



Port Isaac • Trelights • Port Gaverne

**NOTICE AND AGENDA OF THE FULL COUNCIL
MEETING TO BE HELD IN ST ENDELLION HALL
MONDAY, 8th NOVEMBER 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 8th November 2021.

NOTE – face coverings should be worn.

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.	
190/2021	Apologies –	
191/2021	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. 	
192/2021	Minutes of Meetings – <ol style="list-style-type: none"> a. <i>Full Council Meeting</i> – 11th October 2021. b. <i>Playing Fields Working Party</i> – 28th October 2021. 	
193/2021	Outside Organisations and Reports <ol style="list-style-type: none"> a. <i>Parish Council Chairman</i> – Members to receive a report. b. <i>Playing Fields Project Development Working Party</i> – Members to receive a report following the meeting held on 28th October 2021. 	Cllr. Raynor Cllr. Button

	<p>c. <i>Cornwall Council</i> — Members to receive a report.</p> <p>d. <i>Network Panel</i> – next meeting is scheduled for Thursday 11th November 2021, 6.30pm via Microsoft Teams.</p> <p>e. <i>Police</i> – previously emailed.</p> <ul style="list-style-type: none"> • Vision Zero SW Road Safety Partnership – small fund open for applications. See: https://visionzerosouthwest.co.uk/call-for-ideas/. Further information will be at the seminar taking place at St Mellion 10.30am and 2.30pm on Monday, 8th November 2021. • Bodmin/Wadebridge Neighbourhood Police Team Newsletter – October 2021. 	<p>Cllr. Mould Information Information</p>
194/2021	<p>Planning Applications – Members to consider the following, including any received after the agenda had been published.</p> <p>a. PA21/05810, Saint Endellion Barn Port Isaac – erection of utility outbuilding. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QU4FXZFGFWD00</p> <p>b. 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. Deferred until revised plans are received. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QWLEP4FGIRD00</p> <p>c. 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. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QUU22VFGHI900</p> <p>NOTE – Members had previously objected until the Heritage Officer is happy with the proposals.</p> <p>d. 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=QUU22WFGHIA00</p> <p>NOTE – Members had previously objected until the Heritage Officer is happy with the proposals.</p> <p>e. 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. Deferred until revised plans are received. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QWLEP6FGIRE00</p> <p>f. PA21/08617, 53A Fore Street Port Isaac – Certificate of Lawful Development for an Existing Use of 53A Fore Street as a separate unit of residential occupation. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QYCCCOFG1OU00</p>	

	<p>g. PA21/09246, Land S of 2 Overcliff Port Isaac – proposed holiday accommodation unit. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QZEVFHFGHXO00</p> <p>h. PA21/09675, Sea Glass Port Gaverne – Variation of Condition 2 (approved plans) of Application No. PA20/03092 dated 2nd June 2020 (Roof extension over garage to first and second floor to include rear flat roof dormer and two traditional pitched dormers to front. Construction of new access steps to rear terrace). https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QZY3AQFGN4Z00</p> <p>i. PA21/09869, Glendale Trelights – erection of a new 1 bedroom dwelling on the land adjacent to Glendale Cottage and provision of 1 no. car parking space to Glendale Cottage. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R094JPFGM2A00</p> <p>j. PA21/10132, Waituna 31 Trewetha Lane Port Isaac – formation of a vehicular access and associated works. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R0M5YYFGFNM00</p> <p>k. PA21/10058, Land NW of Park Villa Road from Long Cross to The Barton Trelights – reserved matters following outline approval PA20/05111 dated 18.11.2020 for live/work unit including demolition of barn/stable on site. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R0JUGQFGLLZ00</p>	
195/2021	<p>Other Planning Matters – including any items received after the agenda had been published.</p> <p>a. <i>Social Housing</i> – Members to receive an update regarding negotiations i.r.o. possible affordable housing; to include a proposal to join the national Community Land Trust: https://www.communitylandtrusts.org.uk/membership/ and https://www.communityledhomes.org.uk/resource-index</p> <p>b. <i>Planning Presentations</i> – Members to receive an update regarding the provision of a screen and training (for Cllr. Williams to present planning proposals).</p> <p>c. <i>Article Four Direction</i> – Members to consider a proposal to initiate setting up an article four direction to limit permitted development rights in support of our Conservation Area.</p> <p>d. <i>Planning Newsletter</i> – Planning News for Local Councils and Agents - October 2021 (cornwall.gov.uk).</p>	<p>Cllr. Williams</p> <p>Cllr. Williams</p> <p>Cllr. Williams</p> <p>Information</p>
196/2021	<p>Planning Applications Approved by CC – information only.</p> <p>a. 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.</p>	
197/2021	<p>Environmental / Amenity Matters – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:</p>	

