



## MINUTES OF THE FULL COUNCIL MEETING

HELD IN ST ENDELLION HALL ON MONDAY, 12<sup>th</sup> JULY 2021 @ 6.30pm

Minute	AGENDA ITEMS	Action
	<b>Present</b> – Cllrs. Raynor (Chair), Arnold, Button, Cleave, Collings, Dawe, Kirkman, Penny (Vice Chair), Thomas, Webster, Williams; Mrs Thompson (Clerk via Zoom), Ms Jon (C&MS), County Cllr. Mould.	
	<p><b>Chairman's Welcome / Public Forum</b> – the Chair opened the meeting and welcomed those present.</p> <p>Dr Alan Sainsbury and Mr Guy Sibley met Members regarding the Farmers Market (Minute 114/2021 refers). Dr Sainsbury said the FM is not a business but is a social service. He sought Members support for the long-term. They had been offered a large donation, which could be used for gazebos. They like to see a wide selection of stalls, including limiting the number of craft stalls to six. They sought permission to use electricity from the car park, which they are willing to pay for. The FMC would like to enter into a formal agreement / lease with the Parish Council.</p>	
105/2021	<b>Apologies</b> – none.	
106/2021	<p><b>Members' Declarations</b></p> <ol style="list-style-type: none"> <li><i>Acceptance of Office Form</i> – Cllr. Dawe to provide his Financial Interest form. He had signed his Acceptance of Office form.</li> <li><i>Pecuniary/Registerable Declarations of Interests</i> – none.</li> <li><i>Non-registerable Interests</i> – none</li> <li><i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds</li> <li><i>Dispensations</i> – none.</li> </ol>	Cllr. Dawe
107/2021	<p><b>Minutes of Meetings</b> –</p> <ol style="list-style-type: none"> <li><i>Full Council Meeting</i> – 14<sup>th</sup> June 2021, <b>AGREED</b> as a true record.</li> </ol>	
108/2021	<p><b>Outside Organisations and Reports</b></p> <ol style="list-style-type: none"> <li><i>Parish Council Chairman</i> – Cllr. Raynor reported that Alliance Parking had given notice to terminate their contract w.e.f. 8<sup>th</sup> August 2021. See also Minute 122/2021 below.</li> </ol> <p>Ms Jon is now liaising with Cormac regarding the footpath leading to Pine Awn.</p> <p>There had been a number of recent incidents where it was reported that air rifles had been fired.</p>	

	<p>b. <i>Cornwall Council</i> — Cllr. Mould spoke of the new waste contract, which is proving problematic. She thought it would take at least a year to introduce. She was asked to follow up the two buildings not built according to plans. Cllr. Mould said she wanted to see the Network Panels strengthened to help with issues with service delivery by Cormac. She said the housing situation in Cornwall was dire.</p> <p>CC Survey – questionnaire from County Cllr. Barry Jordan previously circulated via email.</p> <p>c. <i>Playing Field Working Party</i> – Minute 97b/2021 refers. Cllr. Button had provided notes of the inaugural meeting (previously emailed). It is proposed to commission a Feasibility Study of the whole site. Priorities for future development include:</p> <ul style="list-style-type: none"> <li>• Redevelopment of football pitch – including installation of an all-weather surface.</li> <li>• Installation of a skate park facility / skateboard area.</li> <li>• A new sporting/social club – to provide locals with a much-needed community space and social hub.</li> </ul> <p>d. <i>Network Panel</i> – Notes of the meeting held on 10<sup>th</sup> June were emailed.</p> <p>e. <i>Police</i> –</p> <ul style="list-style-type: none"> <li>• Bodmin and Wadebridge Neighbourhood Police Team Newsletter, June 2021.</li> <li>• Police and Crime Plan – OPCC seek Members' views and observations on their early proposals and objectives. Sessions will be held on 19<sup>th</sup> and 20<sup>th</sup> July, for a 2pm start on Microsoft Teams: <a href="mailto:Jamie.MALLETT@devonandcornwall.pnn.police.uk">Jamie.MALLETT@devonandcornwall.pnn.police.uk</a>.</li> </ul>	Cllr. Mould
109/2021	<p><b>Planning Applications</b> – Members considered the following:</p> <p>a. PA20/11093, Waves End 42 Fore Street Port Isaac – Listed Building Consent for proposed repairs to windows and secondary glazing. It was agreed to make <b>NO COMMENT</b>.</p>	Clerk
110/2021	<p><b>Other Planning Matters</b> – including any items received after the agenda had been published.</p> <p>a. <i>St Endellion NDP</i> – the NDP referendum is planned for 15<sup>th</sup> July 2021. Mr Liam Benz was thanked for spreading the word about the referendum.</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. The Clerk to explain to the case officer that as the land is not registered to the PC, Members do not feel this is the right decision.</p> <p>On the 19<sup>th</sup> July, Cllr Williams will meet the tree surgeon contracted by W Power to carry out works on the horse chestnut tree on Trelights Village Green. As the tree is subject to a TPO pre app, the contractor wishes to explain the works he'll be carrying out on behalf of WP to cut back the crown of the tree to free up power cables.</p> <p>See also 113i/2021 below.</p>	Clerk

