



**MINUTES OF THE FULL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 11th NOVEMBER 2019 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Collings Cllr. Webster	Cllr. Bell Cllr. Dawe Cllr. Williams	Cllr. Coles (Vice Chairman) 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>Mr Roy Clifden spoke regarding the new plans for Glendale (Minute 219b/2019 refers). He said the design was overbearing in nature especially with regards to the pitched roof. He objected to the excessive use of glazing and thought the land-based measurements were 'over optimistic'. The shared lane is marked red on the plans indicating it is within the boundary of Glendale, which is incorrect.</p> <p>Mr John Sproull agreed with Mr Clifden and supported the points he made. The garage had been moved on the new plans but would still be visually imposing from his property. It is still up against the hedge, but CC guidelines show there should be a buffer of at least 2M from built development. He said it was difficult to figure out the scale. There is a mature tree that is not shown on the plans.</p>		
215/2019	<u>Apologies for Absence</u> – Cllrs. Cleave, Kirkman, Phelps and County Cllr. Mould.		
216/2019	<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>		
217/2019	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council</i> – 14th October 2019, AGREED as a true record.</p>		
218/2019	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Parish Council Chairman</i> – Cllr. Raynor said the lease with the National Trust for the Port Gaverne WCs had now come to an end. He had handed back the keys and gave the Clerk the electricity and water meter readings. It was thought possible that the same lease terms will apply in 2020.</p> <p>He said the free trees will be available for planting late November.</p> <p>The Clerk to inform Came & Co. of the Trelights Christmas lights.</p> <p>b. <i>Cornwall Council</i> – in the absence of Cllr. Mould there was no CC report.</p> <p>c. <i>Wadebridge & Padstow Community Network Panel Meetings</i> – the meeting scheduled to be held on 7th November had been moved to 13th November.</p>	Clerk	

