



Port Isaac • Trelights • Port Gaverne

MINUTES OF THE VIRTUAL MEETING

HELD MONDAY, 14th DECEMBER 2020 @ 7pm

NOTE – it is the responsibility of all those joining a 'Zoom' meeting to check their security settings.

Minute	AGENDA ITEMS	Action
	Present – Cllrs. Raynor (Chair), Cleave, Coles (Vice Chair), Collings, Penny, Webster, Williams; Mrs Thompson (Clerk), Ms Jon (C&MS), County Cllr. Mould.	
	Chairman's Welcome / Public Forum – the Chair opened the meeting and welcomed those present.	
206/2020	Apologies – Cllrs. Bell, Dawe, Kirkman, Phelps.	
207/2020	Members' Declarations a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-registerable Interests</i> – none 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	
208/2020	Minutes of Meetings – a. <i>Full Council</i> – 9 th November 2020, AGREED as a true record.	
209/2020	Outside Organisations and Reports a. <i>Parish Council Chairman</i> – Cllr. Raynor said the school is in need of toilets for the children, a grant towards the cost was deferred to Budget Setting time. Members confirmed that a Street Trading Licence would be needed for a “a stand to sell goods”. He will advise the resident. b. <i>Cornwall Council</i> — County Cllr. Mould reported CC are looking at the budget and there is “no money for anything”. Moving towards an election in May 2021. Working from home had proved popular with employees. The Waste Contract is on hold. She is keen to see a change in legislation that would make all second homes rateable. c. <i>Network Panel</i> – Minutes of the meeting held on 12 th November were circulated via email. Next meeting to be held on 21 st January 2021.	Clerk Cllr. Raynor
210/2020	Planning Applications – Members considered the following:	

	<p>a. PA20/06449, Stargazy Inn, Port Isaac – demolition of existing staff accommodation and the construction of a two-storey side extension with minor external alterations.</p> <p>This is a double storey extension. Cllr. Williams explained the extension at the back is for kitchen and additional toilets.</p> <p>The extension is subservient to the hotel, and increases tourist accommodation as outlined in NDP policy 10 Supporting a Prosperous Rural Economy in the Parish. SUPPORT. Cllr. Webster abstained.</p>	Clerk
	<p>b. PA20/09110, North Light, Homer Park, Port Isaac – proposed extension and remodelling. Cllr. Williams said the Neighbourhood Plan is silent on Homer Park and the AONB had no objection.</p> <p>Members unanimously OBJECT. The current dwelling is the cause of distinct light pollution due to its elevated location and position on the skyline. The proposed extension by reason of extensive glazing is contrary to NDP Policy 6, Design Principles, which supports development... ‘which is well integrated with nearby structures in terms of scale, building details, local materials, finish and colour...’</p>	Clerk
	<p>c. PA20/09434, Marshalls Field, Trelights – erection of detached garage. SUPPORT.</p>	Clerk
	<p>d. PA20/10075, The White House, 3 Roscarrock Hill, Port Isaac – Listed Building Consent to repair a stone retaining/boundary wall at the rear and to the side of the parking area.</p> <p>SUPPORT Members request a condition to ban washing cement, etc. onto Roscarrock Hill, due to main drainage issues in the lower village.</p>	Clerk
	<p>e. PA20/10296, 42 Church Hill, Port Isaac – proposed extension to dwelling (in addition to those approved under PA19/05118).</p> <p>OBJECT Contrary to NDP Policy 6 Design Principles due to the loss of 2 parking spaces, members are not convinced onsite parking is sufficient to need commensurate with the increased permitted accommodation under PA19/05118.</p>	Clerk
	<p>f. PA20/10019, Magpie Cottage, Trelights – works to a tree covered by a Tree Preservation Order namely large ash tree in rear garden again requires pollarding to remove excess growth, avoid overhanging and maintain shape. SUPPORT.</p>	Clerk
211/2020	<p>Other Planning Matters – including any items received after the agenda had been published.</p> <p>a. <i>Cornwall Planning</i> – newsletter, October 2020. Previously emailed</p>	
212/2020	<p>Planning Applications Approved by CC – information only</p> <p>a. PA20/06216, Myrtle Cottage, 8A Rose Hill, Port Isaac – proposed shed to serve the main dwelling.</p> <p>b. PA20/07662, Cartway Cove, Portgaverne – the addition of a 550 x780 mm rooflight to front north east elevation of Cartway Cove</p> <p>c. PA20/07994, 5 Roscarrock Hill, Port Isaac – Non Material Amendment to Application Number 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. Cllr. Williams advised that Members concerns with this application had been addressed.</p>	

