



MINUTES OF THE FULL COUNCIL MEETING

HELD AT ST ENDELLION HALL ON MONDAY 9TH FEBRUARY 2026 AT 7PM

Minute	Agenda Items	Action
	<p>Present Cllr Penny (Chair), Cllr Cleave (Vice Chair) Cllrs: Symons, Hills, Pierpoint, Smith, Webster, Dawe D. Harrison (Clerk)</p>	
26/18	<p>Members' Declarations</p> <p>a. 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</p> <p>b. Non-registerable Interests – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent. None</p> <p>c. Declaration of Gifts – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. None</p> <p>d. Dispensations – Members to consider any written requests for dispensations. None</p>	
26/19	<p>Cllrs Note and Accept Apologies from: Cllrs Button & Williams, Ward Cllr Moore, C&MS</p>	
26/20	<p>Chair's Welcome / Public Forum</p> <p>Members of the Public may address the Council for a maximum of five minutes, prior to the commencement of the meeting. All comments are to be directed to the Chair of the meeting.</p> <p>No members of the public present.</p>	
26/21	<p>Minutes of Meetings</p> <p>a. Ordinary Meeting – 12th January 2026 – Proposed by Cllr Hills and Seconded by Cllr Webster to Resolve that the minutes be accepted as a true record.</p>	
26/22	<p>Organisations and Reports</p> <p>a. Parish Council Chair – Members to receive a report - Cllr Penny attended a meeting with the RNLI property team and project manager regarding the planning application for the refurbishment to the front of the station, planned for September. They are looking for temporary accommodation for the boat and possibly the shop for a period of approximately six months. Cllr Penny has suggested the hardstanding area by the playground could be suitable. Further discussions will be necessary and will be added to the agenda for March.</p>	Cllr Penny

	<p>Cllr Penny informs Members that the Clerk is progressing with the Valuations Office Agency (VOA) business rates Challenge.</p> <p>Cllr Penny is pursuing last month's proposal to Cornwall Council (CC) for incremental speed changes from 20mph into 30mph zones, as opposed to 20mph into 60mph zones - the response seems to imply that this is not due for consideration.</p> <p>There have been four incidents of fly tipping in the last couple of months, one in the car park overflow area and three in the layby at the junction with the B3314. Cllr Penny is keen for photographs of the rubble/tiles to be shared to try and find the source of the issue.</p> <p>b. Divisional Members Report - Members to receive a report – Cllr Moore is absent from the meeting, has not sent a report but has asked that anything of note be passed onto her. Cllr Webster wants to raise the persistent issue of the recycling bags being strewn over the road by the workers collecting it. Cllr Penny wants to highlight that a CC Housing resident on Mayfield has asked for their gutters to be cleaned - they are overflowing onto a neighbouring property - and has been told the timescale to resolve the issue is <i>nine months</i>.</p> <p>c. Playing Field Development Committee – Members to receive an update. Cllr Button is absent from the meeting, nothing to report this month.</p> <p>d. C&MS Report – Members can enquire about anything on the C&MS Report or Playground Inspection Report / C&MS can inform Members of any relevant new information. C&MS is absent from the meeting, nothing to report this month.</p> <p>e. Bodmin, Wadebridge, Padstow, St Teath & Tintagel Community Area Partnership – Cllr Penny informs Members of the Cornwall National Landscapes presentation and the ecology and climate presentation. The slides have been shared by the Clerk.</p>	<p>Cllr Moore</p> <p>Cllr Button</p> <p>C&MS</p> <p>Cllr Penny / C&MS</p>
26/23	<p>Planning Applications – Members to consider the following.</p> <p>a. PA25/09543 Tolraggott Farm Trelights Port Isaac Cornwall Application for a Lawful Development Certificate for Existing Use for the removal of wall between two dwellings, encompassing both properties into one. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=T7GUZ7FGGQG00&activeTab=summary</p> <p>Proposed by Cllr Penny, seconded by Cllr Symons, that Members resolve to submit a <i>no comment</i> response. The works are not considered a PC matter as they are already complete. The motion was carried unanimously. <i>The PCs full response can be viewed on CC's Planning Portal</i></p> <p>b. PA25/08951 76 Fore Street Port Isaac Cornwall PL29 3RE Proposed replacement of outbuilding to function as a home office. Changes to the main dwellings external doors. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=T6CM79FGLXY00&activeTab=summary</p> <p>Proposed by Cllr Penny, seconded by Cllr Pierpoint, that Members resolve to support the application as they supported last months under <i>listed building consent</i>. The motion was carried unanimously. <i>The PCs full response can be viewed on CC's Planning Portal</i></p>	<p>Clerk</p>

