



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE ANNUAL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 13th MAY 2019 following the NDP Meeting**

Present:	Cllr. Raynor (Chairman) Cllr. Kirkman Cllr. Webster Mr Max Roberts (Minute Taker)	Cllr. Cleave Cllr. Penny Cllr. Williams	Cllr. Coles (Vice Chairman) Cllr. Phelps County Cllr. Mould
Minute	AGENDA ITEMS		Action
104/2019	<u>Election of Chairman</u> – it was RESOLVED to elect Cllr. Raynor as Chairman for 2019/20.		
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present and advised of exits, local hazards, location of WCs, etc. Mrs Bridget Sydney raised her objections to PA19/02445 (Minute 112a/2019). She alleged there would be a loss of light to her property due to the design of the property neighbouring hers.		
105/2019	<u>Election of Vice Chairman</u> – it was RESOLVED to elect Cllr. Coles as Vice Chairman for 2019/20		
106/2019	<u>Acceptance of Office</u> – a. <i>Chairman</i> – Cllr. Raynor duly signed his Acceptance of Office form. b. <i>Vice Chairman</i> – Cllr. Coles duly signed his Acceptance of Office form.		
107/2019	<u>Council Committees/Appointments to Outside Bodies</u> – the following appointments were made for 2019/20: a. <i>NALC Representative (voting)</i> – Cllr. Bell. b. <i>Neighbourhood Plan Co-ordinator</i> – AGREED the post is no longer required. c. <i>Planning Lead</i> – Cllr. Williams. d. <i>Village Hall Representative</i> – Cllr. Webster. e. <i>Playing Field Co-ordinator</i> – Cllr. Webster. f. <i>Trelights Village Green</i> – Cllrs. Dawe and Kirkman.		
108/2019	<u>Apologies for Absence</u> – Cllrs. Bell, Collings, Dawe and the Clerk (ill health).		
109/2019	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – none. 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.		

110/2019	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 8th April 2019, AGREED as a true record.</p> <p>b. <i>NDP Working Group</i> –</p> <p>i. 17th April 2019 – AGREED as a true record.</p> <p>ii. 24th April 2019 – AGREED as a true record.</p>	
111/2019	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Parish Council Chairman</i> – Cllr. Raynor reported permission had been granted to CC to site a portacabin on the car park hardstanding for use during the European Election.</p> <p>b. <i>Cornwall Council</i> — County Cllr. Mould advised Members of her findings concerning the proposed 'turntable' in PA19/01463, in respect of safety aspects on the one-way street.</p> <p>She congratulated the NDP Working Group on their efforts.</p> <p>The footbridge on the footpath up the valley from Port Isaac to Trevathan is a safety hazard and needs urgent repairs.</p> <p>c. <i>Wadebridge & Padstow Community Network Panel Meetings</i> – next meeting to be held on 13th June 2019. Cllr. Penny will attend.</p>	Cllr. Penny
112/2019	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA19/02445, Maritime and Coastguard Agency, New Road, Port Isaac</i> – Proposed single dwelling to replace existing decommissioned Coastguard Buildings. Members felt they were unable to make a decision until the Light Report (referred to by Mrs Sydney in the Public Forum above) had been examined. Cllr. Williams to contact the case officer, Mr Mark Evans.</p> <p>b. <i>PA19/02958, St Peters Church, Back Hill, Port Isaac</i> – new disabled toilet extension off the porch. Members supported this application.</p>	Cllr. Williams Clerk
113/2019	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Plan</i> – see the NDP Working Group Minutes.</p> <p>b. <i>Planning Applications Approved by CC</i> – information only:</p> <p>i. <u>PA19/01018, 49 Fore Street, Port Isaac</u> – removal of chimney and replace with wood burner stove flue.</p> <p>ii. <u>PA19/01309, 7 Tintagel Terrace, Port Isaac</u> – construction of a detached two storey single family dwelling with parking provision to the rear (all on a plot where a detached dormer bungalow and detached garage, used as a studio, has recently been demolished) with variation of condition 2 in respect of decision PA17/00575 dated 07.04.17 to amend approved plans to change design.</p> <p>iii. <u>PA19/0146, 5 Roscarrock Hill, Port Isaac</u> – proposed partial demolition, extension, renovation, remodelling and structural repairs.</p> <p>iv. <u>PA19/0146, 5 Roscarrock Hill, Port Isaac</u> – LBC for proposed partial demolition, extension, renovation, remodelling and structural repairs.</p> <p>v. <u>PA18/09791, Gwel Arvor, Tintagel Terrace, Port Isaac</u> – reserved matters application (access, appearance, landscaping, layout and scale) following outline approval PA17/09691 for demolition of existing dwelling and replace with two dwellings.</p> <p>vi. <u>PA19/01742, Cairnsmore, Access to Port Gaverne</u> – division of existing single residential dwelling into two dwellings.</p> <p>c. <i>Planning Application Consultations</i> – a guide for Local Councils by application type and indicates whether or not consultations are required. Previously emailed.</p>	

