



**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING  
TO BE HELD IN PORT ISAAC SCHOOL  
MONDAY, 13<sup>th</sup> JANUARY 2020 @ 7pm**

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.	
01/2020	<u>Apologies for Absence</u> –	
02/2020	<u>Members' Declarations</u> – <ol style="list-style-type: none"> <li>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.</li> <li>b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent.</li> <li>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</li> <li>d. <i>Dispensations</i> – Members to consider any requests for dispensations.</li> </ol> NOTE – an update from CC Standards Committee had previously been circulated via email.	
03/2020	<u>Minutes of Meetings</u> – <ol style="list-style-type: none"> <li>a. <i>Full Council</i> – 9<sup>th</sup> December 2019.</li> </ol>	
04/2020	<u>Outside Bodies / Reports</u> – <ol style="list-style-type: none"> <li>a. <i>Parish Council Chairman</i> – Members to receive a report.</li> <li>b. <i>Cornwall Council</i> – Members to receive a report, to include an update regarding sharing a CEO with St Minver Lowlands and St Minver Highlands PCs (Minute 254b/2019 refers).</li> <li>c. <i>Wadebridge &amp; Padstow Community Network Panel Meetings</i> – next meeting to be held on 16<sup>th</sup> January 2020. NOTES of the meeting held on 13<sup>th</sup> November 2019 circulated by email.</li> </ol>	Cllr. Raynor Cllr. Mould
05/2020	<u>Planning Applications</u> – Members to consider the following, including any received after the agenda had been published: <ol style="list-style-type: none"> <li>a. <i>PA19/10272, 90 Fore Street, Port Isaac</i> – first floor extension out over an existing ground floor extension. <a href="http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q1J9ZYFGIEE00">http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q1J9ZYFGIEE00</a>.</li> </ol>	Sent to Cllr. Williams

06/2020	<p><u>Other Planning Matters</u> – including any items received after the agenda had been published.</p> <p>a. <i>Neighbourhood Plan</i> – Members to receive an update.</p> <p>b. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA19/02445, Maritime and Coastguard Agency, New Road, Port Isaac</u> – proposed single dwelling to replace existing decommissioned Coastguard Buildings. <i>Members had originally objected.</i></p> <p>ii. <u>PA19/02853/PREAPP, The Chalet, Rear of 31 Fore Street, Port Isaac</u> – pre-application advice for demolition of existing buildings and construction of replacement dwelling. <i>Pre-app closed and the advice given was circulated via email.</i></p> <p>iii. <u>PA19/07482, 5 Tintagel Terrace, Port Isaac</u> – construction of a new roof structure with flat roof dormer to the rear with associated terrace and two pitched dormers to the front elevation. <i>Members supported.</i></p> <p>iv. <u>PA19/08325, 9 Silvershell View, Port Isaac</u> – erection of single storey entrance porch linking the bungalow and converted garage, Internal re-modelling works including the removal of some internal walls, window and door replacements, re-build sun terrace with privacy screen, new pitched roof on existing kitchen and existing link to garage converted into an ensuite and re-roofed. <i>Members supported with a request for non-reflective glass.</i></p> <p>NOTE – application APPROVED by Mr Jonathan Stoneman, CC without waiting for PC's response to 5-day extension.</p> <p>v. <u>PA19/08514, 26 Dolphin Street, Port Isaac</u> – reinstatement of brick chimney. <i>Members supported.</i></p> <p>vi. <u>PA19/08515, 26 Dolphin Street, Port Isaac</u> – LBC for reinstatement of brick chimney. <i>Members supported.</i></p> <p>c. <i>Withdrawn Planning Applications</i> – information only.</p> <p>i. <u>PA19/07664, Glendale, Trewetha, Port Isaac</u> – remodelling and first floor extension to include construction of double garage.</p> <p>d. <i>Assets of Community Value (ACV)</i> – Minute 225b/2019 refers. Members to consider registering any buildings they would like to see given ACV status. NOTE – “Assets of Community Value – Policy Statement” previously emailed. Cllr. Williams to provide additional information.</p> <p>e. <i>CCTV</i> – Minute 269/2019 refers. Cllr. Williams to establish whether planning permission is required for CCTV Installations.</p>	<p>Cllr. Williams</p> <p>Cllr. Williams</p>
07/2020	<p><u>Highways Matters</u> – including any items received after the agenda had been published:</p> <p>a. <i>Road Closure</i> – Bodieve, Road Wadebridge and B3314 between Tregorden Lane and Bodieve Road, Bodieve and B3314 between Gutt Road and Tregorden Lane, St Minver and Gutt Road, Chapel Amble and B3314 between Higher Rosewin and Camel Road, St Minver and B3314 between Menefreda Way and Higher Rosewin, St Minver and B3314 between Windmill Road and Menefreda Way, St Minver and B3314 between Plain Street and Windmill Road, St Minver – 3<sup>rd</sup> to 14<sup>th</sup> February 2020. The prohibition will be in force between the hours of 0800 and 1700 on a daily basis, weekdays only with the exception of 12<sup>th</sup> to 13<sup>th</sup> February 2020 when the prohibition will be in force 1900 to 0700 hours.</p> <p>b. <i>Highways Issues</i> – the following had been reported to Mr Jones, Highways:</p> <p>i. <u>Fallen Sign</u> – T-junction sign at the junction of the B3267 and the main B3314 (the sign is leaning at an angle of 30 degrees). Mr Chris James, Highway Steward advised it is being dealt with as a defect.</p> <p>ii. <u>Manhole Covers</u> – the Highway Steward had inspected the manhole covers on Trewetha Lane going towards Rose Hill and considered them “sound”.</p>	

