



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE FULL COUNCIL MEETING
HELD AT PORT ISAAC PRIMARY SCHOOL
ON MONDAY 10TH OCTOBER 2022
@ 7pm**

Minute	AGENDA ITEMS	Action
	<p>Present – Cllrs Raynor (Chair), Penny (Vice Chair), Williams, Collings, Cleave, Button, Dawe, Kirkman, Clare Jon (C & M S) & Beth Kendall (Clerk)</p> <p>Cllr Arnold was to attend virtually, however internet connection was unavailable</p>	
	<p>Chairman’s Welcome / Public Forum –</p> <p>Cllr Raynor welcomed all present including members of the public Mr Wood from BW Planning, Mr R Sloman and Mr P Sloman.</p> <p>Mr Wood Introduced himself and confirmed he was representing the Sloman family reference outline planning application PA22/08533- Land South East of Cobbles Cottage, Port Isaac. He stated the family have a well-established agricultural business and background in the Parish and that the outline planning is for a single dwelling intended as an agricultural worker dwelling.</p>	
171/2022	<p>Apologies – Cllr Webster and County Cllr Mould</p>	
172/2022	<p>Members’ Declarations –</p> <ul style="list-style-type: none"> a. Pecuniary/Registerable Declarations of Interests – NONE b. Non-registerable Interests – NONE c. Declaration of Gifts – NONE d. Dispensations – NONE 	
173/2022	<p>Minutes of Meetings –</p> <ul style="list-style-type: none"> a. Full Council Meeting – 12th September 2022 <i>Amended 149/2022 b final paragraph referring to land ownership and names has been redacted.</i> - AGREED b. Extraordinary Meeting – 3rd October 2022 -AGREED 	

174/2022	<p>Outside Organisations and Reports</p> <p>a. Parish Council Chair – Cllr Raynor recapped the extraordinary meeting for Port Isaac Community Primary School addressing the maintenance needs for the refurbishment of the toilet facilities, décor in all areas and for the agenda point discussing the Parish Councils support of safeguarding and security projects.</p> <p>Cllr Raynor stated he had received an email from the owner of the Headlands Hotel site and he had offered his thanks to the Parish Council for their patience whilst architects worked to achieve a workable and financially viable design. They hope a pre-app submission will be made within the next 2 -3 months.</p> <p>Cllr Raynor asked Cllr Williams to discuss the placement request for a memorial bench on the coastal path. Cllr Williams confirmed she had been approached by a member of the community to place a memorial bench to the fishermen of Port Isaac on an existing blank base located on the coastal path between Port Isaac and Port Gaverne.</p> <p>Cllr Penny confirmed the land does not belong to the Parish Council so permission should be sort from Cornwall Council by the resident themselves.</p> <p>b. Cornwall Council Report- Not Present</p> <p>c. Playing Fields Working Group- T Harris & Sons have carried out the trenching work and the site was visually sound. Soil samples were taken and results are pending. Cllr Button passed his thanks to Cllr Williams for liaising on the trenching works in his absence.</p> <p>The Ecology report from J Sproull noted considerations to be made in preserving and enhancing the outlying areas of the proposed site.</p> <p>CAD will proceed with an outlining planning draft by month end and submission to Cornwall Council Planning Department is likely by year end.</p> <p>Cllr Williams raised the issue of a lack of qualitative data and detailing for the business plan. Cllr Button confirmed that outline planning would be secured first to ensure the project was deliverable, before looking at detailing the project and business plans to increase funding potential.</p> <p>d. STEND_HWG – Cllr Williams confirmed that the Affordable Housing Team had looked at the survey analysis and the next step was to run a campaign for members of the Parish in need of housing to register with Homechoice Cornwall.</p> <p>Timing on this would be vital as a review of the Homechoice Cornwall website highlights that any inactive applicants with be removed after 1 year.</p>	<p>Cllr. Raynor</p> <p>County Cllr Mould</p> <p>Cllr. Button</p> <p>Cllr. Williams</p>
----------	--	--

