

MINUTES OF THE FULL COUNCIL MEETING

HELD AT ST ENDELLION HALL

ON MONDAY 12th DECEMBER 2022

@ 7pm

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| **Minute** | **AGENDA ITEMS** | **Action** |
|  | **Present** – Cllr’s Raynor, Williams, Button, Dawe, Kirkman and  B Kendall (Clerk)  Attending via Zoom: County Cllr Mould |  |
|  | **Chairman’s Welcome / Public Forum** –  Cllr Raynor held a one minute silence in remembrance of former Parish Councillor David Phelps who has sadly passed away and had served St Endellion Parish Council for many years.  Members of the public welcomed and asked to address the members.  Kelvin Hills – Trelights resident declared an interest in becoming a Parish Council member as was present to experience the process of a meeting. |  |
|  | **Apologies** – Cllrs Collings, Webster, Arnold, Cleave  C & M Supervisor on annual leave |  |
|  | **Members’ Declarations** – |  |
|  | 1. **Pecuniary/Registerable Declarations of Interests** – Cllr Williams ref. PA22/ 09677 Trewithick House Trelights Port Isaac Cornwall PL29 3TJ |  |
|  | 1. **Non-registerable Interests** – NONE |  |
|  | 1. **Declaration of Gifts** – NONE |  |
|  | 1. **Dispensations** –NONE |  |
|  | **Minutes of Meetings** – |  |
|  | 1. **Full Council Meeting** – 14th November 2022 - **AGREED** |  |
|  | **Outside Organisations and Reports** |  |
|  | 1. **Parish Council Chair** –Cllr Raynor referred to the resignations received from Cllr Penny and Thomas and thanked them for their service. The matter would be further discussed under its own agenda point. Cllr Raynor confirmed all other items for discussion would be addressed within the agenda. 2. **Cornwall Council Report**- County Cllr Mould thanked Cllr Williams and Raynor for arranging Zoom access. She confirmed that the Devolution Deal and Q&A’s had been circulated via email and recommended all to read the information in detail before proceeding. Public consultation will be open until 17th February 2023.   The elected Mayor will have a 4-year term and select their own cabinet. A scrutiny Committee will be appointed separately, and budgets passed by Cornwall County Council. The deal for Cornwall will secure extra powers and funding.  letstalk.cornwall.gov.uk/bigdeal or 0300 1231118 to request a paper copy.  County Cllr Mould confirmed that there had been an agreement to fill salt boxes, but it was currently down to the Parish Councils to disperse it. This is hopefully being reviewed due to   1. **Playing Field Development Working Party**- Cllr Button stated that this project is a very emotive one which involves delivering and managing expectations. First priority is establishing the feasibility of the development. Secondly to establish the commercial viability and investment for the Parish Council and thirdly the planning stage. All visual elements have been removed from the outline planning and this will be submitted prior to the next meeting. Indications are that some sort of development will be approved, but it may be a staged development. 2. **STEND\_HWG** –Cllr Williams reported progress on the funding from CC for a feasibility study, meeting with Sarah Roberts and Cornwall Community Land Trust and Cornwall Estates Management on the 14th December 2022 feasibility study. Application forms should be available from mid Jan, funding available to a 40K. STEND\_HWG will be prioritised on the first round. 3. **Wadebridge & Padstow Community Network Panel Meeting –** Cllr Penny not present – a new representative to be appointed. | Cllr. Raynor  County Cllr Mould  Cllr. Button  Cllr Williams |

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|  | **Planning Applications** – Members to consider the following, including any received after the agenda had been published. |  |
|  | 1. **PA22/09677** Trewithick House Trelights Port Isaac Cornwall PL29 3TJ Proposed extensions and alterations, and loft conversion. Members discussed the pre comment from the Historic Planning Service, whi expressed concern in its current form. **SUPPORT** 2. **PA22/09925** 51 Fore Street Port Isaac Cornwall PL29 3RE Restoration of existing garage. **SUPPORT** 3. **PA22/09960** Land East Of 39 New Road Port Isaac Cornwall PL29 3SD Proposed demolition of disused garages and construction of two bed cottage. **SUPPORT** Members request the following conditions:  * Principle Residency * All slates to be clipped not nailed |  |

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|  | **Other Planning Matters** – including any items received after the agenda had been published.   1. **NONE** |

