



**WADEBRIDGE TOWN COUNCIL  
FULL COUNCIL MEETING**

**7.00pm**

**THURSDAY 8 FEBRUARY 2018**

**WADEBRIDGE TOWN HALL, THE PLATT, WADEBRIDGE, PL27 7AQ**

Town Mayor – Cllr Adrian Jones      Town Clerk: Anne Minnis

1 February 2018

Dear Councillor,

You are hereby summoned to attend the Full Council meeting of Wadebridge Town Council to be held in Wadebridge Town Hall on Thursday 8 February 2018 at 7.00pm for the purpose of transacting the following business.

A handwritten signature in black ink, appearing to read 'Anne Minnis', is placed above the printed name.

Anne Minnis  
Town Clerk

**THE PRESS & PUBLIC ARE INVITED TO ATTEND**

**PLEASE NOTE THAT ALL CORRESPONDENCE AND POLICY DOCUMENTS ARE AVAILABLE IN THE OFFICE OR IN THE TOWN HALL PRIOR TO THE MEETING.**

# AGENDA

**Housekeeping** – The Chairman to advise of evacuation routes in case of an emergency and reminded all those present of the following:

- That the meeting may be filmed or recorded.
- Members and members of the public to turn mobile phones to silent.
- Should a Member or member of the public wish to film or photograph the meeting please sit in the 'Film/Photograph Area'.
- Members of the public, children or vulnerable persons who do not wish to be filmed or photographed please sit in the 'No Film/Photograph Area'.

## 1. To receive apologies for absence

## 2. To receive Declarations of Interest

### a) Pecuniary Interests

*Declare those interests which have been declared on your Register of Interests relevant to the Agenda of the meeting. Whenever the item is being discussed, including public participation, Councillors must leave the room and not take part in the discussion and decision.*

### b) Non- Registerable Interests

*Declare non- registerable interests at the start of the meeting or whenever the interest becomes apparent. When the item is being discussed, including public participation, Councillors must leave the meeting and not take part in the discussion or decision.*

### c) Dispensations

*To receive any requests for dispensations relating to items on the agenda.*

## 3. To confirm the minutes of the Meeting held on 13 December 2017.

## 4. Public Participation - to receive questions from members of the public relating to items on the agenda

- Members of the Public
- Reports from Cllr Knightley & Cllr McHugh

## 5. Mayor's Report

## 6. Clerk's Report (tabled)

## 7. Planning –

### a. Applications (*Members, please view planning applications via Cornwall Council planning portal prior to the meeting*) - To respond to the following applications received from Cornwall Council:

- PA18/00435:** Mr Peter and Bruce Hawkey, Herons Mill, Egloshayle, Demolition of dwellinghouse with retention of garage as a site office / workshop. (Samantha Hewitt).
- PA18/00408 :** Mr Mark Halliday, 6 School Walk, Wadebridge, Removal of condition 3 attached to 6/85/1904/OOP (Erection of dwelling and garage) In order to incorporate the garage into the main dwelling. (Samantha Hewitt).
- PA18/00451 :** Mr Stephen Heginbotham, Fernleigh Gardens Residents Association Ltd. 1-25 Fernleigh Gardens, Advertisement consent for private parking signage. (Samantha Hewitt).
- PA18/00612 :** Mr Ben Nevitte, Cornwall Housing Ltd. 53 West Park, Single storey extension for disabled occupant.

### b. Decisions – to be advised of planning decisions as received from Cornwall Council :

- PA17/11224 :** Mr Hall, 38 Westerlands Road, Two storey extension to the rear of the property with the inclusion of a deck/patio area on the north elevation. **APPROVED.**

- c. **For Notification** – to be advised of the following information as received from Cornwall Council :
- i. **PA17/02423/PREAPP** : Mr Graham Fincham, Wadebridge Camels Rfc., Egloshayle Road. Planning Performance Agreement (PPA) for outline application for an additional sports pitch and 'Park and Cycle' facility. All matters are reserved except for access. **CLOSED – ADVICE GIVEN.**

8. **Committee meetings** – to confirm as a true record the Minutes and/or recommendations from the following meetings:

- i. **Planning Committee** – Friday 26 January 2018
- ii. **Finance & General Purposes Committee** – Monday 5 February 2018

9. **Staffing Committee** – to appoint a new member to the Staffing Committee.

