

MINUTES OF THE FULL COUNCIL MEETING

AT ST ENDELLION HALL ON MONDAY 14TH OCTOBER 2024 AT 6:30PM

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| **Minute** | **Agenda Items** | **Action** |
|  | **Present**  Cllr Raynor (Chair), Cllr Cleave (Vice Chair), Cllr Mould (Divisional Member)  Cllrs: Williams, Hills, Symons, Pierpoint, Button, Smith  C. Jon (C&MS) |  |
| 24/156 | **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** |  |
| 24/157 | **Apologies** Cllrs; Collings, Dawe, Webster  D. Harrison (Clerk) |  |
| 24/158 | **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.  Cllr Raynor welcomes two members of Cornwall National Landscape. A presentation in regard to planning matters in the designated landscape will be delivered to members. |  |
| 24/159 | **Minutes of Meetings**   1. **Ordinary Meeting** – 9th September 2024 – **Resolved** that the minutes be accepted as a true record. |  |
| 24/160 | **Organisations and Reports**   1. **Parish Council Chair** – Members to receive a report.   Cllr Raynor informs members that Central Garage has started to be demolished.  Middle Street will be closed for repair to the leat. The planned dates for works are 6th January to 31st January 2025.  Additional complaints from residents regarding Chicago House’s new painting and paid tours.   1. **Divisional Members Report** - Members to receive a report.   Cllr Mould queried whether those present had received their new bins. Mix of positive and negative responses from Members. Delivery of the new bins has been extended by a couple of weeks. There was a rush of bins in the wrong places outside houses that should not have had them. Reporting any bins in the wrong places can be done via the website or inform Cllr Mould directly. Some houses are hard to find, and bins get left hoping that someone will put them the right place. Cllr Williams suggests holiday lets that pay council tax and have the private bin collection may be left an additional bin. The collections are still scheduled to begin on 4th November and the collection day will be Monday. Expect things to be a bit chaotic for the first six weeks, but it will get done in the end, people will have to bear with it a little bit.  Cllr Mould informs members of budget discussions, the balancing of the books and what to do it they cannot be balanced. CC are waiting for the Autumn Statement to see what that looks like. It may be that they will get more money than expected, but they are assuming they will not get much more than they have already got. For instance, the minimum wage goes up by £1 per hour which will cost millions, this will need to be covered.  A vote of no confidence in the Council Leader has resulted in an Extra Ordinary Council meeting planned for 7th November. It will cost £58,000 to hold the meeting and cover all attending a full day’s allowance.  Cllr Symons asks about CIL tax and whether it has it been received from all houses. Carol explained that any CIL is allocated to Parish Councils. With a neighbourhood Plan the parish is entitled to 30% of the CIL. The CIL is not money the County Council can do anything with as it is allocated to the parish it comes from. CC still has section 106 money, but it will not be enough.  Cllr Button asks about Business Rates and Council Tax. Cllr Mould explains that the Small Business Relief Rate will not change the houses that left because they are exempt, which is a massive issue. Cllr Button asks if that is likely to change with the new Government. Cllr Mould say’s not, but whether the Business Rate Relief will change she is unsure of as it is due to run out in April 2025. The Autumn Statement will confirm whether it will still be in place. Her opinion is that it will be expected for Councils to raise more money.  Currently Council Tax cannot be raised by more than 3% plus 2% for adult social care without holding a referendum. This could potentially be lifted so the Council can set the Council Tax to raise money and garner powers over things like the single occupancy reduction in Council Tax. If this does not happen, there will not be any more money. Things like economic growth and that sort of funding, should we have a Mayoral model, which we will, in some shape or form. All the extra money will be diverted to that anyway.  The adult social care budget of which 85% is spent on 5% of the population is a huge mountain of costs. The SEND and school transport is consuming a lot of CC finances. SEND, school transport and the waste contract are the costliest.  