



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING
HELD IN PORT ISAAC SCHOOL
MONDAY, 9th DECEMBER 2019 @ 7pm**

Present:	Cllr. Raynor (Chairman) Cllr. Kirkman Cllr. Williams	Cllr. Coles (Vice Chairman) Cllr. Penny Mrs Thompson (Clerk)	Cllr. Collings Cllr. Webster County Cllr. Mould
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>The owners of 92 Fore Street were present regarding their planning application (Minute 255d/2019 refers). They explained the property needed extensive repairs / improvements.</p>		
251/2019	<p><u>Apologies for Absence</u> – Cllrs. Bell, Dawe and Phelps, Cllr. Cleave was not present.</p>		
252/2019	<p><u>Members' Declarations</u> –</p> <ul style="list-style-type: none"> a. <i>Registerable Declarations of Interests</i> – none. b. <i>Non-registerable interest</i> – Cllr. Williams in 255b/2019. 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. 		
253/2019	<p><u>Minutes of Meetings</u> –</p> <ul style="list-style-type: none"> a. <i>Full Council</i> – 11th November 2019. AGREED as a true record. b. <i>Secondary Council Meeting</i> – 25th November 2019, Minute 248/2019 amended as follows: Cllr. Penny to draw up a schedule. The Village Green Committee to be asked for their views on amendments to the Footpath Cutting Schedule for Trelights. With these amendments the Minutes were AGREED as a true record. 		
254/2019	<p><u>Reports / Outside Bodies</u> –</p> <ul style="list-style-type: none"> a. <i>Parish Council Chairman</i> – Cllr. Raynor reported the PC had been awarded £2,500 from the High Street Heroes Fund to assist with the purchase of benches and landscaping around the War Memorial. <p><i>Tree Whips</i> – had been received and will be heeled in by Cllr. Williams.</p> <p><i>Skate Park</i> – Members felt it was a good idea to set up a Working Party to look at facilities in The Main play area, including a skate park. The Clerk to circulate the email from Team Rubicon (local suppliers of skate parks).</p> <p><i>Water Station</i> - £1,200 had been donated from the Port Isaac Co-op. The prototype, made locally, is ready for inspection.</p>		Clerk Clerk

