

MINUTES OF THE FULL COUNCIL MEETING

HELD AT ST ENDELLION HALL

ON MONDAY 11th December 2023 AT 7pm

|  |  |  |
| --- | --- | --- |
| **Minute** | **Agenda Items** | **Action** |
|  | **Present**  Cllrs. Raynor (Chair), Williams, Kirkman, Webster, Symons, Button, Collings, Dawe, Hills, D. Harrison (Clerk), C&MS Ms Jon, Divisional Member Mould. |  |
| 23/197 | **Members’ Declarations**   1. **Pecuniary/Registerable Declarations of Interests** – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda.   **PA23/01292/PREAPP** Cllr. Dawe informs the meeting that his father does not agree having the mast on his land. The company are telling him that it is compulsory even though it is not. The main reasons for opposition are the location of the mast in the field and it is only intended for the Vodafone network.   1. **Non-registerable Interests** – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent.   **NONE.**   1. **Declaration of Gifts** – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.   **NONE.**   1. **Dispensations** – Members to consider any written requests for dispensations.   **NONE**. |  |
| 23/198 | **Apologies** Cllr. Cleave (vice chair) |  |
| 23/199 | **Chair’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.  **T. Smith and R. Pierpoint – Co Option Vacancy –** Cllr. Raynor welcomes both candidates and explains the process of the meeting. Cllr. Raynor asks if they would like to say a few words about their interest in joining the Parish Council.  Candidates inform members of the length of time they have lived in the parish, what attributes they would bring to the role and the amount of time they are willing and able to commit to the role.  **Mr. Penny** is present to discuss feedback from the local community regarding plans for a social club within the PFDWP, residents are disgruntled with lack of progress. Mr. Penny plans to create a Survey Monkey questionnaire to gather information. Cllr. Button’s understanding is that Mr. Penny is a part of a consultation group who were feeding back through Cllr. Collings. Mr. Penny has been waiting for direction from the Parish Council. Cllr. Button briefly outlines the list of stakeholder importance and encourages Mr. Penny not to wait for PC direction but to gather the information. Cllr. Williams offers use of the current Survey Monkey subscription to Mr Penny. Mr Penny will progress with the questionnaires and share the information gathered with the PC.  Mr. Penny’s second point is the condition of the road surface of the B3314 – cyclists are having to cycle in the middle of the road as the edges aren’t fit to ride on. Cllr. Mould confirms there is a patching regime in place but there aren’t plans for resurfacing – she will take the issue to CC.  Mr. Penny also added prior to leaving the meeting that he is in full support of the phone mast application. |  |
| 23/200 | **Minutes of Meetings**   1. **Full Council Meeting** –13th November 2023 – **Agreed** |  |
| 23/201 | **Organisations and Reports**   1. **Parish Council Chair** – Members to receive a report.   Cllr. Raynor has been trying to contact the owners of the Headland Hotel but one of them is very unwell. The concern is that all plans will now come to a halt. All members agree that the complaints procedure should be followed. It is expected that the owners will be asked to make the building safe again. To demolish the building would incur costs which would be expected to be paid for by the owner, which seems an unlikely outcome.  Cllr. Raynor has received correspondence from Daniel Sproull on behalf of Port Isaac Fishermen Ltd regarding the webcam on the fish cellars. They are required to apply for listed building consent but not planning consent. They would like the PC’s support.   1. **Divisional Members Report**- Members to receive a report.   Cllr Mould discusses Cornwall Councils Guide to Winter Wellbeing – she will forward a copy to the Clerk.  The adult social care portfolio holder is trialling a new arrangement with medics that visit people at home. Aim is to establish whether it is prudent to take people to hospital or to stay at home with support. The trial is to provide and assess the practicality of an extra intervention to ease pressure on hospitals.  Cllr Mould raises the issue of increased costs from Corserv.  All agree that a tender should be put out to try and reduce the cost. Clerks of the ward and Ms Jon to communicate to decide next steps.  The vehicle causing obstruction on Rose Hill is no longer there. Damage had been done to the vehicle prior to its removal. Cllr. Raynor highlights that the lack of police presence and parking enforcement contributes to ongoing parking issues.   1. **Playing Field Development Working Party** - Members to receive an update.   Cllr. Button recognises that there has been a lack of movement with the project due to various factors. He has corresponded with Cllr. Cleave to try and organise dates to consult with the head teacher of Port Isaac Primary. He is keen to have Survey Monkey up and running and welcomes Mr. Penny’s consultation group bringing forward their ideas. He would like to continue the project in partnership with the community but requires more help from others to get things moving. Cllr. Button will send an email out to members this weekend.  Cllr. Mould advises Cllr. Button to explore making the PFDWP a CIC (Community Interest Company) and offers the beach management group at Polzeath as an example. She also suggests applying to the Community Capacity Fund at CC or asking the PC to apply on behalf of. This could provide money for a consultant and will give up to £7000. Cllr. Mould will forward the information to Cllr. Button.   1. **STEND\_HWG** – Members to receive an update.   Cllr Williams reflects on a positive meeting last week at Trevathan Farm with S. Morgan, the planning officer F. Catlin and businesses that are currently operating from Glebe Farm. It gave an insight into what areas they use most and how they want to occupy the land. There is ongoing commitment from estates management who want to ensure tenants will be protected and encourage businesses that they are there to stay.  Unfortunately, the Pre-App result will not be received before Christmas, and it is now looking like mid-January 2024. There are still constraints to the project, but it feels positive overall. Cllr. Williams is also waiting for AONB feedback.   1. **Camel Valley Community Area Partnership –** Members to receive a report.   The next meeting takes place in Wadebridge Town Hall at 6:30pm on 8th January 2024. Cllr. Raynor will be attending, all are welcome.  Cllr. Mould mentions the SPF (Social Prosperity Fund) has money available if the PC needs help with any projects in the parish. Possible funds required for the Village Hall electrics. | Cllr Raynor  Cllr Mould  Cllr Button  Cllr Williams  Cllr Raynor |
