



**MINUTES OF THE FULL COUNCIL MEETING
HELD AT ST ENDELLION HALL
ON MONDAY 13th FEBRUARY 2023 AT 7pm**

Minute	Agenda Items	Action
	<p>Present: Divisional Member Cllr Mould, Cllrs Raynor (Chair), Cleave (Vice Chair), Williams, Dawe, Kirkman, Collings, Webster, Button and Ms Jon (C & M S) Kelven Hills - observing. Mark Symons - observing. Jonathan & Katie Bird - to support their planning application</p>	
	<p>Chairman's Welcome / Public Forum</p> <p>Members of the Public: Mr R Sloman, Mr P Sloman, Mr B Wood Planning Consultant.</p> <p>Mr Wood planning consultant for the Sloman family spoke on their behalf regarding planning application PA22/08533. The original planning application was refused by Cornwall Council, and they would like to identify Parish Council support to resubmit the application or start with a fresh one. It may be a case of relocating the site or preserve the location and try to develop the agricultural issues to the planning officer, to try to change their opinion.</p> <p>They are grateful for the support already from the Parish Council and enquired as to whether they would be prepared to represent the application at Committee.</p> <p>Cllr Williams expressed that she didn't feel qualified to argue in person with Cornwall Council's land agents, however, the NDP supports succession building on farms. Cllr Mould explained the principle that there needs to be enough business agricultural or diversified to support the existing dwellings and provide for a further one. The ANOB also recommended refusal of the application due to the elevated site, however, as the whole farm is in an area of ANOB it could be difficult to find a suitable location. It was felt that there is conflict between how to progress the application whether it would be better to reinforce the business aspect or the location of the proposal.</p>	
23/25	Apologies Cllr Arnold and Mrs Kendall (Clerk)	
23/26	<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 	
23/27	<p>Minutes of Meetings</p> <ul style="list-style-type: none"> a. Full Council Meeting – 16th January 2023 7pm AGREED 	

	b. Extraordinary Meeting – 24th January 2023 4.30pm AGREED	
23/28	<p>Organisations and Reports</p> <p>a. Parish Council Chair – Headlands Hotel; the latest scheme has been drawn up by their architects and is ready for pre-app. Mr Sloman has asked about a bonfire to commemorate the Kings coronation in May -AGREED There are two candidates for Parish Councillor Co-option, Kelven Hills, and Mark Symons. Both present and appointed -AGREED. New member signed their acceptance forms.</p> <p>b. Divisional Members Report- Cllr Mould commented on the nice bus shelter at Trelights and nice to go to the school in Port Isaac which looked smart and seemed happy. The new Community Partnerships areas have been agreed with 12 instead of 19. Govt. will provide funding and it is hoped this will be a more efficient network. Devolution: the process of Govt. tends to progress work very slowly; this system may well improve this. The County Council budget should be agreed tomorrow (14/2/23).</p> <p>Further discussion regarding planning application PA22/08533 Cllr Mould felt their agent hadn't fully understood the argument from Cornwall Council to refuse the application. The farm business must show there's enough work to be able to support justifying a further dwelling. She felt that if the Parish Council wanted to show support at Committee someone should be prepared to attend. The farm being in an ANOB is another issue and she wanted to be sure the Members were on the same page.</p> <p>c. Playing Field Development Working Party- Cllr Button confirmed the Outline Planning Application has been submitted to Cornwall Council. The next step is for the Working Party to have a meeting to discuss the strategy going forward. Public consultation, advertisement in Trio etc. A feasibility study and a viability study to ensure the facilities meet public agreement, but will also be deliverable and workable, along with checking possible funding streams.</p> <p>With PA23/00539 Playing Field Trewetha Lane Port Isaac, being on the agenda it prevents the Parish Council discussing the matter. However, Cllr Kirkman enquired at what point would it be good to have input from residents of Trelights. Cllr Button felt that any input at any time would be helpful, but more so once there's a better understanding from the Working Party as to what the facilities could entail. Cllr Kirkman offered to mail drop the properties in Trelights if this was required.</p> <p>Cllr Mould asked if there is support from within Port Isaac. This was thought to be positive. However, should the pre app not be supported how would the Parish Council proceed. Cllr Button is prepared to represent the Members at Planning Committee should that be necessary. Cllr Williams thought the only issue might be the siting of the building. There should be enough interest to show support, the play area needs development, and the school is a vital stakeholder.</p> <p>Cllr Williams suggested that Cornwall Air Ambulance should be consulted and agreed to contact Mark Evans on behalf of the Parish Council.</p> <p>d. STEND_HWG – Cllr Williams followed up from emails previously sent to members re: funding for the next stage of the proposal.</p> <p>Cllr Button enquired as to any other sites and to the level of financial commitment for the Parish Council should they agree to this stage of funding, going forward. Cllr Williams confirmed that Glebe Farm owned by Cornwall Council is the only available site and the funding commitment would be a segment of the £20,000 she has requested reserved over a two yr. period.</p> <p>Cllr Williams further explained either St Endellion parish setup its own Land Trust or the project would be managed and run under the umbrella of Cornwall Community Land Trust (CCLT). The estimated to get the scheme to full planning would be in the region of £80,000 to £120,000. Cllr Mould advised it may be better to set up a local Land Trust as there will be more control on who gets to live in the housing and offered the opportunity of a self-build scheme.</p>	<p>Cllr Raynor</p> <p>County Cllr Mould</p> <p>Cllr Button</p> <p>Cllr Williams</p>

