

MINUTES OF THE FULL COUNCIL MEETING HELD IMMEDIATELY AFTER THE PARISH

COUNCIL ANNUAL MEETING AT ST ENDELLION HALL

ON MONDAY 8th April 2024 AT 7PM

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| **Minute** | **Agenda Items** | **Action** |
|  | **Present**  Cllr Raynor (Chair), Cllr Cleave (Vice Chair)  Cllrs: Webster, Symons, Hills, Smith, Williams, Button, Pierpoint  D. Harrison (Clerk), C. Jon (C&MS), Divisional Member Mould |  |
| 24/52 | **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.   **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** |  |
| 24/53 | **Apologies** Cllr Collings |  |
| 24/54 | **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.  7:10pm two members of the public arrive re: **24/57 b.** |  |
| 24/55 | **Minutes of Meetings**   1. **Full Council Meeting** –11th March 2024 – **Agreed** |  |
| 24/56 | **Organisations and Reports**   1. **Parish Council Chair** – Members to receive a report.   Cllr Raynor begins with the ongoing issues around enforcement officers responding to reports made by Cllrs. Cllr Mould will contact the department and inform Cllr Raynor of the outcome.  The Clerk received an email from an unknown sender concealed behind a false address and name. This has been treated as a Freedom of Information request after advice was sought from Cornwall Council (CC). The email response written by the Clerk has bounced back from the sender’s email address. Advice from CC is to retain the thread showing the inbox is unable to receive responses but that the PC have attempted to provide this.  Cllr Raynor arranges a meeting to discuss the increase of C&MS Ms Jon’s working hours. The current working party consists of Cllrs; Raynor, Webster and Williams. Cllr Pierpoint will replace Cllr Williams by request of Cllr Williams. Clerk to also be present. Cllr Raynor praises Ms Jon’s efforts in her role but acknowledges the PC need to revisit as there has not been a meeting since the role was formed in Feb 2020.  Cllr Raynor reports that the HWG are requesting £30,000 in additional funds for matched funding.  We are still awaiting the invoice from Cormac for the pedestrian improvement scheme.   1. **Divisional Members Report**- Members to receive a report.   Cllr Mould describes CC as having a quiet spell since the work on the budget was completed. Cllr Mould discusses the possibility of Camel Estuary Practice and Port Isaac Surgery co-working, ideally in a new building.  Cllr Mould is hoping Cornwall Council forms a new leisure strategy. Wadebridge Leisure Centre is going from strength to strength. Wadebridge School is getting all weather pitches which will also serve the wider community. They have also received CIL funds to improve the changing rooms. One of the main expenses is transporting children to swimming classes. CC are hoping to set up a scheme with bus companies.  Cllr Mould has attended some of the seaweed farm meetings. She acknowledges that there doesn’t seem to be a clear path through the various concerns at this moment. The overall experience has been an important lesson for councils and the community.  Cllr Mould briefly outlines a complaint received from a Port Isaac resident regarding bird noise and rodents.   1. **Playing Field Development Working Party** - Members to receive an update.   Cllr Button has found Port Isaac School to be supportive of the plans. They feel it will improve infrastructure and provide pathways to facilities for local children. Cllr Button has spoken to the architects again. The community group have been gathering responses to a Survey Monkey questionnaire. Cllr Button hasn’t received any further input and Cllr Collings isn’t present to provide more information. Cllr Button still feels the priority is to engage with the local community and for them to lead on what facilities they want to see on the site.   1. **STEND\_HWG** – Members to receive an update.   Cllr Williams reported on her meeting of 2nd March, with reps from Estates Management (EM), STEND HWG, CCLT & the affordable housing team, and our pre app agent, Dave Slatter which discussed a way forward after the positive pre app. The first step is to commission a topographical study of the site and existing settlement to test the position and massing of the pre app elements and evaluate. STEND HWG group are advised the scheme can come forward as a Community Led Exception Site (CLES).  In determining who is the client in a hybrid site, potentially the use of a Special Purpose Vehicle (SPV) for the commercial part of the site, which would allow for multiple investors to input capital. Cllr Button asks who would own the SPV. As it is still in its infancy, this is yet unclear. S. Morgan will test this for CC internal clearance to bring forward any yard development as there is no desire for CC to develop the yard themselves. Currently CCLT  would be the inputting housing developer, each of the hybrid app partners would be required to agree the SPV. The commercial elements agreed in the broad stroke pre app are three commercial and 3 live/work units. Under a CLES, there is potential for funding an educational unit, which raises interest locally from hospitality providers. Cllr Symons suggests the yard development would need to go to tender, Cllr Williams explained the is what S Morgan will clarify the terms under which EM might sign an option. CC have agreed housing land would be agreed for sale at agricultural value.  Cllr Mould encourages progression of the project during this current administration/cabinet to ensure it is followed through.  Cllr Williams revisits the matched funding request. There is still £32,279 available from CC funding to draw down on a signed sale option and a  further £7,000 in reserves. The £30K request might be required for matched funding to further the pre app studies.  Cllr Button would support an increase in reserves for the HWG but first the PC needs to ensure the budget balances for the financial year ahead. We have just received the end of month reports to provide a complete view of the 2023/24 financial year. Cllr Williams informs members that CC PPA advice has reopened, and the PC can access this further advice at cost.   1. **Camel Valley Community Area Partnership –** Members to receive a report.   The partnership has received a further £590,000. There is a meeting on 24th April to discuss where the fund can be used. Cllr Smith has agreed to attend, Cllr Raynor may attend, and all other members are welcome. | Cllr Raynor  Cllr Mould  Cllr Button  Cllr Williams  Cllr Raynor |