219/2019	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. PA19/02853/PREAPP, The Chalet, Rear of 31 Fore Street, Port Isaac – pre-application advice for demolition of existing buildings and construction of replacement dwelling. Cllr. Raynor reminded Members of the objections raised by neighbours:</p> <ol style="list-style-type: none"> 1. The dwelling is still too large is fails to appropriately respond to its setting contrary to Policy 2 of the emerging NDP which the pre app references. 2. The upper section parallel to Fore St, is still too high, blocking the public from the amenity value of the view across the harbour sited by the officer as a reason for refusal in the last scheme. It was pointed out that that public amenity was noted as a reason in the officer's refusal decision reference the last scheme. 3. The design was out-of-keeping in a cluster of listed buildings in a Conservation Area. 4. There are concerns regarding the stability of the cliff, the cliff having suffered recent falls. 5. There is a right of way that needs to be accommodated. 6. There is a restrictive covenant to protect the grass area, Cllr. Williams noted the issue of the covenant is a civil matter, however resiting the parking onto the grass area would have further planning consequences. <p>OBJECT due to the height and scale of the proposal, an inappropriate design within the Conservation Area. This would have severe impact on the settings of Listed Buildings namely, Cliff Cottage, Canadian Terrace and The Old School. In addition the harm caused by the large volume of glazing in this highly sensitive setting is unacceptable in terms of reflection and light pollution, causing considerable harm to the long distance views from Roscarrock Hill and Lobber contrary to Policy 5Ef of the emerging NDP: <i>where within the conservation area respects and reflects the predominant material palette and general window/wall proportions and avoids the inappropriate use of extensive glazing, panoramic windows, balconies, dormer windows, roof lights, solar panels and aerials.</i></p> <p>b. PA19/07664, Glendale, Trewetha, Port Isaac – remodelling and first floor extension to include construction of double garage. Revised plans had been received and Members are reconsulted on this application.</p> <p>Cllr. Coles said the garage is in the wrong place and should be re-sited away from the hedge in line with CC's own guidelines. Cllrs. Webster, Penny and Dawe agreed with this view.</p> <p>Cllr. Williams said the plans had been 'tweaked' but Members previous concerns had been largely unaddressed, in particular the proposed siting of the garage is still an issue.</p> <p>OBJECT Members note the adjustments made to modify overlooking but remain of the opinion the proposal has an overbearing impact on the neighbours' ability to enjoy their privacy and amenity, due to mass, scale, and volume of glazing and associated balcony areas. The repositioned site for the double garage would still have a severe impact on the neighbours dwelling and is too close to the hedge contrary to Biodiversity SPB S.11.7.3, which advised a 2 m gap to preserve the integrity of hedging. The large site has capacity for a garage with minimal neighbour impact. <i>Members are not fooled by this claim to be a householder application and do not believe this is a "remodelling" application but is a new build.</i> In any future scheme members would wish to see mature trees on site preserved by condition, for the amenity of neighbours and i.r.o. biodiversity of this rural site.</p> <p>Cllrs. Williams and Bell will seek clarification from Mr Group Leader Gavin Smith on what volume of square meterage increase can be regarded as a householder application, therefore subject to a curtailed protocol with no option for CC Planning Committee referral for decision.</p> <p>c. PA19/08770, 2 Castle Rock, Port Isaac – balcony replacement. NO COMMENT.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Williams / Bell</p> <p>Clerk</p>
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	<p>d. <i>PA19/08886, 49 Fore Street, Port Isaac</i> – studio room (crafts/study) over existing garage. OBJECT on the grounds this would set a precedent for garage developments for studios and accommodation. The proposal fails to comply with the Policy 5 of the emerging NDP where development: <i>makes provision for off-road parking commensurate to the use of the building</i>. The internal staircase renders the use of the ground floor a garage unusable. The proposed usage is not commensurate with the lack of services as the studio is too distant from the house.</p> <p>e. <i>PA19/09377, Land N of Port Gaverne Hotel, Portgaverne</i> – detached dwelling. The site is outside the NDP development boundary. NO COMMENT.</p> <p>f. <i>PA19/09384, The Old Post Office, Trelights</i> – proposed replacement entrance porch. SUPPORT.</p> <p>g. <i>PA19/09804, 3 Cliffside, Port Isaac</i> – non-material amendment in respect of decision notice PA19/07858 (Alterations to dwelling to include conversion of garage and outbuilding/workshop to living accommodation) - Change size of four front windows to 1500mm in width. NO COMMENT.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
220/2019	<p><u>Other Planning Matters</u> – including items received after the agenda is published.</p> <p>a. <i>Neighbourhood Plan</i> – Mr Evans had emailed the following report:</p> <ul style="list-style-type: none"> i. The NDP has been redrafted, taking on board the changes as discussed with the working group. The document now has the completed local listings. It is therefore complete, with the exception of the Townscape Appendix (which is due to be completed this week). ii. The supporting basic conditions statement is now complete. iii. The supporting consultation statement is nearing completion – again this is scheduled to be completed by the end of the week. <p>Therefore, the completed document should be finalised at the end of the week and would therefore be suitable for submission to Cornwall Council to carry out the Regulation 16 consultation.</p> <p>b. <i>Planning Applications Approved by CC</i> – information only.</p> <ul style="list-style-type: none"> i. <u><i>PA19/04977, Cloud Nine, Port Isaac</i></u> – proposed extension to provide additional bedroom with ensuite on first floor and storeroom on ground floor. ii. <u><i>PA19/06230, Land Adj. to Signal Field, New Road, Port Isaac</i></u> – construction of a detached dwelling (renewal of planning permission no. PA16/07952 dated 21.10.2016). iii. <u><i>PA19/06286, Land S of 8 Rose Hill, Port Isaac</i></u> – proposed dwelling - alterations to design of permitted dwelling (PA16/06555) with variation of condition 2 of PA17/05094. iv. <u><i>PA19/07288, The Beach House, Port Gaverne Hill, Port Isaac</i></u> – Listed Building Consent to Raise the rear lean-to roof to bear off a pre-existing wallplate, change of rear lean-to internal layout and change of colour to plinth, fascia and guttering. v. <u><i>PA19/07858, 3 Cliffside, Port Isaac</i></u> – alterations to dwelling to include conversion of garage and outbuilding/workshop to living accommodation. vi. <u><i>PA19/08497, Archer Farm, Trewetha</i></u> – Non-material amendment in respect of decision notice PA17/08693 (Proposed 3-bedroom dwelling) – Change western glazed doors to window, enclose porch with side door, remove window. <p>c. <i>Housing Supplementary Planning Document</i> – consultation ends Monday, 2nd December 2019. Details previously emailed.</p>	
221/2019	<p><u>Highways Matters</u> – including items received after the agenda is published:</p> <p>a. <i>Golden Lion</i> – Minute 202a/2019 refers. Mr Tony Shufflebotham, St Austell Brewery advised they will only consider repair works to match surrounding areas – locally sourced natural stones, pointed with lime mortar.</p>	

