



MINUTES OF THE FULL COUNCIL MEETING

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

Minute	Agenda Items	Action
	<p>Present Cllr Penny (Chair), Cllr Cleave (Vice Chair) Cllrs: Symons, Hills, Smith, Dawe, Button, Williams D. Harrison (Clerk) C. Jon (C&MS)</p>	
26/35	<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>	
26/36	<p>Cllrs Note and Accept Apologies from: Cllrs: Pierpoint & Webster</p>	
26/37	<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>A resident from Trelights is present to raise concerns around difficult stiles and footpaths from Trelights to the coast. C&MS explains that the design of the stile is the landowner's choice. The paths in that area are silver and are not a priority on the maintenance schedule. Landowners are generally reluctant to improve footpaths across their land at a cost to themselves. The Clerk provides her email address to facilitate contact between the C&MS and resident.</p>	
26/38	<p>Minutes of Meetings</p> <p>Members considered the minutes of the meeting held on 9th February 2026. RESOLVED: That the minutes of the meeting held on 9th February 2026 be approved as a true record and signed by the Chair.</p>	

26/39	<p>Organisations and Reports</p> <p>a. Parish Council Chair – Members to receive a report - Cllr Penny congratulates Cllr Cleave on her daughter being selected to play rugby for Cornwall. Members extend their commendations.</p> <p>b. Divisional Members Report - Members to receive a report – Cllr Moore reminds Members of the ongoing dentistry campaign; they have met with Smile Together to see how they can work with different agencies. There was a freedom of Information (FOI) request to highlight the number of children admitted to A&E in past five years for dental treatment. The closing of Sharp’s Brewery in Rock – Cllr Moore’s team requested a meeting with Molson Coors to establish what support they were providing for people losing their jobs. Cllr Ben Maguire is pushing for an Early Day Motion to protect Cornish produce. Items must be made in the county to be called ‘Cornish’. There are concerns over the sponsorship deals, especially Wadebridge Camels RFC. Cllr Leigh Frost is due to visit the Two Bays Trust charity to highlight the positive work they are conducting in the community. Cornwall Council’s (CC) Together for Families has just had its elections for the youth council. They are considering how they can get the youth council involved in other council meetings. Cllr Moore feels the Community Area Partnership (CAP) meetings would be beneficial. An email has been received from Cllr Dan Rogerson regarding pot holes; drop from 517 to 497 reported due to slight weather change; there are currently 378 repairs per day; 5,296 still on the system. Cllrs report significant pot holes on the B3314 Pendoggett/Port Gaverne section and the flooded bend towards Rock/St Minver also on the B3314. Cllr Moore makes a note. Sustainable Growth Committee – the consultation on car park charges received a lot of opposition, with particular focus on the Camel Trail car parks. Cllr Moore’s team were not in support. Scarlett’s Well in Bodmin remained chargeable at <i>first hour free then £2 for the day</i> but the rest were removed. Cllr Button asks about the Parish Council’s (PC) Challenge to Valuation Office Agency (VOA) and whether Cllr Moore can support the PC in any way. The Clerk forwards Cllr Moore the details.</p> <p>c. Playing Field Development Committee – Members to receive an update. Members to consider and resolve whether to accept the potential costs of engaging solicitors for the Section 106. Cllr Button informs Members that the final part of the development application is the section 106 agreement. The PC has been quoted £2500 to cover the costs of engaging private solicitor’s and will also require input from CC’s legal team, they have quoted £5,000. Cllr Button requests that Cllr Moore investigates this on behalf of the PC. The project is to benefit the community, yet the PC are consistently paying what appear to be commercial rates for public amenities. Cllr Moore has made a note to action.</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. Tariff changes - scheduled to go live on 15/4/26 due to Flowbird’s lead time on Updates (six weeks’ notice given). They will inform the PC should this be brought forward, as requested. The cost for the changes on ticket machines is £491.00 + VAT.</p>	<p>Cllr Penny</p> <p>Cllr Moore</p> <p>Cllr Button</p> <p>C&MS</p>
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	<p>JustPark have agreed to implement the changes at no additional cost to the PC. Enquires for adding an extra charge to the ticket machines was sought, should camper vans/motorhomes be permitted to purchase overnight tickets with a quote of £368 + VAT, although, this may increase if implemented later in the year.</p> <p>Overflow area entrance - the entrance area to the overflow car park has been dressed with a layer of gravel to try to alleviate the 'lip'.</p> <p>South West Water - has completed the works.</p> <p>Broken fence in the car park. The advice has been to replace the broken section or completely remove. Members opt to remove.</p> <p>Dog Walking Field Entrances - both pedestrian entrances have rubber matting to try to alleviate the muddy conditions which occur during wet conditions. The kissing gate end has builders sand filling a section to make it easier for dog's paws. Warning notices on social media and at the field have been posted to inform walkers of the changes.</p> <p>Public Conveniences: All WC blocks in Port Isaac - change to the charge was implemented by mid-January. All WC blocks now require 50p to use.</p> <p>New Road - Wallgate unit - last reported in November C&MS report, repair failed. After requesting to order replacement motor, at a cost of £1,800. Clerk enquired whether it would be more cost effective to revert to hand wash basin, hot water supply and hand driers. The quote from a local plumber is £1800-2000 for New Road toilet block excluding hand dryers. Members to discuss at the next budget meeting.</p> <p>Roscarrock Hill - a new powder-coated barrier has been installed to replace one installed when the block was refurbished. This original one, provided with the turnstiles became vandalised and unrepairable. Turnstile and original barrier were re-fixed to the floor with a sturdier bolting system, as both had become loose due to mistreatment by the general public. Total invoice £676.26 + VAT.</p> <p>One turnstile malfunctioning - all remedial attempts failed, contacted Hi-Tec who gave advice, but not fixed. Likely to require an engineer from Hi-Tec to attend, awaiting cost.</p> <p>A1 Tree Surgery - reminded of work to a tree with a TPO at Aubery Grange and a Copper Beech adjacent to the Methodist Chapel. Message received; 'in the next few weeks' on 17/2/26. Contacted again on 27/2/26, reply received 2/3/26 'should be there this week'.</p> <p>Members discuss putting the grass cutting contract out to tender, the C&MS will research how effective this would be – any findings to be discussed at the next meeting.</p> <p>Members question whether the information to accompany the need to increase the toilet charge has been implemented yet. The C&MS will endeavour to complete this before the next meeting.</p> <p>e. Bodmin, Wadebridge, Padstow, St Teath & Tintagel Community Area Partnership – Next meeting is Monday 16th March.</p>	<p>Cllr Penny / C&MS</p>
26/40	<p>Planning Applications – Members to consider the following.</p> <p>There are no planning applications to discuss this month.</p>	<p>Clerk</p>
26/41	<p>Cornwall Council Planning Decisions – information only.</p> <p>a. PA25/09543 Tolraggott Farm Trelights Port Isaac Cornwall PL29 3TP Application for a Lawful Development Certificate for Existing Use for the removal of wall between two dwellings, encompassing both properties into one.</p>	