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|  | **Planning Applications Approved by CC** – **information only.**   1. **PA22/05299 APPROVED** 25 And 27 Fore Street Port Isaac Cornwall PL29 3RE   Proposal Like for like repair work to front, roadside facing roofs of 25 and 27 Fore Street   1. **PA22/01470/PRE Closed - advice given**   RNLI 2 Church Hill Port Isaac Cornwall PL29 3RQ  Proposal Pre-application advice for repairs and alterations to improve the use of the building as a shop unit on ground floor and a meeting/training room on the first floor. New door to frontage within porch and new door to rear. Internal layout alterations. |  |
|  | **Licensing Applications** – Members to consider the following, including any received after the agenda had been published.   1. NONE |  |

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|  | **Environmental / Amenity Matters** – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued: |  |
|  | 1. **Public WCs** –    * + 1. Roscarrock Hill WC – Planning application approved, spec list and estimated costs prepared by Cllr Williams. A structural Engineer engaged and preparation for tendering commenced. 2. **War Memorial** – Design agreed last month, awaiting timescales. 3. **Car Park** – Members discussed Maggies Barista having requested the addition of a 1 Hour tariff for patrons of their facilities and the park. Cllr Williams raised concerns over individuals underestimating the distance and time walk to the lower village and return. Cllr Button raised the suggestion of allocated parking or a parking refund for patrons of the Barista. Cllr Kirkman raised the issue of cost for Trelights residents wanting to utilise the park facilities and suggested a short stay or residents area. Cllr Raynor agreed to conduct a review of pricing and asked for ticket breach information to be obtained. Matter to be readdressed next meeting. | Cllr Williams  Ms Jon  Cllr Raynor / Clerk |

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|  | **Port Isaac Community Primary School**–   1. No update received on the chosen Academy. 2. Invoices for Security project received and submitted for payment. |  |
|  | **Highway Matters** –   1. **Residents Parking** – Instruction has been provided to the Contractor, awaiting further information and timeframes. 2. **Bus Shelters** – The Trelights shelter has been ordered and is due to be installed on a concrete base in January 2023. Port Isaac Shelter to follow in the New Year. 3. **Port Isaac Highways Scheme** – Cllr Raynor has received a timeframe for commencement of April 2023, Members requested an earlier commencement due to the Easter Holiday period. | Ms Jon  Ms Jon  Cllr Raynor |

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|  | **Financial Matters** – |  |
|  | 1. **Accounts for Payment** – members to review accounts previously emailed for approval - **AGREED** 2. **Budget 2023/24** – members reviewed the initial format and requested a few detail / title changes and for an in depth breakdown for the next Parish Council meeting Monday 16th January 2023. | Clerk  Cllr Raynor / Clerk |

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|  | **Administrative Matters** –   1. **Website –** progress is being made with file transference. Once complete a time frame should be available the new site developed for review. 2. **New Road Kiosk –**Sproull Solicitors are compiling a new lease for issue and a deed of Surrender for the current tenant. This is scheduled to complete by 1st January 2023. 3. **ZOOM-** Cllr Williams requestsmembers to consider the purchase of annual Zoom membership £84.00 - **AGREED** 4. **Resignation –** Vice Chair Cllr Penny and Cllr Thomas have unfortunately decided to resign from their positions on the Parish Council – The Members offer thanks to them for their service.   The Parish Council will notify Cornwall County Council who will supply vacancy notices for display and then notify the Parish Council if an election is required or if the positions can be filled through co-option. | Cllr Williams / Ms Jon  Cllr Raynor /Clerk  Cllr Williams / Clerk  Cllr Raynor / Clerk |

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|  | **Documentation / Correspondence** – not covered elsewhere on the agenda, including any items received after the agenda had been issued |  |
|  | 1. **Hospital Transport Volunteers –** Cllr Williams proposed the PC funds DBS checks for any volunteers coming forward to do hospital lifts. Agreed to advertise for volunteers and an organiser via Facebook and a Trio advert. <https://www.cornwall.gov.uk/jobs-and-careers/working-here/dbs-checks/#:~:text=Disclosure%20and%20Barring%20Service%20(DBS)%20checks%20(formally%20CRB%20checks,revealing%20any%20relevant%20criminal%20history>. 2. **Emergency Plan Meeting –** No update available. 3. **Friends of Wadebridge Leisure Centre –** No update available. | Cllr Williams  Ms Jon / Cllr Raynor  Clerk |

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|  | **Diary Dates** – including any dates received after the agenda had been published. Details previously emailed |  |
|  | 1. **Full Council Meeting** – Monday 16th January 2023 2. **Secondary Council Meeting** – TBC. |  |

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|  | **Information Only / Future Agenda Items** –   * 1. May 2023 meeting moved to Monday 15th May 2023 due to the King Charles III Coronation Bank Holiday. |  |

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|  | **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. |  |

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|  | **Meeting Closed** – 8.46pm |  |

Signature: ……………………………………………… Cllr Raynor (Chair)

Date: 14/12/2022