	<p>Cllr Williams confirmed a date has yet to be set for meeting with Stephen Morgan of Cornwall Council Estate's Management, Sarah Roberts & Imogen Day of CC's Affordable Housing Team.</p> <p>e. Wadebridge & Padstow Community Network Panel Meeting- Cllr Penny stated that St Minver Parish Council raised the issue with the lack of policing in the area, Cllr Penny seconded this for St Endellion Parish and they received the advice to liaise with the area appointed Safety Officer for support.</p> <p>Cllr Penny as confirmed that the Friends of Wadebridge Leisure Centre had made a presentation at the meeting.</p> <p>Cllr Williams highlighted this as an item missed in the previous meeting and that the Friends of Wadebridge Leisure Centre had written to the Parish Council (emails / letters previously circulated to members) asking for financial support towards the centres rising energy costs.</p> <p>Members decided not to consider the suggested method of funding support at this stage, but that they would welcome a representative's attendance at the next Parish Council meeting to discuss how the Parish Council might offer funding support in an alternative way.</p>	Cllr Penny
--	--	------------

175/2022	<p>Planning Applications – Members to consider the following, including any received after the agenda had been published.</p> <p>a. PA22/08080 Public Conveniences Roscarrock Hill Port Isaac Cornwall PL29 3RG Listed Building Consent for renovation of existing public convenience. SUPPORT</p> <p>b. PA22/08106 Trevathan Farm Access to Trevathan Farm St Endellion Port Isaac Cornwall PL29 3TT Prior notification of agricultural or forestry development for Proposed Grain Store. SUPPORT</p> <p>c. PA22/05299 25 And 27 Fore Street Port Isaac Cornwall PL29 3RE Like for like repair work to front, roadside facing roofs of 25 and 27 Fore Street SUPPORT</p> <p>d. PA22/07482 Land West Of Treswarrow Park Farm Trelights Port Isaac Cornwall. New access for the field adjacent to Treswarrow Cottage SUPPORT</p> <p>e. PA22/08533 Land South East of Cobbles Cottage Port Isaac Cornwall PL29 3SR Outline application for the construction of a single detached dwelling for an agricultural worker with all matters reserved. Members SUPPORT IN PRINCIPLE an agriculturally tied dwelling, with some reservations over the height of the building in this sensitive setting. Members understand the necessity for a dwelling in this location in terms of cattle husbandry.</p>	
----------	---	--

176/2022	<p>Other Planning Matters – including any items received after the agenda had been published.</p> <p>a. Proposed Seaweed Farm – Port Issac Bay – email and attachments previously sent to members ref. BIOME Algae Ltd.</p> <p>Members felt that although they supported the proposal in principle, they could not provide the requested letter of support due to the lack of detailed information on the project and any benefits to the Parish that the proposal would provide.</p> <p>Cllr Button stated he would want to see more specific case studies on similar projects.</p>	
177/2022	<p>Planning Applications Approved by CC – <u>information only.</u></p> <p>a. PA22/06536 Closed - advice given The Platt Fore Street Port Isaac Cornwall Marine Management Organisation (MMO) consultation for a seaweed farm.</p> <p>b. PA22/01464/PRE Closed - advice given Signal Field New Road Port Isaac Cornwall PL29 3SB Do I need enquiry for installation of an external steel staircase to provide a separate means of escape and access to upper floor levels</p> <p>c. PA22/08378 - Prior approval required Treore Dairy Ltd, Treore, Treore Lane, Port Isaac Cornwall PL29 3TB Prior approval notification to determine if planning permission is required for: Excavation of land to provide a sloping sided pit for slurry storage</p> <p>d. PA22/06160 - REFUSED Land East Of 39 New Road Port Isaac Cornwall PL29 3SD Proposed demolition of disused garages and construction of three bed cottage.</p> <p>e. PA22/06668 S52/S106 and discharge of condition apps The White House 3 Roscarrock Hill Port Isaac Cornwall PL29 3RG Submission of details to discharge condition 2 in relation to decision PA21/06286 dated 17.12.2021</p>	
178/2022	<p>Licensing Applications – Members to consider the following, including any received after the agenda had been published.</p> <p>a. Renewal of Street Trading Licence - application from Mr Tozer trading as Frank Tozer to trade from the Grass Verge at Junction of New Road and Tintagel Terrace, Port Isaac – Previously emailed to members. SUPPORT</p>	
179/2022	<p>Environmental / Amenity Matters – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:</p> <p>a. Public WCs –</p> <ol style="list-style-type: none"> I. Roscarrock Hill WC – Information as per planning application PA22/08080 II. Port Gaverne WC- water & electricity meters to be read at the end of October and requests for donations from businesses in Port Gaverne will be made. <p>b. Port Gaverne parking – Cllr Raynor covered the Headlands Hotel in his report. However, Ms Jon noted the door and the fencing around the</p>	<p>Cllr Williams Ms Jon</p> <p>Cllr Raynor</p>