	<p><i>Western Power Distribution</i> – had reimbursed the Council for the padlock that had been damaged.</p> <p><i>Contract & Maintenance Supervisor</i> – the interviews had been completed and the Working Party will meet to decide on the successful candidate.</p> <p>b. <i>Cornwall Council</i> – Cllr. Mould said Highlands and Lowlands are interested in sharing the cost of a CEO (Enforcement Officer) with St Endellion. Members AGREED this was a good idea. Cllr. Mould will provide further information after speaking to Ms Zoe Hall, CC.</p> <p>c. <i>Wadebridge & Padstow Community Network Panel Meetings</i> – Cllrs. Penny and Kirkman attended the meeting held on 13th November and reported on the various issues that had been discussed. The next meeting to be held on 16th January 2020.</p> <p>d. <i>Police</i> –</p> <p>i. <u>Speedwatch Scheme</u> – Members considered setting up a Speedwatch Scheme see: https://www.communityspeedwatch.org. Details previously emailed. No further action (NFA).</p> <p>ii. <u>Strengthening Police Powers to Tackle Unauthorised Encampments</u> – consultation, previously emailed. Responses to Jessica.Lancod-frost@nalc.gov.uk by Wednesday 19th February 2020. Individual Members to respond.</p>	<p>Working Party</p> <p>Cllr. Mould</p> <p>Members</p>
255/2019	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA19/07055, Pennti Ros, Lower Trefreock, Port Isaac</i> – sustainable live to work extension, to an existing garden room. OBJECT. Members consider the scale of the building would not be absorbed into the landscape in this elevated position and would appear as a very large single dwelling in the open countryside. Neither are members in agreement that the proposal constitutes a Live Work proposal. Members recommend refusal due to the harm to the AONB which has the highest level of protection due to the mass, scale. The extensive glazing would cause light spillage, contrary to the AONB management plan which seeks to preserve dark skies.</p> <p>Mr Jim Wood, AONB Planning Officer had objected to the application.</p> <p>b. <i>PA19/09679, 91 Fore Street, Port Isaac</i> – proposed extensions and alterations to house and garage. Cllr. Williams was given permission to explain the plans and then left the meeting whilst this was discussed. Members are generally in support but would like to see a reduction in the amount of glazing. If permission is granted, then Members would like a condition imposed for the glazing to be non-reflective. The views of the Historic Service should be sought regarding this application, which is in the Conservation Area.</p> <p>There is an objection regarding the amount of glazing from the AONB officer</p> <p>c. <i>PA19/09773, 34 Dolphin Street, Port Isaac</i> – renovation works including re-rendering front elevation and internal repair. SUPPORT, but Members are disappointed that there are no plans to remove the asbestos roof.</p> <p>d. <i>PA19/09694, 92 Fore Street, Port Isaac</i> – single storey extension of porch area between the kitchen and bathroom; removal of porch glazing and installation of flat roof with skylight; removal and re-use of existing kitchen sash window. SUPPORT but Members are emphatic that they do not agree that this proposal constitutes works to the front elevation of the building. The front elevation is in a highly visible location within the Conservation Area and as such should not be regarded as rear elevation with associated Permitted Development Rights (The Design and Access Statement refers).</p> <p>e. <i>PA19/09755, Slipway Hotel, 1 Church Hill, Port Isaac</i> – Listed Building Consent for re-roofing. SUPPORT.</p> <p>f. <i>PA19/10181, Cedar Bungalow, Trewetha</i> – demolition and replacement of existing garage with home office and remodelling of existing dwelling with associated works. SUPPORT.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>b. <i>War Memorial Additional Names</i> – Minute 222b/2019 refers. Cllr. Raynor reported he now has a list of additional names and will speak to Drew Memorials regarding adding them to the War Memorial.</p> <p>NOTE – Ms Reynolds, Senior Archaeologist, CC had provided information regarding how to add names to the listed memorial: http://www.warmemorials.org/uploads/publications/115.pdf.</p> <p><u>Benches</u> – three benches had been delivered. Mr Oliver Jones had granted permission and provided a plan of where to place the benches near the War Memorial.</p> <p>c. <i>Year of English Coast 2021</i> – Ms Nicola Redford, Coastal Communities Alliance seeks Members' views on the draft Event List and Overview documents, previously emailed.</p> <p>d. <i>Outline Consent to Dispense</i> – Port Isaac Surgery is applying for permission (known as 'outline consent to dispense') to dispense medication to patients who live within their practice boundary. Details previously emailed. Members RESOLVED to support the application. The Clerk to respond.</p>	<p>Cllr. Raynor</p> <p>Clerk</p>
259/2019	<p><u>The Main Car Park</u> – including any items received after the agenda is issued:</p> <p>a. <i>Overflow Area</i> – Mr Julian Harris had commenced work. The Clerk to chase Firebird and SIX regarding upgrading one car park machine to accept credit/debit card payments.</p> <p>b. <i>Any Other Issues</i> – see also 269/2019 below.</p>	Clerk
260/2019	<p><u>Administration Matters</u> – including any items received after the agenda is issued:</p> <p>a. <i>Paperless Meetings</i> – it was AGREED that individual Members would notify the Clerk if they are willing to receive agendas, Minutes, etc. via email.</p>	Members
261/2019	<p><u>Playing Field</u> – Members received updates i.r.o.:</p> <p>a. <i>Play Area</i> –</p> <ol style="list-style-type: none"> i. <u>Re-instate fine amount on dog bin sign</u> – Cllr. Raynor had obtained signs. He will arrange with Mr Burnard to put them up. ii. <u>Cormac H&S Reports</u> – reports circulated to Members and a copy forwarded to Mr Burnard. iii. <u>Other Matters</u> – none. 	Cllr. Raynor
262/2019	<p><u>Financial Matters</u> – including items received after the agenda was published:</p> <p>a. <i>Accounts for Payment</i> – Schedule No.09/2019 to a value of £10,508.20 was APPROVED for payment. The Clerk explained this sum included a payment to A1 Tree & Grounds Ltd for an invoice received that day. A list of payments is available on the PC's website.</p> <p>The 2020/21 budget to be considered at the January meeting. Members to advise the Clerk of any projects they wish to promote. It was confirmed the play park was one such project for consideration.</p> <p>b. <i>Bank Reconciliation</i> – the bank statement had not yet been received.</p> <p>c. <i>Contract & Maintenance Supervisor</i> – Minute 194/2019 refers. Covered by the Chairman's Report.</p> <p>d. <i>Parkonomy</i> – Minute 226d/2019 refers. The Clerk reported she had not heard from Parkonomy regarding using GoCardless to pay their invoices. No further action until the company responds.</p> <p>e. <i>Local Maintenance Partnership</i> – Members RESOLVED to accept a grant of £1,255.95 from CC, which includes a 2% increase, to maintain the footpaths in 2020/21. The Clerk to advise Mr Steve Kempthorne.</p> <p>Cllr. Williams advised CC had agreed to pay additional funding for the Pine Awn footpath. She will forward details to the Clerk for her to pursue.</p>	<p>Clerk</p> <p>All Members</p> <p>Working Party</p> <p>Clerk</p> <p>Cllr. Williams / Clerk</p>

