



**NOTICE AND AGENDA OF THE FULL COUNCIL
MEETING TO BE HELD IN ST ENDELLION HALL
MONDAY, 13th SEPTEMBER 2021 @ 7pm**

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 13th September 2021.

Minute	AGENDA ITEMS	Action
	Present –	
	<p>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.</p> <p>Sarah of Jon Hughes Arch to meet with Members regarding the planning application for Central Garage Site in Port Isaac.</p>	
153/2021	Apologies –	
154/2021	<p>Members’ Declarations</p> <p>a. <i>Acceptance of Office Form</i> – Cllr. Dawe to provide his Financial Interest form to the Clerk.</p> <p>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.</p> <p>c. <i>Non-registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent</p> <p>d. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds</p> <p>e. <i>Dispensations</i> – Members to consider any written requests for dispensations.</p>	Cllr. Dawe
155/2021	<p>Minutes of Meetings –</p> <p>a. <i>Full Council Meeting</i> – 9th August 2021.</p> <p>b. <i>Playing Field Working Party Meeting</i> – 24th June 2021.</p>	
156/2021	<p>Outside Organisations and Reports</p> <p>a. <i>Parish Council Chairman</i> – Members to receive a report.</p>	Cllr. Raynor

	<ul style="list-style-type: none"> b. <i>Playing Field Working Party</i> – Members to receive a report and to consider the draft Terms of Reference. c. <i>Cornwall Council</i> — Members to receive a report. d. <i>Network Panel</i> – next meeting held on 16th September 2021, 6.30pm. e. <i>Police</i> – previously emailed. <ul style="list-style-type: none"> • Police and Crime Plan – survey can be found on: Safe, resilient and connected communities – Alison Hernandez launches survey into Police and Crime Plan · Devon & Cornwall Police & Crime Commisioner (devonandcornwall-pcc.gov.uk). • Bodmin/Wadebridge Neighbourhood Police Team Newsletter – August 2021. 	<p>Cllr. Button</p> <p>Cllr. Mould</p>
157/2021	<p>Planning Applications – Members to consider the following, including any received after the agenda had been published.</p> <ul style="list-style-type: none"> a. PA21/00077, Tre-Pol-Pen 8 New Road Port Isaac – demolition of existing structure and construction of four townhouse style dwellings. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QM GZEYFGJ9I00 b. PA21/05810, Saint Endellion Barn Port Isaac – erection of utility outbuilding. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QU4 FXZFGFWD00 c. PA21/06026, White House Cottage 3A Roscarrock Hill Port Isaac – two-storey extension to the rear of the property with glazed link between the existing summer room and dwelling (Revision to previously approved planning application PA19/09978) footprint made larger. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QU G0PAFGFZ100 d. PA21/08420, White House Cottage 3A Roscarrock Hill Port Isaac – Listed Building Consent for a two-storey extension to the rear of the property with glazed link between the existing summer room and dwelling (Revision to previously approved planning application PA19/09978). https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QY0 SY7FG0IH00 e. PA21/06285, The White House and Cottage 3 and 3A Roscarrock Hill Port Isaac – building of existing stone retaining walls and steps and retrospective consent to retain existing element previously constructed without consent. Megan Arnold granted an extension https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QU U22VFGHI900 f. PA21/06286, The White House and Cottage 3 and 3A Roscarrock Hill Port Isaac – Listed Building Consent for building of existing stone retaining walls and steps and retrospective consent to retain existing element previously constructed without consent. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QU U22WFGHIA00 	