- a. *Public WCs* – Members to receive updates on the following:
- Main WC – contactless payment system fitted, up and running, however, there had been teething problems, which resulted in a complete breakdown of the electrical door mechanisms on two cubicles. Resulting in over a week of no revenue. Hi-Tec have offered to provide financial compensation. Details not yet known.
 - Roscarrock WC – Hi Tec & Healthmatic are putting together proposals for total refurbishments for the WC block.
 - New Road WC – issues with coin machines resolved.
 - Port Gaverne WC – toilets are now closed. Meters have been read and the information sent to the National Trust.
- b. *The Main Car Park Ticket Machines* –
- Flowbird have provided a quote for upgrades to all machines including vehicle registration. The electrical requirements needed to support the new equipment will also have to be upgraded with each new solar panel costing £790.00+VAT.
 - Julian Harris has been asked for a quote to supply the lower ticket machines with mains electricity supply. With the idea that the supply may be utilised for an electric charge point for vehicles too.
 - Armtrac offer to replace all the ticket machines for free to vehicle registration input which would be connected to Just Park rather than Flowbird. It has been mentioned that the percentage agreement might have to be increased if the contract is renewed.
- c. *Play Area* – the Clerk had circulated a letter from the Dept. of Communities and Local Government outlining what action is needed to create a bylaw to ban dogs from the play area. Ms Jon to establish if it is possible to add the play area to CC’s “dog exclusion” bylaw.
- d. *Public Rights of Way (PROWs)* –
- Pine Awn – a tree had fallen and broken the footbridge in the valley at the top of Pine Awn. CC had subsequently removed the tree, but the bridge requires further work and is a little dangerous at present. Ms Jon is liaising with CC.
 - Additional Cuts – Ms Jon to advise Members of any PROWs in need of additional cuts. The Clerk to then advise Ms Katie Jose, Countryside Access Team (CAT).
- NOTE – Ms Jose is seeking to amend the Cutting Schedule to include additional cuts for Path No.2
- e. *Trewetha Lane and Back Hill* – Members to consider a quote from Craig Hampson to cut these hedges at the beginning of December; at a cost of £360 for 3 days work.
- f. *War Memorial* – Members to formally resolve to take responsibility for the memorial. Ms Jon’s report refers.
- g. *Allotments* – there had been no response from landowners following the item in the TRIO asking if they have any suitable land that could be utilised for allotments. Members to consider the next step.
- h. *CCTV* – additional signage has been arranged to be put up on all sides of the Main WC block.
- i. *Salt Box* – Members to receive an update regarding a suitable site. Once this has been done CC will be asked to relocate it.