	<p>Cllr Williams suggested that a positive pre-app it would draw more people to the project who would be prepared to volunteer their time and expertise. Heritage and Landscape surveys should help with a positive outcome despite the sensitivity of the site, which will be taken into consideration. The pre-app should be submitted in March with a decision in approximately May/June.</p> <p>All stakeholders will be consulted including the support of St Endellion Festival Endelienta, the Parochial Church Council, businesses, and the community. NDP policies support, affordable housing with the live work units, and commercial development on the site.</p>	
23/29	<p>Planning Applications – Members to consider the following, including any received after the agenda had been published.</p> <p>a. PA22/10739 Tregenna Trelights Port Isaac Cornwall PL29 3TF Conversion and extension of existing self-contained building ('Woodland Lodge') to ancillary annex/ staff accommodation to Tregenna OBJECT Many trees on the site have been lost due to the current works, we consider the application is incomplete without the implementation of the Tree Officers' recommendations.</p> <p>Our objection arises from increased use of ancillary buildings in the Parish, converted to independent use as holiday lets, where we already have intensified tourist accommodation. Conditional permission was granted in support of its host, The Longcross Hotel, now converted into a private home.</p> <p><i>'PA12/05882: However, it would be necessary as the proposed building are in the open countryside and no functional and financial need has been provided by the applicant for an unfettered dwelling in the open countryside, to condition the permission for holiday use only (Officer Report) Condition: The development hereby permitted shall be used as holiday accommodation only and shall not be occupied as a person's sole or main place of residence.'</i></p> <p>We are aware The Framework has been updated, but in consideration of planning applications pertaining to annexe accommodation we follow Cornwall Council's guidance notes, (4th Version May 2020) for consistency.</p> <p>Members consider the proposed extension to the annexe accommodation is too large, and with the addition of a third bedroom and kitchen, no longer ancillary to the main dwelling but comprising a separate dwelling, albeit within the garden of the main dwelling.</p> <p>We are not convinced, should the proposal be permitted, a usage condition is sufficient to prevent what is effectively a separate dwelling, remaining tied to the main dwelling in perpetuity.</p> <p>b. PA23/00504 23 Silvershell Road Port Isaac Cornwall PL29 3SN Proposed internal alterations, front extension, and re-roof of garage with proposed driveway alterations. No neighbour objections received. SUPPORT</p> <p>c. PA23/00539 Playing Field Trewetha Lane Port Isaac Cornwall Outline planning permission with some reserved matters for proposed community facility and improvements to existing football pitch and associated works https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=details&keyVal=ROSJ4HFGIU700 Members should not comment on their own application, however a meeting of the Playing Field Development Working Party should be convened to make comment.</p> <p>d. PA23/00753 11 The Barton Trelights Port Isaac Cornwall PL29 3TX Part replacement of roof of semi-detached bungalow, altering pitch to extend upwards and provide new bedroom ensuite. SUPPORT</p>	Cllr Button
23/30	<p>Other Planning Matters – including any items received after the agenda had been published.</p>	