A balanced budget must be set before Christmas, everyone is doing their very best to save where they can. It may be unnecessary if the vote of no confidence succeeds, things could be a bit chaotic. Cllr Mould hopes Linda Taylor survives the vote as she believes she has been a very good leader for the Council. She commands huge respect from the officers. She puts herself out and about and goes above for all members of the Council, not just her own group. As far as Cllr Mould is aware, no reason has been given for the vote of no confidence.  Cllr Hills enquires about the household recycling centres trialling an appointment only scheme for 6 months. Cllr Mould confirms it has been rolled out at Saltash, Newquay and St Erth. Saltash has found it to be a huge success. If it is successful Carol would like to see it rolled out across the county as it makes things that much easier.   1. **Playing Field Development Working Party** - Members to receive an update.   Cllr Button informs members of two sets of expert consultants to instruct and determine viability. One is a Quantity Surveyor to look at the proposed costings and has presented a cost estimate for the work at £3,000. Alongside  that the civil engineers who need to look at the technical viability, such as the drainage strategy, the engineer’s appraisal, soil trace and testing, detailed design of site access travel plan and surface water drainage. That will be more money and will be staged over the next four months, paying for it incrementally at a cost of about £20,000. The two consultants’ amount to £23,000.  Cllr Raynor confirms that £3,525 has already been allocated and the next £21,000 between now and the end of the year. Cllr Button enquires if this amount could be paid incrementally. The PC did have £20,000 in reserves for the project, but this will be slightly over that. If members approve the costs, it can be discussed in the budget at our next meeting.  Cllr Button explains that the consultants will get the project to the stop/go moment to check whether it is really feasible to achieve the plans on the site, the costs and how we fund it by considering our funding options.  Cllr Symons asks if there have been tenders for the suggested consultants. Cllr Button explains that the consultants came through CAD as people they use. Cllr Button queried if the costs looked reasonable and was advised they were acceptable. Considering three separate consultants who do not know the background of the project is not deemed necessary.  Cllr Button gives a breakdown of items to be covered. There is the potential to obtain funding for these but that would stop the project progressing. The aim is to get to a point for the local community to know whether we can achieve it or not. There are two elements to that, one is to approve the costs and the other to sign off their letter of engagement.  **Proposed** by Cllr Button and **Seconded** by Cllr Hills to **Resolve** that £21,000 be spent to cover the costs of the consultants to progress the project.   1. **STEND\_HWG** – Members to receive an update.   Cllr Williams has little to report, except as detailed last month. CC’s Affordable Housing team have worked with CC’s estates to prepare a paper detailing the work to date on the site, and outlining an affordable housing led mixed development on land at Glebe Farm, with the intention of  seeking an option to purchase by a Community Land Trust and a commercial partner. We hope the outcome will be positive.  A critical internal estates management meeting is diarised for 23rd October.  Cllr Button asks if there has been any indication of the outcome. Cllr Williams informs members CC’s Estates Management agent has prepared a paper with CC’s Affordable Housing Team for the meeting.  Cllr Button asks if this will raise revenue for Cornwall Council. Cllr Williams confirms it will raise revenue but probably not as much as they might like.  Cllr Williams feels reasonably confident, current Heritage & Farms cabinet member is broadly supportive of the initiative.  Cllr Button wished Cllr Williams good luck.   1. **Camel Valley Community Area Partnership –** Members to receive a report.   Cllr Raynor and Ms Jon will attend the next meeting on Monday 21st October at 6:30pm at the Chy Trevail Offices in Bodmin. | Cllr Raynor  Cllr Mould  Cllr Button  Cllr Williams  Cllr Raynor |
| 24/161 | **Planning Applications** – Members to consider the following, including any received after the agenda had been published.   1. **PA24/06682**94 Fore Street Port Isaac Cornwall PL29 3RF   Existing roof and chimney to be replaced like for like.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SIX94WFGKUA00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SIX94WFGKUA00&activeTab=summary)  **Support**   1. **PA24/07112**84 Fore Street Port Isaac Cornwall PL29 3RF   Proposed Rear Extension & Internal Alterations.  [**PA24/07112 | Proposed Rear Extension & Internal Alterations | 84 Fore Street Port Isaac Cornwall PL29 3RF**](https://planning.cornwall.gov.uk/online-applications/monthlyListResults.do?action=firstPage)  **Support** |  |
