

MINUTES OF THE FULL COUNCIL MEETING

AT ST ENDELLION HALL ON MONDAY 10TH JUNE 2024 AT 7PM

|  |  |  |
| --- | --- | --- |
| **Minute** | **Agenda Items**  | **Action** |
|  | **Present** Cllr Raynor (Chair), Cllr Cleave (Vice Chair), Cllr Mould (Divisional Member)Cllrs: Webster, Symons, Button, Pierpoint, CollingsD. Harrison (Clerk), C. Jon (C&MS) |  |
| 24/88 | **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** |  |
| 24/89 | **Apologies**Cllrs Smith, Hills, Williams, Dawe |  |
| 24/90 | **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.  |  |
| 24/91 | **Minutes of Meetings**1. **Full Council Meeting** – 13th May 2024 – **Agreed**
 |  |
| 24/92 | **Organisations and Reports**1. **Parish Council Chair** – Members to receive a report.

Cllr Raynor begins with the good news that the playing field development has received £25,000 from the Doc Martin fund. This will be put in a reserve to use at a later date.Cllr Raynor has received complaints about vehicles driving down Rose Hill and getting stuck after following sat navs. The notice from the top of the road currently says, ‘no access to harbour’. All agree to change the wording to discourage access and ask Cormac to install new sign.This leads on to complaints about parking on New Road where trades people are parking their vehicles along double yellow lines. The conditions are dangerous for drivers passing and people crossing. A traffic warden was on site today which should help to discourage. A group in the village have asked permission to install a net of crocheted poppies around the war memorial. All agreed. Cllr Raynor has requested MLA/2023/00475 be added to the agenda for next month’s meeting. 1. **Divisional Members Report** - Members to receive a report.

Cllr Mould apologies for missing some of our recent meetings.Cllr Mould begins by asking about Cliff Cottage and the concerns raised by Cllrs when objecting to the app. A brief overview is given regarding drilling into the cliff and stability. Cllr Collings raises the issue of a surveyor’s report regarding the drilling. Cllr Mould will ask if the Parish Council can have access to a report. Cllr Mould mentions the upcoming general election being a busy time. The new waste collection roll out is still ongoing – this will begin in August for Port Isaac. There will be roadshows explaining how this works, likely to be organised in the village hall. Each property will be assessed, where required households will be given a seagull proof bag. Collection days will change as will the bins. Cllr Mould is also working on the gypsy and traveller strategy and the leisure strategy. There is a consultation regarding Pencallenick school. Cornwall Council input £500,000 per year to provide a service for boarding but only ten pupils are using it. They must consider whether it is value for money or whether it would be better spent on day care services. Cllr Mould discusses the second home briefing on line session on 3rd June. There is doubt over whether the new plans will bring more money into PCs as the main problem is still second homes paying business rates instead of council tax. If all home owners paid council tax and were granted relief on repairs and maintenance, the results may be more effective. Cllr Collings raises the issue of New Road car park and coaches/buses parking and blocking access down to coast path. Cllr Mould expects CC are unaware. Again, due to lack of enforcement this will continue to cause issues. C&MS Ms Jon explains how some of the drivers stay with their vehicles claiming they are ‘not parked’. Cllr Mould suggests a coach park is needed but this would still require a traffic warden. This would likely impact tourism in the village.1. **Playing Field Development Working Party** - Members to receive an update.

Cllr Button informs members that there will be a meeting next Thursday. Jeremy, a CAD architect who has been involved from the beginning of the project is meeting with the ‘local residents committee’ where they will feed back the recent survey results. He will then put provisional plans together which will be brought back to the PC for discussion. The next stages will be to look at costings and a more detailed viability survey, followed by funding and the final planning application. Cllr Button highlights the £25,000 donation being great news for the project and reiterates that the future of the project will need to be community led. 1. **STEND\_HWG** – Members to receive an update.

Cllr Williams not present. 1. **Camel Valley Community Area Partnership –** Members to receive a report.

The next planned meeting has been moved to 22nd July and will take place in Bodmin rather than Wadebridge – all are welcome to attend.  | Cllr RaynorCllr Mould Cllr ButtonCllr Williams Cllr Raynor |
| 24/93 | **Planning Applications** – Members to consider the following, including any received after the agenda had been published. 1. PA24/02006 71 Fore Street Port Isaac

Installation of a new timber gate to the front entrance and extension of wall, and change of door from bi fold to French, Construction of a rear timber summer house/terrace.[Installation of a new timber gate to the front entrance and extension of wall, and change of door from bi fold to french, Construction of a rear timber summer house/terrace](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SA74SDFGHE200&activeTab=summary)**Support**1. PA24/03784 Apple Tree Lodge Trewetha Port Isaac

Proposed ground and first floor extension.<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SDF1PLFGHEQ00&activeTab=summary>**Support**1. PA24/03843 8 Silvershell View Port Isaac

Proposed extensions, remodelling, external landscaping and associated works.<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SDHNFYFGJG200&activeTab=summary>**Support** |  |
| 24/94 | **Cornwall Council Planning Decisions** – **information only.**1. PA24/01842 Lower Bodannon Port Isaac

