



Port Isaac • Trelights • Port Gaverne

NOTICE AND AGENDA OF THE VIRTUAL MEETING TO BE HELD MONDAY, 12th OCTOBER 2020 @ 7pm

Members of the public who wish to make representations on any of the items listed below are asked to contact the Clerk by noon on 12th October 2020.

NOTE – anyone wishing to join the meeting, should follow the links below. It is the responsibility of all those joining a 'Zoom' meeting to check their security settings.

Minute	AGENDA ITEMS	Action
	Meeting ID 876 8208 0229; Passcode 193762, Meeting Link: https://us02web.zoom.us/j/87682080229?pwd=ZS9uQIRDWUNQaXY1d0RaWjZOMG1xdz09 Present –	
	Chairman’s Welcome / Public Forum – Members of the Public may address the Council for a maximum of three minutes, prior to the commencement of the meeting. All comments are to be directed to the Chair of the meeting.	
170/2020	Apologies –	
171/2020	Members’ Declarations <ol style="list-style-type: none"> a. <i>Pecuniary/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 Interests</i> – Members must declare non-pecuniary 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 written requests for dispensations 	
172/2020	Minutes of Meetings – <ol style="list-style-type: none"> a. <i>Full Council</i> – 14th September 2020 	
173/2020	Outside Organisations and Reports <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 	Cllr. Raynor Cllr. Mould

	<p>c. <i>Network Panel</i> – notes of the meeting held on 10th September 2020 was previously circulated via email. The next meeting is scheduled for 12th November 2020, 6.30pm on Microsoft Teams</p>	
174/2020	<p>Planning Applications – Members to consider the following, including any received after the agenda had been published.</p> <p>a. PA20/06449, <i>Stargazy Inn, 1 The Terrace, Port Isaac</i> – demolition of existing staff accommodation and the construction of a two-storey side extension, single storey rear extension with minor external alterations. http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QECB8MFGKP400</p> <p>b. PA20/07662, <i>Cartway Cove, Portgaverne</i> – the addition of a 550 x780 mm rooflight to front north east elevation of Cartway Cove. http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QGC2IDFGLQB00</p> <p>c. PA20/07994, <i>5 Roscarrock Hill, Port Isaac</i> – Non Material Amendment to Application No. PA19/01461 dated 8th April 2019 for the Proposed partial demolition, extension, renovation, remodelling and structural repairs namely the Re-alignment of cliff edge fence and reconfiguration of associated landscaping works and demolition of existing block shed. Deadline 8th October. http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QGT79JFGH9E00</p> <p>d. PA20/08149, 18 Middle Street, Port Isaac – removal of outbuilding and replacement with domestic garage and garden store. http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QH2GK7FGK9B00</p>	
175/2020	<p>Other Planning Matters – including any items received after the agenda had been published.</p> <p>a. <i>Neighbourhood Plan</i> – Ms Sarah Furley, CC advised the St Endellion NDP had been signed off and the implementation date is 25th September 2020.</p> <p>b. <i>Buildings at Risk</i> – Minute 160g/2020 refers. Members to consider applying for listed building status on the Liberal Club and parts of Longcross Hotel NOTE – the aim of this project is to identify and monitor buildings at risk and seek solutions for neglected, redundant or derelict listed buildings. Details emailed.</p>	Cllr. Williams
176/2020	<p>Planning Applications Approved by CC – information only</p> <p>a. PA20/03005, Land Adj to the Old Vicarage, Trewetha Lane, Port Isaac – proposed construction of a dwelling</p> <p>b. PA20/03005, Land Adj to the Old Vicarage, Trewetha Lane, Port Isaac – proposed construction of a dwelling</p> <p>c. PA20/04169, 3 Overcliff, Port Isaac – widening of narrow concrete single parking space at front of property. Removal of low slate boundary wall on west side of rear garden and replace with 1m horizontal stainless-steel balustrade with steel posts. Construction of a new wall along the end of the rear garden. Erection of two areas of</p>	

	<p>30 cm high decking in rear garden. Replacement of dark grey stone chippings path along east side of house with paving slabs</p> <p>d. PA20/06534, Little Beside, Land Adj. to 8 Lundy Road, Port Isaac – retrospective change of use of independent holiday/residential accommodation to an independent dwelling.</p> <p>e. PA20/07316, St Peters Church Rooms, Fore Street, Port Isaac – non-material amendment in respect of decision notice PA18/08182 (Conversion of church rooms to two family homes) - Addition of 2no flues to the rear of the building</p>	
177/2020	<p>Farmers' Market Committee – Minute 161/2020 refers. Members to receive an update. NOTE – the FMC now has its own public liability cover and can be treated as a “stand alone” body</p>	
178/2020	<p>Contract & Maintenance Supervisor Report – report to follow, to include,</p> <p>a. <i>Car Park Telephone Provider</i> – Minute 162a/2020 refers. Members to receive an update regarding changing from Parkonomy to Just Parking.</p> <p>b. <i>Catalogue Public Seating</i> – Minute 119d/2020 refers.</p> <p>c. <i>Public Conveniences</i></p> <p>d. <i>Play Area Swings</i> – Members to receive an update regarding replacement swings and funding applications towards the costs</p>	
179/2020	<p>Environmental / Amenity Matters – including any items received after the agenda had been published</p> <p>a. <i>Co-op Footpath</i> – Members to receive an update i.r.o. a letter sent to the Co-op HQ requesting the waste bin is replaced with one with a lid</p> <p>NOTE – Ms Donna Latham, CC advised this path is not listed in terms of being maintained by CC and therefore is not be part of the cleansing contract. Highways confirmed this is and never has been a public maintained highway/footpath. She is making further enquiries with Cornwall Housing and hopes the Deeds will confirm ownership.</p> <p>b. <i>Climate Change Development Plan Document (DPD)</i> – Minute 166a/2020 refers. Members to receive an update regarding possible implications for the AONB.</p> <p>NOTE – formal consultation on the Pre-Submission Report which will be from 10th August to 25th September 2020. Details circulated via email.</p> <p>c. <i>Light Pollution on the B3314</i> – Minute 168a/2020 refers. CC's Environment Team advised: “We would only be able to address a light nuisance issue if it was materially effecting the use and enjoyment of a persons property, in the case of a light nuisance compliant, bad enough to prevent someone from sleeping. If the complaint is simply that the lights are left on we would not have powers to address this complaint.”</p> <p>d. <i>New Road Shop Lease</i> – Minute 163a/2020 refers. Deadline for submission of tender packs for the lease is 21st October 2020</p>	<p>Information</p> <p>Information</p>
180/2020	<p>Highway Matters –</p> <p>a. <i>Traffic Survey</i> – Minute 164a/2020 refers. Members' request for a feasibility study into three pedestrian road crossing options with costings had been passed to Cormac's Engineering Design Group</p>	Information

