



NOTICE AND AGENDA OF THE VIRTUAL MEETING TO BE HELD MONDAY, 9th NOVEMBER 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 9th November 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.

Meeting ID 856 0753 8710; Passcode 595543,

Link: <https://us02web.zoom.us/j/85607538710?pwd=dFhmOW9lK0pRNHBwYjc3d25iNm42QT09>

| Minute | AGENDA ITEMS | Action |
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| | 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. | |
| 187/2020 | Apologies – | |
| 188/2020 | 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 | |
| 189/2020 | Minutes of Meetings – <ol style="list-style-type: none"> a. <i>Full Council</i> – 12th October 2020 | |
| 190/2020 | 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 |

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| | <p>c. <i>Network Panel</i> – the next meeting is scheduled for 12th November 2020, 6.30pm on Microsoft Teams.</p> | |
| 191/2020 | <p>Planning Applications – Members to consider the following, including any received after the agenda had been published.</p> <p>a. PA20/08444, 34 New Road, Port Isaac – proposed various works to dwelling (re-design of Application No. PA18/09549). http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QHI VIJFGLKT00</p> <p>b. PA20/08993, The Annexe Stonelands, Trewetha, Port Isaac – single storey extension to side of property. http://planning.cornwall.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=QIATQWFGN3E00</p> | <p>Link sent to Cllr. Williams</p> <p>Link sent to Cllr. Williams</p> |
| 192/2020 | <p>Other Planning Matters – including any items received after the agenda had been published.</p> <p>a. <i>Buildings at Risk</i> – Minute 175b/2020 refers. Members to consider applying for listed building status (LBS) on the Liberal Club and parts of Longcross Hotel. Deferred to November meeting. Buildings at Risk Newsletter No.1 previously circulated via email.</p> <p>b. <i>Local Council Planning Conferences</i> – details of the invitation to the next event on 26th November 2020 was circulated via email.</p> <p>c. <i>Neighbourhood E-Bulletin for October</i> – previously emailed.</p> | Cllr. Williams |
| 193/2020 | <p>Planning Applications Approved by CC – information only</p> <p>a. PA19/11260, <i>Gwel Arvor, Tintagel Terrace, Port Isaac</i> – re-submission of Reserved Matters application PA18/09791 following Outline Approval PA17/09691 dated 12th December 2017 for access, appearance, landscaping, layout and scale.</p> <p>b. PA20/03608, <i>Long Cross, Trelights</i> – change of use of hotel (Use Class C1) to residential (Use Class C3).</p> | |
| 194/2020 | <p>Farmers' Market Committee – Minute 171/2020 refers. Ms Jon reported the November market has been cancelled due to the recent lock-down restrictions.</p> | |
| 195/2020 | <p>Contract & Maintenance Supervisor Report – report attached, to include:</p> <p>a. <i>Catalogue Public Seating</i> – Minute 119d/2020 refers. Ms Jon had completed the Bench Catalogue and a copy is on file.</p> <p>b. <i>Cemetery Bench</i> – Members to consider a replacement tree bench in the Parish Council cemetery at St Endellion. The cost would be approx. £150 for a pine bench or £900 for either a teak or recycled plastic one. (Ms Jon's April 2020 report refers.) NOTE – alternative proposal from Cllr. Bell to provide standard benches.</p> <p>c. <i>Car Park Telephone Provider</i> – Minute 162a/2020 refers. Members to receive an update regarding changing from Parkonomy to Just Parking.</p> <p>d. <i>Roscarrock WC</i> – high water usage.</p> <p>e. <i>Kissing Gate, Playing Field</i> – Mr Phil Burnard had been asked to provide a kissing gate at an estimated cost of £450.</p> | <p>Information</p> <p>Ms Jon</p> <p>Ms Jon</p> |