	<p>c. PA25/09567 Figgy Hobbin Trelights Port Isaac Cornwall PL29 3TJ Certificate of lawfulness for an existing use namely construction and use of outbuilding as separate, self contained dwelling (Use Class C3). https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=T7IHBNFGHSA00&activeTab=summary</p> <p>Proposed by Cllr Penny, seconded by Cllr Dawe, that Members resolve to make no comment on the application as it has already been approved by the officer despite an extension request. The motion was carried unanimously. <i>The PCs full response can be viewed on CC's Planning Portal</i></p> <p>d. PA26/00125 Park Villa Trelights Port Isaac Cornwall PL29 3TJ Listed building consent for dismantling of existing greenhouse framework and erection of the replacement greenhouse. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=T8K1VKFGI8Q00&activeTab=summary</p> <p>Proposed by Cllr Penny, seconded by Cllr Hills, that Members resolve to respond as per last month's decision, to leave it to the planning officer due to a technical objection from the Historic Service. The motion was carried unanimously. <i>The PCs full response can be viewed on CC's Planning Portal</i></p>	
26/24	<p>Cornwall Council Planning Decisions – information only.</p> <p>a. PA25/08614 Land South Of Road Between Port Gaverne And China Down Port Gaverne Port Isaac Cornwall PL29 3SQ Telecommunication prior notification for the upgrade of the existing telecommunications site, comprising the installation of a generator, the removal and replacement of 1 no. existing cabinet with 1 no. upgraded cabinet, the relocation of 1 no. existing equipment cabinet and 1 no. GPS node within the existing fenced compound, and ancillary development thereto. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=T5PSMMFPGA500&activeTab=summary Prior approval not req'd(PA/AF/TEL/DEM/)</p> <p>b. PA25/08989 20 Mayfield Road Port Isaac Cornwall PL29 3RT Certificate of Lawfulness (Proposed) to replace first floor window with larger full height unit of tilt and turn function. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=T6FH7VFGG4O00&activeTab=summary Granted (CAADs, PIPs and LUs only)</p>	
26/25	<p>Licensing Applications – Members to consider the following, including any received after the agenda was published.</p> <p>None</p>	
26/26	<p>Environmental / Amenity Matters – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:</p> <p>a. Main Car Park Fencing – C&MS – Members to discuss whether the fencing is indeed necessary. If so, approximately 30 metres will need replacing. Proposed by Cllr Penny, seconded by Cllr Cleave that Members resolve that the C&MS risk assesses the area. If it is deemed safe to leave without the fence in place, Members would prefer to do so for a trial period with the intention of it becoming permanent.</p>	<p>C&MS</p> <p>Clerk</p>

	<p>b. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T4IVSZFGJHE00 – Cllr Button – Members to discuss the planning application (The Point Polzeath) and decide whether they want to offer a statement of support –</p> <p>Proposed by Cllr Symons, seconded by Cllr Webster that Members resolve to submit support for the application on the basis that the surrounding areas such as St Endellion would benefit from the facility. The decision was carried unanimously.</p> <p>c. Campervans/Motorhomes in the Main Car Park – Cllr Penny – Members to discuss the impact of Cornwall Council’s proposal to ban overnight parking for motorhomes in many of its CC owned car parks, with ten designated car parks expected to allow overnight motorhome parking. How/if this impacts the PC’s decision to allow overnight stays in its car park.</p> <p>Proposed by Cllr Penny, seconded by Cllr Pierpoint that Members resolve to suspend the plans until after the summer season to help save costs (signage, bay marking, enforcement etc). Members have discussed some innovative ideas for how the scheme could flourish with the right planning. The intention is to incorporate overnight stays from October 2026.</p>	Clerk
26/27	<p>Highway Matters</p> <p>a.</p>	
26/28	<p>Financial Matters –</p> <p>a. Accounts for Payment – Members to review accounts previously emailed for approval Proposed by Cllr Hills, seconded by Cllr Webster to resolve that Members approve the accounts for payment.</p> <p>b. Payroll - Members approval for next month Proposed by Cllr Symons, seconded by Cllr Smith to resolve that Members approve payroll for next month.</p>	Clerk Clerk
26/29	<p>Administrative Matters</p> <p>a. Readoption of PC Policies & Procedures and Risk Assessments – Members have received the updated documents by email. Proposed by Cllr Penny, seconded by Cllr Dawe to resolve that all documents are adopted for the period of February 2026 to February 2027.</p> <p>b. Co-option for One Vacant Seat – Ongoing.</p>	Clerk Clerk
26/30	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued.</p> <p>a.</p>	
26/31	<p>Diary Dates – including any dates received after the agenda has been published.</p> <p>a. Ordinary Council Meeting – Monday 9th March 2026 7pm</p> <p>b. Rolling Meeting Date - Thursday 26th March 2026</p>	Clerk Clerk
26/32	<p>Information Only / Future Agenda Items</p> <p>a. Main Car Park - The Clerk has updated Members by email on the progress of the car park business rates.</p>	Clerk

	<p>The VOA Challenge is displayed on screen for Members to discuss.</p> <p>b. Register of Interest Forms – Members have been prompted to complete and return to CC if they have not already done so. Clarity given around names NOT on the list being outstanding.</p> <p>c. Annual Leave – Clerk has shared planned annual leave dates with the Chair and the Vice Chair of the PC.</p>	Clerk
26/33	Closed Session	Clerk
26/34	Meeting Closed – 8:07pm	

Signature: D Harrison (Clerk)

Date: 09/02/2026

Signature: A. Penny (Chair)

Actions

- 26/22 a.** Clerk to add discussion to Marchs agenda
- 26/22 a.** Cllr Penny to pursue 30mph zones
- 26/22 a.** C&MS / Clerk to inspect fly tipping to try to establish the source
- 26/22 b.** Clerk to pass on Cllr Webster and Cllr Penny items to Cllr Moore
- 26/23** Clerk to submit the PC's responses to the Planning Portal
- 26/26 a.** C&MS to risk assess and trial
- 26/26 b.** Clerk to submit note of support via the Planning Portal
- 26/28 a.** Clerk to set up monthly payments with approval from second authoriser
- 26/28 b.** Clerk to set up payroll payments with approval from second authoriser