| 24/162 | **Cornwall Council Planning Decisions** – **information only.**   1. **PA22/00568**Street Record Hillson Close Port Isaac Cornwall   Pre application advice for a scheme of footway and traffic calming improvements along the B3297 at Port Isaac. Including a "virtual" imprint paving footway, dropped kerb crossing and two flat top road hump crossings.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=R8F3LVFG0JW00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=R8F3LVFG0JW00&activeTab=summary)  **Closed - Advice Given**   1. **PA24/04987**Treharrock Lodge Treharrock Port Isaac Cornwall PL29 3TA   Notification for Prior Approval for a proposed larger home extension namely proposed single-storey extension.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SFP0DKFGGW700&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SFP0DKFGGW700&activeTab=summary)  **Planning Application Required**   1. **PA24/04347**Street Record Hillson Close Port Isaac Cornwall   Electricity Act 1989: Overhead Lines (Exemption) (England And Wales) Regulations 2009.  [**https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SEK579FG0JW00&activeTab=summary**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=SEK579FG0JW00&activeTab=summary)  **Closed - Advice Given**   1. **PA24/05608**Land West Of Park Villa Trelights Port Isaac Cornwall PL29 3TJ   Proposed stable.  [**PA24/05608 | Proposed stable | Land West Of Park Villa Trelights Port Isaac Cornwall PL29 3TJ**](https://planning.cornwall.gov.uk/online-applications/monthlyListResults.do?action=firstPage)  **Approved (Statutory/one condition only)**   1. **PA24/04847**Land South Of 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/monthlyListResults.do?action=firstPage)  **Withdrawn**   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)  **Approved with Conditions**   1. **PA24/05718**Public Conveniences Roscarrock Hill Port Isaac Cornwall PL29 3RG   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)  **Approved with Conditions** |  |
| 24/163 | **Licensing Applications** – Members to consider the following, including any received after the agenda was published.  **LI24\_006342** The Chapel Café Port Isaac  Cllr Williams shares the full application with members.  The app was briefly described as: Live Music/Recorded Music/Alcohol/Late Night Refreshment. Members discuss any licence permitted previously. Cllr Williams states only an ‘events licence.’  Members feel 1am on New Year’s Eve/New Year’s Day is acceptable. Cllr Williams asks if the property owners had been consulted. Cllr Button drafted the original lease, and it allows for a licence but with restrictions. Cllr Williams agrees to clarify app details with the licensing officer.  **Proposed** by Cllr Smith and **Seconded** by Cllr Button to **Resolve** that the PC **Object** to the licensing application. |  |
| 24/164 | **Environmental / Amenity Matters** – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:   1. **Roscarrock Hill Refurbishment** – Ms Jon informs members that Listed Building Consent has been granted. The builders have started to install the turnstiles however, they will not be fully operational until the barriers are fitted. Followed by finishing the details so they can be fully open.   Cllr Williams asks about Building regs for the turnstiles. Ms Jon confirms this is not necessary.   1. **Trelights grass verge and bench near Laburnums update** – Ms Jon explains that there is a discrepancy between what we can see on the ground and the actual boundary wall. This would be an extra cost to the Parish Council to get this cut back. It has previously been agreed to replace the bench with a recycled brown plastic bench on a concrete base. The old bench will be placed on Trelights Village Green in a place where it cannot be sat on due to its condition. It is proposed to put some boulders of some sort to prevent vehicles encroaching onto the grass but that can still be mown around and will not require any maintenance. The roadside to allow vehicles to park with two wheels on the verge. This gives enough room on the highway for vehicles to pass. Cllr Williams asks if the people this affects have been told about this proposed work. Cllr Hills explains that they were invited but nobody apart from the Cllrs and a couple of members of the Trelights Village Green Association were present. Regarding the edge of the verge adjacent to the highway; if this was laid with plastic mesh, allowing the grass to grow through, no damage will be done when people park on it, and it will recover quickly. Cllr Williams asks if this will affect the drainage, Ms Jon feels this would not be the case.   