

MINUTES OF THE FULL COUNCIL MEETING

AT ST ENDELLION HALL ON MONDAY 8TH JULY 2024 AT 7PM

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| **Minute** | **Agenda Items** | **Action** |
|  | **Present**  Cllr Raynor (Chair), Cllr Cleave (Vice Chair), Cllr Mould (Divisional Member)  Cllrs: Williams, Dawe, Hills, Webster, Symons, Pierpoint, Smith  D. Harrison (Clerk), C. Jon (C&MS) |  |
| 24/105 | **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** |  |
| 24/106 | **Apologies** Cllrs; Button, Collings |  |
| 24/107 | **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.  One member of the public present. Expresses thanks to Cornwall Council/Cllr Mould for the recent works on the St. Endellion Road and to Cllr Button for organising the meeting for the resident’s group (PFDWP).  Raises concerns regarding PA24/04108. There is a lack of detail in the app in relation to the outside lighting. The rear of the property looks across the valley to Mayfield and Silvershell estates. Issue is not expected to result in refusal of the app but would appreciate the point being considered when members make their comment/decision. |  |
| 24/108 | **Minutes of Meetings**   1. **Ordinary Meeting** – 10th June 2024 – **Resolved** that the minutes be accepted as a true record. |  |
| 24/109 | **Organisations and Reports**   1. **Parish Council Chair** – Members to receive a report.   Cllr Raynor is pleased that there are renovations planned for the fish cellars. Cllr Raynor updates members on correspondence from Sproull’s and suggests there is little need in having a licence agreement between the school and the PC regarding the playing fields. We have a good relationship with the school and current Head Teacher. The PC are happy to continue granting the current level of access and to include the school in plans as they develop. The PC does not envisage any issues arising as long as the relationship remains positive.  There will be free parking on 7th Dec in CC car parks.  Lloyd’s bank has confirmed they will be closing their Wadebridge branch in February 2025. For as long as the PO remains at St Minver the PC can still deposit the cash collected.   1. **Divisional Members Report** - Members to receive a report.   Cllr Mould discusses the recent general election giving Cornwall a new local MP. Cllr Mould informs members she does not condone the personal attack made from one candidate to another during the preelection campaigning and shares concerns over loose policies around fishing, farming and tourism.  In the first 100 days the focus is expected to be on housing numbers and mandatory planning to deliver housing and the possibility of restructuring the NPPF (National Planning Policy Framework). Concern expressed over whether the NPPF will supersede the NDP (Neighbourhood Development Plan) and to find out what this will mean for rural communities.  Cllr Mould felt it was productive to be out on the streets of Cornwall and was dismayed by the amount of empty council and social housing properties in North Cornwall. Poltreworgey Farm given as an example, was expected to be made available on the public market but remains empty and falling further into disrepair. Considering CC’s limited funds, there are leases/rents that have not been increased year upon year. The gardens and green spaces also look uncared for. Cllr Symons questions why this task could not be undertaken by the probationary or community payback services. Cllr Mould highlights the lack of leaders available to organise this.   1. **Playing Field Development Working Party** - Members to receive an update.   Cllr Button absent but has sent through a report to be read to members.  To summarise; Cllr MB and JB (CAD Architects) both attended the Residents Playing Fields Committee meeting on Thursday June 27th, 2024, at Port Isaac Village Hall. The purpose of the meeting was to review the community questionnaires with CAD and for revised plans for the project to be drafted incorporating the latest community feedback. Once these plans are completed, we would then be in a position to (a) put together accurate costings for the project with a quantity surveyor (b) proceed to a full planning application and (c) complete a final viability study once all financing and funding options were understood.  The Committee outlined the wider feedback and their individual opinion which was to proceed with a community hub with bar, catering and meeting facilities on the playing field site. Resident PF Feedback was as follows:  All agreed that: the previous proposals that formed the basis of the outline planning application as they were close to what the community would like to see delivered - if financially and commercially viable; proposed upgrade to the playing field would be a positive asset for the school and the wider community. MB advised that the new head at PI Primary was very much in favour of the development and highlighted the issues caused by poor facilities in Cornish schools. All parties agreed that we should ensure that we have a design that could incorporate incremental future development. Changing room facilities should be kept to a minimum, as younger kids would not use them, and they could be installed at a future date either as part of the existing development or in a separate block near the kiosk if required. Location of any outdoor terrace was discussed with a balance needing to be reached between noise and positioning for afternoon/evening sunlight. Access via the carpark was agreed, although this may cause issues if larger deliveries etc were required as the current carpark design has its own access issues. A separate social club style bar, catering facilities, café and flexible meetings rooms that could hold a number of community events would be optimal. JB understood the feedback and confirmed that as a next step he would put together a revised fee proposal confirming CAD’s costs for delivering these next steps.  **Proposed** by Cllr Hills and **Seconded** by Cllr Dawe to **Resolve** that the first stages of the project and the initial costs will be supported by the PC. Consideration that the development will be approved in phased stages.  Cllr Williams is keen to learn when the project will be independently managed. Cllr Button can consider in future reports.   1. **STEND\_HWG** – Members to receive an update.   Cllr Williams informs members that the topography study is complete. The archaeological and geo physical studies will hopefully be completed next week and establish ‘no go’ areas. Next stage will be massing based on number of houses and quantum of business premises. CC Estates want to see what the volume of commercial space will be on the farmyard itself.   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 Raynor  Cllr Mould  Cllr Button  Cllr Williams  Cllr Raynor |
| 24/110 | **Planning Applications** – Members to consider the following, including any received after the agenda had been published.   1. **PA24/04108** Homer Park Farmhouse Homer Park Port Isaac Cornwall PL29 3SR   Proposed Extensions and Alterations to include Phased Development for a Pool Annex and Link Building at Homer Park.  [PA24/04108 | Proposed Extensions and Alterations to include Phased Development for a Pool Annex and Link Building at Homer Park. | Homer Park Farmhouse Homer Park Port Isaac Cornwall PL29 3SR](https://planning.cornwall.gov.uk/online-applications/monthlyListResults.do?action=firstPage)  Cllr Williams delivers the PowerPoint slides with plans for the development, the view from Mayfield and various aspects of the layout of Homer Park. Members discuss the key factors to consider; light, hedgerows and root protection, noise impact assessment in relation to the cinema room directly next to neighbouring property and that the plans pertain to its current usage not permitting a separate dwelling.  Members agree to make comment based on the conditions discussed.  **Planning response written by Cllr Williams and shared with CC**  Members congratulate the applicants on this sensitive low-key proposal; however, they have reservations which might be resolved by conditions in line with St Endellion NDP Policy 6, Design Principles (as applied to PA19/03833 Haven Park) and policies 23 and 24 of the Cornwall Local Plan - 2010-2030 and Annexe note 2024.  Concern is focused on the 2-storey pool annexe which breaches the skyline and extends the development into the open countryside from the perspective of VIA View 5, Mayfield Rd. Pre NDP development at Church Hill summit breached the skyline polluting the night sky. We have particular concern over the first-floor balcony. We seek assurance that should the officer permit, measures are taken to protect the night sky and limit the impact from Port Isaac, applying to both the main house new terrace, the link building and pool annexe. We suggest foot level lighting should be employed where possible and furthermore:  1. NDP Policy 6 (e) if external lighting is required, it protects the night sky as far as possible in terms of: i. Number, design specification and position of lamps. ii. Full shielding (at the horizontal and above) of any fixture exceeding 500 initial lumens and evidence of limited impact of unshielded lighting through use of adaptive controls, and iii. Correlated colour temperature limit of 3000 Kelvins or less not contribute to light pollution of the night sky.  2. VIA View 5, Mayfield Rd hedge demonstrates tree growth provide screening. We request a condition to protect and enhance this screening:  From the date of the commencement of the development the surrounding hedges are left to grow naturally, and further planting added. Furthermore, measures must be taken during the construction period to protect hedge and tree growth to include root ball protection. Any growth damaged in the construction process, to be re-planted with native species.  Reason: To ensure that the site retains screening in this elevation location in the interests of visual amenity and in accordance with policies 23 and 24 of the Cornwall Local Plan - 2010-2030.  3. We request a condition as applied to PA19/03833 and the Historic Planning Service comment:  New windows and doors shall be glazed with a non-reflective glass. The non-reflective glass shall thereafter remain in situ.  Reason: To help minimise the impact of the glazing on the wider landscape in accordance with policy 13 of the Cornwall Local Plan 2010-2030.  