



**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING
TO BE HELD IN ST ENDELLION HALL (outside if the weather is fine)
MONDAY, 12th JULY 2021 @ 6.30pm**

Attendee numbers are limited due to Covid restrictions, therefore, 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 July 2021.

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.	
105/2021	Apologies –	
106/2021	Members’ Declarations <ol style="list-style-type: none"> a. <i>Acceptance of Office Form</i> – Cllr. Dawe to provide his Financial Interest form and sign his Acceptance of Office form in the presence of the Clerk. b. <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. c. <i>Non-registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent d. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds e. <i>Dispensations</i> – Members to consider any written requests for dispensations. 	Cllr. Dawe
107/2021	Minutes of Meetings – <ol style="list-style-type: none"> a. <i>Annual Council Meeting</i> – 14th June 2021. 	
108/2021	Outside Organisations and Reports <ol style="list-style-type: none"> a. <i>Parish Council Chairman</i> – Members to receive a report. <ul style="list-style-type: none"> • CC Survey – questionnaire from Cllr. Barry Jordan previously circulated via email. 	Cllr. Raynor

	<p>b. <i>Playing Field Working Party</i> – Members to receive a report. Minute 97b/2021 refers.</p> <p>c. <i>Cornwall Council</i> — Members to receive a report.</p> <p>d. <i>Network Panel</i> – Notes of the meeting held on 10th June previously emailed.</p> <p>e. <i>Police</i> –</p> <ul style="list-style-type: none"> • Bodmin and Wadebridge Neighbourhood Police Team Newsletter, June 2021. • Police and Crime Plan – OPCC seek Members' views and observations on their early proposals and objectives. Sessions will be held on 19th and 20th July, for a 2pm start on Microsoft Teams: Jamie.MALLETT@devonandcornwall.pnn.police.uk. 	<p>Cllr. Button</p> <p>Cllr. Mould</p> <p>Information</p>
109/2021	<p>Planning Applications – Members to consider the following, including any received after the agenda had been published.</p> <p>a. PA20/11093, Waves End 42 Fore Street Port Isaac – Listed Building Consent for proposed repairs to windows and secondary glazing. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QLBXH3FGHSC00</p>	
110/2021	<p>Other Planning Matters – including any items received after the agenda had been published.</p> <p>a. <i>St Endellion NDP</i> – the NDP referendum is planned for 15th July 2021.</p> <p>b. PA21/00625/PREAPP, On The Village Green Trelights – request for a Tree Preservation Order on Large Chestnut Tree. NOTE – CC determined not to serve a TPO as although the tree passes the tests for a high value tree, as the land is under the management of the Parish there is no threat to this tree as clearly by placing the application they do not wish to fell the tree.</p>	Information
111/2021	<p>Planning Applications Approved by CC – information only.</p> <p>a. PA21/02580, 12 Tintagel Terrace Port Isaac – proposed demolition of existing dwelling and construction of replacement dwelling.</p> <p>b. PA21/02532, The Beach House Port Gaverne – Listed Building Consent for the installation of above ground LPG tank.</p> <p>c. PA21/02632, 11 Rose Hill Port Isaac – Listed Building Consent for the installation of small store in courtyard</p> <p>d. PA21/02662, 11 Fore Street Port Isaac –replacement of first floor structure of Bunkhouse destroyed by fire.</p> <p>e. PA21/02663, 11 Fore Street Port Isaac – Listed Building Consent for the replacement of first floor structure of Bunkhouse destroyed by fire. Members</p> <p>f. PA21/04608, Windrush New Road Port Isaac – non-material amendment to PA18/10842 - window to downstairs bedroom as a means of fire escape</p>	
112/2021	<p>Withdrawn Planning Applications – information only.</p> <p>a. PA21/03897, 7 Silvershell View, Port Isaac – proposed remodelling of interior and extensions to property to include the creation of a first floor with a balcony on the west elevation.</p>	