	<p>https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=T7GUZ7FGGQ00&activeTab=summary Granted (CAADs, PIPs and LUs only)</p> <p>b. 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=T7IHBNGHSA00&activeTab=summary Granted (CAADs, PIPs and LUs only)</p> <p>c. PA25/09136 2 Cliffside Port Isaac Cornwall PL29 3RE Demolition of single storey side extension and replacement with two storey side extension with associated landscaping. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=T6PDJXFGMMN00&activeTab=summary Approved with conditions</p> <p>d. PA25/07011 Sea Glimpse Back Hill Port Isaac PL29 3RE Householder application for alterations and extension to existing dwelling. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?keyVal=T2O4WPFMGMPB00&activeTab=summary Refused Cllr Williams makes comment on the successful refusal of the plans, supporting the PC's consultee response with ref to the NDP.</p>	
26/42	<p>Licensing Applications – Members to consider the following, including any received after the agenda was published.</p> <p>None</p>	
26/43	<p>Environmental / Amenity Matters – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:</p> <p>a. Local Maintenance Partnership 2026-27 (Cornwall Council) – To consider the funding offer of £1842.20 for Public Rights of Way cutting, review the schedules and maps, and resolve whether to accept the agreement and authorise necessary actions.</p> <p>Members discussed the low offer in comparison to what it costs the PC to maintain the footpaths but agree that it is unlikely to be increased. RESOLVED: That the PC accepts the offer. Resolved unanimously.</p> <p>b. Trelights Post Box – Members request an update from Cllr Moore. It has now been seventeen weeks since the local amenity was removed.</p> <p>Cllr Moore regrets that after many attempts she has been unable to retrieve any information about when the issue might be resolved. The Royal Mail were emailed on 22nd January 18th February and 25th February with no responses received. Cllr Moore will contact them by telephone this week and update the Clerk.</p> <p>c. Motorhome and Campervan Provision – Main Car Park – To consider establishing a Working Group to explore and develop options permitting overnight parking for motorhomes and campervans in the Main Car Park, including potential terms of use,</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>charging structure, operational requirements and regulatory implications, and to appoint members to the Working Group.</p> <p>Members considered the membership of the Motorhome & Campervan Provision (M&CP) Working Group.</p> <p>RESOLVED: That Cllrs Hills, Smith and Williams be appointed to serve on the M&CP Working Group, with the Clerk providing administrative support.</p> <p>Resolved unanimously.</p> <p>d. New Road Wallgate Unit Replacement £1800 – Seven units in total, records show that the units have a shelf life of between five and seven years. One was replaced at the Main in 2023. Clerk has requested a quote for reverting to basins and dryers. Members to discuss the most cost-effective solution.</p> <p>Members discuss the costs of the replacement unit versus reverting to basins and hand dryers, considering the lifespan and number of units that may need replacing overall.</p> <p>RESOLVED: That the PC replaces the Wallgate unit on this occasion. Further discussions will take place after the summer period to establish whether the increased charge to use the facilities has resulted in a significant income increase, or if further changes need to be made.</p> <p>Resolved unanimously.</p>	Clerk
26/44	<p>Highway Matters</p> <p>a.</p>	
26/45	<p>Financial Matters –</p> <p>a. Accounts for Payment – Members to review accounts previously emailed for approval Members considered the schedule of accounts for payment. RESOLVED: That the payments totalling £5471.63 be approved.</p> <p>b. Payroll - Members approval for next month Members considered the payroll schedule for the month of March. RESOLVED: That payroll be approved for payment at the end of the month.</p>	Clerk Clerk
26/46	<p>Administrative Matters</p> <p>a. Co-option for One Vacant Seat – Ongoing.</p>	Clerk
26/47	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued.</p> <p>a. National Trust License Agreement – Members will need to decide whether to renew the contract for the toilet block at the next meeting.</p> <p>b. General Power of Competence – Members will have the opportunity to adopt the General Power of Competence at the next meeting.</p> <p>c. Main Concession – Members to discuss next steps in the Closed Session at the next meeting.</p> <p>d. RNLI – Members to consider the RNLI using the hard standing area for the winter period at the next meeting.</p>	Clerk Clerk Clerk Clerk