| 23/202 | **Planning Applications** – Members to consider the following, including any received after the agenda had been published.   1. **PA23/08865**Brennik House 23A New Road Port IsaacNon-Material Amendment (1) to Application No. PA22/02541 dated 14th July 2022 for Replacement of existing sub-standard bungalow with new two storey family dwelling, namely, an increase in height of parapet by 250mm.   **Already approved.**   1. **PA23/08842**34 New Road Port Isaac   Replacement dwelling.  **Support.**   1. **PA23/01292/PREAPP** Land North of Pennant Farm Port Isaac   Pre application advice for 21m Lattice mast housing 3 antennas with associated radio units, 2 Dish antennas, ground-based equipment cabinet within a fenced compound and ancillary development works thereto, including new access point and track.  **Object** on the basis of landscape; only one provider using the mast; location is in AONB; the landowner does not support the placement of the mast.   1. **PA23/08331**Trewithick House Trelights   Application for Non-Material Amendment to PA22/09677 for Proposed extensions and alterations, and loft conversion, namely 1) Enlarged rear extension. 2) Retention of existing windows.  **Already Approved.**   1. **PA23/02665**42 Church Hill Port Isaac   Demolition of dwelling and construction of replacement dwelling.  **Object.**   1. **PA23/09269** The Beach House Port Gaverne   Listed Building Consent for the installation of Air Source Heat Pump system incorporating external unit, larger radiators and new buffer tank and control unit.  **No Comment.** |  |
| 23/203 | **Cornwall Council Planning Decisions** – **information only.**   1. **PA23/07554**Treswarrow Trelights Port Isaac   Installation of solar array.  **Approved with Conditions.** |  |
| 23/204 | **Licensing Applications** – Members to consider the following, including any received after the agenda had been published.  **Port Isaac Shanty Festival** Port Isaac Playing Fields, Trewetha Lane, Port Isaac  **Applicant:**Port Isaac Village Hall  **Licensable Activities:**Live music and Sale by retail of alcohol  **No Comment.** |  |
| 23/205 | **Environmental / Amenity Matters** – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:   1. **Cemetery –** Pre-booking system and procedures.   Clerk shares an up-to-date plan of the cemetery, current costings, and a photo of the noticeboard. The costings, noticeboard and procedures need bringing up to date. The cemetery has limited space which will eventually reach capacity. The Clerk will send comparative prices and procedures from surrounding cemeteries to members before a final decision is reached.   1. **Port Isaac Fishermen Ltd –**   After discussion it is decided that the PC will support placement of a CCTV camera (preferably white) to assist the fishermen in protecting their vessels. A live feed webcam seems invasive in such a small space and doesn’t record therefore is not a safety feature. Listed building consent required to have any webcam/CCTV on the fish cellars.   1. **Doc Martin Trustees** - Port Isaac Heritage could use the bus shelter at the top of Fore Street to display items from their collections.   All support.  Cllr. Williams would like the noticeboard by the pump to be used for PIH and the PC rather than just PIH. | Clerk  Cllr. Raynor  Cllr. Webster |
| 23/206 | **Highway Matters** |  |
| 23/207 | **Financial Matters** –   1. **Accounts for Payment** – **Agreed** 2. **Payroll** – **Agreed** 3. **Budget and Precept 2024/25 –** Both income and expenditure are less than budgeted. 10% - 15% was added onto last year to account for increases. The Clerk has created a spreadsheet showing the budget to date. This is due to be circulated. All agree the PC will not increase the precept amount this year but that this should be highlighted as an example of a well-managed PC in a feature for the Trio. | Clerk |
| 23/208 | **Administrative Matters**   1. **Most suitable councillor for Co Option.** |  |
| 23/209 | **Documentation / Correspondence** – not covered elsewhere on the agenda, including any items received after the agenda had been issued.  **None** |  |
| 23/210 | **Diary Dates** – including any dates received after the agenda had been published. Details previously emailed.   1. **Full Council Meeting** – Monday 8th January 2023 7pm St Endellion Hall |  |
| 23/211 | **Information Only / Future Agenda Items** |  |
| 23/212 | **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.  Cllr. Hills raises the issue of a sycamore tree on behalf of Mrs Phippen.  Cllrs. highlight the tree is subject to a TPO (Tree Preservation Order). Cllr. Hills cannot find a record of this in the paperwork from Mrs. Phippen. Ms Jon will forward any correspondence she has.  Co Option – All agree, both would make valued councillors. Clerk to discuss with CC an additional councillor vacancy and time scale on implementing both applicants.  Appraisal Committee – Cllrs. Raynor, Webster, Williams, and Button. | C&M S  Clerk |
| 23/213 | **Meeting Closed** – 8:50pm |  |

Signature: ……………………………………………… D Harrison (Clerk) Date: 11/12/2023