



**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING
TO BE HELD IN PORT ISAAC SCHOOL
MONDAY, 9th MARCH 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.	
41/2020	<u>Apologies for Absence</u> –	
42/2020	<u>Members' Declarations</u> – <ol style="list-style-type: none"> 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. b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – Members to consider any requests for dispensations. 	
43/2020	<u>Minutes of Meetings</u> – <ol style="list-style-type: none"> a. <i>Full Council</i> – 10th February 2020. 	
44/2020	<u>Outside Bodies / Reports</u> – <ol style="list-style-type: none"> a. <i>Parish Council Chairman</i> – Members to receive a report. 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 24b/2020 refers). Members to consider paying £5,000 as our share of the £15,000 which would give us cover from 1st April to 1st September 2020. c. <i>Wadebridge & Padstow Community Network Panel Meetings</i> – next meeting to be held on 12th March 2020. 	Cllr. Raynor Cllr. Mould
45/2020	<u>Planning Applications</u> – Members to consider the following, including any received after the agenda had been published: <ol style="list-style-type: none"> a. PA20/00661, Porthcorn, 21 Silvershell Road, Port Isaac – two storey side extension and extension to existing balcony. http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=Q4PE7EFGJ0000 	

	<p>b. PA20/00947, <i>The Chalet, Rear of 31 Fore Street, Port Isaac</i> – demolition of existing buildings and construction of replacement dwelling. http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=Q5650CFGJQC00.</p> <p>c. PA19/10272, <i>90 Fore Street Port Isaac</i> – first floor extension out over an existing ground floor extension. http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=Q1J9ZYFGIEE00</p> <p>d. PA20/00909, <i>Stanley House, 22 Fore Street, Port Isaac</i> – change of use of dwelling-house to retail shop with associated storage and workshop space. http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=Q54LIYFGIQG00</p>	
46/2020	<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. PA20/00001/NDP, <i>St Endellion Neighbourhood Plan</i> – plan proposal received for the designated area. The Regulation 16, statutory six-week consultation will run between 21st February and the 3rd April 2020.</p> <p>b. PA19/07055, <i>Pennti Ros, Lower Trefreock, Port Isaac</i> – sustainable live to work extension, to existing garden room. Referred to CC Planning Committee for decision on 2 March 2020, 10am, Council Offices, Bodmin</p>	Sent to Cllr. Williams
47/2020	<p><u>Highways Matters</u> – including any items received after the agenda was issued:</p> <p>a. <i>Pedestrian Crossing</i> – Minute 27a/2020 refers. Members to receive a verbal report following a site meeting with Mr Oliver Jones, Highways to consider the location and some means of crossing the road safely, e.g. pedestrian crossing, pedestrian refuge or central island.</p> <p>b. <i>Trewetha Speed Limit</i> – Members to receive a verbal report following a site meeting with Mr Oliver Jones, Highways to consider a request, from a vulnerable road user, to reduce the speed limit through Trewetha.</p> <p>c. <i>Road Closure Approved</i> – road from Long Cross to Quin Cross, Port Quin. 9th March to 9th June 2020 (24 hours, weekends included).</p>	
48/2020	<p><u>Environmental / Amenity Matters</u> – including any items received after the agenda had been published:</p> <p>a. <i>Contract and Maintenance Officer's Report</i> – Ms Jon to sign her Contract of Employment.</p> <p>i. <u>Training Opportunities</u> –</p> <p>a. <i>Environmental Nuisances</i> – CC offer to train town and parish <u>staff</u> and to authorise them to tackle dog fouling and littering offences. There is a cost to this of £100 per person.</p> <p>ii. <u>Public WCs</u> –</p> <p>a. <i>New Road</i> – possible CCTV see closed session below.</p> <p>b. <i>The Main</i> – any issues</p> <p>c. <i>Roscarrock</i> – any issues</p> <p>d. <i>Compliance Testing</i> – Ms Sonia Armstrong, Cormac advised the following tests need to be completed:</p> <ul style="list-style-type: none"> • EICR (electrical report) requires annual testing. • Wallgates require annual servicing. 	