111/2021	<p><b>Planning Applications Approved by CC</b> – information only.</p> <ul style="list-style-type: none"> <li>a. PA21/02580, 12 Tintagel Terrace Port Isaac – proposed demolition of existing dwelling and construction of replacement dwelling.</li> <li>b. PA21/02532, The Beach House Port Gaverne – Listed Building Consent for the installation of above ground LPG tank.</li> <li>c. PA21/02632, 11 Rose Hill Port Isaac – Listed Building Consent for the installation of small store in courtyard</li> <li>d. PA21/02662, 11 Fore Street Port Isaac –replacement of first floor structure of Bunkhouse destroyed by fire.</li> <li>e. PA21/02663, 11 Fore Street Port Isaac – Listed Building Consent for the replacement of first floor structure of Bunkhouse destroyed by fire. Members</li> <li>f. PA21/04608, Windrush New Road Port Isaac – non-material amendment to PA18/10842 - window to downstairs bedroom as a means of fire escape</li> </ul>	
112/2021	<p><b>Withdrawn Planning Applications</b> – information only.</p> <ul style="list-style-type: none"> <li>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.</li> </ul>	
113/2021	<p><b>Environmental / Amenity Matters</b> – including the Contract &amp; Maintenance Supervisor Report and any items received after the agenda was issued:</p> <ul style="list-style-type: none"> <li>a. <i>New Road Car Park</i> – Ms Jon said that CC had indicated it is not their policy to cut the banks. She is awaiting more information about “proper rewilding”.</li> <li>b. <i>Public WCs</i> – Members received the following updates: <ul style="list-style-type: none"> <li>• <i>Roscarrock WC</i> – Healthmatic &amp; Hi-Tech have fitted their trial equipment for contactless payments. Early indications are that a telephone line is needed, this was <b>AGREED</b>. Cllr. Webster suggested turnstiles to combat people leaving the doors open.</li> <li>• <i>Port Gaverne WC</i> – South West Water: Disconnection Notice had been received. The National Trust are dealing with this. Ms Jon said that donations are expected towards the running costs.</li> </ul> <p>The Harbour Commissioners to be asked if it is possible to have a parking permit for use by the Parish Council / Cormac.</p> </li> <li>c. <i>Play Area</i> – the basketball hoop has been removed. Members <b>AGREED</b> to purchase a replacement. See Minute 123/2021 below regarding provision of additional CCTV. It was <b>AGREED</b> to purchase additional CCTV signs.</li> <li>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. Ms Jon will arrange advertising the proposal and, also, the cost of adding the names.</li> <li>e. <i>Wild camping, Main, Port Gaverne</i> – Two tents were pitched on the evening of 15<sup>th</sup> June, at the end of the Main. It was explained the following morning that camping is not allowed. Later the site was inspected to check for any litter - all good. Members were happy with the way Ms Jon had dealt with the incident.</li> </ul>	<p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p>

	<p>f. <i>Trelights Village Green Benches/Noticeboard</i> – Meeting with the village green committee to discuss the placement of 2 benches &amp; a noticeboard. Followed by research into suitable paving slabs etc. It was agreed to leave further action to the village green committee.</p> <p>g. <i>Port Gaverne</i> – it was confirmed that Highways are responsible for cutting the hedge.</p> <p>h. <i>Trees</i> – Ms Jon had contacted CC to establish what the criteria should be for a tree to merit a TPO (Minute 94g/2021 refers). Cllr. Mould will provide Ms Jon with the contact for the Tree Officer with a view to a site visit to carry out a tree survey.</p> <p>i. <i>Allotments</i> – the Clerk to contact the PCC to seek their views and establish if there are any restrictions on using part of the cemetery as allotments. Cllr. Cleave asked if part of the dog walking area could be used for this purpose.</p> <p>j. <i>Port Isaac Carnival</i> – Saturday, 11<sup>th</sup> September 2021. Ms Kathryn McDonnell advised they are happy to adhere to any rules that are put in place. Members <b>AGREED</b> to permit live music to continue to 11pm and the bar to play CDs for an extra hour.</p> <p>k. <i>Waste Collection</i> – see 124/2021 below.</p>	<p>Cllr. Mould / Ms Jon</p> <p>Clerk</p> <p>Clerk</p>
114/2021	<p><b>Farmers Market</b> – first market had been held on 30<sup>th</sup> May 2021 and all relevant paperwork provided to the Clerk.</p> <p>a. Members did not see it necessary for Ms Jon to be involved with the FMC, other than when acting on their instructions.</p> <p>b. Members did not consider there was a problem with the sale of hot food.</p> <p>c. It was <b>AGREED</b> to install an electric supply.</p> <p>d. It was <b>AGREED</b> to enter into an annual lease with the FMC and various conditions were referred to. Ms Jon to liaise with the FMC.</p>	<p>Ms Jon</p> <p>Ms Jon</p>
115/2021	<p><b>Highway Matters</b> –</p> <p>a. <i>Residents Parking Zone</i> – Members considered the results of the residents' parking restrictions survey.</p> <p>i. It was <b>AGREED</b> to ask CC to proceed with a residential parking zone in Hartland and Mayfield Roads.</p> <p>ii. A proposal to provide free parking to residents in The Main car park after 5pm was deferred to the August agenda.</p> <p>iii. A proposal to offer a grant to full-time residents to lower the kerbs outside their homes to accommodate off road parking was deferred to the August agenda. In the interim the Clerk to obtain quotations from Terry Harris &amp; Sons and Cormac.</p> <p>iv. A proposal to request the removal of the unused pavement outside No.9 Hartland Road to make room for more parking was deferred to the August agenda.</p> <p>v. Silvershell – the response was inconclusive. No further action.</p> <p>b. <i>Port Gaverne Road Safety</i> – Members considered Mr Oliver Jones' response to Mr Matthew Main's letter regarding traffic safety issues in Port Gaverne (previously emailed). No further action at this stage.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
116/2021	<p><b>Financial Matters</b> – including any items received after the agenda is issued</p> <p>a. <i>Accounts for Payment</i> – Schedule No.05/2021-22 to a value of £11,429.47 was <b>APPROVED</b> for payment. The Clerk to place a copy</p>	<p>Clerk</p>