	<ul style="list-style-type: none"> g. PA21/07379, 7 Silvershell View Port Isaac – proposed remodelling of interior and extension. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QW_HMPRFG1WC00 h. PA21/07472, 3 and 7-9 Middle Street Port Isaac – change of use to convert shop to bakery and residential space to guest accommodation. Replacement single-storey rear extension, works to roofs, windows and doors https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QW_LEP4FGIRD00 i. PA21/07473, 3 and 7-9 Middle Street Port Isaac – Listed Building Consent for change of use to convert shop to bakery and residential space to guest accommodation. Replacement single-storey rear extension, works to roofs, windows and doors https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QW_LEP6FGIRE00 j. PA21/07962, Lowarth House 52 New Road Port Isaac - relocate stairs to decking and infill old stair position and replacement of timber balustrade with glass. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QX_BN81FGKEB00 	
158/2021	<p>Other Planning Matters – including any items received after the agenda had been published.</p> <ul style="list-style-type: none"> a. Draft Cornwall AONB Management Plan 2022-2027 – circulated via email. See: https://letstalk.cornwall.gov.uk/aonb-management-plan-review. Deadline 8th October 2021. b. Bude and Stratton Town Council – details previously emailed. Members to consider supporting the following resolution: Housing was the number one issue that our Cllrs came across when door knocking for May’s election, so they are keen to try and make a positive difference. Although this is difficult within the remit of a Town Council, hence the calls for policy changes at a government level and for Cornwall Council as the Housing Authority to take action. <ul style="list-style-type: none"> i. End the ‘Right to Buy’ scheme. ii. Scrutinise the principles of Affordable Housing with a view to creating links to local earnings. iii. New homes must be prioritised for local need and occupancy. iv. Second Homes: <ul style="list-style-type: none"> a. To allow a multiplier of council tax which is passed to local communities b. Scrutiny of the principle of registering houses as businesses v. Additions to our housing stock should be delivered to high sustainable living standards and offered with secure and humane tenancy agreements 	
159/2021	<p>Planning Applications Approved by CC – information only.</p> <ul style="list-style-type: none"> a. PA21/01859, Sunny Corner 32 Dolphin Street Port Isaac – Listed Building Consent for the replacement of three sash windows, to use the same materials and measurements as the original. The new windows are proposed to be like for like in all respects possible. 	

160/2021	<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>Public WCs</i> – Members to receive updates on the following: <ul style="list-style-type: none"> • <i>Main WC</i> – • <i>Roscarrock WC</i> – • <i>Contactless Payments</i> – b. <i>Allotments</i> – Mrs Jill O’Grady, St Endellion PCC advised she had spoken with members of the clergy and the PCC regarding this. It is our understanding that the past Bishop of St. Germans, Bishop Roy, consecrated the whole plot for burials after the church graveyard was closed. It cannot therefore be used for allotments. c. <i>Car Park</i> – Members to receive an update. d. <i>Play Area</i> – Members to consider the issue of dogs roaming the play area. e. <i>Catering Kiosk</i> – Members to consider the tenants’ request for a rent reduction for September, following flooding caused by damaged WCs. f. <i>Tree Preservation Order</i> – Members to consider a proposal that ‘<i>The PC finds an alternative site for the salt box currently on the ground near the Methodist Church, as the leachate could be affecting the condition of the nearby trees. Once a suitable location has been agreed to contact Cornwall Council for approval of the new site, before the container is moved.</i>’ 	<p>Ms Jon</p> <p>Ms Jon</p>
161/2021	<p>Farmers Market (FM) – Members to receive an update regarding:</p> <ul style="list-style-type: none"> a. <i>Licence</i> – Ms Melissa Luffarelli, Sproull Solicitors had been asked to draw up a licence at a cost of £250+VAT. She advised that this should not be finalized until the FM had been set up as a Community Interest Company. The exact location of the farmers market also needs to be supplied. 	
162/2021	<p>Highway Matters –</p> <ul style="list-style-type: none"> a. <i>Feasibility Study</i> – Minute 41a/2021 refers. Members to consider the feasibility study report previously emailed. b. <i>Residents Parking Zone</i> – Members to receive an update: <ul style="list-style-type: none"> i. Proposal to provide free parking to residents in The Main car park after 5pm was deferred to September to allow Cllr. Raynor and Ms Jon talk to Armtrac to establish possibilities. ii. Access to decorative gravel area - proposal to offer a grant to full-time residents to lower the kerbs outside their homes to create access to decorative gravel area. NOTE – Cllr. Penny’s dropped kerb access report had been circulated via email. Nineteen is the likely maximum that could apply for the grant. <p><i>Dropping Kerb Licence</i> – the Clerk had contacted Lyndsay Cowl, Permit and NRSWA Streetworks who advised it was not possible for them “to do a deal”. Within the process of applying for a Vehicle crossing the owner of the property would also need to complete the ‘Do I need planning permission’ form before submitting the application, without this they would not be able to process the licence.</p> 	<p>Cllr. Raynor / Ms Jon</p>

