

MINUTES OF THE FULL COUNCIL MEETING

AT ST ENDELLION HALL ON MONDAY 9TH SEPTEMBER 2024 AT 7PM

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| **Minute** | **Agenda Items** | **Action** |
|  | **Present**  Cllr Raynor (Chair), Cllr Mould (Divisional Member)  Cllrs: Williams, Hills, Webster, Symons, Pierpoint, Button, Collings, Dawe  D. Harrison (Clerk), C. Jon (C&MS) |  |
| 24/139 | **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 Symons PA24/05770 and PA24/06380 – Absent during discussions**   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** |  |
| 24/140 | **Apologies** Cllrs; Smith, Cleave |  |
| 24/141 | **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.  Two members of the public present if Cllrs require any further information on PA24/05770 and PA24/06380. |  |
| 24/142 | **Minutes of Meetings**   1. **Ordinary Meeting** – 12th August 2024 – **Resolved** that the minutes be accepted as a true record. |  |
| 24/143 | **Organisations and Reports**   1. **Parish Council Chair** – Members to receive a report.   Cllr Raynor discusses an incident in the parish involving a resident removing branches from a neighbour’s tree in their private garden without permission.   1. **Divisional Members Report** - Members to receive a report.   Cllr Mould begins by discussing Cornwall car parks, particularly Polzeath. Cllr Mould supports what they want to achieve but the process has caused considerable issues. She does not know whether the New Road Car Park will be part of the consultation process. The approach being taken is due to a particular traffic regulation which means CC can use ANPR but cannot enforce it. They are leasing the car park to Cormac who will use a private provider, currently Initial to manage it and physically ticket vehicles not using the car park correctly. The communication with St Minver Highlands PC was poor. They have since found that the ticket machines in the car park run off the electricity from the toilet block, which is run by St Minver Highlands PC. They have already started leasing two car parks in Newquay and the returns for CC have been significant. The enforcement is initially restricted to the car parks but there is hope that it will eventually lead to more officers out ticketing on the roads. In the first instance, the aim will be to establish whether more vehicles are being ticketed. Cllr Mould informs members that it has been agreed that the Garras Wharf barriers will be removed.  CC have had their first conversation today about the new local plan, they are unable to make proceed further until the new government’s intentions around planning are known. It is expected that the housing demand will probably be double what we have now but it’s how we deliver them, we will be back to needing a five-year land supply which we have always had. They need to be able to build the houses they actually want rather than the ones that we get.  A waste scheme pilot has taken place in Saltash and Newquay HWRC’s (Household Waste recycling Centre) using a booking system, these have been chosen as they are two of the busiest sites with queuing traffic. The aim is to reduce peak time queuing by booking a ticket rather than the precious alternate car registration method. If it is a success and does what we want it to do, then it will hopefully be rolled out to other sites.  Cllr Mould asks if any members have received their new bins, members confirm not. Cllr Raynor believes Delabole has them.  Cllr Symons asks whether the car park was put to tender, Cllr Mould explains that Cormac is a Teckal company and 75% of its work must be CC work. There is no need to follow the tender process in this instance.  Cllr Button asks about the 3G pitch planned for Wadebridge school. Cllr Mould informs members about several complaints received from residents in the St Giles area who feel the location should be changed and be moved nearer the running track. This would lead to losing the track and part of the land is already reserved if the owners should need to build on it. Cllr Mould feels it is in the best location with downlighting in place and activities finishing no later than 9pm.  The facility is already hugely oversubscribed with the football and rugby club both in support. It is expected to be a beneficial facility, especially during the winter months. Piece of land at the top reserved. They have just received CIL money to refit the changing rooms for disabled access which works for the current planned location. A planning application has recently been submitted.   1. **Playing Field Development Working Party** - Members to receive an update.   Cllr Button reminds members of last month’s update for a provisional redesign from the architects. This was circulated to the Social Club Residents’ Group (SCRG). Some of the feedback included the single use area upstairs being too large and the group would like a café/alcohol free area. Downstairs, the room was considered too large with the potential to encroach on functions sighted for the Village Hall. Cllr Button shares hard copies of the updated plans with members. Ms Jon offers feedback from the SCRG, they will look at potential space for an office and could reconfigure the layout upstairs as room sizes would accommodate this. The final layout can be tweaked later down the line. The next step is to involve a QS (Quantity Surveyor) to establish overall costs and in turn, viability. We will need an engineer to look at the drainage strategy, the cut and feel and the access to see whether there are any technical and/or engineering issues. Prices are around £3,000 for the QS, £2,780 for the engineering appraisal, £3,000 for soil infiltration testing and £5,000 for the drainage works.  