| 24/57 | **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**   1. **PA24/01842**Lower Bodannon Port Isaac   Proposed holiday accommodation and residential unit.  **Support** Evidently any new development in the countryside must be justified. Members agreed should the officer be minded to approve in line with our recommendation under Policy 4: Succession Housing on Farms with appropriated restrictions applied.   1. **PA24/02077**Holiday Let 15 Fore Street Port Isaac   Submission of details to discharge Condition numbers 4 and 5 in respect of Decision Notice PA23/02704 dated 10/08/23.  **No Comment** |  |
| 24/58 | **Cornwall Council Planning Decisions** – **information only.** |  |
| 24/59 | **Licensing Applications** – Members to consider the following, including any received after the agenda had been published.  **None.** |  |
| 24/60 | **Environmental / Amenity Matters** – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:   1. **Update on Penmayn seaweed farm** –Cllr Williams discusses the email sent by J. Wood (Cornwall National Landscape Planning Officer) to the MMO. The outcome of the survey from the meeting at Seaview Farm Shop showed 97% of those present hadn’t previously heard about the applications for seaweed farms in the area and 81% would have objected if they had known. There has been a JustGiving page set up by the community to fund a lawyer and other required input. If the Port Quin application is refused, more pressure may be applied on the MMO to revoke the Port Isaac Bay license. It has highlighted a definite need to better manage near shore applications. 2. **Roscarrock Hill Refurbishment** – Ms Jon informs members about the recent site meeting with B. Pengelly and shares new drawings of the layout. The result of the meeting confirmed that they are happy with the space around the hand washing area. There are currently no issues, and they acknowledge that due to the style of building, the PC must ‘work with what it’s got’. Building Control will visit the site which will cost between £1000 and £1500. There are no concerns regarding any concealment behind the wall. The right-hand side being open allows for ventilation and the sound to carry. A hand rail can be added without compromising the width of stairs. We would use scaffold style railings with 10 cm in between. Ms Jon is still waiting for prices on turnstiles. One side of the toilet block has been open over Easter, free of charge. All is going well with the new LCS cleaning contract**.** 3. **Cemetery Noticeboard** – Prices visible or enquire via clerk, cost of replacement and wheeled vehicles included in exemptions.   Members agree to keep the wheeled vehicle restrictions due to the surface. All agree to remove pricelist and direct any interested parties to email the Clerk or visit the PC website. The sign rules are only applicable to the PC owned gravesite.   1. **Members to examine the cost of the parish owned litter bin emptying service -** At present Biffa carries out the work on behalf of Cornwall Council for 3 large litter bins in the Main car park, 2 in the play area and 1 near the Deli-Box in New Road. Along with 2 smaller post mounted bins in Trelights.   The parish has been contacted by Cornwall Council directly to ask for the opportunity to quote for this service.  Biffa currently have timetable provided by Ms Jon.  **Support quote.**  Previous item raised by Cllr Williams update from Ms Jon – Dog walking field removal of brambles and a ‘tidy up’ quoted £600 by A1, Cllr Williams noted  the area needs to be bramble free to replant with whips in the autumn. Potential to rewild the area in the future as a community project. There are more trees planned to fill in the gaps in the car park.  **Support.** | Cllr Williams  C&MS  Clerk / C&MS  C&MS  C&MS |
| 24/61 | **Highway Matters**   1. Clerk has shared the Streetworks notification to the PC website regarding June 2024 planned works to the B3314 named by Streetworks as ‘St Endellion Road’. 2. Motor vehicle activated signs – Email sent to members –   Members agree to suggest a placement of the sign in Trelights. | Clerk |
| 24/62 | **Financial Matters** –   1. **Accounts for Payment** – Agree 2. **Payroll** – Agree |  |
| 24/63 | **Administrative Matters** |  |
| 24/64 | **Documentation / Correspondence** – not covered elsewhere on the agenda, including any items received after the agenda had been issued.  Cllr Hills - Area outside Laburnums. A number of Trelights residence have mentioned to me, along with my own concern, the state of the grass area due to ongoing builders’ vans and visitors parking on the grass area.  Members discuss placing blocks or stones in the ground to create a parking area. It is not known who owns the land, but not CC. A1 are contracted to cut the grass. All agree that adding benches would make it a pleasant space to sit. Cllr Hills confirms AGM for Trelights on 17th April and will feed back to the PC. |  |
| 24/65 | **Diary Dates** – including any dates received after the agenda had been published. Details previously emailed.   1. **Annual Meeting Followed by Full Council Meeting** – Monday 13th May 2024 7pm St Endellion Hall 2. **Rolling Meeting Date** Thursday 23rd May 2024 |  |
| 24/66 | **Information Only / Future Agenda Items** |  |
| 24/67 | **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. |  |
| 24/68 | **Meeting Closed** – 8:25pm |  |

Signature: D Harrison (Clerk) Date: 08/04/2024