08/2020	<p><u>Environmental / Amenity Matters</u> – including any items received after the agenda had been published:</p> <p>a. <i>Public WCs</i> – Members to consider:</p> <ol style="list-style-type: none"> <li>1. <u>New Road</u> – any issues.</li> <li>2. <u>The Main</u> – any issues.</li> <li>3. <u>Roscarrock</u> – any issues.</li> <li>4. <u>Any Other Issues</u> –</li> </ol> <p>b. <i>War Memorial Additional Names</i> – Minute 222b/2019 refers. Cllr. Raynor to seek a quotation for adding additional names</p> <p>NOTE – Ms Reynolds, Senior Archaeologist, CC had provided information regarding how to add names to the listed memorial:  <a href="http://www.warmemorials.org/uploads/publications/115.pdf">http://www.warmemorials.org/uploads/publications/115.pdf</a>.</p> <p>c. <i>The Main Land Registration</i> – Minute 53a/2019 refers. Ms Emily Moyle, Sproulls advised the application to register the land had been submitted, however, the Land Registry has a backlog and there may be a lengthy delay.</p> <p>d. <i>Port Isaac Roadside Banner</i> – Minute 222c/2019 refers. Members to receive an update from Mrs Caroline Cleave regarding siting of the banner.</p> <p>e. <i>St Endelienta Well</i> – Minute 132b/2019 refers. Members to receive the plan / report i.r.o. a modest renovation of St Endelienta Well, and to consider the costings.</p> <p>f. <i>Little Hill</i> – Minute 163d/2019 refers. Members to receive an update regarding refurbishment of the melamine panels.</p>	<p>Cllr. Raynor</p> <p>Information</p> <p>Cllr. Raynor</p> <p>Cllr. Bell</p> <p>Cllr. Raynor</p>
09/2020	<p><u>The Main Car Park</u> – including any items received after the agenda is issued:</p> <p>a. <i>Notice Board</i> – Minute 223a/2019 refers. Members to receive an update regarding a new notice board.</p> <p>b. <i>Parkonomy</i> – Minute 226d/2019 refers. In future the Parish Council will use GoCardless to pay Parkonomy invoices.</p>	<p>Cllr. Raynor</p> <p>Information</p>
10/2020	<p><u>Playing Field</u> – Members to receive an update i.r.o.:</p> <p>a. <i>Play Equipment</i> –</p> <ol style="list-style-type: none"> <li>i. <u>New Play Equipment</u> – Members to consider setting up a Working Party, with representatives from local organisations to look at the provision of additional play equipment, including a possible skate park. Minute 254a/2019 refers.</li> <li>ii. <u>Cormac H&amp;S Reports</u> – reports emailed to Members and a copy forwarded to Mr Burnard.</li> <li>iii. <u>Other Matters</u> – <ol style="list-style-type: none"> <li>a. <i>Pocket Parks</i> – details of this government fund to develop new 'pocket parks' or add to an existing park with funds available from £15,000 to a new pocket park or up to £25,000 to develop an existing one. Deadline is 31<sup>st</sup> December 2019 for Pocket Park and 25<sup>th</sup> January 2020 for Pocket Park Plus.</li> </ol> </li> </ol> <p>b. <i>Football Pitch</i> – Members to receive an update.</p>	
11/2020	<p><u>Financial Matters</u> – including any items received after the agenda had been published:</p> <p>a. <i>Accounts for Payment</i> – Schedule No.10/2019. A list of payments is available on the PC's website.</p> <p>b. <i>2020/21 Budget</i> – Members to consider their budget and set the precept for 2020/21.</p>	

