



Port Isaac • Trelights • Port Gaverne

MINUTES OF THE VIRTUAL MEETING

HELD ON MONDAY, 8th MARCH 2021 @ 7pm

NOTE – it is the responsibility of all those joining a 'Zoom' meeting to check their security settings.

Minute	AGENDA ITEMS	Action
	Present – Cllrs. Raynor (Chair), Cleave, Coles (Vice Chair), Collings, Kirkman, Penny, Webster, Williams; Mrs Thompson (Clerk), Ms Jon (C&MS), County Cllr. Mould.	
	Chairman's Welcome / Public Forum – the Chair opened the meeting and welcomed those present.	
31/2021	Apologies – Cllrs. Dawe and Phelps.	
32/2021	Casual Vacancy – Members declared a vacancy on the PC. The Clerk to advise CC.	Clerk
33/2021	Members' Declarations a. <i>Pecuniary/Registerable Declarations of Interests</i> – none b. <i>Non-registerable Interests</i> – none c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds d. <i>Dispensations</i> – none	
34/2021	Minutes of Meetings – a. <i>Full Council</i> – 8 th February 2021. Minute 26b/2021 was amended to read: <i>CALC FAQ 17</i> – Members agreed by a majority to support the campaign for virtual meetings by contacting Scott Mann MP. With that amendment the Minutes were APPROVED as a true record.	Clerk
35/2021	Outside Organisations and Reports a. <i>Parish Council Chairman</i> – Cllr. Raynor reported: <i>Local Elections</i> – elections to the County and Parish Councils are planned for 6 th May 2021. The official notice of the Election will be on 20 th March and applications must be in by 8 th April. He will put a notice into TRIO. Cllr. Raynor said we need CC visits to enforce parking regulations. Cllr. Mould will look into this. BT arrived today to remove the two remaining telephone kiosks. One in the Conservation Area on Church Hill (number 01208 880295), the other on New Rd (01208 880213). The PC knew nothing of this and it	Cllr. Raynor Cllr. Mould Cllr. Mould

	<p>c. PA21/01202, Pennti Ros Access to Lower Trefreock – two side extensions to create kitchen and additional bedroom. Amended design for approved permission PA20/04891. SUPPORT.</p>	Clerk
37/2021	<p>Other Planning Matters – including items received after the agenda had been published.</p> <p>a. <i>Neighbourhood Plan</i> – CC had delayed the referendum until early Summer. Details previously emailed.</p> <p>b. Neighbourhood Planning Bulletin – February 2021</p>	Information
38/2021	<p>Planning Applications Approved by CC – information only.</p> <p>a. PA20/08993, <i>The Annexe Stonelands, Trewetha, Port Isaac</i> – single storey extension to side of property.</p> <p>b. PA20/10075, The White House, 3 Roscarrock Hill, Port Isaac – Listed Building Consent to repair a stone retaining/boundary wall at the rear and to the side of the parking area.</p> <p>c. PA20/11484, The Chalet rear of 31 Fore Street, Port Isaac – demolition of existing buildings and construction of a dwelling.</p>	
39/2021	<p>Withdrawn Planning Applications – information only.</p> <p>a. PA20/09110, North Light, Homer Park, Port Isaac – proposed extension and remodelling. Cllr. Penny was thanked by Cllr. Williams for raising concerns about the glazing.</p>	
40/2021	<p>Environmental / Amenity Matters – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:</p> <p>a. <i>Cemetery Bench</i> – should be delivered by end March.</p> <p>b. <i>Car Park</i>– Members to consider:</p> <ul style="list-style-type: none"> • <i>Telephone Provider</i> – The contract has been received along with information regarding costs of new signage, which needs to be paid by the PC. It was RESOLVED to authorise Ms Jon to progress with the contract. • Electric Charging Points - it may be possible to install a Fast-charging point. It was RESOLVED to authorise Ms Jon to carry out further research, to include speaking to CC and Camelford TC. Cllr. Penny wanted to see a system that could be upgraded easily. • Quotation for new railings - three quotes had been obtained, It was RESOLVED to accept the quote from Julian Harris at a cost of £1,580+VAT. <p>c. Quotation for the hard standing – it was RESOLVED to accept a quotation from Julian Harris to supply and lay type 1 803 hardcore at a cost of £3,080+VAT. Ms Jon to seek further quotes to tarmac the area in the future.</p> <p>d. <i>Public WCs</i> –</p> <ul style="list-style-type: none"> • <i>Roscarrock WC</i> – Members seek proof that Healthmatic and Hi Tech can provide contactless payment using the existing mobile signal in the area. If they cannot guarantee that the signal will work, then we need to ask BT to put in a land line. BT had quoted £350 subject to survey, plus £27.99+VAT monthly line rental to provide a line for contactless payments. 	<p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p> <p>Ms Jon</p>