	<p>site remain in need of repair. Cllr Raynor agreed to contact the owners again.</p> <p>c. War Memorial – Members SUPPORT the addition of a separate 12x18” granite sloping stone with bronze plaque attached. Ms Jon to confirm and arrange with supplier.</p> <p>d. Fireworks- Cllr Penny confirmed he was stepping down from involvement with the parish firework displays and the Chairman of the fireworks committee Mr S Hudspith would remain the point of contact.</p>	Ms Jon
180/2022	<p>Port Isaac Community Primary School–</p> <p>a. Proposed Project of Works- proposal for works at Port Isaac Community Primary School. Members AGREED to support the school with funding for a Safeguarding / Security project on receipt of written quotes within a pre-set budget.</p>	Clerk
181/2022	<p>Highway Matters –</p> <p>a. Residents Parking – Quote from T Harris & Son AGREED. Clerk to ask them to proceed with necessary licensing and provide a works commencement date.</p> <p>b. Bus Shelters – Delivery of flat pack, powder coated shelters has a 4–6-week timeframe. Given the quotes for installation Ms Jon was asked to approach Mr. Burnard for a quote to carry out the installation in addition to the base and pathway works.</p> <p>c. Port Isaac Highways Scheme – no update available</p>	<p>Cllr Penny / Ms Jon</p> <p>Ms Jon</p> <p>Cllr Raynor</p>
182/2022	<p>Financial Matters –</p> <p>a. Accounts for Payment – members to review accounts previously emailed for approval – AGREED</p> <p>b. External Auditors Report- members to review and respond to AGAR report previously circulated. AGREED</p>	Clerk
183/2022	<p>Administrative Matters –</p> <p>a. Website – Progressing – Clerk to contact Gavin Tyler re. File transfers.</p>	Clerk
184/2022	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued</p> <p>a. Emergency Plan Meeting – No update available – Gavin Tyler to be contacted again for a date.</p> <p>b. Parking Enforcement SLA Reports – Cllr Williams raised a query over the cost effectiveness of the service given the recent report figures (previously circulated to members). Clerk to schedule agenda point before renewable date.</p>	<p>Cllr Raynor</p> <p>Clerk</p>

185/2022	<p>Diary Dates – including any dates received after the agenda had been published. Details previously emailed</p> <p>a. Full Council Meeting – Monday 14th November 2022</p> <p>b. Secondary Council Meeting – TBC.</p>	
186/2022	<p>Information Only / Future Agenda Items –</p> <p>Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic</p> <p>Road Closure Intention Notice</p> <p>Location: Trelights, Port Isaac</p> <p>Timing: 6th December 2022 to 7th December 2022 (09:30 to 16:00 hours)</p> <p>Contact: Western Power Distribution - Tel: 105</p> <p>Please click the following link for a map: https://one.network/?tm=130708249</p>	
187/2022	<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>	
188/2022	<p>Meeting Closed – 8.46pm</p>	

Signature: Cllr Raynor (Chair)

Date: 10/10/2022