	<p>d. <i>PA19/02261/PREAPP, Stargazy Inn, Bay Hotel, 1 The Terrace, Port Isaac</i> – pre-application advice for the construction of a single storey accommodation block extension to the rear of the Stargazy Inn. Closed – advice given by CC.</p> <p>e. <i>PA20/05111, Land NW of Park Villa, Trelights</i> – outline planning application for a live/work unit with all matters reserved including demolition of barn/stable on site.</p> <p>f. <i>PA20/08149, 18 Middle Street, Port Isaac</i> – removal of outbuilding and replacement with domestic garage and garden store.</p>	
213/2020	<p>Contract & Maintenance Supervisor Report – report attached.</p> <p>a. <i>CMS Appraisal</i> – Members RESOLVED to form a working party to assist CMS in the fluidity of project fulfilment, meeting to be summoned by the CMS as to need. The Working Party to consist of Cllrs. Webster, Raynor and Williams with Cllrs; Coles and Penny as reserves.</p> <p>b. <i>Cemetery Bench</i> – Minute 195b/2020 refers. The cost of a semi-circular bench will be in the region of £150.00, without assembly. Mr Phil Burnard to provide an estimate for assembly and installation. It was RESOLVED to pass this to the Working Party to decide on type of material, etc.</p> <p>c. <i>Car Park Telephone Provider</i> – Minute 195c/2020 refers. Ms Jon reported details of three providers (Parkonomy, Just Park and Flowbird). It was RESOLVED to proceed with Just Park. Ms Jon to action.</p> <p>Cllr. Mould left the meeting at this point.</p> <p>Ms Jon advised there was a discrepancy in the parking fees. Cllr. Coles explained the original reason for the 24-hour ticket. It was RESOLVED to keep the £10 24-hour ticket and the £7 ticket to become £12 for longer vehicles. Ms Jon to action.</p> <p>The proposal for concessionary parking tickets for construction vehicles was withdrawn.</p> <p>d. <i>Roscarrock WC</i> – Minute 195d/2020 refers. A request for a replacement meter had been submitted to SW Water. However, there are delays in getting work done due to the Covid 19 situation.</p> <p>NOTE – information / quotations from specialist companies to refurbish the WCs is being sought.</p> <p>e. <i>Little Hill</i> – Minute 192g/2020 refers. Quotes from two companies, with several designs and costs for refurbishment of the melamine information panels had been obtained. It was RESOLVED to remove the panels and not to replace them. Ms Jon to arrange.</p> <p>f. <i>Play Area</i> – Ms Jon had sought four quotations. Rhino Play Equipment had provided quotes for a replacement swing. Ms Jon said she was investigating whether the existing A-frame is usable. RESOLVED to proceed on these lines.</p> <p>g. <i>Main Car Park</i> – at the entrance to the overflow car park area the reinforcing material under the aggregate is breaking up. Ms Jon had accepted a quotation of £250+VAT from Terry Harris & Sons to remove the defective section and replace with new cells and chipping. A commencement date is awaited.</p>	<p>Working Party</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p>