23/31	<p>Cornwall Council Planning Decisions – <u>information only.</u></p> <ul style="list-style-type: none"> a. PA22/09960 REFUSED Land East Of 39 New Road Port Isaac Cornwall PL29 3SD Proposal Proposed demolition of disused garages and construction of two bed cottage. b. PA22/09925 APPROVED 51 Fore Street Port Isaac Cornwall PL29 3RE Proposal Restoration of existing garage. c. PA22/02638 APPROVED 24 Tintagel Terrace Port Isaac Cornwall PL29 3SE Proposal Proposed first floor rear extension and driveway storage. d. PA22/08533 REFUSED Land Southeast of Cobbles Cottage Port Isaac Cornwall PL29 3SR Proposal Outline application for the construction of a single detached dwelling for an agricultural worker with all matters reserved 	
23/32	<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. Public WCs – Roscarrock Hill WC – After an initial discussion it was realised further information would be required before any updates can be presented to Members b. Car Park – change of fees. No change has been implemented as a member is concerned about loss of revenue and problems from enforcement issues. A suggestion to provide residents with a one-hour parking permit could be tried out. Ms Jon to consult with the enforcement company for guidance and advice. c. Waste Removal- Cllr Mould will check whether holiday agents in the north Cornwall area are being targeted regarding the disposal of the waste from their properties. If not, then permission for Ms Jon to follow up on this was agreed. Cllr Mould & Cleave left at this point. d. Port Isaac & St Endellion War Memorial - it was agreed that Ms Jon should apply for the Listed Building Consent. Cllr Williams to assist as required- e. Water Refill Station – – it was agreed for this to be sited at New Road WC block and for Ms Jon to contact a plumber for the installation. 	<p>Clare Jon/Cllr Williams Clare Jon Clare Jon Clare Jon Clare Jon</p>
23/33	<p>Highway Matters</p> <ul style="list-style-type: none"> a. Residents Parking – Members agreed the cost would be borne by the Parish Council, apart from the cost of individual licences, which the respective residents would have to pay. This scheme is now closed, and this should be advertised, so the community is aware of its end. b. Port Isaac Highways Scheme – no further information available. 	
23/34	<p>Port Isaac Community Primary School</p> <ul style="list-style-type: none"> a. Security sheds- delivered and installed. 	
23/35	<p>Financial Matters –</p> <ul style="list-style-type: none"> a. Accounts for Payment – APPROVED b. LMP Maintenance Contract – Members to consider and accept an offer of £1550.10 to cut the PROWs in 2023/4. Details previously emailed. ACCEPTED c. South West Coast Path (SWCP) – Members to consider taking on this contract. Details previously emailed. DECLINED d. STEND_HWG – Cllr Williams requests support to fund a pre-app baseline study reference a pre-application at Glebe Farm. Members approved of a budget of £20,000 over two years. Fee proposals in the sum of £12,500 for Heritage and Landscape Studies were accepted on a ‘best value’ basis. 	

	<p>e. Village Millennium Clock – Cllr Webster explained the work required for the full clock and housing repairs. Members approved to provide 50% of the overall costs, which will be matched by the Doc Martin Fund.</p>	
23/36	<p>Administrative Matters</p> <p>a. Election / Co-option for vacant Parish Council positions- Kelvin Hills & Mark Symons being present were co-opted on the Parish Council.</p> <p>b. Policies and Procedures – Members to consider and re-adopt the following policies. Copies to be circulated via email prior to the meeting: All were readopted apart from the Asset Register: Cllr Button pointed out a possible error on line 14; ‘All risk including theft’ £136,000 - is this insurance policy, therefore in the wrong column.</p> <ul style="list-style-type: none"> i. Asset Register – amendment required as detailed. ii. Financial Risk Management -Readopted iii. Statement of Internal Control -Readopted iv. Standing Orders -Readopted v. Financial Regulations -Readopted vi. Anti-fraud and Corruption Policy -Readopted vii. Press Policy -Readopted viii. Bench Policy -Readopted ix. Grant Policy -Readopted x. Reserve Policy -Readopted xi. CCTV Policy-Readopted xii. Risk Assessments <ul style="list-style-type: none"> ▪ <i>Car Park</i>-Readopted ▪ <i>Cemetery</i>-Readopted ▪ <i>WCs</i> -Readopted ▪ <i>Playing Field</i>-Readopted ▪ <i>The Main incl. Slate Quarry</i>-Readopted ▪ <i>Trelights Village Green</i>-Readopted ▪ <i>Benches</i> -Readopted <p>a. Website - There has been no development of the website since prior to January’s meeting. Beth was seeking advice on how far back the archives should go and where the other records should be kept. Along with providing the site builder with further input material for the site.</p>	
23/37	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued.</p> <p>a. CALC AGM – Members invited to CALC AGM Tuesday 21st February 2023 7pm Shire Hall, Bodmin. Details previously emailed to members RSVP required for attendees.</p>	
23/38	<p>Diary Dates – including any dates received after the agenda had been published. Details previously emailed.</p> <p>a. Full Council Meeting – Monday 13th March 2023</p> <p>b. Clerk – Training 6th & 27th March 2023</p>	

23/39	<p>Information Only / Future Agenda Items</p> <p>a. Cornwall Council – Big Deal Get involved and have your say by 17th February 2023 – letstalk.cornwall.gov.uk/bigdeal or call 0300 1231 118. Devolution was discussed by the Members, and it was agreed that individual responses were appropriate.</p> <p>b. Ash Tree Replacement- Cllr Collings would like to know if Cornwall Council are intending to replace the three Ash trees which they removed from the hedge adjacent to the War Memorial in Port Isaac. Clerk to Enquire.</p>	
23/40	<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> <p>a. Budget 2023/24 AGREED</p>	
23/41	<p>Meeting Closed – 8:56pm</p>	

Signature: Cllr Raynor (CHAIR)

Date: 18/02/2023