



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING  
HELD IN PORT ISAAC SCHOOL  
MONDAY, 8<sup>th</sup> APRIL 2019 @ 6.30pm**

Present:	Cllr. Raynor (Chairman) Cllr. Collings Cllr. Penny Mrs Thompson (Clerk)	Cllr. Bell Cllr. Dawe Cllr. Williams County Cllr. Mould	Cllr. Coles (Vice Chairman) Cllr. Kirkman
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 Blacklaw, Ramblers said Footpath 35 is part of their annual walk (Minute 96b[iii]/2019 below refers). The Clerk will advise the Countryside Access Team and ask for the boardwalk repairs to be prioritised.</p>		Clerk
90/2019	<u>Apologies for Absence</u> – Cllrs. Cleave, Phelps and Webster.		
91/2019	<p>Members' Declarations –</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>		
92/2019	<u>Neighbourhood Plan</u> – this item was moved to the end of the agenda.		
92/2019	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 11<sup>th</sup> March 2019, <b>AGREED</b> as a true record.</p> <p>b. <i>Secondary Council Meeting</i> – 25<sup>th</sup> March 2019, <b>AGREED</b> as a true record.</p>		
93/2019	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Parish Council Chairman</i> – Cllr. Raynor reported the Clerk had signed the lease on the Catering Kiosk.</p> <p>Ms Tina Robinson, from 'Our Only World' advised they would like to provide a water station in Port Isaac. Members were very supportive of the idea and suggested the PC property on Little Hill, as an appropriate location.</p> <p>Port Gaverne WCs are about to open under the management of the PC.</p> <p>Car Park – the old direction sign to the village needs to be removed and the new sign had yet to be put up, The Clerk to ask Millers to remove their signs.</p> <p>Details of funding for Village Halls had been circulated to the Village Hall Committee. There will be a crowd-feeding appeal for an extension to the hall. Cllr. Mould and the PC are happy to make a donation.</p>		<p>Cllr. Raynor</p> <p>Clerk</p>

	<p>b. <i>Cornwall Council</i> — Cllr. Mould reported Mr Roy Birchwood, of the Trelights Village Green group had asked her to make a donation from her CC Community Chest fund for improvements to the Green. Cllr. Raynor pointed out the Village Green belongs to the PC. Cllr. Dawe will speak to Mr Birchwood and ask him to provide information about what is planned.</p> <p>Planning applications – Cllr. Mould had referred planning application PA19/01463, 30 New Road, Port Isaac back to the case officer (Minute 94g/2019). However, she had been unable to support Members opposition to PA19/01309, 7 Tintagel Terrace, Port Isaac (Minute 94h/2019 below).</p> <p>c. <i>Wadebridge &amp; Padstow Community Network Panel Meetings</i> – Cllrs. Kirkman and Penny had attended the meeting held on 4<sup>th</sup> April 2019. Mr Oliver Jones, Area Highways Manager had prepared a comprehensive spreadsheet (copy emailed to Members) in regard to the Wadebridge and Padstow Highway's Scheme.</p> <p>Cllr. Penny reported no police representative was present. There was a talk about Climate Change. Cllr. Mould said she could not understand how the new waste and recycling system would work i.r.o. holiday homes.</p> <p>Mr Jones had confirmed work is planned to prevent flooding at Trewetha. White lining will start shortly and the other items outlined in Minute 63a/2019 (April Full Council Meeting) are in hand.</p> <p>Next meeting scheduled for 13<sup>th</sup> June 2019.</p> <p>d. <i>Police</i> – Mr Andy Adams, Police Volunteer 61698 advised Bodmin Neighbourhood policing team are holding a Cyber Crime Awareness information session at the Betjeman Centre, Wadebridge, on the 12<sup>th</sup> June 2019. Timing to be advised. Details previously emailed.</p>	Cllr. Dawe
94/2019	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA19/00636/PREAPP, Homer Park Farmhouse, Port Isaac</i> – pre-application advice for the development of 4 residential units. Cllr. Williams said Homer Park was not identified for possible development in the NDP.</p> <p><b>OBJECT.</b> The proposal falls outside of any area defined as a settlement in our emerging NDP. The proposal is not for Affordable Housing, as such it cannot be considered an exception site, but as building in the open countryside in an AONB.</p> <p>b. <i>PA19/01461, 5 Roscarrock Hill, Port Isaac</i> – proposed partial demolition, extension, renovation. <b>NO COMMENT.</b></p> <p>c. <i>PA19/01742, Cairnsmore, Access to Port Gaverne</i> – division of existing single residential dwelling into two dwellings. Cllr. Penny declared an interest and left the meeting. <b>NO COMMENT.</b></p> <p>d. <i>PA19/02198, Braeside, 8 Trewetha Lane, Port Isaac</i> – excavation and construction of retaining wall to provide off street parking space. Cllr. Penny declared an interest and left the meeting. Cllr. Williams referred to the emerging NDP Policy 5c “maintains the established building lines, boundary enclosures and streetscape along Trewetha Lane”. She objected to the loss of ancient walls. Members had <b>NO OBJECTION.</b> Cllr. Williams voted against this proposal.</p> <p>e. <i>PA19/02444, 37 Fore Street, Port Isaac</i> – divert existing foul drainage from Bathroom into new SVP and then to existing main drainage run. <b>SUPPORT.</b></p> <p>f. <i>PA19/02561, Tolraggott Bungalow, Access to Tolraggott Farm, Trelights</i> – proposed rear ground floor extension and replacement front porch. <b>SUPPORT.</b></p> <p>g. <i>PA19/01463, 30 New Road, Port Isaac</i> – Members <b>RESOLVED</b> to pursue their objection. The Clerk to advise Mr Jack Bromley, case officer.</p> <p>h. <i>PA19/01309, 7 Tintagel Terrace, Port Isaac</i> – Members <b>RESOLVED</b> to pursue Option 1 as County Cllr. Mould was unable to support. The Clerk to advise Mr Jack Bromley, case officer.</p>	Clerk Clerk Clerk Clerk Clerk Clerk Clerk

