



Port Isaac • Trelights • Port Gaverne

NOTICE AND AGENDA OF THE VIRTUAL MEETING TO BE HELD MONDAY, 12th APRIL 2021 following the Annual Parish Meeting @ 6.30pm

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 April 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 886 7433 2772; Passcode 061750;

Link: <https://us02web.zoom.us/j/88674332772?pwd=c2dubDhNczA1LzRjMXM0SC9nME00QT09>

Minute	AGENDA ITEMS	Action
	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.	
47/2021	Apologies –	
48/2021	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 	
49/2021	Minutes of Meetings – <ol style="list-style-type: none"> a. <i>Full Council</i> – 8th March 2021. 	
50/2021	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, to include: 	Cllr. Raynor Cllr. Mould

	<ul style="list-style-type: none"> • <i>Parking Enforcement Officer</i> – Minute 41d/2021 refers. Update regarding hooking up with St Minver Lowlands and St Minver Highlands to share an enforcement officer. <p>c. <i>Network Panel</i> – Members to receive an update following the meeting held on 11th March 2021. Next Meeting scheduled for 10th June 2021.</p> <p>d. <i>Police</i> – details previously emailed.</p> <ul style="list-style-type: none"> • East Cornwall Partner update – from Supt. Cath Farrin. • Devon and Cornwall Police Cyber Protect Team are offering free cyber security briefings tailored to the PC. • Bodmin and Wadebridge Neighbourhood Police Team Newsletters, March 2021. 	
51/2021	<p>Planning Applications – Members to consider the following, including any received after the agenda had been published.</p> <p>a. PA21/02062, Land North West of Park Villa Trelights – reserved matters application following outline approval PA20/05111 dated 18th November 2020 pertaining to access for a live/work unit. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QP3FBXFGMID00</p> <p>b. PA21/01746, 3 Fore Street Port Isaac – Listed Building Consent to re-roof 18c Bark House. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QORO2VFG1W400</p> <p>c. PA21/02309, 5 Roscarrock Hill Port Isaac – Listed Building Consent for the Installation of two recessed electricity meter boxes into south eastern elevation stone wall. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QPEJCFFGM1U00</p> <p>d. PA21/02532, The Beach House Port Gaverne – Listed Building Consent for the installation of above ground LPG tank. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QPQQ76FGLPQ00</p> <p>e. PA21/02632, 11 Rose Hill Port Isaac – Listed Building Consent for the installation of small store in courtyard. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QPUI83FGGCN00</p> <p>f. PA21/02580, 12 Tintagel Terrace Port Isaac – proposed demolition of existing dwelling and construction of replacement dwelling. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QPRJ53FGMC200</p>	
52/2021	<p>Other Planning Matters – including any items received after the agenda had been published.</p> <p>a. European Sites Mitigation Supplementary Planning Document (SPD) – consultation. Deadline for comments 5pm Friday 23rd April 2021.</p> <p>b. Cornwall Community Land Trust – seminar on financing a community-led housing project (via Zoom). Wednesday, 14th April 2021, 10.00 - 14.30. Details previously emailed.</p>	

53/2021	<p>Planning Applications Approved by CC – information only.</p> <ul style="list-style-type: none"> a. PA21/00168, 21 Rose Hill, Port Isaac – replace render and remove soil vent pipe to front elevation of dwelling. b. PA21/00208, Tolraggott 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). c. PA20/11442, Withy Garden, Access to Port Gaverne – proposed detached annex with garage. d. PA21/00422, 6 Silvershell Road Port Isaac – removal of conservatory and replace with rear extension, relocation of above ground oil tank, conversion of the garage to a bedroom, changing windows from white to grey and changing roof tiles to grey. e. PA21/01202, Pennti Ros Access to Lower Trefreock – two side extensions to create kitchen and additional bedroom. Amended design for approved permission PA20/04891. 	
54/2021	<p>Environmental / Amenity Matters – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:</p> <ul style="list-style-type: none"> a. <i>Car Park</i>– Members to consider: <ul style="list-style-type: none"> • Telephone Provider – Members to receive an update. • Electric Charging Points – Members to receive an update to include the outcome of discussion with CC and Camelford TC. NOTE – any system should have the ability to upgrade easily. b. <i>Hard Standing Area</i> – Members to consider any quotations to tarmac the area in the future. c. <i>Public WCs</i> – <ul style="list-style-type: none"> • <i>Roscarrock WC</i> – Members to receive an update, to include outcome of site meetings with Healthmatic and Hi-Tech Washroom Solutions Ltd.; and any issues with broadband availability. • <i>Port Gaverne WC</i> – Members to consider re-opening the toilets. d. <i>Play Area</i> – Members to receive an update to include: <ul style="list-style-type: none"> • Dog Walking Field – Minute 45a/2021 refers. Re-siting a bench to the field and provision of stickers for the dog waste bin. • Hand Sanitizer – Ms Jon had been asked to have a hand sanitizer installed at the entrance to the play area. e. <i>War Memorial</i> <ul style="list-style-type: none"> • Additional Names – Awaiting a reply from H M Land Registry re: establishing ownership. If this line of enquiry comes back blank then advice from the War Memorial Trust grants department will be followed. • Raised Bed – the Clerk had liaised with Mr Oliver Jones i.r.o. entering into a Licence with Highways to Plant and Maintain the proposed location. Further discussion was deferred from the March meeting. f. <i>Signage</i> – Members to receive an update regarding the old-style signs. Ms Jon to liaise with Mr Burnard. g. <i>Trees</i> – Members to receive an update following a site meeting with Mr Andie Crawford (Qualified Tree Surgeon) from Birch Utilities regarding various trees in the parish. 	<p>Ms Jon Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Cllr. Williams</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Cllr. Williams</p>