Cllr Hills explains that there is congestion caused by cars parking in this area and creating space for a couple of vehicles will help a little with the problem.  **Proposed** by Cllr Williams and **Seconded** by Cllr Hills to **Resolve** that the works be carried out and funded by the PC.  Ms Jon to obtain quotes for the work.  Cllr Smith asks if the project could be publicised. Cllr Raynor states it will be in the minutes of the meeting. Cllr Smith suggests a sign to inform people that the Parish Council are working with residents to improve the area.   1. **Main car park - update on line painting & request for additional lines on steps at Deli-box** – Ms Jon explains the reasons behind needing the yellow lines at the Deli-Box and presented the additional costs of £325.00 plus VAT.   **Proposed** by Cllr Williams and **Seconded** by Cllr Cleave to **Resolve** that the additional lines are painted.   1. **Armtrac - request to re-audit Main car park to ensure no ambiguity for drivers and enforcement company** – Cllr Raynor presents the reasons for needing new signage which is Armtrac’s responsibility. The signage needs improving to make it even clearer where people can and cannot park their vehicles.   **All Support**   1. **St Endellion Parish Council Cemetery** - Program of work for A1 during the autumn – Ms Jon explains there has been no maintenance carried out for at least the last 5 years, apart from the regular grass cutting and replacement bench. Further explaining what work A1 have quoted for within the cemetery. Cllr Symons queries if the community workers could do the work. Ms Jon explains that they do not work in the PC owned section of the cemetery. Cllr Symons informs members that they had cut back some trees in the Church car park recently.   **Proposed** by Cllr Williams and **Seconded** by Cllr Pierpoint to **Resolve** that the maintenance work be carried out by A1.   1. **War Memorial poppy display** – Cllr Raynor informs members that there will be a display of crocheted poppies around the flower beds near the War Memorial from 2nd November for two weeks. Ms Jon explains that a temporary fence was erected and then removed but can still be used with some additional stakes.   **Proposed** by Cllr Williams and **Seconded** by Cllr Cleave to **Resolve** that the maintenance person used by the PC be asked to install a suitable construction for the poppies to be displayed on.   1. **Concession Lease** – Cllr Raynor informs members that the tenants of Maggie’s Kiosk have terminated the lease. Solicitors for the PC have raised issues with the original lease agreement which will be managed accordingly.   The kiosk has items which could be sold onto the next tenant in lieu of any monies owed except for the coffee machine which the owners will keep.  Cllr Button queries if there were details of the notice period and whether it would be beneficial to follow up for at least another month’s rent. It is highlighted that over the winter months the rent would have been £100 per month the kiosk was closed. It was agreed not to follow up on any additional rent.  Cllr Raynor questions what to do with the space. Cllr Williams suggests a seasonal lease. Members discuss how to advertise the space, whether a ‘change of use’ would be required.  **Item to be added to November’s agenda.**   1. **QR code for the 'Welcome Banner' near the Hard Standing** – Ms Jon informs members that a local resident has requested that since so many people have their photo taken next to the banner, could there be a QR code to direct people to our website where there would be more information about the project. QR codes can be obtained for free or there may be a charge. Cllr Williams suggests the resident might have access to a QR code generator.   The cost would be in having a dedicated website page and in the uploading of the info onto it.  **Proposed** by Cllr Symons and **Seconded** by Cllr Hills to **Resolve** that the PC waits until the new website is up and running to confirm the inclusion of the QR code. | C&MS  C&MS  C&MS  C&MS  C&MS  C&MS  Clerk  C&MS / Clerk |