95/2019	<p><u>Other Planning Matters –</u></p> <p>a. <i>Planning Applications Approved by CC – information only:</i></p> <p>i. <u>PA19/00644, Land NW of Trecreege, Trelights</u> – 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).</p> <p>b. <i>Planning Applications Refused by CC – information only.</i></p> <p>i. <u>PA18/10519, 36 New Road, Port Isaac</u> – demolition of existing bungalow and construction of new dwelling. Refusal was on the grounds of potential harm to the bats in the garage. Cllr. Williams said the PC had not been given the opportunity to call this into CC's Planning Committee. Cllr. Mould will discuss this with the planning officer.</p> <p>c. <i>Planning Partnership</i> – it was <b>RESOLVED</b> to nominate Cllr. Williams as a candidate to join this group, which bring together representatives from parish and town councils and from the Planning Service including the portfolio holder, to discuss matters relating the delivery of an effective planning service in Cornwall. Details previously circulated. The Clerk to inform CALC and enquire if this post could be a jobshare. Cllr. Williams to complete the application form.</p> <p>d. <i>Planning Appeal</i> – PA18/05872, Land S of Havenpark, Trewetha Lane, Port Isaac. Outline planning application with all matters reserved for a single dwelling. Closing date for additional comments is 6<sup>th</sup> May 2019. Cllr. Williams will draw up further comments.</p> <p>e. <i>Housing Supplementary Planning Document</i> – consultation runs from Monday 8<sup>th</sup> April and 5pm Monday 6<sup>th</sup> May 2019. Details previously emailed. Cllr. Kirkman queried the qualifying criteria for affordable homes. Cllrs. Bell Penny, Kirkman and Williams will collate a response.</p>	<p>Cllr. Mould</p> <p>Cllr. Williams / Clerk</p> <p>Cllr. Williams</p> <p>Cllrs. Bell Penny, Kirkman and Williams</p>
96/2019	<p><u>Highways Matters –</u></p> <p>a. <i>Road Safety Issues</i> – Minute 63a/2019 refers.</p> <p>i. <u>Trelights Highway Issues</u> – a copy of the paper from Cllr. Kirkman had been provided to Mr Jones, Highways. Mr Jones advised that Trelights is being added to the post April lining programme of works.</p> <p>b. <i>Road/Footpath Closures –</i></p> <p>i. Road from St Endellion Road to Trevathan Hill, St Endellion, 13<sup>th</sup> to 24<sup>th</sup> May 2019 (07.30 to 18.00 hours, weekdays only). Details emailed.</p> <p>ii. Footpath 35, St Endellion, 25<sup>th</sup> March 2019 to 15<sup>th</sup> October 2019 (24 hours). Path closed due to dangerous boardwalk.</p> <p>c. <i>Parking Enforcement</i> – Members considered and <b>AGREED</b> the SLA for 2019/20. Copy previously emailed. The Clerk to sign and return the SLA to Ms Jo Anne Lucas. Cllr. Raynor will speak to the local Fire Service representative to seek his views i.r.o. inconsiderate parking causing problems for the Service in attending incidents.</p>	<p>Clerk</p> <p>Cllr. Raynor</p>
97/2019	<p><u>Environmental / Amenity Matters –</u></p> <p>a. <i>War Memorial</i> – Minute 64a/2019 refers. The Clerk to seek permission from CC (agent for Historic England as this is a listed building) to add the seven names missing from the war memorial.</p> <p>Noted Mr Paul Drew had given a value of £35,000 on the Memorial and the Clerk had added this to the Asset Register and advised Came &amp; Co., insurance brokers.</p> <p>b. <i>St Endelienta Well</i> – Minute 64b/2019 refers. Cllr. Bell will seek further clarification from Mrs Helen Rawe prior to presenting a report i.r.o. a modest renovation of St Endelienta Well.</p>	<p>Clerk</p> <p>Cllr. Bell</p>