	<p>e. <i>Play Area</i> – the RoSPA inspection will be made in April 2021. Mr Phil Burnard is refixing and replacing some uprights to the fence at the hard standing, repairing some of the safety surfaces and removing the small areas of corrosion on the parallel bars.</p> <p>f. <i>War Memorial</i></p> <ul style="list-style-type: none"> • Additional Names – Awaiting a reply from H M Land Registry re: establishing ownership. If this line of enquiry comes back blank then advice from the War Memorial Trust grants department will be followed. • Raised Bed – Mr Chris Lanyon is seeking permission to install three raised beds around the area of the memorial to grow vegetables and herbs for public use. A sketch plan had been circulated via email. It was RESOLVED to enter into a Licence with Highways to Plant and Maintain the proposed location. Deferred to the next meeting for further discussion. <p>g. <i>Water Station, Little Hill</i> – The latest update from Tina Robinson expressed concern in the delay in getting the unit produced, which may not be until August/September 2021. Members agreed to wait.</p> <p>h. <i>Port Isaac Roadside Banner</i> – Ms Jon reported the banner is now ready for installation. When we are out of lockdown there will be some sort of “thank you” ceremony. The Clerk to add to insurance policy and Asset Register.</p> <p>i. <i>Social Inclusion Fund</i> – Ms Jon advised the Community Café had taken the place of The Golden Circle. No further action.</p> <p>j. <i>Cycling on PROWs</i> – Ms Jon had erected “No cycling” signs on certain PROWs. See C&MS report for details.</p> <p>k. <i>Signage</i> – Members SUPPORTED a proposal to maintain/repaint the old-style signs to prevent them being replaced with plastic ones by CC. Ms Jon to liaise with Mr Burnard.</p> <p>l. <i>Trelights Village Green</i> – a request had been submitted to create a TPO on the Horse Chestnut Tree on The Green.</p>	<p>Ms Jon</p> <p>Clerk</p> <p>Clerk</p> <p>Ms Jon</p> <p>Clerk</p>
41/2021	<p>Highway Matters –</p> <p>a. <i>Feasibility Study</i> – Minute 215a/2020 refers. Mel Thomas, Cormac Engineer/Project Manager advised they had been doing some minor preparatory works so we can establish what services are running under the ground which will help to provide your Council with a more accurate cost estimate for any recommended works i.r.o.:</p> <ul style="list-style-type: none"> • The three pedestrian road crossing options; • The pavement on New Road OPPOSITE Back hill on the inside of the right-angle bend. <p>b. <i>Residents Parking Zone</i> – Cllr. Penny said he thought 110 people need to be canvassed at a cost of £1.20 per person. It was RESOLVED to proceed.</p> <p>c. <i>Road Closure</i> – Tintagel Terrace, Port Isaac, 22nd to 26th March 2021 (24 hours). Details previously emailed.</p> <p>d. <i>Parking Enforcement Officer</i> – Minute 20b/2021 refers. Cllr. Mould is liaising with Ms Zoe Hall, CC regarding joining with St Minver Lowlands and St Minver Highlands to share an enforcement officer.</p>	<p>Cllr. Penny</p> <p>Cllr. Mould</p>