	<p>of the Schedule on the website. Cllrs. Cleave and Raynor were authorised to make the payments by BACS.</p> <p>b. <i>Bank reconciliation</i> – a copy had been circulated via email.</p> <p>c. <i>Cyber Risk Insurance Cover</i> – Members <b>DECLINED</b> to take out this addition to their insurance policy.</p> <p>d. <i>Bank Interest</i> – Members considered where to invest some of their money, currently no interest is paid on deposits in the current account. Interest rates are so low everywhere, no further action at this stage.</p>	Cllrs. Cleave / Raynor
117/2021	<p><b>Administrative Matters</b> –</p> <p>a. <i>Code of Conduct Training</i> – Cllr. Dawe to complete the training and advise the Clerk accordingly.</p> <p>b. <i>Risk Assessment (RA)</i> – face-to-face meetings in the St Endellion Hall (previously circulated).</p>	Cllr. Dawe
118/2021	<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 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> <p>b. <i>Clerks &amp; Councils Direct</i> – July 2021</p> <p>c. <i>AONB</i> – newsletter circulated via email.</p> <p>d. <i>CC's Ash Dieback briefing note</i> – previously emailed.</p>	
119/2021	<p><b>Diary Dates</b> – including any dates received after the agenda had been published. Details previously emailed</p> <p>a. <i>Full Council Meeting</i> – 9<sup>th</sup> August 2021.</p> <p>b. <i>Extraordinary Council Meeting</i> – 22<sup>nd</sup> July 2021.</p> <p>c. <i>C&amp;MS Working Party</i> – not required. NFA.</p> <p>d. <i>Clerk's Leave</i> – 31<sup>st</sup> July to 8<sup>th</sup> August 2021 (inclusive).</p>	
120/2021	<b>Information Only / Future Agenda Items</b> – none.	
121/2021	<b>Closed Session</b> – in view of the confidential nature of the business about to be transacted, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
122/2021	<p><b>Parking Enforcement</b> – Cllr. Raynor explained that AS Parking had breached the terms of their agreement and had subsequently terminated their contract w.e.f. 8<sup>th</sup> August 2021. He and Ms Jon had met with one potential alternative provider and have a meeting with another on Wednesday. An Extraordinary Meeting will be called on Thursday, 22<sup>nd</sup> July to finalise a replacement.</p>	Clerk
123/2021	<b>Additional CCTV Camera</b> – Ms Jon explained to Members where the new cameras are needed. It was <b>RESOLVED</b> to purchase two new cameras.	Clerk
124/2021	<p><b>Waste Collection</b> – Members considered the correspondence from Biffa (previously emailed) that indicates there are:</p> <ul style="list-style-type: none"> <li>Six bins in Port Isaac (emptied 3-4 times p.d. in the summer and twice a week in winter).</li> </ul>	

	<ul style="list-style-type: none"> <li>Two in Trelights (emptied twice p.d. in summer and twice a week in the winter).</li> </ul> <p>Members were skeptical about the number of empties. Cllrs. Button and Raynor to draft a reply to Biffa (Minute 90/2021 refers).</p>	Cllrs. Button / Raynor
125/2021	<b>Enforcement Cases</b> – deferred from the June meeting. Cllr. Williams explained that CC had decreed enforcement cases cannot be discussed in public. She proceeded to update Members.	
126/2021	<b>Meeting Closed</b> – 20:56pm.	

Signature: ..... (Cllr. David Raynor)  
Parish Council Chair

Date: 9<sup>th</sup> August 2021