

MINUTES OF THE FULL COUNCIL MEETING

AT ST ENDELLION HALL ON MONDAY 12TH AUGUST 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, Hills, Webster, Symons, Pierpoint, Button  D. Harrison (Clerk), C. Jon (C&MS) |  |
| 24/122 | **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.   **Cllr Hills 24/130 b.**   1. **Non-registerable Interests** – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent.   **Cllr Webster and Cllr Raynor 24/127 a.**   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** |  |
| 24/123 | **Apologies** Cllrs; Smith, Collings  **Absent**; Cllr Dawe |  |
| 24/124 | **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.  Three members of the public present. Cllr Raynor thanks them for coming.  First two members present to discuss upcoming Skybar event. The event has been previously hosted at The Point in Polzeath and has moved to Roscarrock Farm this year. It will run from Friday 16th 6pm-1am and Saturday 17th 6pm-1am. There will be traffic control, likely in the form of signs rather than marshals directing traffic towards Port Quin and not in the direction of Trelights. Unsure how this would be managed. Security will be present on site throughout the event. They are allowing ticket holders to sleep in their cars but no camping. The event is capped at 500 tickets, 300 sold thus far. The license was applied for before Christmas. Cllr Williams questions why the PC was not notified. Events held under a Temporary Events License are not required to notify. Cllr Mould highlights the success of the event at Polzeath in previous years but people walking along the roads afterwards was a safety issue. They cannot mitigate everything, but they put in place what they can. Roscarrock Farm have communicated with their neighbours about the event. They may apply again next year if it’s a success.  Member of the public present for any queries regarding application **PA24/05608.** |  |
| 24/125 | **Minutes of Meetings**   1. **Ordinary Meeting** – 8th July 2024 – **Resolved** that the minutes be accepted as a true record. |  |
| 24/126 | **Organisations and Reports**   1. **Parish Council Chair** – Members to receive a report.   Cllr Raynor only has one item on his report which he discusses in the closed session.   1. **Divisional Members Report** - Members to receive a report.   Cllr Mould begins with the success of Boardmasters Festival. She is happy that everything was in place that should have been. The license was extended this year to allow for more people.  Cllr Mould states CC is biding its time to see what may be coming from Westminster post-election result. It seems housing numbers will have to go up by 5%. It is currently not known how many migrants Cornwall will take, reports of five hundred but nothing confirmed. Cllr Mould doesn’t believe Cornwall has the housing capacity even if migrants come with funding. Regarding devolution, Cllr Mould feels combined authorities would be the way forward with Mayors to operate them. If Cornwall combined with Isles of Scilly, it would make us a combined authority. This could also be a possibility with Devon. Cllr Mould believes there was a good level three deal offered but the idea was rejected under the last Tory government. They couldn’t get enough votes through council at the time, but it could be something to consider again in the future.  CC are looking for fairer funding for the county’s schools/SEND and adult social care. All Cllrs are up for re-election next year. Cllr Mould is still working on the roll out of the new waste scheme. It will be a bin led service, not a choice of bag over bin. Households will only be allocated a bag instead of a bin if an assessment proves it necessary. There will be no allowance for leaving bins on the street and homeowners would need to ensure safe storage. Included properties will be allocated a 180-litre bin which will be sealed. Inside the bin will be two separate caddies, one for food indoors and one for food outside. The scheme starts in this area in October. Cllr Williams shares concerns that the bins will be in the streets whilst waiting for roll out, Cllr Mould confirms that properties will be assessed prior. The bins will only be placed on the street on collection morning. Homeowners who pay their Council Tax will be part of the scheme, business rate payers will not. There is a roadshow planned in the Village Hall where residents can ask any questions they may have.   1. **Playing Field Development Working Party** - Members to receive an update.   Cllr Button reminds members that the last update involved provisional plans being put to the architects for discussion. They have now come back with designs which have been tweaked slightly from the originals. There is no external render for the moment, just the outlines of the plans. The main feedback is to aim for the building/Hub to be conservative in size with scope to increase it in the future. We will know more about what funding is available. The next stage to assess is the discharge of the planning conditions. The structural engineers must complete various surveys and reports which will cover drainage strategy, soil testing, site access, travel plan, surface water etc. There will be ecological testing with a biodiversity and energy plan. Expected that around 30K will be required to complete the assessment phase.  