



Port Isaac • Trelights • Port Gaverne

## NOTICE AND AGENDA OF THE VIRTUAL MEETING TO BE HELD MONDAY, 8<sup>th</sup> FEBRUARY 2021 @ 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 8<sup>th</sup> February 2021.

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 839 5758 4426; Passcode 172759;

Link: <https://us02web.zoom.us/j/83957584426?pwd=a3hUcTViZFNtMnlrR0swd216THRFDz09>

Minute	AGENDA ITEMS	Action
	<b>Present –</b>	
	<p><b>Chairman’s Welcome / Public Forum</b> – 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.</p> <p>Ms Chloe Pitt, Lauren Associates to meet with Members regarding Minute 21a/2021 below.</p>	
17/2021	<b>Apologies –</b>	
18/2021	<p><b>Members’ Declarations</b></p> <ul style="list-style-type: none"> <li>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</li> <li>b. <i>Non-registerable Interests</i> – Members must declare non-pecuniary 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 written requests for dispensations</li> </ul>	
19/2021	<p><b>Minutes of Meetings –</b></p> <ul style="list-style-type: none"> <li>a. <i>Full Council</i> – 11<sup>th</sup> January 2021.</li> </ul>	
20/2021	<p><b>Outside Organisations and Reports</b></p> <ul 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</li> </ul>	<p>Cllr. Raynor Cllr. Mould</p>

	<ul style="list-style-type: none"> <li>c. <i>Network Panel</i> – meeting held on 21<sup>st</sup> January 2021.</li> <li>d. <i>Police</i> – this web page has been set up centrally, for members of the public to report suspected Covid-19 breaches to the police. <a href="https://www.police.uk/tua/tell-us-about/c19/v7/tell-us-about-a-possible-breach-of-coronavirus-covid-19-measures/">https://www.police.uk/tua/tell-us-about/c19/v7/tell-us-about-a-possible-breach-of-coronavirus-covid-19-measures/</a>.</li> </ul>	
21/2021	<p><b>Planning Applications</b> – Members to consider the following, including any received after the agenda had been published.</p> <ul style="list-style-type: none"> <li>a. PA20/11484, The Chalet rear of 31 Fore Street, Port Isaac – demolition of existing buildings and construction of a dwelling. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QLS TY5FGK4700">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QLS TY5FGK4700</a></li> <li>b. PA21/00168, 21 Rose Hill, Port Isaac – replace render and remove soil vent pipe to front elevation of dwelling. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QM M84YFGMFR00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QM M84YFGMFR00</a></li> <li>c. PA21/00208, Tolruggott Bungalow Trelights – variation of Condition 2 (approved plans) of Decision Notice PA19/02561 dated 10th May 2019 (Proposed rear ground floor extension and replacement front porch). <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QM RIQAFG10U00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QM RIQAFG10U00</a></li> <li>d. PA20/11442, Withy Garden, Access to Port Gaverne – proposed detached annex with garage. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QLS 7IXFGJNW00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QLS 7IXFGJNW00</a></li> <li>e. PA21/00077, Tre-Pol-Pen 8 New Road Port Isaac – demolition of existing structure and construction of four townhouse style dwellings. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QM GZEYFGJ9I00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QM GZEYFGJ9I00</a></li> </ul>	
22/2021	<p><b>Planning Applications Approved by CC</b> – information only.</p> <ul style="list-style-type: none"> <li>a. PA20/06449, Stargazy Inn, 1 The Terrace, Port Isaac – demolition of existing staff accommodation and the construction of a two-storey side extension, single storey rear extension with minor external alterations.</li> <li>b. PA20/08444, 34 New Road, Port Isaac – proposed various works to dwelling (re-design of Application No. PA18/09549).</li> <li>c. PA20/09434, Marshalls Field, Trelights – erection of detached garage.</li> <li>d. PA20/11163, 92 Fore Street, Port Isaac – Non Material Amendment to Application No. PA19/09694 dated 8th January 2020 for a Single storey extension of porch area between the kitchen and bathroom; removal of porch glazing and installation of flat roof with skylight; removal and re-use of existing kitchen sash window namely to change the material of pitched roof covering from slate to lead - section of pitched roof between flat roof and neighbouring property.</li> <li>e. 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.</li> </ul>	