| 24/165 | **Highway Matters**   1. **'Do not follow Sat Nav' signage** - request for signs and suggested sites – Ms Jon informs members that a land owner on Rose Hill has agreed for a sign to be attached to their land stating ‘No Access to the Village, do not follow Sat Nav.’ Another home owner further down the hill on the right-hand side will be putting up a sign on their land stating ‘No through road.’   By the time both signs are installed it may have eliminated some of the issues caused by cars trying to access the too narrow lane. The signs will look like ‘Highways’ signs. Ms Jon asks members if signs could also be implemented at the top of Church Hill if a landowner would be agreeable. Although there is signage from the B3314 advising drivers not to access Port Isaac along this road, they continue to do so.  **Proposed** by Cllr Raynor and **Seconded** by Cllr Williams to **Resolve** that the PC go ahead with the installing of signs to try and discourage access.   1. **PA24/07190 Construction Environment Traffic Management Plan** – Cllr Williams outlines possible issues with the construction period around Summersalt. Congestion on the roads from Trelights, wheel washing, where is the water going to go? Mud on the road, dirty water going down the road.   Suggests that the construction company have contact with Ms Jon to help ensure things run smoothly but at their cost. Cllr Raynor clarifies that the PC does not have the authority to do that, but agrees it is a good suggestion.  Cllr Williams feels to keep peace within the community it would be a good idea and suggests that the Clerk drafts something to that effect and puts it to the owners. Cllr Williams adds that delivery vans must be able to drive down Church Hill, drop off at the bottom and make their way up Fore Street.  **Proposed** by Cllr Williams and **Seconded** by Cllr Pierpoint to **Resolve** that the Clerk drafts a letter to the owners detailing the points discussed. | C&MS  Clerk / C&MS |
| 24/166 | **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. **Members to support or reject the quote for the .gov domain** – circulated prior to the meeting – **Support** 4. **Increase in Hall Charges** – Cllr Raynor explains the significant increase to the hourly rate but cannot suggest an alternative venue at present. Cllr Symons suggests using his premises. Cllr Williams is not sure if this would be permitted as the venue should be a ‘public space.’ The Clerk would need to check this with CALC. Cllr Symons agrees if the location is permitted.   **Item to be added to November’s agenda.**   1. **Cornwall Air Ambulance Heli2 Appeal** – Cllr Raynor asks members if the PC should donate and if so, how much. Cllr Cleave asks if the PC has donated before, members are unsure. Clerk to establish previous donations, if any. Cllr Symons suggests an amount.   **Item to be added to November’s agenda.** | Clerk  Clerk  Clerk |
| 24/167 | **Administrative Matters** |  |
| 24/168 | **Documentation / Correspondence** – not covered elsewhere on the agenda, including any items received after the agenda had been issued. |  |
| 24/169 | **Diary Dates** – including any dates received after the agenda has been published.   1. **NDP Workshop** - Monday 28th October 6:30-8:30pm – Cllr Raynor prompts members to arrive at the correct time. 2. **Ordinary Council Meeting** – Monday 11th November 2024 7pm 3. **Rolling Meeting Date** Thursday 28th November 2024 |  |
| 24/170 | **Information Only / Future Agenda Items**   1. **Concession Lease** 2. **QR code for the 'Welcome Banner' near the Hard Standing** 3. **Increase in Hall Charges** 4. **Cornwall Air Ambulance Heli 2 Appeal** 5. **Clerk Attended CiLCA Introductory Session via Teams on 9th October** |  |
| 24/171 | **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. |  |
| 24/172 | **Meeting Closed** – 8:43 pm |  |

Signature: D Harrison (Clerk) Date: 20/10/2024

Signature: D Raynor (Chair)

**Actions**

**24/160 a.** Clerk to follow up Chicago House complaints

**24/160 c.** Clerk to prepare budget accommodating update to ‘Reserves’

**24/161** Clerk to upload planning responses to the portal

**24/163** Clerk to contact the license officer regarding the app

**24/164 b.** C&MS to cost works to grass verge and bench

**24/164 c.** C&MS to organise the line painting at the Deli Box

**24/164 d.** C&MS to arrange Armtrac re audit of Main car park to improve signage

**24/164 e.** C&MS to approve cemetery works with A1

**24/164 f.** C&MS to organise maintenance person for poppy display

**24/165 a.** C&MS to go ahead with agreed highway signage

**24/165 b.** Clerk to contact the owners of Summersalt

**24/166 c.** Clerk to progress move to .gov domain

**24/166 d.** Clerk to contact CALC re: premises

**24/166 e.** Clerk to establish any history of donations