Viability studies will be required. Cllr Button aims to do this incrementally. The first need is for technical viability, then financial viability and finally community viability to ensure the project will be valuable to the community. The project will need to develop to a certain extent to find this out.  There will be a separate meeting to discuss this in more detail. Cllr Button expects this to take place in September and will include the residents committee. Feedback will then be provided to CAD. Cllr Button is aware of other aspects to be considered around landscape with design and access. The project seems to be within the proposed budget. External funding is limited without full planning permission. CAD were lead architects on the Truro stadium so are experienced in this type of project.  Cllr Mould asks if Sport England have been approached for funding as St Minver have just received 25k. Cllr Button is happy to approach them to establish if the project would qualify for funding in the future.  The football pitch usage would be primarily for the under 12’s. Cllr Mould suggests Cllr Button visits St Minver.  Cllr Button has previously visited Lanivet which isn’t really a social club, a hybrid between the two would be preferable for Port Isaac. Cllr Mould suggests a MUGA pitch to include other sports. There is potential for two separate pitches, but the current playing field plans are for a grass surface. It could be used for cricket in summer. CAD will produce a Gantt chart to illustrate the project schedule. The positives aspects of having outline planning permission in place, owning the land and having the potential to raise the funds remains key to the project’s success.   1. **STEND\_HWG** – Members to receive an update.   Cllr Williams has very recently received the draft report from South West Archaeology. The report found that ‘*Based on the site visit, the likely effect of the proposed development on the nearby heritage assets is considered to be moderate adverse, or in NPPF terms, in the middle of the less-than-substantial scale.’*  Cllr Button queries whether SW Archaeology are consultees and if CC would be bound by their report. Cllr Williams confirms they are not a consultee, but  commissioned to do the report, which will evidence the planning application, and the heritage officer will consider their report. The lower east field was not included in the GIS reference drainage, but it’s possible any developer of the farm yard itself, might explore connection to the sewer, 800m north of the site.   1. **Camel Valley Community Area Partnership –** Members to receive a report.   Cllr Raynor attended the AGM in Bodmin which began with the re-election of the officers. The same officers have been elected again.  There was an interesting talk about the waste scheme and why it is being changed. The current system allows for 48% of waste that could have been recycled. Cornwall is behind the curve in actioning the new scheme, other counties have had it in place for many years. If people refuse to recycle, they can be prosecuted.  It is now one year since CAP formed. They found that most of the levelling up funds were divided between the larger towns. This seems due to larger councils having the expertise required to draft the applications. CAP is intending to provide more help to smaller councils to correct the imbalance.  Cllr Mould highlights the brilliant work of the Good Growth Team and informs members that the Arts Council struggle to find places to invest as people don’t apply for funding.  There are many PC’s not attending CAP meetings at all, CAP aim to remedy this.  A discussion was had around rainfall and drainage on the highways not being well looked after. CC have three drainage people in the county and one of them will be attending the next meeting to discuss the issues. | Cllr Raynor  Cllr Mould  Cllr Button  Cllr Williams  Cllr Raynor |
| 24/127 | **Planning Applications** – Members to consider the following, including any received after the agenda had been published.   1. **PA24/04623**RNLI Lifeboat Station 2 Middle Street Port Isaac   Changes to the main opening door width and door detail. Repairs to external finishes in-line with new opening and bi-folding main entrance doors. Replacement/refurbishment of windows and single door to side elevations. Internal remodelling and refurbishment.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SF0IFWFGGFR00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SF0IFWFGGFR00&activeTab=summary)  Cllr Williams informs members that the Historic Planning Service are in support.  **Proposed** by Cllr Symons and **Seconded** by Cllr Cleave to **Resolve** that the PC supports the application.   1. **PA24/04847**8 The Terrace Port Isaac   Outline Planning Permission with all matters reserved for a new dwelling and parking.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SFFBSTFGHWH00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SFFBSTFGHWH00&activeTab=summary)  The historic application in 2014 was refused due to over development in a small space overbearing/overlooking neighbouring properties.  