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| | <p>f. <i>War Memorial Additional Names</i> – Minute 28b/2020 refers. Members to receive an update regarding a plan and price 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>a. <i>Interpretation Boards, Little Hill and Roscarrock Hill</i> – Minute 163d/2019 refers. Ms John reported she is awaiting quotes for the replacements from two local companies.</p> <p>b. <i>Water Station, Little Hill</i> – 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.</p> | <p>Ms Jon</p> <p>Information</p> |
| 196/2020 | <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 footpath is not publicly maintained and does not fall within the street cleansing contract. She queries how much of an issue the littering is. Biffa had confirmed that occasionally their operative will walk down the pathway and will cleanse if required even though this is not required of them under the contract. For information the area nearby is classed as a Zone 2.</p> <p>b. <i>Port Isaac Roadside Banner</i> – Minute 28c/2020 refers. Members to receive the view of Mrs Caroline Cleave regarding siting of the banner.</p> <p>c. <i>Light Pollution on the B3314</i> – Minute 168a/2020 refers. Cllr. Raynor to provide the Clerk with the address for a letter to be sent.</p> | <p>Cllr. Raynor</p> |
| 197/2020 | <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> <p>b. <i>Residents' Parking Zones</i> – Minute 180b/2020 refers. Cllr. Penny to put together information to use in order to consult the residents that may be affected by residents parking.</p> | <p>Cllr. Penny</p> |
| 198/2020 | <p>Financial Matters – including any items received after the agenda is issued</p> <p>a. <i>Accounts for Payment</i> – Schedule No.08/2020-21.</p> <p>b. <i>Online Banking</i> – Cllrs. Coles, Penny and Raynor are now authorised to make BACS payments. Financial Regulation 6.10 refers: 6.10. If thought appropriate by the council payment for certain items may be made by internet banking transfer provided evidence is retained showing which members approved the payment.</p> <p>c. <i>External Audit 2019/20</i> – the Auditor had signed off the accounts but commented on the level of reserves and had pointed out the AGAR had not been accurately completed. Report emailed to Members.</p> <p>d. <i>Play Equipment Inspections</i> – Ms Jon is now qualified to undertake this task. Members to formally agree to her carrying out the H&S inspections of the play equipment w.e.f. 1st November 2020.</p> | <p>Information</p> <p>Information</p> |

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| 199/2020 | <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>OPCC’s Cllr Advocate Scheme</i> – Members to consider nominating two Members to act as a point of contact for the scheme. b. <i>Christmas Parking</i> – Members are invited to nominate a day during the Festive Season when CC’s New Road car park will be FOC. Details previously emailed. c. <i>Police Newsletter</i> – Wadebridge and Bodmin, October 2020. Previously emailed. d. <i>Cornwall Area of Outstanding Natural Beauty</i> – AONB consultation on: https://letstalk.cornwall.gov.uk/aonb-management-plan-review. Deadline 6th December 2020. Details previously emailed. e. <i>Re-opening High Streets Safely Fund</i> – details previously emailed f. <i>Covid Information Packs</i> – aimed at [1] businesses (incl. schools and charities; [2] community groups (incl. parish councils) and [3] individuals. Details previously emailed g. <i>Census 2021</i> – email from Ms Heidi Clemo, Office of National Statistics (ONS) previously circulated via email | |
| 200/2020 | <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> – 14th December 2020. b. <i>Secondary Council Meeting</i> – TBC. c. <i>Probationary Review</i> – Cllr. Raynor to set a date for Ms Jon’s probationary review (Contract of Employment, Clause 2.2 refers) in mid-December. NOTE – Working Party Members are Cllrs. Raynor; Coles, Williams and Webster. | REMIND |
| 201/2020 | <p>Information Only / Future Agenda Items –</p> <ul style="list-style-type: none"> a. | |
| 202/2020 | <p>Closed Session – 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> | |
| 203/2020 | <p>Pentus Wall – Members to consider any quotations to repair the wall.</p> | |
| 204/2020 | <p>New Road Shop Lease – Minute 173a/2020 refers. Members to consider any tenders for the lease.</p> | |
| 205/2020 | <p>Meeting Closed –</p> | |

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 3rd November 2020

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