4. Further concern focussed on the ongoing usage of the pool annex, which members would wish to see conditioned for usage solely (as described) in perpetuity with ref the Annexe Guidance note 2024.  5. Ref GA-Floor Plans 8008265, members raise concern about the proximity to neighbouring dwelling of the cinema room and potential for noise and vibration impact. We suggest a noise impact assessment is required to protect residential amenity.  **Proposed** by Cllr Williams and **Seconded** by Cllr Cleave to **Resolve** that the above conditions be returned as the PC’s response to PA24/04108.   1. **MLA/2023/00475** Port Isaac Living Sea Wall   Historic England will not comment on MLA applications as they are not ‘planning applications’. There is an option for the applicant to apply for land-based planning, as shown in the seaweed farm applications.  Cllr Williams suggests that as the proposed tiles are in the middle of our Conservation Area (CA) the applicant should put forward a land-based planning application. If there is harm to be done, Historic England can then make that assessment.  Although the applicant has proposed moving the tiles nearer to the harbour entrance, they would not be able to gain access there due to the soft sand beneath and would still need to gain access over the King Henry Pier. Members suggest that there must be other places the tiles could be fixed that wouldn’t impact the King Henry Pier and do not see the gain in having the tiles.  **Proposed** by Cllr Williams and **Seconded** by Cllr Dawe to resolve that the Clerk send the PC’s response to MLA/2023/00475 to the applicant and the MMO. |  |
| 24/111 | **Cornwall Council Planning Decisions** – **information only.**   1. **PA24/02006** 71 Fore Street Port Isaac Cornwall PL29 3RF   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.  **Approved with Conditions**   1. **PA24/02344** Laburnums Trelights Port Isaac Cornwall PL29 3TJ   Proposed conversion of garage to annex and proposed car parking/driveway in garden with shed without compliance with Condition 2 of Decision Notice PA23/01804 dated 4th May 2023.  **Approved with Conditions**   1. **PA24/00070** 72 Fore Street Port Isaac Cornwall PL29 3RE   Listed buildings consent requested to raise the pitch of the roof, to align with that of the neighbouring property.  **Approved with Conditions**   1. **PA23/08919 Middle Street Port Isaac**   Restoration of highway structure by removing failed arch and replacing with three precast concrete deck slabs with granite beam facing.  **Approved with Conditions**   1. **PA24/02044** Little Beside 8A Lundy Road Port Isaac   Part demolition of existing bungalow to include additional first floor storey & roof to remodelled dwelling.  **Approved with Conditions**   1. **PA24/02844** 15 Fore Street Port Isaac   Listed building consent to retain repair of storm impact damage to east elevation including rebuild of rubble lean to wall with a new door; fascia and soffit to entire elevation to be removed and renewed including the making good of slates sitting above; entire east elevation to be repainted.  **Approved with Conditions**   1. **PA24/00698**Former Chalet Rear of 31 Fore Street Port Isaac Proposed cliff stabilisation works and alternative surface water drainage proposal in conjunction with approved dwelling PA20/11484.   **Approved with Conditions** |  |
| 24/112 | **Licensing Applications** – Members to consider the following, including any received after the agenda had been published.  **None.** |  |
| 24/113 | **Environmental / Amenity Matters** – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:   1. **Roscarrock Hill Refurbishment** – Ms Jon – The drawings and statements for the retrospective building application have been shared prior to the meeting. All members approve.   Metal work quote to be discussed in the Closed Session.  Members request an update of the reserve left for the refurbishment. Ms Jon confirms we are still under budget. Some aspects still outstanding such as turnstiles, but costs have been accounted for.   1. **Planning Applications –** Procedures, protocols and the decision-making process – Cllr Cleave – Cllrs should make decisions as individuals, taking responsibility for their role and not depending on Cllr Williams to bring forth information that could be found out prior to the meeting. Any correspondence from any Cllr acting in a Parish Councillor capacity with outside individuals/agencies should Cc in the Clerk to ensure transparency. Cllrs do not have to agree and can form and express their independent view. Cllrs should make site visits to properties highlighted as needing ‘particular consideration’ in their own time. Cllr Williams offers to take on this role, but members seem keen to take on the responsibility and highlight these properties to each other as part of them being more actively involved. Cllr Dawe agrees the importance of members being aware of the properties to be discussed especially as applicants may attend the monthly meetings.   Cllr Williams would like the following noted in relation to PA24/03843 due to her absence at last month’s meeting:  Cllr Williams references the **suggested** conditions she would have made regarding the application; this was alongside a photograph of the proposal from within the conservation area.  **Proposed** by Cllr Hills and **Seconded** by Cllr Webster to **Resolve** that the Clerk include all Cllrs in the weekly email to the Planning Lead informing them of new planning applications.   1. **Main Car Park Road Markings** – Ms Jon –Photos of the car park and lines have been shared prior to the meeting. Ms Jon suggests the PC use funds in the ‘tarmac’ reserve to cover the costs.   **Proposed** by Cllr Cleave and **Seconded** by Cllr Hills to **Resolve** that Ms Jon acquires quotes for the works and that this be taken from the ‘tarmac’ reserve. | C&MS  Clerk  C&MS |