Cllr Williams suggests leaving the decision to the planning officers as all matters reserved, the application is solely the principal of the development which officers are best placed to decide.  **Proposed** by Cllr Williams and **Seconded** by Cllr Button to **Resolve** that the PC makes no comment on the app.   1. **PA24/05608**Land West Of Park Villa Trelights   Proposed stable.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SGRVTDFGJPY00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SGRVTDFGJPY00&activeTab=summary)  Cllr Hills asks about access to the barn; the applicant confirms there is already a lane for access. Cllr Webster asks if it will be a wooden structure to which Cllr Williams confirms it will be.  **Proposed** by Cllr Button and **Seconded** by Cllr Hills to **Resolve** to support the application.   1. **PA24/05718**Public Conveniences Roscarrock Hill Port Isaac   Listed Building Consent for the refurbishment to public convenience.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SH154AFGHCW00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SH154AFGHCW00&activeTab=summary)  Cllr Williams informs members that they are not required to comment on their own applications. |  |
| 24/128 | **Cornwall Council Planning Decisions** – **information only.**   1. **PA24/03784**Apple Tree Lodge Trewetha Port Isaac  Proposed ground and first floor extension.   **Approved (Statutory/one condition only)**   1. **PA24/03843**8 Silvershell View Port Isaac  Proposed extensions, remodelling, external landscaping and associated works.   **Approved with conditions**  Cllr Williams highlights some of the changes to the plans. These include the installation of privacy screens, less glazing overall and non-reflective glazing on the balcony. All of which are felt to be improvements on the original application.   1. **PA24/02791**The Mill Port Isaac   Proposed two storey side wing extension to the main house. Renovation of the existing two storey dwelling.  **Approved (Statutory/one condition only)** |  |
| 24/129 | **Licensing Applications** – Members to consider the following, including any received after the agenda had been published.  **None.** |  |
| 24/130 | **Environmental / Amenity Matters** – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:   1. **Roscarrock Hill Refurbishment** – Ms Jon was hoping to have works completed before the summer holidays, but this has stalled due to various issues. One of the handwashing units on the left side of the building has been replaced. The rest is on hold until September. Ms Jon is hopeful the retrospective planning application will go through smoothly resulting in a positive outcome. 2. **Funding and internet situation of the Trelights defib** – Cllr Smith - Required following a discussion at a recent Trelights Village Green Committee meeting. In Cllr Smith’s absence, Cllr’s Pierpoint, Hills and Dawe have been suggested to inform members**.**   Cllr Pierpoint explains that the Trelights Village Green Association are applying to the PC for funding for their defibrillator. This is a cost of £228 per year. The device requires internet access and the homeowner who previously allowed access to their Wi-Fi has now refused. On another note, BT have also informed residents that their landlines will be obsolete from early 2025. Cllr Hills confirms the funding is requested for the next financial year; they have already raised the funds to cover this year’s cost.  **Proposed** by Cllr Webster and **Seconded** by Cllr Button to **Resolve** that the PC donates the cost of the defibrillator for the next financial year.   1. **Parking Permits** – parking permits - 2 per address, if so what cost for the 2nd permit? The clock/permits cost approx. £6.00 each.   Cllr Williams informs members that residents would like a second permit sticker but can use one clock between two vehicles. This will mean that there is still only one space being taken per household in the Main carpark.  **Proposed** by Cllr Raynor and **Seconded** by Cllr Cleave to **Resolve** that the clock can be moved to a second vehicle with the costs of an additional permit sticker and C&MS admin equating to £3. The Clerk will inform the current permit holders.   1. **Port Isaac School request license agreement for Playing Field** – Solicitors email and location image shared prior to the meeting.   **Proposed** by Cllr Raynor and **Seconded** by Cllr Webster to **Resolve** that the PC is responsible for arranging all areas of grass cutting on the land and the school do not need to organise this inside or outside of term time.  Ms Jon suggests an addition to the license agreement to clarify who will be responsible for the future application of the white lines for sports days. CELT have completed it this year. Clerk will notify the PC’s Solicitors. | C&MS  Clerk  Clerk / C&MS  Clerk |