Ms Jon

Members

Cllr. Dawe

	<p>j. <i>Trelights Village Green (TVG)</i> – Members to consider the previously emailed response from Mr Daniel Sproull i.r.o. registration of the land with the Land Registry.</p> <p>NOTE – Cllrs. Williams and Kirkman to provide additional information.</p> <p>k. <i>Rural Community Energy Fund programme</i> – further details: https://www.swenergyhub.org.uk/energy-fund/.</p> <p>l. <i>Tree Warden Scheme</i> – Ms Jon will fulfil this position for St Endellion.</p>	Cllrs Kirkman / Williams
198/2021	<p>Farmers Market (FM) – Members to receive an update.</p> <p>Pending the formation a Community Interest Company, Mr Daniel Sproull had been asked to draw up a licence in the name of Ms Karenza Ball for the FM. At his request, Members to consider the extent of the land covered by the lease.</p>	
199/2021	<p>Highway Matters –</p> <p>a. <i>Residents Parking</i> – Members to receive an update regarding:</p> <p>i. Access to decorative gravel area – Cllr. Penny to circulate the criteria document to permanent resident householders.</p> <p>ii. Unused Pavement Outside No.9 Hartland Road + Separate Area – Cllr. Penny to provide addresses of householders affected by the proposals and the Clerk to contact them for their views.</p> <p>b. <i>Hedge, Trewetha</i> – Members to consider any response from the landowner regarding a proposal to create a walkway to the village.</p> <p>c. <i>Pinch point, Church Hill</i> – one of the of the bollards is badly split and needs to be replaced. CC Highways department will install a new bollard, which the PC would need to purchase. In the region of £200.00 for a rebound socketed bollard.</p> <p>d. <i>Free Parking</i> – notification there will be free parking in Cornwall Council car parks on Saturday 4th December 2021.</p>	Cllr. Penny Cllr. Penny / Clerk Information
200/2021	<p>Financial Matters – including any items received after the agenda is issued</p> <p>a. <i>Accounts for Payment</i> – Schedule No.09/2021-22.</p> <p>b. <i>Bank reconciliation</i> – copy previously circulated via email.</p> <p>c. <i>Defibrillators</i> – Members to receive any response from local businesses regarding sponsorship of the units in Port Gaverne and outside John Bray.</p>	
201/2021	<p>Administrative Matters –</p> <p>a. <i>Catering Kiosk / New Road Shop</i> – the Clerk had contacted the tenants and asked what their plans are for the coming financial year.</p> <p>b. <i>Meeting Venue</i> – Port Isaac School is now available for meetings, if required.</p>	
202/2021	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued</p> <p>a. <i>DWP Household Support Fund</i> – more information on: https://www.gov.uk/government/news/government-launches-500m-support-for-vulnerable-households-over-winter</p>	

	<p>b. <i>Clean Cornwall</i> – survey to better understand what people think about litter. Deadline 14th November 2021. Details previously emailed. See: https://www.surveymonkey.co.uk/r/letstalkrubbish.</p>	
203/2021	<p>Diary Dates – including any dates received after the agenda had been published. Details previously emailed</p> <p>a. <i>Full Council Meeting</i> – 13th December 2021.</p> <p>b. <i>Secondary Council Meeting</i> – 22nd November 2021. TBC.</p> <p>c. <i>C&MS’s Leave</i> – 12th-14th December 2021 (inclusive).</p> <p>d. <i>Site Meeting</i> – with County Cllrs. Carol Mould and Dominic Fairman to “find out from each other experiences on running toilets and managing on-site commercial pop ups from car parks”.</p>	Cllr. Raynor / Ms Jon
204/2021	<p>Information Only / Future Agenda Items –</p> <p>a.</p>	
205/2021	<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>	
206/2021	<p>Highway Improvements – Members to consider and approve the project plan (previously emailed) for the following works at a cost of £12,121.79:</p> <ul style="list-style-type: none"> • 4.1 a/b: Hillson Close crossing point and flat top road hump • 4.1 d: Relocation of school warning sign • 4.3: Co-op crossing point and flat top road hump • 4.4a/b: Crossing point outside 7a New Road (including anti-skid) • 4.4c: Breaking/removal of footway outside 5 New Road • 4.4d: Back Hill virtual footway 	
207/2021	<p>Meeting Closed –</p>	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 1st November 2021

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