Proposed holiday accommodation and residential unit**Withdrawn** |  |
| 24/95 | **Licensing Applications** – Members to consider the following, including any received after the agenda had been published. **None.** |  |
| 24/96 | **Environmental / Amenity Matters** – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued: 1. **Roscarrock Hill Refurbishment** – Ms Jon – Drawings have been received from the structural engineers for retrospective listed building consent, but they contain errors. They are currently on leave which has stalled progress. There have been a site visits for barriers to go either side of turnstiles. The turnstiles are due soon, Hi-TEc are on leave which makes it difficult to track.
2. **Signage for Commercial Advertising at Main car park** – Ms Jon – Details previously emailed.

It is decided that there is room for four advertisement boards in the ‘premium’ most visible section. There is more space further along which can be looked at when/if needed. Businesses will provide their own board; the PC will provide the space and installation. Annual advertising agreements will be planned for the beginning of next year, 1st January 2025 once any necessary paperwork is in place.Brief discussion around adverts being placed without permission around the village.Prices agreed at £300 including VAT per advertisement per annum. This will be for local businesses only. Proposed by Cllr Webster, seconded by Cllr Cleave. 1. **War Memorial** - Cllr Raynor offers praise to Ms Jon and Cllr Webster for their work on the war memorial flowers.
 | C&MSC&MS |
| 24/97 | **Highway Matters** 1. **Request to Pollard the trees at the back of the rear gardens of 1,2,3, Mayfield Drive –** The trees are blocking out the light to the rear windows of the properties. They were last pollarded in 2018, paid for and organised by the PC although the land doesn’t belong to the PC. The excess leaves have caused a resident to slip.

Cllr Button proposes the PC acquire a quote from A1, seconded by Cllr Cleave. 1. **Roadworks B3314 Between Plain Street and St Endellion Road 17 Jun 07:30 - 26 Jun 17:00** – email shared with members.
 | C&MS |
| 24/98 | **Financial Matters** –1. **Accounts for Payment** – members to review accounts previously emailed for approval. **Agree**
2. **Payroll** - members approval for next month.  **Agree**
 |  |
| 24/99 | **Administrative Matters**1. **Adopting New Finance Regulations 2024** – Discuss and agree to adopt
2. **AGAR** – Shared with members
3. **Audit Report** – Shared with members prior to the meeting. Discussion around changes to the C&MS having £500 to spend without prior agreement. This will not affect any work completed by trades people who invoice the Clerk independently. The Clerk intends to create budgets for the November meeting to include costs currently passing as ‘expenses’ which will allow the C&MS an independent budget for the war memorial flowers, tokens of gratitude etc which once agreed will not require the Clerks input.
4. **Members and C&MS made aware that all meetings will now be recorded for the purpose of minute taking as suggested by the auditors.** Members understand recordings will be deleted once used for the purpose of minute taking.
 |  |
| 24/100 | **Documentation / Correspondence** – not covered elsewhere on the agenda, including any items received after the agenda had been issued.1. **MLA/2023/00475** - Correspondence shared with members prior to the meeting. Cllr Raynor’s report addresses the item be discussed in July’s PC meeting.
2. **Cllr Email Addresses** – Cllr Pierpoint discusses the code of conduct training session he recently attended. One of the key concerns raised was the use of personal email accounts by Cllrs. If a Freedom of Information request was made, disclosure would include personal and council related emails. The Clerk will organise the .gov domain for the PC email. Cllrs will then follow suit.

The C&MS and Clerk will comprise a list of improvements to be made to the website alongside the domain change.1. **White lines in playing field for sports day** – This has not been completed, possibly due to the school not being under CC’s responsibility.

All agree C&MS to acquire a quote from Cormac and the PC to cover costs as a gesture of goodwill.1. **Crossings** – Cllr Collings raises concerns over the beige/sand coloured crossing points in the recently completed traffic calming scheme on Trewetha Lane. He questions whether they are to be treated as crossings as it is not currently clear and has caused near misses where people have stepped out to cross.
 |  |
| 24/101 | **Diary Dates** – including any dates received after the agenda had been published. Details previously emailed.1. **Annual Meeting Followed by Full Council Meeting** – Monday 8th July 2024 7pm St Endellion Hall
2. **Rolling Meeting Date** Thursday 25th July 2024
 |  |
| 24/102 | **Information Only / Future Agenda Items** 1. Clerk Annual leave 17/6/24 for two weeks and 23/9/24 for two weeks.
2. Members propose an agenda item for the next meeting to discuss the procedures and protocols around planning applications and how they are decided. Members would like to take more individual responsibility for the decision making and agree to unplanned site meetings where they independently visit properties prior to discussion in the meeting.

Proposed by Cllr Collings, seconded by Cllr Webster. |  |
| 24/103 | **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. |  |
| 24/104 | **Meeting Closed** – 8:15pm  |  |

Signature: D Harrison (Clerk) Date: 10/06/2024

Signature: D Raynor (Chair)