	<p>NOTE – Mr Oliver Jones, Highways had been asked how much more it would cost to add Members’ request for a pavement between Back Hill and New Road to the feasibility study.</p> <p>b. <i>Residents’ Parking Zones</i> – Minute 158b/2020 refers. Members to hold a local consultation to establish if residents are in favour of this proposal.</p> <p>c. <i>Mobile Flashing Speed Signs</i> – Minute 158c/2020 refers. Mr Oliver Jones, Highways had agreed to include St Endellion in this scheme. Members to agree a suitable location so that he can assess the site for suitability and confirm which are appropriate.</p> <p>d. <i>Parking Enforcement</i> – Minute 164a/2020 refers. Members to consider a breakdown of Penalty Notices issued, previously emailed.</p> <p>e. <i>The Terrace</i> – Members to consider a complaint regarding parking opposite The Terrace.</p> <p>f. <i>Approved Road Closure Order</i> – Back Hill, Port Isaac, 19th to 23rd October 2020 (24 hours). Details previously emailed.</p> <p>g. <i>Road Access Sign</i> – Cllr. Penny had offered to deal with the sign outside Secrets that is getting blown around into the road.</p>	<p>Cllr. Penny</p> <p>Information</p> <p>Information</p>
181/2020	<p>Financial Matters – including any items received after the agenda is issued</p> <p>a. <i>Accounts for Payment</i> – Schedule No.07/2020-21.</p> <p>b. <i>Budget Monitor</i> – copy to be circulated via email.</p> <p>c. <i>Internal Audit</i> – copy of Mr Steve Hudson’s interim report was previously circulated via email.</p> <p>d. <i>Contract & Maintenance Supervisor Expenditure</i> – Members to consider extending Section 4.5 of the Financial Regulations to include the C&MS.</p> <p>NOTE 4.5 reads: In cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk’s judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £500. The Clerk shall report such action to the chairman as soon as possible and to the council as soon as practicable thereafter.</p> <p>e. <i>Online Banking</i> – Members to receive an update and agree to move to online banking. NOTE – the Financial Regulations will need to be amended.</p>	
182/2020	<p>Administrative Matters –</p> <p>a. <i>Website Accessibility</i> – changes had been made to the style of the agenda and future Minutes to ensure compliance with the Website Accessibility Regulations.</p> <p>NOTE – the Clerk to amend Minutes and other documents from September 2018. As this will entail considerable work it will be done as and when time permits.</p>	
183/2020	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued</p>	

	<ul style="list-style-type: none"> a. <i>Drive-through Flu Vaccination Scheme</i> – volunteers sought to help marshal the proposed new drive-through sites. Details previously emailed. b. <i>Community Governance Review</i> – the Governance arrangements of various Parish Councils will be discussed at three meetings of Cornwall Council’s Electoral Review Panel. c. <i>September Police Newsletters</i> – for Bodmin and Wadebridge sent via email. d. <i>Tree Charter Newsletter</i> – September 2020. Previously emailed. e. <i>Dogs on Beaches</i> – survey open until 21st October 2020. See: https://www.netigate.se/a/s.aspx?s=915065X244919879X80623 	
184/2020	<p>Diary Dates – including any dates received after the agenda had been published. Details previously emailed</p> <ul style="list-style-type: none"> a. <i>Main Council Meeting</i> – 9th November 2020. b. <i>Secondary Council Meeting</i> – TBC. c. <i>Probationary Review</i> – Members to set a date for Ms Jon’s probationary review (Contract of Employment, Clause 2.2 refers). NOTE – Working Party Members are Cllrs. Raynor; Coles, Penny, Williams and Webster. d. <i>Cornwall Community Flood Forum</i> – 2020 conference to be held on Friday 6th November to explore past, present and future. To enrol: https://www.eventbrite.co.uk/e/cornwall-community-flood-forum-digital-conference-tickets-120175324631?aff=ebdssbeac 	
185/2020	<p>Information Only / Future Agenda Items –</p> <ul style="list-style-type: none"> a. 	
186/2020	<p>Meeting Closed –</p>	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 6th October 2020

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