263/2019	<u>Documentation / Correspondence</u> – not covered elsewhere on the agenda, a. <i>Winter Wellbeing Guide</i> – 2019. b. <i>Town and Parish Council Newsletter</i> – November 2019. Details emailed. c. <i>Tree Charter Newsletter</i> – December 2019. Circulated via email.	
264/2019	<u>Diary Dates</u> – including dates received after the agenda had been published. a. <i>Main Council Meeting</i> – 13 th January 2020. b. <i>Clerk's Leave</i> – 21 st December 2019 – 1 st January 2020 (inclusive). c. <i>Cornwall Association of Local Councils AGM</i> – 27 th January 2020 at County Hall, Truro, 7.15pm.	
265/2019	<u>Information Only / Future Agenda Items</u> – a. None.	
266/2019	<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.	
267/2019	<u>Pump Shelter</u> – Minute 222d/2019 refers. No quotations were available to repair the shelter at Mine Pit Corner. Cllr. Penny will pursue.	Cllr. Penny
268/2019	<u>Roscarrock / New Road WC PAYE Doors</u> – Minute 244/2019 refers. It was RESOLVED to appoint Cllrs. Webster, Raynor and Coles to a Working Party to consider suppliers / quotations for an alternative door entry system. The Clerk to contact Forrabury and Minster (Boscastle) and Tintagel Parish Councils to seek their views on the PAYE doors they use and to ask CALC to issue a general email.	Working Party Clerk
269/2019	<u>CCTV Cover for the Toilet Block and Car Park</u> – Minute 246/2019. Members RESOLVED to accept the quotation from Sovereign Fire and Security for £3,301 for five cameras plus an Annual Maintenance charge of £125. Cllr. Williams to establish whether planning permission is required for CCTV Installations.	Clerk Cllr. Williams
270/2019	<u>Tenders</u> – Minute 248/2019. Deferred from the Secondary Council meeting. Members RESOLVED to advertise the following contracts in the <i>Cornish Guardian</i> , social media and TRIO in the New Year: a. <i>Grass Verges</i> – grass cutting. b. <i>PC Properties</i> – grass cutting, etc. i. <u>Cemetery</u> – ii. <u>Playing Field</u> – iii. <u>The Main Car Park</u> – c. <i>Public WC Cleaning</i> – d. <i>Footpaths</i> – amendments to the Footpath Schedule to be agreed.	
271/2019	<u>Meeting Closed</u> – 20.32pm.	

Signature: (Cllr. Raynor)
Chairman

Date: 13th January 2020