23/2021	<p><b>Environmental / Amenity Matters</b> – including any items received after the agenda had been published and the Contract &amp; Maintenance Supervisor Report.</p> <p>a. <i>Cemetery Bench</i> – Members to receive an update.</p> <p>b. <i>Car Park Telephone Provider</i> – Members to:</p> <ul style="list-style-type: none"> <li>• Receive an update regarding changing to Just Parking.</li> <li>• Consider introducing electric charges. Email from British Gas previously circulated. See: <a href="http://www.britishgas.co.uk/business/electric-vehicle-charging">www.britishgas.co.uk/business/electric-vehicle-charging</a></li> </ul> <p>c. <i>Public WCs</i> –</p> <ul style="list-style-type: none"> <li>• <i>Roscarrock WC</i> – Members to receive an update regarding refurbishment of the WCs.</li> </ul> <p>d. <i>Play Area</i> – Members to receive an update regarding replacement / repairs to the swings.</p> <p>e. <i>War Memorial Additional Names</i> – Members to receive an update. Noted 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>f. <i>Water Station, Little Hill</i> – Members to receive an update. NOTE – Cllr. Penny had provided details of an alternative water filler.</p> <p>g. <i>Car Park</i> – Members to receive an update, regarding:</p> <ul style="list-style-type: none"> <li>• The railings in the overflow part of the car park which means replacing rotting posts.</li> <li>• The hard standing where the Post office van visits requires attention, possibly tarmacking.</li> </ul> <p>h. <i>Port Isaac Roadside Banner</i> – Members to receive an update regarding size and costs.</p> <p>i. <i>Social Inclusion Fund</i> – Members to receive an update regarding re-introducing The Golden Circle.</p> <p>j. <i>Cycling on PROWs</i> – Members to consider a proposal to erect “No cycling” signs on certain PROWs. See C&amp;MS report for details.</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>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p>
24/2021	<p><b>Highway Matters</b> –</p> <p>a. <i>Feasibility Study</i> – Minute 215a/2020 refers. Members to receive an update from Mel Thomas, Cormac Engineer/Project Manager i.r.o.:</p> <ul style="list-style-type: none"> <li>• The three pedestrian road crossing options;</li> <li>• The pavement on New Road OPPOSITE Back hill on the inside of the right-angle bend.</li> </ul> <p>b. <i>Residents Parking Zone</i> – Members to consider the results of the consultation to introduce parking restrictions. NOTE – this proposal is not included in the Traffic Survey (above).</p>	
25/2021	<p><b>Financial Matters</b> – including any items received after the agenda is issued</p> <p>a. <i>Accounts for Payment</i> – Schedule No.11/2020-21.</p> <p>c. <i>PROW Maintenance Grant</i> – Mr Dave Woods, CC has written to offer £1,337.86 to cut of Public Rights of Way (PRoWs) in the parish in 2021/22. Members to accept.</p>	

26/2021	<p><b>Administrative Matters –</b></p> <p>a. <i>Procedures</i> – Members to consider and re-adopt the following policies. Copies previously circulated via email. NOTE – procedures are reviewed annually in February.</p> <ul style="list-style-type: none"> <li>i. <u>Asset Register</u> – revised copy attached.</li> <li>ii. <u>Financial Risk Management</u> – revised copy attached.</li> <li>iii. <u>Statement of Internal Control</u> – revised copy attached.</li> <li>iv. <u>Standing Orders</u> – no change since last adopted.</li> <li>v. <u>Financial Regulations</u> – no change since last adopted.</li> <li>vi. <u>Anti-fraud and Corruption Policy</u> – copy attached.</li> <li>vii. <u>Press Policy</u> – copy attached.</li> <li>viii. <u>Bench Policy</u> – amended January 2021, copy attached.</li> <li>ix. <u>Grant Policy</u> – copy attached.</li> <li>x. <u>Reserve Policy</u> – revised copy attached</li> <li>xi. <u>Risk Assessments</u> – the C&amp;MS will deal with the risk assessments: <ul style="list-style-type: none"> <li>▪ <i>Car Park</i></li> <li>▪ <i>Cemetery</i></li> <li>▪ <i>WCs</i></li> <li>▪ <i>Playing Field</i></li> <li>▪ <i>The Main incl. Slate Quarry</i></li> <li>▪ <i>Trelights Village Green</i></li> <li>▪ <i>Benches</i> – new.</li> </ul> </li> </ul> <p>b. <i>CALC FAQ 17</i> – Members to consider whether to support the campaign for virtual meetings by contacting Scott Mann MP. Details previously emailed.</p>	Cllr. Williams
27/2021	<p><b>Documentation / Correspondence</b> – not covered elsewhere on the agenda, including any items received after the agenda had been issued</p> <p>a. Cornwall Area of Outstanding Natural Beauty – is conducting a Monumental Improvement Community Survey. Details emailed. See: <a href="https://letstalk.cornwall.gov.uk/cornwall-aonb-monumental-improvements">https://letstalk.cornwall.gov.uk/cornwall-aonb-monumental-improvements</a></p>	
28/2021	<p><b>Diary Dates</b> – including any dates received after the agenda had been published. Details previously emailed</p> <ul style="list-style-type: none"> <li>a. <i>Main Council Meeting</i> – 8<sup>th</sup> March 2021.</li> <li>b. <i>Secondary Council Meeting</i> – TBC. 22<sup>nd</sup> February 2021.</li> </ul>	
29/2021	<p><b>Information Only / Future Agenda Items –</b></p>	
30/2021	<p><b>Meeting Closed –</b></p>	

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

Date: 1<sup>st</sup> February 2021