	<p>iii. Proposal to request the removal of the unused pavement outside No.9 Hartland Road to make room for more parking was. Highways had declined to quote.</p> <p>Mr Daniel Evans, Highway advised that for them to deliver this the proposal would need to go through a category 2 consultation and they would want to see that the adjacent owner had been consulted. He has no fundamental issue with the proposal provided the remaining pedestrian routes to 10, 11.12 and twotrees would be at least as good as the access afforded by the footway particularly wheelchair users, pushchair users and other groups that may have trouble with the alternative routes. And provided traffic does not park so as to block the junction.</p> <p>c. <i>Hedge, Trewetha</i> – Members to consider a proposal that the PC removes the hedge along the B3267 Road from the stile next to Trewetha Farm to the bend in the road, which would bring the hedge in line with the stile which is set back from the roadway.</p> <p>d. <i>Road Closures</i> – details previously emailed:</p> <ul style="list-style-type: none"> i. Tintagel Terrace, Port Isaac – 20th to 27th September 2021 (09:30 to 16:30 hours daily) Details emailed. ii. Port Isaac carnival – 11th September 2021 17:45 to 19:15. <p>e. <i>Port Gaverne Hotel</i> – Mr Andy Hoskin, Highways advised: <i>It is apparent the tables and chairs are causing no additional concerns that they have for a number of years, they are set in a wider section of the carriageway and are suitably managed without incident as I am aware, therefore we will not be taking any further action at this time.</i></p>	<p>Cllr. Raynor</p> <p>Information</p>
163/2021	<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.07/2021-22. b. <i>2020/21 Accounts</i> – Members to agree and accept the External Auditors report (previously emailed). The only comments were: <ul style="list-style-type: none"> • The smaller authority should ensure that it has regard to the level of reserves held when considering future precept requests, and • Any earmarked reserves should be considered and formally approved by the smaller authority. <p>The Clerk to post a copy of the Auditor’s report on the PC’s website</p> <ul style="list-style-type: none"> c. <i>Budget Monitor</i> – copy to be circulated prior to the meeting. d. <i>Bank reconciliation</i> – copy to be circulated prior to the meeting. e. <i>Defibrillators</i> – Minute 138a/2021 refers. Members to consider funding the annual fee for the two cabinets at John Bray and Port Gaverne. The annual fee costs £160+VAT per cabinet, with the set-up fees of £125+VAT per cabinet. Deferred from the August meeting. 	
164/2021	<p>Administrative Matters –</p> <ul style="list-style-type: none"> a. <i>Climate Literacy Training Course</i> – details previously emailed: https://vimeo.com/502214146 b. <i>Learning Hub Accounts</i> – two free accounts will also provide access to the other online training that is available within the Council’s Learning Hub, including: Equality and Diversity Awareness; Information Governance; An Introduction to The Human Rights; Safeguarding in Cornwall; Cyber Security; and Workplace H&S. Details emailed. 	

	<ul style="list-style-type: none"> c. <i>Cornwall Association of Local Councils</i> – applications are invited to fill 2 vacancies on the CALC Executive Board. Details previously emailed. d. <i>Business Rates</i> – information had been provided to the Valuation Office Agency i.r.o. “car park, public convenience and premises”. 	Information
165/2021	<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. Shaping Future Support: The Health and Disability Green Paper – consultation deadline is 11th October 2021. Details previously emailed. b. Cornwall's Local Transport Plan – details previously circulated. To comment, please see: www.cornwall.gov.uk/connectingcornwall c. Wellbeing and Public Health at Cornwall Council – details of availability of mental health and suicide prevention training previously circulated, see: https://www.healthycornwall.org.uk/training/ d. Kernow Connect – leaflet previously circulated outlining support services for young people 	
166/2021	<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> – 13th September 2021. b. <i>Secondary Council Meeting</i> – TBC. c. <i>C&MS Leave</i> – 4th to 10th October 2021 inclusive d. <i>Royal Cornwall Hospitals</i> – Annual Public Meeting have now been published on our website, ahead of the meeting next Thursday, 2nd September at 4.30pm. You can find the papers, including our annual report and accounts, on: https://doclibrary-rcht.cornwall.nhs.uk/ 	
167/2021	<p>Information Only / Future Agenda Items –</p> <ul style="list-style-type: none"> a. 	
168/2021	Meeting Closed –	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 7th September 2021

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