	<p>h. <i>War Memorial</i> – Ms Jon is continuing with her research regards official ownership and possible funding. Working Party to consider and make recommendations to Full Council.</p>	Working Party
214/2020	<p>Environmental / Amenity Matters – including any items received after the agenda had been published.</p> <p>a. <i>Port Isaac Roadside Banner</i> – Minute 196b/2020 refers. Deferred from the November meeting. Mrs Cleave’s preferred location for the siting of the banner is against the fence on Trewetha Lane, at the end entrance to the ‘hard standing’. Ms Jon is liaising with Mrs Cleave regarding size and costings.</p>	Ms Jon
215/2020	<p>Highway Matters –</p> <p>a. <i>Feasibility Study</i> – Minute 197a/2020 refers. Mel Thomas, Cormac Engineer/Project Manager advised the cost of a feasibility study into three pedestrian road crossing options and a pavement between Back Hill and New Road with costings is £3,500-£5,000. Details previously emailed. It was RESOLVED to accept the quotation, with the addition of a review of Parking Residents’ Parking (Minute 215b) below refers).</p> <p>b. <i>Residents’ Parking Zones</i> – Minute 197b/2020 refers. Mr Oliver Jones advised residents’ parking will only be considered as part of a wider transport strategy for a town as introducing it with a piecemeal approach can result in commuter or other visitor parking migrating to neighbouring residential areas. He suggested the PC adds this to any feasibility study. It may be that some lining and engineering methods would be the most appropriate solution. Details previously emailed.</p> <p>c. <i>Road Closure Application</i> – Urban Footway F7134, Port Isaac. 25th January 2021 to 5th February 2021. Link to map: https://one.network/?tm=119476909. Details previously emailed</p> <p>d. <i>Temporary Parking Permit</i> – covered by Minute 213c/2020 above.</p>	Clerk
216/2020	<p>Financial Matters – including any items received after the agenda is issued</p> <p>a. <i>Accounts for Payment</i> – Schedule No.9/2020-21 to a value of £22,191.88 was APPROVED for payment. The Clerk to place a copy of the Schedule on the website.</p> <p>b. <i>Future Grant Requests</i> – Members declined to support a proposal that it would be the policy of St Endellion PC that: “Consideration will only be given to grant applications from local organisations.” It was AGREED that each application will be considered on its own merits.</p> <p>c. <i>Grant Requests</i> – Members RESOLVED to:</p> <ul style="list-style-type: none"> • To make a donation of £200 towards Christmas Lunches for the lone, elderly or otherwise vulnerable of the Parish. • Members DECLINED to make a grant to True Butterflies Foundation a charity that supports Domestic Abuse Survivors and their families. Details emailed. 	Clerk
217/2020	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued</p> <p>a. <i>Police Survey</i> – to help shape the future of policing in Cornwall, see: https://www.devonandcornwall-pcc.gov.uk/news-and-blog/multimedia-hub/take-a-moment-to-help-shape-the-future-of-policing/ Deadline 3rd January 2021. Previously emailed.</p>	

	<ul style="list-style-type: none"> b. <i>November Police Newsletter</i> – Bodmin and Wadebridge, both documents circulated via email. c. <i>Ethical Standards Review</i> – paper from CALC previously circulated via email. Deadline for comments is 15th January 2021. d. <i>Citizens Advice Cornwall</i> – winter newsletter. e. <i>Police Newsletters</i> – Bodmin and Wadebridge, December 2020. f. <i>Pop Up Sites</i> – Trade Concessions on Cornwall Council Land. CC will shortly be seeking interest in new commercial concessions in your division, for traders to commence on 5 April 2021. Details emailed. 	
218/2020	<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> – 11th January 2021. b. <i>Secondary Council Meeting</i> – no Secondary meeting to be held in December. <p>Ms Jon left the meeting at this point.</p>	
219/2020	<p>Information Only / Future Agenda Items –</p> <ul style="list-style-type: none"> a. None. 	
220/2020	<p>Closed Session – 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.</p>	
221/2020	<p>New Road Shop Lease – Minute 204/2020 refers. Cllr. Raynor reported Ms Sloan had agreed to not to act as a collection point for shellfish. She had, however, raised a number of queries regarding the lease:</p> <ol style="list-style-type: none"> 1. Members RESOLVED to permit two small tables and two small chairs at each table outside the shop, but not during Covid. The Clerk to advise Ms Sloan and Mr Sproull. 2. Members CONFIRMED there is room for two parking spaces, but there must be no subletting. 3. Members CONFIRMED that no hot food should be sold from the premises. For clarity members are at pains to remind the leasee that the tenancy advertised is for a shop, not a hot food takeaway, Members agreed with the proposal for a delicatessen. The Clerk to advise Ms Sloan. 4. Members CONFIRMED advertising is permitted, in principle, but prior approval must be sought. The Clerk to advise Ms Sloan. 5. Members RESOLVED to review a request from Ms Sloan to give her a 'right to renew' the lease after 12-months. The Clerk to advise Ms Sloan and Mr Sproull. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
222/2020	<p>Meeting Closed – 8.29pm.</p>	

Signature: (Cllr. Raynor)
Chairman

Date: 11th January 2021