

St Martin – By - Looe Parish Council

Friday, 4th June 2021

WORKING AGENDA, FOR THE PARISH COUNCIL MEETING AT 7.30PM TO BE HELD ON THURSDAY 10th JUNE 2021 at NO MAN'S LAND MEMORIAL HALL. (Covid restrictions apply).

Public Question Time. IMPORTANT PLEASE READ NOTE BELOW.

Agenda Item 1: Declarations of Interest.

Agenda Item 2: Apologies for absence.

Agenda Item 3: Minutes of the Annual Parish Council and the Parish Council Meetings of the 13th May 2021.

Agenda Item 4: Planning Applications:

4.1.3: Application PA21/04575.

Proposal Temporary siting of a portable building for use as a Cafe/Bar (A3 Use Class) for a further 3 years. Construction of a store and W.C. on North Elevation, enclosing the decking on the West Elevation and covering the decking area on the South Elevation with a canvas roof.

Location Black Rock Café, Millendreath Holiday Village, Millendreath, Looe.

Applicant Espalier Development (Millendreath Ltd).

Grid Ref 226785 / 54098.

Agenda Item 5: Planning Decisions received by the date of the meeting.

Agenda Item 6: Planning Matters.

Agenda Item 7: Finance.

Agenda Item 8: Reports on Matters arising from the Minutes.

Agenda Item 9: Business received after publication of agenda.

Agenda Item 10: Information received from CC and other Authorities.

Agenda Item 11: New business.

Agenda Item 12: Around the Table.

Important - please note:

All requests from members of the public to speak at the meeting should be submitted in writing to the Clerk at the address below, at least 48 hours before the meeting.

This will enable the Parish Council to consider the request and respond accordingly.

Failure to contact The Clerk may well result in the request to speak being refused.

COVID 19 restrictions enforced. Face coverings and hand sanitisers MUST be used if attending in person, restrictions on numbers may be in force.

Charles Hyde (Mr) Clerk to the Council, 8 Trelawny Road, Menheniot, Liskeard. PL14 3TS, 01579 340905

stmartinpc1@btinternet.com www.stmartinbylooe.org.uk

Please note that this Council executes its duty in considering the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.

St Martin – By - Looe Parish Council

To All Members of the Parish Council.

WORKING AGENDA, THE PARISH COUNCIL MEETING AT 7.30PM TO BE HELD ON THURSDAY 10th JUNE 2021 at NO MAN'S LAND MEMORIAL HALL. (Covid restrictions apply).

Chairman: Robert Henly.

Vice-Chair: Roberta Powley.

Parish Councillors: Barbara Reynolds, Andrea Lankston, David Keeble, Simon Lawes, Nigel Cummings.

Mr Charles Hyde, Clerk and Proper Officer of the Council.

County Councillor Armand Toms.

PCSO David Billing.

Public Question Time and Councillors Comments on Declared Interests:

Matt Way, General Manager, Tregoad Holiday Park is attending to introduce himself to the Parish Council and answer any questions.

Agenda Item 1: Declarations of Interest:

Agenda Item 2: Apologies for absence:

Agenda Item 3: Minutes of the Parish Council Meeting:

3.1.1: Minutes for the Annual Parish Council Meeting held on 13th May 2021. It was proposed by _____ seconded by _____ and agreed unanimously that they be taken as read and signed by the Chairman as a true and accurate record of the meeting.

3.1.2: Minutes for the Parish Council Meeting held on 13th May 2021. It was proposed by _____ seconded by _____ and agreed unanimously that they be taken as read and signed by the Chairman as a true and accurate record of the meeting.

Agenda Item 4: Planning Applications:

4.1.3: Application: PA21/04575.

Proposal: Temporary siting of a portable building for use as a Cafe/Bar (A3 Use Class) for a further 3 years. Construction of a store and W.C. on North Elevation, enclosing the decking on the West Elevation and covering the decking area on the South Elevation with a canvas roof.

Location: Black Rock Café, Millendreath Holiday Village, Millendreath, Looe.

Applicant: Espalier Development (Millendreath Ltd).

Agenda Item 5: Planning Decisions received by the date of the meeting:

None received.

Agenda Item 6: Planning Matters: None raised.

6.2: Correspondence: Forwarded by email where possible.

Agenda Item 7: – Finance.

7.1.1: Summary of Accounts.

Reconciled balances date 02/06/2021

Opening Bank Balances 1 st April 2021	£20,729.08
Income to date	£8,950.42
Expenditure to date	£2,182.40
Balance to date	£27,497.10

7.2: Accounts paid in May 2021.

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks April expenses.	50.00
BACS	Zoom, April	14.39
BACS	Clerks Salary April 2021 (Provisional - TBC)	649.98
BACS	Nigel Cummings – Website Hosting and maintenance	20.00
BACS	The Women's Centre – Donation agreed last month	10.00
BACS	RN Powley – Community Garden spending	66.22
BACS	Browns Nurseries – Community Garden Trees	110.00
BACS	Came & Co Annual Insurance premium	381.56
BACS	Complete Weed Control – Weed spray	144.00
	Total	1446.15

7.3: Income in May 2021.