26/48	<p>Diary Dates – including any dates received after the agenda has been published.</p> <ul style="list-style-type: none"> a. Annual Parish Meeting - Monday 13th April 2026 6:30pm b. Ordinary Council Meeting – Monday 13th April 2026 7pm c. Rolling Meeting Date - Thursday 23rd April 2026 	Clerk Clerk Clerk
26/49	<p>Information Only / Future Agenda Items</p> <ul style="list-style-type: none"> a. Wadebridge & Padstow Community Network Area - 20mph Speed Limits – Final decision letter shared with Members. <i>Following comments received during the consultation it was decided to extend the 20mph limit in Port Isaac to include Port Gaverne, and to extend the 30mph limit to cover Trewetha.</i> 	
26/50	Closed Session	
26/51	Meeting Closed – 8:23pm	

Signature: D Harrison (Clerk)

Date: 09/03/2026

Signature: A. Penny (Chair)

Actions

- 26/37** Clerk to respond to any contact made
- 26/39** C&MS to research tendering options
- 26/39** C&MS to complete accompanying write up to the toilet charge increase
- 26/43 a.** Clerk to sign and return LMP agreement
- 26/43 c.** Clerk to arrange a meeting with the new Working Group
- 26/43 d.** Clerk to organise a PO for Wallgate replacement
- 26/45 a.** Clerk to set up monthly payments with approval from second authoriser
- 26/45 b.** Clerk to set up payroll payments with approval from second authoriser
- 24/47** Clerk to add items to next agenda