	<p>b. <i>Port Isaac Roadside Banner</i> – Minute 28c/2020 refers. Members to receive an update from Mrs Caroline Cleave regarding siting of the banner.</p> <p>c. <i>War Memorial Additional Names</i> – Minute 28b/2020 refers. Members to receive an update, i.r.o. a new granite plinth with a bronze plaque, to accommodate the additional names; to include submitting a listed building planning application.</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>d. <i>St Endelienta Well</i> – Minute 28d/2020 refers. Members to receive a verbal update following the site meeting with representatives of the landowners, Mrs Helen Rawe and Cllr. Bell to consider a modest renovation of St Endelienta Well, to include the costings.</p> <p>e. <i>Recycling Bins</i> – Minute 28f/2020. Members to consider a letter from Mr Peter Marsh, CC regarding removal of the bins at the New Road Car Park. Deferred from the February meeting.</p> <p>f. <i>Little Hill</i> – Minute 163d/2019 refers. Members to receive an update regarding refurbishment of the melamine panels</p> <p>g. <i>Pump Shelter</i> – Members to consider a proposal to finish the project by:</p> <ul style="list-style-type: none"> • Painting the shelter, re-varnishing the seats and cutting the undergrowth hard back, • Rehang the dog bin onto the pole and the salt bin moved alongside it. • Purchase another notice board to be placed inside the shelter. <p>h. <i>Cemetery Bench</i> – Members to consider the removal or repair of the tree bench in the Parish Council cemetery at St Endellion.</p> <p>i. <i>Cemetery</i> – Mr Allan Roberts advised that surplus soil from cemeteries is now classed as waste and provided a copy of his certificate to carry it.</p>	<p>Cllr. Raynor</p> <p>Cllr. Raynor</p> <p>Cllr. Bell</p> <p>Cllr. Raynor</p> <p>Cllr. Williams</p> <p>Cllr. Penny</p> <p>Information</p>
49/2020	<p><u>The Main Car Park</u> – including any items received after the agenda is issued:</p> <p>a. <i>Notice Board</i> – Minute 29a/2020 refers. Members to receive an update regarding a new notice board to fit the existing posts.</p>	Cllr. Raynor
50/2020	<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"> i. <u>New Play Equipment</u> – Minute 30a[i]/2020 refers. Members to receive an update from the Working Party set up to consider additional play equipment, including a possible skate park / football pitch for the parish. ii. <u>Cormac H&S Reports</u> – reports emailed to Members and a copy forwarded to Mr Burnard. <p>NOTE – Playsafety Ltd. are due to carry out the annual RoSPA inspection in April.</p> <p>iii. <u>Other Matters</u> –</p>	Working Party
51/2020	<p><u>Administrative Matters</u> –</p> <p>a. <i>Website Accessibility Guidelines</i> – Members to consider the report from ICT Connect Ltd. and authorise the Clerk to act in this matter.</p>	
52/2020	<p><u>Financial Matters</u> – including any items received after the agenda is issued:</p> <p>a. <i>Accounts for Payment</i> – Schedule No.12/2019-20. A list of payments is available on the PC's website.</p> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation to be verified in accordance with Financial Regulation 2.2.</p>	Cllr. Collings

	<p>c. <i>Grass Verges</i> – the Clerk had signed the 2020/21 agreement to maintain the grass verges in exchange of grant of £1,855.66.</p> <p>d. <i>LMP Partnership</i> – the Clerk had signed to accept the grant of £1,311.62 to maintain the footpaths, etc. for 2020/21.</p> <p>e. <i>Grant Request</i> – Members to consider a grant request from Cornwall Cruse Bereavement. Details previously emailed.</p>	
53/2020	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda, including any items received after the agenda had been issued.</p> <p>a. <i>Great British Spring Clean 2020</i> – 20th March to 13th April 2020. Details emailed.</p> <p>b. <i>CC Parish Council Newsletter</i> – February 2020.</p> <p>c. <i>Ice Cream Van</i> – Ms Kay Roberts, CC Public Open Space Officer advised there will be an ice cream on the New Road Car Park.</p>	Information
54/2020	<p><u>Diary Dates</u> – including any dates received after the agenda had been published. Details previously emailed.</p> <p>a. <i>Main Council Meeting</i> – Tuesday, 14th April 2020.</p> <p>b. <i>Parish Meeting</i> – 23rd March 2020. Cllr. Raynor to provide a Chair's report.</p> <p>c. <i>Secondary Meeting</i> – 23rd March 2020.</p> <p>d. <i>Clerk's Leave</i> – 28th March – 5th April 2020 (inclusive).</p>	Cllr. Raynor
55/2020	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a.</p>	
56/2020	<p><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.</p>	
57/2020	<p><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.</p>	
58/2020	<p><u>CCTV</u> – Members to consider a quotation for CCTV coverage of the New Road public WCs.</p>	Cllr. Raynor
59/2020	<p><u>Meeting Closed</u> –</p>	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 3rd March 2020

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