13-May-21	HMRC Vat Refund	£	2,138.16
24-May-21	JG Body Repairs AD REVENUE	£	30.00
24-May-21	S Griffiths AD REVENUE	£	30.00
24-May-21	D Goodman AD REVENUE	£	60.00
25-May-21	SW Heating AD REVENUE	£	60.00
26-May-21	Moon&Ben AD REVENUE	£	30.00
	Total	£	2,348.16

It was proposed by _____ and seconded by _____ that Items 7.1, 7.2 and 7.3 are ratified.

7.4: Requests for Funding received by date of meeting.

None received.

7.5: Receipts and letters of thanks received by the date of the meeting.

None received.

7.6: Financial Business.

7.6.1: Accounts to be paid in June 2021.

It was proposed by _____ and seconded by _____ that the following be authorised for payment.

Cheque No	Organisation	Amount
BACS	CF Hyde – Clerks May expenses.	50.00
BACS	Zoom, May	14.39
BACS	Clerks Salary May 2021	635.00
BACS	Nigel Cummings – Website Hosting and maintenance	20.00
BACS	Caroline Hyde – Audit Fee	50.00
	Total	769.39

7.6: Financial Business.

7.6.1: Annual Return (Audit) – Has now been completed by the Internal Auditor and submitted to PKF Littlejohn within the deadline. All documents uploaded onto our Website in line with the Financial/Governance Regulations.

The Auditor has told the Clerk this will be the last year as she feels she has a conflict of interests with the Clerk being her brother.

Agenda Item 8: Reports on Matters arising from the Minutes.

8.1.1: Fingerpost at Bay View Farm – Broken and need to be repaired. Email received from James Clapp, Countryside Officer below:

Thanks for letting us know, we will be looking at all of the signage on the Coastpath this week, as we have the opportunity to use external funding from Natural England as part of the England Coastpath. This one will be included within the entire stretch from Cremyll to St Mawes and delivered this financial year.

8.1.2: Cornwall Council IT – CC still have not updated the link to our website, this will shortly stop working as the old website is to be removed. The Clerk has reported this to Cornwall Council and is awaiting confirmation this has been done.

8.1.3: Standing Orders – Review and adopt.

8.1.4: Financial Regulations – Review and adopt.

8.1.5: Code of Conduct – Review and adopt.

8.1.7: Allocated funds – At the end of the financial year the Parish Council's bank balance to date was £20,729.08.

£6,000 was earmarked for the No Man's Land Play Area. It was suggested this item be raised again in this meeting to discuss future projects.

Agenda Item 9: Business received after publication of agenda:

9.1.1: 56 Day Camping Rule – Further to the calls broadcast on the BBC for this to be made permanent, the Clerk has sent the following email to CALC and Phil Mason Head of Planning at Cornwall Council.

Hi Sarah

Regarding the 56 day rule. Today on the BBC there are calls for this to become permanent, our concerns are for our good of our parishioners and the environment; this decision has resulted in clogged up roads, unregulated, unsuitable sites, unregulated and unaccounted for sewage disposal, additional rubbish disposal costs (to Cornwall Council) and the pop up businesses are not paying business rates.

The costs of this decision appear to be falling on the Council Tax payers, which hardly seems fair. I do think this is something CALC and NALC need to urgently investigate further before it's too late, as small Parishes like ours are unlikely to make a difference to decision making on our own.

Yes we need to help the economy recover, but not to the detriment of local communities and legitimate camp sites, who pay for all of their services and business rates.

Further to my appeal for information which you kindly circulated, I have has only four replies, three of which supported further action, I can only assume everyone else either ignored the request or are too busy to respond, which disappoints me.

I would also like to write to the appropriate Government Department and Minister, could you please supply that information to me.

Regards and thank you.

9.1.2: Holland Road, Litter Bin – The Clerk received a request for the bin to be relocated away from the bench, as the smell of dog waste can be very unpleasant. The suggested relocation point is the 'One Way' sign pole on the footpath. The Clerk has written to Biffa.

Agenda Item 10: Information received from CC and other Authorities:

10.1.1: Cornwall Council.

Communities and Devolution team – Newsletters and Special Bulletins and Notices. All circulated by email during the current lockdown.

10.1.2: Other Authorities.

All Circulated by email during the current lockdown.

Agenda Item 11: New Business:

None.

Agenda Item 12: Around the table:

Councillor Reynolds:

Councillor Lankston:

Councillor Keeble:

Councillor Lawes:

Councillor Cummings:

Vice-Chairman:

The Chairman:

County Councillor Armand Toms:

PCSO Dave Billing:

Date and Time of Next Meeting: 1st July 2021 at 7.30pm The **Parish Council Meeting** at the No Man's Land Memorial Hall.

There being no other business the meeting closed at