98/2019	<p><u>Administrative Matters</u> –</p> <p>a. <i>Polling Districts and Polling Places Review</i> – Members had no comments to make. Details previously circulated via email.</p> <p>b. <i>WC Risk Assessment</i> – Minute 65a/2019 refers. The Clerk had circulated a combined risk assessment for all the public conveniences for which the PC is responsible. Members <b>RESOLVED</b> to adopt this with the addition of appropriate disposal of 'sharps'.</p> <p>The Clerk to inform Healthmatic one of the wallgates at New Road is not working and one is badly corroded.</p> <p>c. <i>Website</i> – Members <b>RESOLVED</b> to accept the proposed new charges from ICT Connect Ltd. and <b>CONFIRMED</b> they wish to be invoiced annually in future. The Clerk advised the price increase from the 1<sup>st</sup> May is from £25+VAT p.m. to £35+VAT p.m. The Clerk to advise ICT Connect.</p>	Clerk  Clerk  Clerk
99/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.01/2019 to a value of £34,477.09 was <b>APPROVED</b> for payment. A list of payments is available on the PC's website.</p> <p>b. <i>Budget Monitor</i> – deferred to the April meeting.</p> <p>c. <i>Bank Reconciliation</i> – the bank reconciliation was verified in accordance with Financial Regulation 2.2 by Cllr. Collings.</p> <p>d. <i>Insurance Cover</i> – the Chair, Vice Chair had responded to an enquiry from Came &amp; Co. regarding the PC's insurance cover.</p> <p>e. <i>Pension Regulations</i> – the Clerk had re-declared Crowan Parish Council with The Pensions Regulator under the Pensions Act 2008 on 4<sup>th</sup> April 2019.</p>	Clerk  Clerk  Cllr. Collings
100/2019	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Vitality of Towns</i> – Members had no comments to make on this CC review. Details previously emailed.</p>	
101/2019	<p><u>Diary Dates</u> –</p> <p>a. <i>Main Council Meeting</i> – 13<sup>th</sup> May 2019.</p> <p>b. <i>Secondary Council Meeting</i> – TBC.</p> <p>c. <i>Clerk's Leave</i> – 27<sup>th</sup> April to 6<sup>th</sup> May 2019 (inclusive).</p> <p>d. <i>Road Safety and Community Speed Engagement Event</i> – 14<sup>th</sup> May 2019, 9.30am – 1.30pm, County Hall, Truro. Details previously emailed.</p> <p>e. <i>Highway Engagement Sessions</i> – 8<sup>th</sup> May 2019 at 10am, Cormac Western Group Centre, Radnor Road Redruth OR 9<sup>th</sup> May 10am, Cormac, Central Group Centre, Castle Canyke Road, Bodmin. please confirm your attendance by completing the <u>event registration form</u> and returning to <a href="mailto:emma.rojano@cormacltd.co.uk">emma.rojano@cormacltd.co.uk</a> by Friday 3 May 2019.</p>	
102/2019	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. None.</p>	
92/2019	<p><u>Neighbourhood Plan</u> – Messrs James Evans and Dave Slatter had provided the following documents:</p> <ol style="list-style-type: none"> <li>i. NDP Regulation 14 version</li> <li>ii. NDP Appendix A – Lifetime Homes (principles).</li> <li>iii. NDP Appendix B – Townscape Assessment. NOTE – this is a working document for completion following receipt of comments WG.</li> <li>iv. Basic Conditions Statement (BSC).</li> <li>v. BSC Appendix A – designation of NDP Area.</li> </ol>	

