

MINUTES OF THE FULL COUNCIL MEETING

HELD AT ST ENDELLION HALL

ON MONDAY 15th JANUARY 2024 AT 7PM

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| **Minute** | **Agenda Items** | **Action** |
|  | **Present**  Cllrs. Raynor (Chair), Cleave (Vice Chair), Williams, Webster, Symons, Button, Pierpoint, Smith, D. Harrison (Clerk), C&MS Ms Jon |  |
| 24/1 | **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.   **NONE.**   1. **Non-registerable Interests** – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent.   PA23/09640 Cllr Williams   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**. |  |
| 24/2 | **Apologies** Cllrs Hills, Dawe, Collings and Divisional Member Mould |  |
| 24/3 | **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. |  |
| 24/4 | **Minutes of Meetings**   1. **Full Council Meeting** –11th December 2023 – **Agreed** C&MSrequests removal of minute 23/212 referencing C&MS annual appraisal. |  |
| 24/5 | **Organisations and Reports**   1. **Parish Council Chair** – Members to receive a report.   Cllr Raynor welcomes Cllrs Pierpoint and Smith to their first full Parish Council meeting.  Cllr Raynor reads out the correspondence received from Springbourne Homes (Central Garage). It was received in response to the Clerk requesting permission for a street sign for visitors to cross the road before the blind bend. They have issued a complaint by email regarding a parish Cllr parking on their land. The complaint has been forwarded to the relevant department at Cornwall Council.   1. **Divisional Members Report**- Members to receive a report.   Cllr Mould unable to attend. No report.   1. **Playing Field Development Working Party** - Members to receive an update.   Cllr Button is meeting with the head of Port Isaac School this week to gather thoughts and views from one of the main stakeholders. He will feed any outcomes back to members. The Clerk will respond to Daniel Sproull regarding the Playing Field Agreement between Port Isaac Community Primary School and St Endellion Parish Council once directed by Cllr Button.  Cllr Button has met with a subcommittee for the PFDWP to establish the views of other key stakeholders. It is deemed necessary to engage active volunteers with the required skillset to help get the project moving. Cllr Button is familiar with Lanivet community centre and feels it achieves 70-80% of the PFDWP plans but it does not have a licensed premises. The subcommittee will utilise the Survey Monkey subscription in the next six months to gather data from the wider community. The project is likely eligible for grants/financial support for additional costs such as upgrading the access via the carpark.  Cllr Webster addresses rumours in the village regarding the Village Hall and the new playing field development. The project aims to compliment village hall not to replace it. It may that there is some crossover with activities more suited to one location than the other for reasons such as parking and access, but this will only be apparent when the project is completed.   1. **STEND\_HWG** – Members to receive an update.   Cllr Williams is hopeful the pre app advice will be due soon, the festive period slows application outcomes down.   1. **Camel Valley Community Area Partnership –** Members to receive a report.   Last meeting was on January 8th in Wadebridge.  Cllr Raynor reports back on the Sustrans Cycle Routes which use byroads to link different council areas. They install signage to highlight them as cycle routes which has been found to slow traffic down and keep other road users such as horse riders safe.  Cllr Raynor highlights the work of the Cornwall Voluntary Sector Forum, an organisation aimed at promoting the voluntary, community and social enterprise (VCSE) sector in Cornwall and the Isles of Scilly.  Cllr Raynor discussed Georgia’s Voice based in Falmouth which offer a safe place for women with mental health concerns. They primary support women aged between 18-25 but will make referrals to anyone who contacts them.  Adam Birchall, head of planning and housing, gave a talk around the new rules for local plans to take effect by the end of the year. The next meeting is on 22nd April 2024. | Cllr Raynor  Cllr Mould  Cllr Button  Cllr Williams  Cllr Raynor |
| 24/6 | **Planning Applications** – Members to consider the following, including any received after the agenda had been published.   1. **PA23/05938**Tre-Pol-Pen 8 New Road Port Isaac   Demolition of existing dwelling and re-development to provide 1 retail unit with 1 bed apartment and 3 No town houses.  **Support**  Members examined the proposal in detail, against both comment from objectors and the National Landscapes team. We compared the proposal made with the approved plans under PA22/0340, in NDP 6F Character Area – Upper Village Core, and found no harm to the street scene. We determined; the proposal in the context of approved developments, sits well with Castle Rock (CR), and consider there is unlikely to be loss of light suffered to numbers 1&3 Castle Rock due to orientation. While we acknowledge the proposal will be closer CR, we find CR is a compact residential site where there is already potential for overlooking and noise disturbance. We find the proposal, therefore is unlikely to give rise to sufficient harm to justify refusal on any of these grounds. Access to the site is a civil matter, so we set those comments aside. We found there is sufficient parking for the  proposal in line with NDP 6F (d).  We are delighted the applicants are happy to accept Principal Residency conditions will be applied to 3 number of units. To fulfil our recommendations, with reference the blank area street side, within the red line shown in Drawing No 23001/01, in line with NDP Policy 6F (b)’… improves and enhances the pedestrian environment, and active streetscape along New Road …’ is reserved by condition, as pavement, in the interest of public safety. We request similarly the same condition attached to PA22/0340 is applied to any Conditioned Planning Approval in this instance: Condition 7: No development shall commence (other than demolition) until details of the materials to be used in the construction of the external surfaces (walls/doors/ windows/lintels/sills/stonework/and roof slates) of the building hereby permitted have been submitted to and approved in writing by the Local Authority. The development shall be carried out in accordance with the approved details and retained as such thereafter.  Reason: In the interests of visual amenity and use of good quality materials in a maritime climate as set out in Policy 12 of the Adopted Cornwall Local Plan Strategic Policies 2010 - 2030; Policy NDP 6 of the Adopted St Endellion Neighbourhood Development Plan and guidance contained within the Adopted Cornwall Design Guide December  2021; and the aims and intentions of paragraph 130 of the National Planning Policy Framework 202.  In addition, we applaud the applicant for listening to our concerns and for the work they have done to present plans in line with our NDP.   1. **PA23/09640**91 Fore Street Port Isaac   Application for Non-Material Amendment to PA23/02872 for a proposed demolition of existing dwelling and erection of new dwelling., namely 1) proposed plant room.  **No Comment** |  |