	<p>NOTE – a request had been submitted to create a TPO on the Horse Chestnut Tree on Trelights Village Green.</p> <p>h. <i>Climate Emergency DPD</i> – Minute 43d/2021 refers. Members to consider a response to the pre-consultation document circulated by CC on: www.cornwall.gov.uk/climateemergencydpd. Details emailed.</p> <p>i. <i>Telephone Kiosks</i> – Minute 35a/2020 refers. Members to:</p> <ul style="list-style-type: none"> • Receive any update regarding the future of the two remaining telephone kiosks. One in the Conservation Area on Church Hill (number 01208 880295), the other on New Rd (01208 880213) • BT are consulting on removing two other kiosks, with a deadline to respond to CC by 27th May 2021: <ul style="list-style-type: none"> ○ Coastguard Hill, Port Isaac ○ Hillson Close, Port Isaac <p>j. <i>Allotments</i> – Members to discuss investigating the possibilities of re-opening the allotments for use.</p> <p>k. <i>New Road Car Park</i> – Members to consider management of the car park, i.e. cutting the banks and hedge.</p>	<p>Cllr. Kirkman / Williams`</p> <p>Cllr. Williams</p> <p>Cllr. Williams</p>
55/2021	<p>Farmers Market – the market is due to re-open on Sunday, 30th May. Members to consider ongoing limitations, to include:</p> <p>a Ongoing limitations in terms of sales i.e. hot food etc.</p> <p>b Consider that we now have another retail tenant selling similar items to those at the market/breads/cheeses/pickles etc.</p>	Cllr. Williams
56/2021	<p>Highway Matters –</p> <p>a. <i>Feasibility Study</i> – Minute 41a/2021 refers. Members to receive an update from Mel Thomas, Cormac Engineer/Project Manager i.r.o.:</p> <ul style="list-style-type: none"> • The three pedestrian road crossing options; • The pavement on New Road OPPOSITE Back hill on the inside of the right-angle bend. <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> <p>c. <i>Traffic Management</i> – Members to consider any advice from Police and Highways regarding parking and traffic management for visitors' vehicles entering Port Isaac.</p> <p>d. <i>Potholes</i>, Chapel Hill, Trelights – reported to Highways ref: W2158437</p> <p>e. <i>Trelights 30mph signs</i> – Mr Jones, Highways had advised relocating the signs as the Traffic Regulation Order (TRO) has to be amended which costs several thousands. Highways wait until they have a collection of amendments and then consolidate them under one TRO is make best value.</p> <p>f. <i>Port Gaverne Sea Wall</i> – part of the sea wall had been washed away. Highways advised this matter had been passed to the Structures Team who had been repointing the sea wall at Port Gaverne over the last couple of months, working around the tides. More work to be done and it looks like a lot of the natural beach material has been removed by tides exposing the bottom of the wall. It was confirmed that when they return the Structures Team will repair these areas.</p>	<p>Cllr. Raynor / Clerk</p> <p>Information</p> <p>Information</p> <p>Information</p>
57/2021	<p>Financial Matters – including any items received after the agenda is issued</p>	

	<ul style="list-style-type: none"> a. <i>Accounts for Payment</i> – Schedule No.01/2021-22. b. <i>Grant Request</i> – Women’s Centre Cornwall – offers free, safe and confidential specialist support to women and girls in the community, who had experienced any form of sexual violence and/or domestic abuse at any time in their lives. Details emailed. c. <i>Grass Verges</i> – Minute 42c/2021 refers. Highways had confirmed the cutting plans had not changed and the Clerk had, therefore, accepted the grant of £1,855.66 to cut the verges. d. <i>Insurance Cover</i> – policy is due for renewal 1st June 2021. The new banner, CCTV and Rescarrock WC fixtures and fittings were added. 	Information Information
58/2021	<p>Administrative Matters –</p> <ul style="list-style-type: none"> a. <i>Meeting Venue</i> – report from the Clerk to follow. Members to consider: <ul style="list-style-type: none"> 1. Hold the Annual PC Meeting on Monday 10th May 2021. The only item on the agenda to be election of the Chair and other office holders, plus the proposal to delegate authority (see 2 and 3 below). Given that the agenda will be very short it should be possible to hold this meeting outdoors. 2. Members to consider holding fewer face-to-face meetings, if an extension to virtual meetings is not given by the government. 3. Members to consider a recommendation from CALC: That the Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity during the period of the pandemic Coronavirus, informed by consultation with the members of the council. 	
59/2021	<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>Festival of Fixed Seat Rowing</i> – The Cornish Pilot Gig Association exploring the feasibility of promoting an international Festival of Fixed Seat Rowing. The festival would take place over four days, preferably in the tourism shoulder season, possibly in 2023. Members to consider the feasibility of hosting the festival. Details previously emailed. b. <i>Great British Spring Clean 2021</i> – now launched. Details emailed. 	
60/2021	<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>Annual Council Meeting</i> – 10th May 2021. b. <i>Secondary Council Meeting</i> – TBC. 26th April 2021. 	
61/2021	Information Only / Future Agenda Items –	
62/2021	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.	
63/2021	Clerk’s Attendance – Members to consider a request from the Clerk to attend meetings “virtually” with backup provided by meetings being recorded.	
64/2021	Meeting Closed –	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 6th April 2021