113/2021	<p>Environmental / Amenity Matters – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:</p> <p>a. <i>Car Park</i> – two of the machines were out of action for a few days, causing problems for members of the public and Teri at the Kiosk.</p> <p>b. <i>Public WCs</i> – Members to receive an update</p> <ul style="list-style-type: none"> • <i>Roscarrock WC</i> – Healthmatic & Hi-Tech have fitted their trial equipment for contactless payments. • <i>The Main WC</i> – extra collection for sanitary waste was arranged. This will change from fortnightly to weekly 19/7/21. • <i>New Road WC</i> – various maintenance issues as per C&MS report • <i>Port Gaverne WC</i> – various maintenance issues as per C&MS report. South West Water: Disconnection Notice - A notice has been received 28th June. <p>Ms Jon reported the Cormac cleaning team who service the WC blocks in Port Isaac (& Port Gaverne) have been made aware that they could potentially receive parking tickets. This is causing problems and a solution is being sought.</p> <p>c. <i>Play Area</i> – The basketball hoop has been removed. The fixings were very corroded and on closer inspection it's not fit for purpose. Members to consider whether order a replacement or to wait for subcommittee to decide what to do.</p> <p>NOTE – Ms Jon had taken the Minutes and emailed to subcommittee members; along with suggestions for formalising the committee. The Clerk to advise on the correct formatting. To discuss how to go forward whether it should be a subcommittee or working party. Whether Ms Jon is able to contribute or act on decisions made.</p> <p>NOTE – see Minute 122/2021 below regarding quotation from Sovereign for an additional CCTV camera.</p> <p>d. <i>War Memorial Additional Names / Plaque</i> – having established the responsibility lies with St Endellion Parish Council, it's imperative to be sure of the inclusion of the names suggested, before Listed Planning Consent can be applied for.</p> <p>e. <i>Wild camping, Main, Port Gaverne</i> – Two tents were pitched no the evening of 15th June, at the end of the Main. It was explained the following morning that camping is not allowed. The group were already intending to leave. Later the site was inspected to check for any litter - all good. Members to consider how they wish Ms Jon to act should there be a further incident.</p> <p>f. <i>Cornwall Council's Waste & Environment Dept. - Meeting with Donna Latham</i> subjects discussed included: beach rubbish, Trelights street cleaning, street cleaning operatives in Port Isaac and road litter on B3267 & B3314.</p> <p>Ms Jon reported: There's a street cleaner operative in Port Isaac everyday from approx. 8.00am - 3.30pm. Their role is to litter pick in Zone 1 and empty litter bins. Hillson, Mayfield & Silvershell etc. should be done on a 4 weekly rota. The road sweeper should be here once every six weeks. The street operatives have agreed to litter pick the alley between New Road & Tintagel Terrace, next to the Co-op.</p> <p>g. <i>Trelights Village Green Benches/Noticeboard</i> – Meeting with some of the members of the village green committee to discuss the placement of 2 benches & a noticeboard. Followed with a site meeting with Phil Burnard & research into suitable paving slabs etc. Members to consider how much involvement they would like Ms Jon to have</p>	<p>Members</p> <p>Clerk Members</p> <p>Members</p>
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	<p>h. <i>Trees</i> – Ms Jon had contacted CC to establish what the criteria should be for a tree meriting a TPO (Minute 94g/2021 refers).</p> <p>i. <i>Allotments</i> – Members to consider the possibility of letting part of the cemetery for allotments. Deferred to the May meeting.</p> <p>j. <i>Port Isaac Carnival</i> – Saturday, 11th September 2021. Ms Kathryn McDonnell advised they are happy to adhere to any rules that are put in place. Live music usually finishes at 11pm and the bar usually plays a CD player for an extra hour. For Members’ consideration.</p> <p>k. <i>Waste Collection</i> – Members to consider the correspondence from Biffa (previously emailed) that indicates there are:</p> <ul style="list-style-type: none"> • Six bins in Port Isaac (emptied 3-4 times p.d. in the summer and twice a week in winter) • Two in Trelights (emptied twice p.d. in summer and twice a week in the winter). <p>NOTE – Cllr Button to assist Cllr Raynor with a reply to Biffa (Minute 90/2021 refers).</p>	<p>Cllr. Williams</p> <p>Members</p> <p>Cllrs. Button / Raynor</p>
114/2021	<p>Farmers Market – First market had been held on 30th May 2021 and all relevant paperwork provided to the Clerk.</p> <p>a. Members to consider a request from one member of the Farmers Market Committee who asked if Ms Jon would assist in the formation of a proper committee; to include deciding if this is to be part of the C&MS’s official role</p> <p>b. Members to consider a report that the FM has broken the agreement with the PC not to sell food for immediate consumption.</p>	<p>Information</p> <p>Members</p> <p>Cllr. Williams</p>
115/2021	<p>Highway Matters –</p> <p>a. <i>Residents Parking Zone</i> – Members to consider the results of the residents’ parking restrictions survey.</p> <p>b. <i>Port Gaverne Road Safety</i> – Members to consider Mr Oliver Jones’ response to Mr Matthew Main’s letter regarding traffic safety issues in Port Gaverne (previously emailed).</p>	
116/2021	<p>Financial Matters – including any items received after the agenda is issued</p> <p>a. <i>Accounts for Payment</i> – Schedule No.05/2021-22.</p> <p>b. <i>Bank reconciliation</i> – copy to be circulated prior to the meeting.</p> <p>c. <i>Cyber Risk Insurance Cover</i> – Members to consider taking out this addition to their insurance policy..</p> <p>d. <i>Bank Interest</i> – Members to consider where to invest some of their money, currently no interest is paid on deposits in the current account.</p>	
117/2021	<p>Administrative Matters –</p> <p>a. <i>Code of Conduct Training</i> – Members to complete the training and advise the Clerk accordingly.</p> <p>b. <i>Risk Assessment</i> – face-to-face meetings in the St Endellion Hall (previously circulated).</p>	
118/2021	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued</p> <p>a. Cornwall Partnership NHS Foundation Trust – Health Works for Cornwall: new programme that aims to support those who are unemployed, with a health-related barrier, into employment or training within the health and care sector. Details previously emailed.</p>	

119/2021	<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>Full Council Meeting</i> – 9th August 2021. b. <i>Secondary Council Meeting</i> – TBC. c. <i>C&MS Working Party</i> – Members to consider setting a date. d. <i>Clerk’s Leave</i> – 31st July to 8th August 2021 (inclusive). 	
120/2021	<p>Information Only / Future Agenda Items –</p> <ul style="list-style-type: none"> a. 	
121/2021	<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>	
122/2021	<p>Additional CCTV Camera – Members to consider quotations for an additional CCTV camera in the play area. Details previously emailed.</p>	
123/2021	<p>Enforcement Cases – deferred from the June meeting.</p>	
124/2021	<p>Meeting Closed –</p>	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 6th July 2021

Contact: 12 Bonython Drive, Grampound, Truro, Cornwall, TR2 4RL.

E-mail: stendellionpc@gmail.com

Website: www.stendellionpc.com