	<p>b. <i>Road/Footpath Closures</i> – details previously emailed.</p> <p>i. <u>Fore Street, Port Isaac</u> – 18th to 19th November 2019, 0730 – 1830 hours.</p> <p>ii. <u>Footpath No1, Port Isaac</u> – 9th to 15th December 2019, 07:30 to 18:00 hours, weekdays only.</p> <p>c. <i>RNLI Station</i> – Mr Oliver Jones, Highways had granted permission for the RNLI to paint “Keep Clear” hatching outside the boathouse. Cllr. Raynor is to meet with the Highways Steward regarding this matter and will seek guidance regarding the type of reflective tape/notice for the bollards at Church Hill. The Clerk was instructed to report a possible Planning Enforcement i.r.o. the wall surrounding the new turnstile turntable at 30 Fore Street, which is knee high adjacent to a public footpath with a substantial drop onto the new driveway. The wall should be 900mm minimum to satisfy building regs. The development has not been carried in accordance with the planning permission.</p>	<p>Cllr. Raynor</p> <p>Clerk</p>
222/2019	<p><u>Environmental / Amenity Matters</u> – including items received after the agenda had been published:</p> <p>a. <i>Public WCs</i> – Members considered:</p> <p>1. <u>New Road</u> – none.</p> <p>2. <u>The Main</u> – none. For CCTV see below.</p> <p>3. <u>Roscarrock</u> – there is a problem with the doors not always latching.</p> <p>4. <u>Port Gaverne</u> – the toilets are now locked and the water turned off.</p> <p>5. <u>Any Other Matters</u> – NALC had pointed out the Non-Domestic Rating (Public Lavatories) Bill was not among the list of bills announced in the Queen’s Speech.</p> <p>b. <i>War Memorial</i> –</p> <p>i. <u>Additional Names</u> – Minute 97a/2019 refers. 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. Cllr. Raynor will compare the names read out at the Remembrance Service with those on the War Memorial and seek a quotation for adding the additional names. Cllr. Bell wanted Mr Collings’ name added and said he might be able to secure some funding for this project.</p> <p>ii. <u>High Street Heroes Funding</u> – Cllr. Webster had applied for a grant to landscape the area around the War Memorial. It was RESOLVED to authorise the purchase of three seats at a cost of £1,084+VAT. The Clerk to seek permission from Mr Oliver Jones, Highway.</p> <p>iii. <u>Shrub Clearance</u> – A1 had cut back the trees behind the memorial at a cost of £400+VAT. Minute 203c/2019 refers.</p> <p>c. <i>Port Isaac Roadside Banner</i> – Cllr. Raynor reported he had spoken with Mrs Caroline Cleave and she is seeking input from those involved in the project to ascertain their suggestions as to the siting of the banner.</p> <p>d. <i>Pump Shelter</i> – the pump shelter at Mine Pit Corner is reported as being in need of repair. Cllrs. Penny and Williams will seek quotations.</p> <p>e. <i>Free Trees</i> – see Minute 218a/2019 above. Fifty saplings had been ordered for the car park. They may be used to fill gaps, failing that they will to be heeled in until the work on the overflow car park is completed.</p> <p>f. <i>Waste Bin, Trelights Green</i> – Minute 199a/2019 refers. Biffa had replaced the bin removed in error. The Clerk had requested Biffa to empty it weekly.</p> <p>g. <i>Mobile Post Office</i> – the PO will be in Port Isaac on Wednesdays from 1200-1300, previously 1230-1330.</p>	<p>Cllr. Raynor</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Raynor</p> <p>Cllrs. Penny / Williams</p>
223/2019	<p><u>The Main Car Park</u> – including items received after the agenda is published:</p> <p>a. <i>Notice Board</i> – Minute 204d/2019 refers. Cllr. Raynor to action.</p>	<p>Cllr. Raynor</p>

