to the PC's web office. The Clerk to advise AS Parking when this had been done. b. <i>Advertisements</i> – Minute 36c/2019 refers. Members to receive an update. c. <i>Any Other Issues</i> –	Cllr. Webster
84/2019	<u>Land Registration</u> – Minute 53a/2019 refers. Members to receive an update: a. <i>Trelights Village Green (TVG)</i> – more supporting evidence is required as detailed in Mr Daniel's Sproull's email of 3 rd August 2018. NOTE – the email had been re-circulated by the Clerk. NOTE – Mr Martin Wright, Common Land and Village Greens Registration Officer, CC had provided a copy of the register 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. b. <i>Bus Shelter</i> – the Lease in respect of the bus shelter was entered into w.e.f. 4 th March 2019 for a period of 25 years. 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. NOTE – Cllr. Coles had clarified with Mr Sproull that in order to achieve first registration at the Land Registry, the Land Registry requires a certificated copy of the plan upon which the title is based. Further action deferred until the Cornwall Records Office re-opens in 2019.	
85/2019	<u>Date of Next Meeting</u> – a. <i>Full Council Meeting</i> – 8 th April 2019. b. <i>Secondary Council Meeting</i> – no meeting to be held in April, as 22 nd April 2019 is Easter Monday.	
86/2019	<u>Meeting Closed</u> –	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 18th March 2019

Contact: 12 Bonython Drive, Grampound, Truro, Cornwall, TR2 4RL.
E-mail: stendellionpc@gmail.com Website: www.stendellionpc.com