| 24/7 | **Cornwall Council Planning Decisions** – **information only.**   1. **PA23/08865**Brennik House 23A New Road Port Isaac   Non-Material Amendment (1) to Application No. PA22/02541 dated 14th July 2022 for Replacement of existing substandard bungalow with new two storey family dwelling, namely, an increase in height of parapet by 250mm.  **Approved Unconditional**   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.  **Closed - Advice Given** |  |
| 24/8 | **Licensing Applications** – Members to consider the following, including any received after the agenda had been published.  **None.** |  |
| 24/9 | **Environmental / Amenity Matters** – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:   1. **Cemetery –** Update to procedures.   Clerk shares a table outlining potential increases to match Delabole’s cemetery prices. The increases will affect non-parishioners.  After discussion a 50% increase for non-parishioners is agreed.   1. **Corserv cleaning contract renewal –** Ms Jon informs members that from April, the cleaning costs alone will increase by over £7,000 compared to last year. There is a 22% admin charge on top of cleaning costs, which may be negotiable. St Minver Highlands and Lowlands are in the same position as St Endellion. The role, if we were to seek another provider, would require two-three people with a vehicle and storage space. It is not a full-time post for our parish alone but if the surrounding parishes agree to tender the contract for the same business, it could make it an attractive opportunity for a local cleaning company. C&MS will organise an advert to encourage any persons/businesses who may be interested. C&MS informs members that legionnaires testing is no longer a requirement due to the water being in use daily. 2. **Estimate for replacement car park ticket machines –** Flowbird quote December 2023:   Compact S3 TOUCH, mains powered, Ethernet or 4G, coin, contactless A1000, mounting frame kit, standard colour - £4,507.  Compact S5 Mobile, mains powered, Ethernet or 4G, coin, contactless A1000, mounting frame kit, standard colour - £6,493.  Cllr Raynor confirms that £10,000 will be added to the reserves for machine maintenance/replacement. All support.   1. **Deli-Box -** Tenants would like permission to put out a banner along the railings in front of the shop to show their services etc. Approx 8 - 10 feet in length & to be displayed daily when they’re open.   All support.   1. **Roscarrock refurbishment -** next steps   C&MS outlines what happened in the recent meeting to discuss the planned works on the toilet block. Three quotes from local builders/contractors are shared and discussed along with drawings to show new access points and new layout.  Works will involve removing the entrances and making both cubicles unisex. The planning permission has been in place for over 12 months. There will be an upgrade to the disabled toilet. C&MS suggests Wallgate for replacements such as hand dryers. There will be £70,000 put into reserves for the completed works. Members request the contractor chosen to take on the works provide a variation of the quote in writing to ensure costs for contingency.  All in support of James McDonnell’s quote. A majority of members support unisex toilets. | Clerk  C&MS  C&MS  C&MS |
| 24/10 | **Highway Matters**   1. Plans to resurface B3314, post shared to parish council Facebook page and parish council website in December. C&MS would also like a copy of the map sharing to members. |  |
| 24/11 | **Financial Matters** –   1. **Accounts for Payment** – **Agreed** 2. **Payroll** – **Agreed** 3. **Budget – Agreed.** Reserves are discussed and agreed. Invoice for the pedestrian improvement scheme is expected imminently. Cllr Raynor reads out the Trio write up regarding our precept. Cllr Symons suggests adding the amount received from Cornwall Council for those that may not be familiar with the term ‘precept’. | Clerk |
| 24/12 | **Administrative Matters**   1. **Co-opted Councillors** - Cllr’s Pierpoint and Smith. Paperwork completed and handed back to the Clerk. 2. **Subcommittee for planning -** email received regarding reduction to 21-day consultation period.   Cllr Williams suggests bimonthly meetings or a subcommittee for planning to keep ahead of the new 21-day deadline.  All agree that in the event of a planning application requiring discussion prior to the usual second Monday of the month meeting, a meeting will go ahead on the third Thursday of that month. |  |
| 24/13 | **Documentation / Correspondence** – not covered elsewhere on the agenda, including any items received after the agenda had been issued.  Cllr Williams references lack of support for objections to PA23/02665 from Divisional Member Mould and the designated case officer. She had discussed the matter with NDP author, who felt the shortcoming arose for the Historic Service determination.  She noted the PC comment reflected solely concerns with height and failed to note massing. As she had a declared interest, she felt this may have affected the outcome. |  |
| 24/14 | **Diary Dates** – including any dates received after the agenda had been published. Details previously emailed.   1. **Full Council Meeting** – Monday 12th February 2024 7pm St Endellion Hall 2. **Rolling Meeting Date** for third Thursday of the month, although February will become fourth Thursday due to proximity to the usual monthly meeting (22nd Feb). |  |
| 24/15 | **Information Only / Future Agenda Items** |  |
| 24/16 | **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. |  |
| 24/17 | **Meeting Closed** – 20:58pm |  |

Signature: ……………………………………………… D Harrison (Clerk) Date: 15/01/2024