	<p>e. <i>Traffic Management</i> – Cllr. Penny said Members need to consider parking and traffic management for visitors' vehicles entering Port Isaac. It was RESOLVED the Clerk and Chair would seek advice from Police and Highways.</p> <p>f. <i>Trelights 30mph signs</i> – Members had previously requested the signs be relocated. Ms Jon was tasked to follow up.</p> <p>g. <i>Potholes, Chapel Hill, Trelights</i> – reported to Highways ref: W2158437</p>	<p>Cllr. Raynor / Clerk</p> <p>Ms Jon</p> <p>Information</p>
42/2021	<p>Financial Matters – including any items received after the agenda is issued</p> <p>a. <i>Accounts for Payment</i> – Schedule No.12/2020-21 to a value of £29,339.37 was APPROVED for payment. Cllrs. Coles and Raynor were authorised to make the payments by BACS. The Clerk to place a copy of the Schedule on the website.</p> <p>b. <i>PROW Maintenance Grant</i> – Mr David Woods, CC advised he was only able to offer funding for two cuts on path 537/16/2. Members to confirm they accept the grant of £1,337.86 to cut Public Right of Ways (PROWs) in the parish. It was RESOLVED to accept the grant.</p> <p>c. <i>Grass Verges</i> – Cllr. Raynor said that he thought additional areas had been added to the cutting regime. The Clerk to circulate the previous cutting maps for Members to compare. A decision regarding acceptance of the grant was deferred to April meeting.</p>	<p>Cllrs. Raynor / Coles Clerk</p> <p>Clerk</p> <p>Clerk</p>
43/2021	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued.</p> <p>a. Royal Cornwall Hospitals Trust – an opportunity to join the RCHT Board and play a key part in influencing the way our services are provided, now and for the future. Details previously emailed</p> <p>b. Roadside hedge and tree management – factsheet from Cormac circulated via email.</p> <p>c. The Cinnamon Trust – is the national charity for the elderly and terminally ill and their pets. They are seeking help to help keep owner and pet together for as long as possible with the help of a national network of volunteers who assist when day to day care poses a problem. Details circulated via email and copy sent to the TRIO.</p> <p>d. Positive Planning – February 2021 newsletter</p> <p>e. Reopening High Streets Safely Fund – fund has been extended, in principle, to 30th June 2021. Details previously emailed</p> <p>f. Calor Rural Community Fund – applications invited. Details previously emailed.</p> <p>g. Climate Emergency DPD – pre-consultation document circulated by CC on: www.cornwall.gov.uk/climateemergencydpd. Details emailed. Cllr. Kirkman had circulated comments on the DPD. Deferred to the April meeting for further discussion.</p> <p>h. University Study – Members are invited to contribute to the study that follows on from the publication of the vision for Cornwall "The Cornwall Plan: 2020-2050. Together we can: Gyllyn Warbarth", link here. Details previously emailed.</p> <p>i. St Austell China Clay Restoration and Tipping Supplementary Planning Document (SPD) – consultation closes 14th April 2021. Details previously emailed.</p>	<p>Cllr. Kirkman / Williams</p>

44/2021	<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>Main Council Meeting</i> – 12th April 2021. b. <i>Annual Parish Meeting</i> – Members confirmed holding this meeting prior to the Full Council meeting on 12th April 2021. c. <i>Secondary Council Meeting</i> – TBC. 22nd March 2021. d. <i>Clerk’s Leave</i> – 27th March to 6th April 2021 inclusive. 	
45/2021	<p>Information Only / Future Agenda Items –</p> <ul style="list-style-type: none"> a. Dog Walking Field – Cllr. Collings proposed putting a bench in the field and a dog waste bin. Cllr Williams suggested re-location of the bench at the entrance to the CP. Dog waste signs are needed. Ms Jon to action 	Ms Jon
46/2021	<p>Meeting Closed – 20.50pm.</p>	

Signature: (Cllr. David Raynor)
Parish Council Chair

Date: 12th April 2021