Cllr Button feels that a Playing Field Development Working Party meeting is required, involving members of the PC.  We will soon have some idea of cost and whether the PC and the wider community want to invest in the future of the plans. The aim would be to incorporate the wider parishes in its uses. A full planning application will be made before fundraising begins.  Cllr Button answers Ms Jon’s query and confirms the plans will consider the levelling of the pitch as it is on a slope.  The project may get funding to go towards any changing rooms decided on in the future, depending on the funding streams available. Cllr Button has been quoted between £800,000-£1,000,000 for the completed project but it is likely to exceed this amount when using a comparison like the hub at St Minver and the overall costs.  Cllr Button informs members that the plans will accommodate potential future expansion and a staged building approach allowing us to put in what we want and work backwards. He is mindful of how fortunate we are to have the capacity to raise some funding ourselves.  Cllr Raynor insists we will need a room for PC meetings and storage.  Cllr Pierpoint queries the assessment of the running costs. Cllr Button explains that this will be cited in a business plan and whether we operate the facility ourselves or as a landlord.  Brief discussion about Lanivet community hub being completed in stages, receiving lottery funding of around £850,000 and including a ‘Warmth Hub’ providing low-cost food and drink.   1. **STEND\_HWG** – Members to receive an update.   Cllr Williams begins with a brief discussion around the recent draft Heritage Assessment from South West Archaeology who have been employed to carry out the assessment. The conclusion states ‘less than severe harm’, especially if it is ensured that the development sits next to the farmyard itself. The assessment is currently in draft form as the Agent from Access Planning and Design Ltd has not had chance to look at it yet. The Heritage Assessment which Access Planning and Design Ltd submitted must sit side by side this report without conflict. The northern field has already been discounted due to the impact of Heritage Assets. The pre-application was assessed on a projected 25 houses, Cllr Williams notes the planning response cautioned 25 dwellings would not be supported, it is expected at full application the figure would be adjusted.   1. **Camel Valley Community Area Partnership –** Members to receive a report.   Next meeting 21st October. | Cllr Raynor  Cllr Mould  Cllr Button  Cllr Williams  Cllr Raynor |
| 24/144 | **Planning Applications** – Members to consider the following, including any received after the agenda had been published.   1. **PA24/04847**8 The Terrace Port Isaac Cornwall PL29 3SG   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)  **OBJECT:** Members agree with the objectors that proposals for a dwelling on the site, is highly likely to result in overbearing, and overlooking. Any Principal Residency on the site would need to be two storeys to fulfil minimum space standards, which would constitute overdevelopment of the site harming the amenities of adjoining neighbours by reasons of massing, overshadowing, and overlooking. Furthermore, we do not accept that the muted parking space in the host dwelling is sustainable, or agree with the  applicants’ assertion that a resident could source local facilities without need of a car contrary to NDP Policy 6 Design Principles c) where practical and it is acceptable in street scene terms makes provision for off-road parking commensurate to the use of the building.   1. **PA24/05770**Trevathan Farm St Endellion Port Isaac Cornwall PL29 3TT   Outline application with all matters reserved for a proposed farm manager's dwelling.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SH4B2IFGJHN00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SH4B2IFGJHN00&activeTab=summary)  **SUPPORT:** We welcome the expansion of the business and are confident the County Land Agent will support the proposal as  commensurate with the farm business.   1. **PA24/05434** Treharrock Lodge Treharrock Port Isaac Cornwall PL29 3TA   Proposed Extension.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SGIB6ZFGL1H00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SGIB6ZFGL1H00&activeTab=summary)  **No Comment Necessary – St Kew PC have made comment.**   1. **PA24/06380**Trevathan Farm and Restaurant St Endellion Road St Endellion Port Isaac Cornwall PL29 3TT   Proposed extension to dining area.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SI7PQ9FGKDU00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SI7PQ9FGKDU00&activeTab=summary)  **SUPPORT: Members support this proposal as commensurate with NDP Policy 10: Supporting a Prosperous Rural Economy in the Parish.** |  |
| 24/145 | **Cornwall Council Planning Decisions** – **information only.**   1. **PA24/04623**RNLI Lifeboat Station 2 Middle Street Port Isaac Cornwall PL29 3RH 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.   **Approved with Conditions**   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, replacement door to side extension, and construction of a rear timber garden room/summer house.  **Approved with Conditions** |  |