114/2019	<p><u>Highways Matters</u> –</p> <p>a. <i>Road/Footpath Closures</i> –</p> <p>i. <u>Road from St Endellion Road to Trevathan Hill, St Endellion</u> – 13th to 24th May 2019 (07.30 to 18.00 hours, weekdays only). Details emailed.</p> <p>b. <i>Coaches</i> – Members considered photographic evidence of coaches causing obstruction / danger to pedestrians and voiced their concern. Details previously emailed. It would appear to be primarily a matter for Highways. The Clerk to contact Shearings as Members want to stop them sending in three coaches at the same time.</p>	Clerk
115/2019	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>War Memorial</i> – Minute 97a/2019 refers. Cllr. Raynor to liaise with Mr Malcolm Lee. Ms Ann Reynolds, Senior Archaeologist, CC had provided information regarding how to add names to the memorial, which is a listed building. See: http://www.warmemorials.org/uploads/publications/115.pdf.</p> <p>b. <i>St Endelienta Well</i> – Minute 97b/2019 refers. In the absence of Cllr. Bell there was no report available i.r.o. a modest renovation of St Endelienta Well, following further discussion with Mrs Helen Rawe.</p> <p>c. <i>High Street Clean-Up</i> – grant of up to £2,000 available. More information from Clean Cornwall Clean.Cornwall@cornwallrcc.org.uk. Closing date for applications was 6th May. Details previously emailed.</p> <p>d. <i>Issues at Back Hill</i> – it was RESOLVED to ask A1 Tree and Grounds Ltd. to cut back the vegetation around the seat and pump shelter at the junction of Back Hill / Trewetha Lane and to clear the footpath next to the co-op.</p> <p>Cllr. Raynor to request Mr Phil Burnard to remove the last seat on the coast path to the village, as it is beyond repair. The Clerk to check the waiting list for memorial seats.</p> <p>e. <i>The Main WCs / Play Area</i> – Members considered:</p> <ul style="list-style-type: none"> • <i>The Main WC</i> – it was RESOLVED to provide signs to encourage users to pay. Cllrs. Raynor and Williams to agree the wording. Cllr. Raynor to arrange for the sign to be made. • <i>Dogs</i> – a sign on the new gate and, perhaps, more on perimeter advising 'No Dogs' in the play area. Cllr. Raynor to arrange. • <i>Drain Covers</i> – Cllr. Raynor will request Mr Phil Burnard to fix the drain covers, on the slope at the entrance, which have settled and are sticking out with an exposed, dangerous metal rim. <p>f. <i>Display Panels</i> – Members RESOLVED to adopt a proposal to refurbish the panels on the wall of the fish cellars and the one on Little Hill.</p> <p>g. <i>Main Car Park</i> – Members DECLINED a request from AS / Alliance Parking to enforce the prohibition of motorhomes in the car park as they do not wish to ban them at present. It was AGREED that Cllr. Raynor will check the wording on signage to correct any ambiguity.</p> <p>h. <i>Trelights Village Green (TVG)</i> – more supporting evidence is required as detailed in Mr Daniel's Sproulls email of 3rd August 2018 and 3rd May 2019. Clerk to advise Mr Sproull to put this "on the shelf" for the moment.</p> <p>Noted Cllr. Dawe was to have spoken to Mr Roy Birchwood, to clarify what improvements are planned for The Green by the Trelights Working Group.</p> <p>i. <i>Inaccessible Footpaths</i> – the Clerk to contact the Countryside Access Team and copy in the Ramblers Association, to report the inaccessible footpaths.</p>	<p>Cllr. Raynor</p> <p>Cllr. Bell</p> <p>Clerk</p> <p>Cllr. Raynor / Clerk</p> <p>Cllr. Raynor</p> <p>Cllr. Raynor</p> <p>Cllr. Raynor</p> <p>Cllr. Raynor</p> <p>Clerk</p> <p>Cllr. Dawe</p> <p>Clerk</p>
116/2019	<p><u>Administrative Matters</u> –</p> <p>a. <i>Legal Advice</i> – the Clerk had signed an annual retainer for services provided by Sproulls Solicitors LLP. The terms are unchanged from 2018.</p>	

121/2019	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
122/2019	<u>New Road WCs</u> – the Chairman and Clerk had accepted a quotation to service and repair two wallgate units at a cost of £552+VAT as the matter was considered urgent. Any necessary parts would be in addition to this price.	
123/2019	<u>Planning Enforcement Update</u> – Members received updates i.r.o. the outstanding enforcement cases. Noted CC had decreed this information is to remain confidential.	
124/2019	<u>Meeting Closed</u> – 21.00pm.	

Signature: (Cllr. Raynor)
Chairman

Date: 10th June 2019