	<p>b. <i>Signage</i> – Members considered new signage to clarify the position i.r.o. camper vans / mobile homes. It was felt input from AS Parking was needed.</p>	Cllr. Raynor
224/2019	<p><u>Playing Field</u> – Members received an update i.r.o.:</p> <p>a. <i>Play Equipment Repairs</i> –</p> <p>i. <u>Re-instate fine amount on dog bin sign</u> – Cllr. Raynor reported he had ordered new signs, to include one for the play area.</p> <p>ii. <u>Cormac H&S Reports</u> – reports circulated to Members and a copy forwarded to Mr Burnard.</p> <p>iii. <u>Other Matters</u> – none.</p>	Cllr. Raynor
225/2019	<p><u>Administrative Matters</u> – including items received after the agenda is published:</p> <p>a. <i>Website Accessibility</i> – new guidelines had been issued by the Government Digital Service and ICT Connect Ltd. are in the process of re-evaluating the website for compliance. The existing template for Agendas and Minutes fails some accessibility tests and may need changing.</p> <p>b. <i>Assets of Community Value (ACV)</i> – Members to consider registering any buildings they would like to see given ACV status. "Assets of Community Value – Policy Statement" previously emailed. e.g. the Village Hall, fish cellars and local public house. Cllr. Williams will provide more information.</p>	Cllr. Williams
226/2019	<p><u>Financial Matters</u> – including items received after the agenda is published:</p> <p>a. <i>Accounts for Payment</i> – Schedule No.08/2019 to a value of £41,168.85 was APPROVED for payment. A list of payments is available on the PC's website.</p> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation was verified in accordance with Financial Regulation 2.2 by Cllr. Collings.</p> <p>c. <i>Contract & Maintenance Supervisor</i> – Minute 194/2019 refers. The deadline for applications is 16th November 2019. It was RESOLVED to authorise the Working Party to interview and appoint to the vacancy.</p> <p>d. <i>Parkonomy</i> – Members AGREED to use GoCardless to pay Parkonomy invoices.</p>	Working Party Clerk
227/2019	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Neighbourhood Plan E-Bulletin</i> – https://www.cornwall.gov.uk/environment-and-planning/planning/whats-new-in-planning/planning-news/.</p> <p>b. <i>Local Electricity Bill</i> – details previously emailed. The Bill aims to solve the current problem whereby local renewable energy generators, such as community energy groups, are unable to sell energy that they generate to local people.</p> <p>c. <i>Localism Newsletter</i> – October 2019. Circulated via email.</p> <p>d. <i>Council Matters</i> – Came & Co (insurance brokers) newsletter. Circulated via email.</p> <p>e. <i>Cornwall Air Ambulance</i> – thank you letter i.r.o. Members' donation.</p> <p>f. <i>Clerks & Councils Direct</i> – November 2019.</p>	
228/2019	<p><u>Diary Dates</u> – including any dates received after the agenda had been issued.</p> <p>a. <i>Main Council Meeting</i> – 9th December 2019.</p> <p>b. <i>Secondary Council Meeting</i> – 25th November 2019.</p> <p>c. <i>Community Road Safety Forum</i> – 3rd December 2019, 1.30pm. Launceston Town Hall. Details previously emailed.</p> <p>d. <i>VE Day 75th Anniversary</i> - 8th May 2020. For information on planned activities see www.veday75.org. Details previously emailed.</p> <p>NOTE – VJ Anniversary 15th August 2020.</p>	

229/2019	<u>Information Only / Future Agenda Items</u> – none.	
230/2019	<u>Closed Session</u> – in view of the 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.	
231/2019	<u>Water Station, Little Hill</u> – Minute 192/2019 refers. Cllr. Raynor reported we are waiting for first Cornish water station to be made. Estimate cost circa £1,500. He will clarify if water rates are payable. To be omitted from future agendas until the water station to become available. Defer to March / April 2020.	Clerk
232/2019	<u>Roscarrock / New Road WC PAYE Doors</u> – Minute 193/2019 refers. Deferred to the Secondary Council meeting.	
233/2019	<u>Car Park Overspill Area</u> – Minute 204a/2019. Deferred to the Secondary Council meeting.	
234/2019	<u>CCTV</u> – Minute 204b/2019. Members to receive an update i.r.o. a proposal to install CCTV in the car park. Deferred to the Secondary Council meeting. NOTE – details of the Fire Brigade's scheme was previously emailed. Deferred to the Secondary Council meeting.	
235/2019	<u>Car Park Ticket Machines</u> – Minute 204c/2019. Deferred to the Secondary Full Council meeting.	
236/2019	<u>Tenders</u> – deferred to the Secondary Council meeting.	
237/2019	<u>Planning Enforcement Update</u> – the Clerk provided Members with an update on the outstanding planning enforcement cases. NOTE – CC had decreed this information is to remain confidential.	

Signature: (Cllr. Raynor)
Chairman

Date: 9th December 2019