| 24/114 | **Highway Matters**   1. **Traffic Calming Scheme –** Clarity around crossing points– Ms Jon reads out an email from Corserv member AK confirming the scheme sets out what was originally planned.   There are concerns of children crossing near the school to go across to the park and further towards the blind bend. Members suggest school could incorporate ‘Stop, Look and Listen’ initiative with the children.  Only a pedestrian crossing could provide pedestrians with priority.   1. **‘No Entry Except for Access’ Sign** – Port Gaverne Valley Road – Corserv were contacted prior to the meeting - OJ has responded to say the road is privately owned and therefore a sign cannot be placed by anybody other than the owner.   Cllr Cleave does not think the sign on the opposite side is adhered to and therefore would not make a difference to vehicles driving down. | C&MS  C&MS |
| 24/115 | **Financial Matters** –   1. **Accounts for Payment** – members to review accounts previously emailed for approval - **Resolved** that the figures be accepted as a true record. 2. **Payroll** - members approval for next month.  **Resolved** that the figures be accepted as a true record. |  |
| 24/116 | **Administrative Matters**   1. **Conflict of Interest** – declaration to be returned to BDO – Clerk shows members the form and asks for confirmation that there is not a conflict of interest between BDO and the PC.   Members confirm there is not. | Clerk |
| 24/117 | **Documentation / Correspondence** – not covered elsewhere on the agenda, including any items received after the agenda had been issued.   1. Re: Men’s Health in Cornwall and The Isles of Scilly - £100 donation request – Cllr Raynor reads out the email to members.   **Proposed** by Cllr Williams and **Seconded** by Cllr Webster to **Resolve** that £100 be donated to the cause.   1. Cllr Smith raises a previous agenda item regarding ideas of use for the area of grass near Laburnums in Trelights. The work on the house is now complete. Added to future agenda item to decide whether it should be made as a parking area or to prohibit parking. 2. Cllr Raynor will notify Headland Hotel owner about the doors being damaged.   Cllr Williams shared a plan for the Headland Hotel created by a student which Cllr Raynor in turn shared with the owner.  Cllr Cleave highlights the dangerous parking occurring on the bend outside the hotel.   1. Cllr Cleave asks about the fence being held up on the footpath down to Port Gaverne from Port Isaac. Ms Jon confirms CC are aware of the issue and have prevented it falling further onto the path using a temporary measure. The expectation is that they will eventually replace the fence.   Cllr Cleave asks whether the crab apple tree can be cut back. Ms Jon will enquire although the tree does not seem to be the issue as to why the fence is falling. The fence itself appears to be rotten. | Cllr Raynor/Clerk  Clerk  Cllr Raynor  C&MS |
| 24/118 | **Diary Dates** – including any dates received after the agenda had been published. Details previously emailed.   1. **Annual Meeting Followed by Full Council Meeting** – Monday 12th August 2024 7pm St Endellion Hall 2. **Rolling Meeting Date** Wednesday 28th August 2024 |  |
| 24/119 | **Information Only / Future Agenda Items**   1. .Gov Domain 2. Neighbourhood Development Plan Workshop 3. Grass patch – Laburnums 4. Parking permits – discuss additional permit per household and related charges |  |
| 24/120 | **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.  Member of the public left prior to the closed session after the discussion of PA24/04108.  Two quotes received and discussed. Only one quote has considered the request to ‘powder coat’.  **Proposed** by Cllr Hills and **Seconded** by Cllr Symons to **Resolve** that Ms Jon select the company able to provide the service soonest as both quotes are similar in cost. |  |
| 24/121 | **Meeting Closed** – 8:30pm |  |

Signature: D Harrison (Clerk) Date: 08/07/2024

Signature: D Raynor (Chair)

**Actions**

**24/113 b.** the Clerk to include all Cllrs in the weekly email to the Planning Lead informing them of new planning applications.

**24/113 c.** Ms Jon acquires quotes for the works and that this be taken from the ‘tarmac’ reserve.

**24/116 a.** Clerk to return ‘conflict of interest’ declaration to BDO.

**24/117 a.** £100 donation to be made to The Chestnut Appeal for Men’s Health.

**24/117 d.** C&MS to monitor the broken fence and inquire about the crab apple tree being cut back.

**24/120** C&MS to employ soonest available contractor for the work.