	<p>vi. BSC Appendix B – St Endellion Neighbouring Area.</p> <p>vii. BSC Appendix B – St Endellion map.</p> <p>viii. BSC Appendix C - Screening Opinion.</p> <p>ix. Draft Consultation Statement and Appendices – the reference to the early working groups' membership and constitution had been removed.</p> <p>NOTE – Mr Slatter advised: the Regulation 14 consultation text in the Statement document and also Appendices J.1, J.3, J.4 and J.5 are still only a draft strategy for the next stage which needs confirmation / completion by the Working Group (WG). It should be completed as an expression of intent before consulting on the plan.</p> <p>a. Members to consider and ratify the revised NDP.</p> <p>Cllr Bell said he wanted the council's NDP planning consultant Mr James Evans to advise members on the possible linkage between the supporting document housing needs advice, which proposed a considerable number of social rented housing units, the housing land assessment that referred to it and the NDP. He wanted to know whether this could be used by a social housing developer or Cornwall Housing Services to impose this scale of development on the parish.</p> <p>Cllr. Williams explained the Housing Needs Survey was a desktop assessment with no reference to ANOB designation. The Housing Land Survey was conducted with the agreement of the PC when we were advised by CRCC to identify housing sites. However, the NDP does not allocate sites on the advice of Evans and Slatter as our CC allocation is zero. Cllr. Williams emphasised it is the Housing Policies which are most relevant.</p> <p>Cllr. Kirkman said that with or without a settlement boundary any exception site that comes forward will all be evaluated on its merits.</p> <p>Cllr. Bell said he wanted it made clear that he does not feel the explanation of how the NDP was compiled is accurate. Cllrs. Coles and Williams refuted this as evidenced in over 100 minuted references.</p> <p>It was <b>RESOLVED</b> to commence the Regulation 14 consultation process. Cllrs. Bell and Collings voted against the motion. Further action to progress this was deferred to the Working Group, to include measures to publicise the NDP.</p> <p>b. A decision as to whether to appoint new NDP Consultants was deferred to the WG.</p> <p>c. Working Group (WG) – Minute 77b/2019 refers. It was <b>RESOLVED</b> to set up a Working Group. Membership to be as wide as possible. Cllrs. Bell, Raynor, Coles, Williams, Penny and Kirkman agreed to join the WG.</p> <p>First meeting of the Working Group to be held on 17<sup>th</sup> April 2019 at 6.30pm.</p> <p>Mr Robert Lawrence, ICT Connect Ltd. to be invited to meet with the Working Group to set up a website and collate the NDP responses.</p>	<p>Cllr. Bell / Clerk</p> <p>Clerk</p>
103/2019	<u>Meeting Closed</u> – 8.52pm.	

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

Date: 13<sup>th</sup> May 2019