| 24/146 | **Licensing Applications** – Members to consider the following, including any received after the agenda was published.  **None.** |  |
| 24/147 | **Environmental / Amenity Matters** – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:   1. **Roscarrock Hill Refurbishment** – Ms Jon – Regarding the planning application, there were some concerns raised by the Historic Environment Planning department (HEP) about the steps. Ms Jon instructed Perry Associates, the structural engineers who have carried out the work for the Listed Building Consent to explain in full to HEP that the steps are not due to change. The explanation has been accepted and the application is proceeding. 2. **Closure of Lloyds Bank Wadebridge** – discuss and decide whether to write a letter of support for Councillor Moorcroft to keep cash services in Wadebridge – Members discuss a ‘Banking Hub’ which would house different banks on different days. There may already be a potential site to accommodate this, and the banks are willing to be involved.   **Proposed** by Cllr Symons and **Seconded** by Cllr Collings to **Resolve** that the Clerk write a letter of support.   1. **Trelights Patch of Land near Laburnums** – The patch of land has the bench discussed in 24/147 e. situated on it. The use of the land is to be decided with the Trelights committee to bring forth ideas for the space**.** 2. **Main Carpark** – Armtrac PNC’s and Appeals– Cllr Raynor informs members of the recent ticketing complaint where a vehicle parked over the white lines. Armtrac and KBT are members of the International Parking Community and must comply to their terms. Armtrac have photo evidence of the vehicle parked across two bays. Cllr Raynor suggests an amendment to the signage to take note of the bay markers to ensure the gravelled area is a defined parking space and not part of the overflow area, which is all gravel with no markings for vehicles.   **Proposed** by Cllr Raynor and **Seconded** by Cllr Hills to **Resolve** that the car park signage will be amended.   1. **Trelights Bench** – Repair or replace, photo shared prior to the meeting - Cllr Williams. The bench is not used due to the lichen and rot making it unsafe to sit on.   **Proposed** by Cllr Williams and **Seconded** by Cllr Collings to **Resolve** to replace the bench with a durable plastic bench and offer the old bench to whomever may want it at the next Trelights Meeting.   1. **Main Car Park** - Space and road marking quotes shared prior to the meeting –Ms Jon– the cheaper of the two quotes has also been recommended by a reputable local business. The lines will be ‘T’ lines in the bays, not full lines.   **Proposed** by Cllr Hills and **Seconded** by Cllr Webster to **Resolve** that the PC opts for the cheaper quote by the company that has been recommended. | C&MS  Clerk  C&MS  C&MS  C&MS |
| 24/148 | **Highway Matters** |  |
| 24/149 | **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. **Revisit the Quote from Access Planning and Design Ltd** – NDP Workshop – to be decided between all members.   **Proposed** by Cllr Button and **Seconded** by Cllr Webster to **Resolve** that members partake in a two-hour workshop/training session. Clerk to contact Access Planning and Design Ltd about a potential date. | Clerk |
| 24/150 | **Administrative Matters**   1. **Parish Council Domain** – Ongoing – Clerk will forward the final costings to members this week. 2. **Civility and Respect Pledge** – Members are happy to take the pledge. The Clerk will add St Endellion PC to the pledge. | Clerk  Clerk |
| 24/151 | **Documentation / Correspondence** – not covered elsewhere on the agenda, including any items received after the agenda had been issued. |  |
| 24/152 | **Diary Dates** – including any dates received after the agenda had been published. Details previously emailed.   1. **Ordinary Council Meeting** – Monday 14th October 2024 7pm 2. **Rolling Meeting Date** Thursday 24th October 2024 – Changed to Monday 28th October 6:30pm-8:30pm as a potential meeting date for the NDP workshop. |  |
| 24/153 | **Information Only / Future Agenda Items**   1. **October’s Meeting 6:30pm Start for Jim Wood** 2. **Clerk will be Absent for October’s meeting -** Ms Jon has kindly agreed to take the minutes. 3. **Action from August** – No response from the Gaverne Hotel regarding road signage. St Austell Brewery will not get involved as it is not run by them. 4. **Action from August –** No action taken by Enforcement regarding anti-social behaviour; Highways have spoken to the owner. Cornwall Fire and Rescue Service will make contact. |  |
| 24/154 | **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. |  |
| 24/155 | **Meeting Closed** – 20:15pm |  |

Signature: D Harrison (Clerk) Date: 09/09/2024

Signature: D Raynor (Chair)

**Actions**

24/144 Clerk to send planning responses via the portal.

Clerk to send a letter of support to Cllr Moorcroft.

Clerk to contact car park complainant.

24/147 d. C&MS to discuss car park signage amendments with Armtrac

24/147 e. C&MS to organise a durable plastic bench for Trelights

24/147 f. C&MS to employ the company decided to paint the ‘T’s’ in the parking bays.

24/149 c. Clerk to contact Access Planning and Design Ltd regarding potential date for the workshop.

24/150 a. Clerk to share domain company and costs.

24/150 b. Clerk to join PC up to the Civility and Respect Pledge