	<p>c. <i>Bank Reconciliation</i> – the bank reconciliation to be verified in accordance with Financial Regulation 2.2.</p> <p>d. <i>Contract &amp; Maintenance Supervisor</i> – Minute 194/2019 refers. Ms Clare Jon had been appointed. Members to receive an update, to include:</p> <ol style="list-style-type: none"> <li>1. <u>Contract of Employment</u> – a specialist firm to be used to draw up the Contract.</li> <li>2. <u>Pensions</u> – assistance required.</li> <li>3. <u>Conditions of Employment</u> – <ol style="list-style-type: none"> <li>a. Training schedule?</li> <li>b. Travel Allowance, e.g. when inspection PROWs?</li> <li>c. Uniform / identification / Hi-Vis Jacket?</li> <li>d. Work schedule?</li> </ol> </li> </ol> <p>e. <i>Interim Audit Report</i> – previously circulated via email. No adverse comments were made in the report.</p>	<p>Cllr. Collings</p> <p>Working Party</p> <p>Information</p>
12/2020	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda, including any items received after the agenda had been issued.</p> <ol style="list-style-type: none"> <li>a. <i>Guide to Heritage in Neighbourhood Plans</i> – issued by National Trust, Link circulated via email.</li> <li>b. <i>New Road Car Park</i> – CC invite tenders for a mobile trading kiosk at this location. Details previously emailed.</li> <li>c. <i>Clerks &amp; Councils Direct</i> – January 2020.</li> </ol>	
13/2020	<p><u>Diary Dates</u> – including any received after the agenda had been published.</p> <ol style="list-style-type: none"> <li>a. <i>Main Council Meeting</i> – 10<sup>th</sup> February 2020.</li> <li>b. <i>Secondary Meeting</i> – 20<sup>th</sup> January 2020. Apologies from the Clerk.</li> <li>c. <i>Cornwall Association of Local Councils AGM</i> – 30<sup>th</sup> January 2020 at County Hall, Truro, 7.30pm.</li> <li>d. <i>Cornwall Community Land Trust</i> – Community Led Housing Seminar. Monday 3<sup>rd</sup> February 2020, One for All Community Centre, Lanivet.</li> </ol>	
14/2020	<u>Information Only / Future Agenda Items</u> –	
15/2020	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.	
16/2020	<u>Pump Shelter</u> – Minute 222d/2019 refers. Members to consider any quotations to repair the shelter at Mine Pit Corner.	Cllr. Penny
17/2020	<u>Roscarrock / New Road WC PAYE Doors</u> – Minute 268/2019 refers. Members to receive an update from the Working Party (Cllrs. Webster, Raynor and Coles) set up to consider suppliers / quotations for an alternative door entry system.	
18/2020	<u>Tenders</u> – Minute 270/2019 refers. The tenders had been advertised in the <i>Cornish Guardian</i> , social media and TRIO with a closing date of 31 <sup>st</sup> January.	Information
19/2020	<u>Planning Enforcement Update</u> – Members to receive updates. NOTE – CC had decreed this information is to remain confidential	
20/2020	<u>Meeting Closed</u> –	

Signature: ..... (Mrs Gillian Thompson)  
Parish Clerk

Date: 6<sup>th</sup> January 2020