| 24/131 | **Highway Matters**   1. **Restricted Access Signs Port Gaverne Road** - Resident complaint that hotel is directing clients to park in the private road, restricting access for emergency vehicles.   The Clerk reads Highways response to the suggestion of new road signs. Cllr Cleave highlights cars double parking on the double yellow lines at the bottom of the Gaverne hill on the bend. Emergency services would not have gained access to the road if needed.  **Proposed** by Cllr Cleave and **Seconded** by Cllr Pierpoint to **Resolve** that the Clerk contacts the Port Gaverne Hotel / St Austell Brewery with potential remedies to the parking situation and restriction of access.   1. **Advertising Sign on Overcliff** – image shared prior to the meeting.   Where the advert is situated, permission must be sought from and granted by thelandowner, in this case CC, which it has not.  **Proposed** by Cllr Webster and **Seconded** by Cllr Raynor to **Resolve** that the Clerk will write to the owner of the board to request its removal.  Cllr Symons asks why the white lines have still not been painted onto the new stretch of road at St Endellion. Ms Jon will contact Highways. | Clerk  Clerk  C&MS |
| 24/132 | **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. 3. **Quote from Dave Slatter** – NDP Workshop – Shared prior to meeting.   Cllr Williams states the importance of Members understanding the PC’s own NDP, especially for new members who are less familiar and not aware of the content. Cllr Raynor will bring paper copies to the next meeting and the digital copy can also be found on the website.  Cllr Raynor asks if the workshop would cover the issues raised previously regarding who can be contacted on behalf of the PC prior to discussion at meetings. Cllr Williams would expect this to be covered in the two-hour session.  Cllr Cleave feels one hour would suffice, Cllr Williams would rather the full two-hour workshop. Cllrs Hills and Pierpoint support the two-hour workshop. The Clerk asks who present has taken advantage of the free and paid for planning training sessions offered by CC and CALC. None of the new members have attended a session on planning processes, enforcement etc.  **Proposed** by Cllr Williams and **Seconded** by Cllr Cleave to **Resolve** to carry the item over to next month’s agenda when other Cllrs are present.     1. **Quotes for .Gov Domain, Emails and Website** – Shared prior to meeting -   One quote seems more reasonable in price. Members agree that a new website would be desirable and individual .gov emails are necessary.  **Proposed** by Cllr Hills and **Seconded** by Cllr Raynor to **Resolve** that the Clerk contacts other PCs to ask which registrar they used, if still applicable on the current list and to inform members of the outcome. Members agree for the Clerk to manage the move to a .Gov Domain. | Clerk  Clerk |
| 24/133 | **Administrative Matters**   1. The Council considered the proposal and **RESOLVED** to agree to change to a .gov.uk domain name.  The Council **RESOLVED** to agree to order the name **stendellionpc.gov.uk** 2. The Council **RESOLVED** to agree to appoint **The Clerk** as the Domain Registrar 3. The Council **RESOLVED** to research which registrars other PCs use and select a package that incorporates the domain, emails and website.Final costings to be confirmed via email. 4. The Council **RESOLVED** to agree to provide **All Members and Employees** with .gov.uk email addresses   **Proposed** by Cllr Webster and **Seconded** by Cllr Cleave to **Resolve** that the above points are followed and actioned. | Clerk |
| 24/134 | **Documentation / Correspondence** – not covered elsewhere on the agenda, including any items received after the agenda had been issued. |  |
| 24/135 | **Diary Dates** – including any dates received after the agenda had been published. Details previously emailed.   1. **Ordinary Meeting**  – Monday 9th September 2024 7pm St Endellion Hall 2. **Rolling Meeting Date** Wednesday 26th September 2024 |  |
| 24/136 | **Information Only / Future Agenda Items**   1. **.Gov Domain** **progress** 2. **October’s Meeting 6:30pm Start for Jim Wood** 3. **Clerk is attending an introductory session for CiLCA Training** 4. **Clerk has ordered the 13th Edition of Arnold-Baker on Local Council Administration** 5. **Clerk to miss October’s meeting. Ms Jon has agreed to record the minutes from the meeting** 6. **Trelights – Potential use for patch of grass** 7. **Dave Slatter NDP Workshop** |  |
| 24/137 | **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.   1. Members to discuss alleged anti-social behaviour issues.   Discussion takes place whilst Cllr Mould is still present. She will contact the Clerk after speaking to Highways tomorrow to establish what the steward actioned on their visit. Enforcement to be contacted by Clerk for further information on structures, temporary or otherwise. |  |
| 24/138 | **Meeting Closed** – 8:35pm |  |

Signature: D Harrison (Clerk) Date: 12/08/2024

Signature: D Raynor (Chair)

**Actions**

24/127 Clerk to send planning responses via the portal

24/130 c. Clerk to contact permit holders regarding second vehicle

24/130 d. Clerk to contact PC solicitors to resolve licence agreement and to input new term regarding the painting of the white lines for sports days

24/131 a. Clerk to write to the Gaverne Hotel / St Austell Brewery regarding ongoing parking/access concerns

24/131 b. Clerk to write to the owner of the advertising board to ask for its removal

24/131 b. C&MS to contact Highways regarding incomplete road markings on the St Endellion Road

24/132 d. Clerk to contact local PCs regarding .Gov Domain Registrar

24/137 a. Clerk to contact enforcement regarding temporary structures