10. **Correspondence**

- a. To receive correspondence for information – **Members to contact the office prior to the meeting for further information:**
  - i. **South West Business Insider** – Vol.12 No.1 January 2018;
  - ii. **Langueux** – no.310, January – February 2018;
  - iii. **Business Cornwall** – December 2017; Issue 116;
  - iv. **Cornwall Council (Public Protection)** – Alleged Statutory Nuisance;
  - v. **Cornwall Council (Road Traffic Regulation Act 1984 S.14) Temporary Prohibition of Traffic** – West Hill & Molesworth Street, Wadebridge; 12-16 February 2018; 09:30 to 16:30 hours.
  - vi. **Cornwall Council (Road Traffic Regulation Act 1984 S.14) Temporary Prohibition of Traffic** – Egloshayle Road, Wadebridge; 19 Feb – 9 March 2018; 09:30 to 16:30 hours, weekdays only.
  - vii. **Cornwall Council** – Neighbourhood Planning Update – January 2018.
- b. To receive correspondence requesting a response:
  - i. **Mr & Mrs Harrison** – Complaint regarding New Year's Eve fireworks;
  - ii. **Cornwall Council** – Highways Act 1980 – Section 116: Stopping up of Unclassified Road at Fernleigh Gardens, Wadebridge;
  - iii. **Cornwall Council** – Proposal to Change Car Parking Charges Proposals – 2018 Off Street Parking Order.
- c. To receive Minutes and Agendas from Outside Committees and agree any required actions:
  - i. **Padstow Harbour Commissioners** – Meeting minutes: Thursday 17 November 2017
  - ii. **Padstow Harbour Commissioners** – Meeting minutes: Thursday 21 December 2017
  - iii. **The Camel Trail Partnership** – Agenda: Wednesday 24 January 2018

11. **Egloshayle, St. Breock and Wadebridge Neighbourhood Plan**

- i. To receive an update from Steering Group Members;
- ii. To receive the minutes of the meeting held 11 January 2018;
- iii. To request approval of funding.

12. **The Buzz Project**

- i. To *resolve* that the Council will participate in the Buzz project;
- ii. To *resolve* that the Council will contribute £5K funding from the Town Centre Marketing & Management budget towards the overall cost of the project (£100K);
- iii. To discuss 2 potential sites in town where the Project will take place and delegate authority where appropriate.

13. **Traffic Survey** – to discuss the traffic and pollution survey work to be carried out as resolved by Full Council on 27 September 2017 where delegated authority was given to the Mayor and Town Clerk to progress.

14. **Draft Policy for Abusive, Persistent or Vexatious Complaints/Requests** – to *resolve* to agree the policy.
15. **Draft Dignity at Work Policy** – to *resolve* to agree the policy.
16. **Town Centre Noticeboards** – to *resolve* to agree the replacement of the noticeboards at the bandstand area and delegate authority where appropriate.
17. **Plastic free Wadebridge** – to discuss, in relation to Wadebridge, the campaign where towns become plastic free.
18. **Royal Cornwall Show** – to consider whether the Council will take a stand at this year's show.
19. **Working Groups** – to receive an update from the working group, receive relevant minutes and consider any recommendations made:
  - a) BMX/Skatepark
  - b) Christmas Lights
  - c) Electoral Review
  - d) Flowers for Wadebridge
  - e) Planning
  - f) Remembrance Parade
  - g) Signage
  - h) Toilets
  - i) Town Hall Events
  - j) Town Hall Improvements
  - k) Wadebridge Library & OSS
  - l) Website
20. **CCTV** - to receive an update.
21. **South West Water**
  - i. To discuss the ongoing work by South West Water who are laying a surface water drainage pipe across Town Council Land for the Bridge View development.
22. **Confidential matters - To consider the following resolution:** To suspend Standing Order 3.c., so that the Press and Public be excluded from the meeting for the following item of business because of the confidential personnel nature and contractual nature of the business to be transacted - Public Bodies (Admission to Meetings) Act 1960.
  - a) **Heating System in the Town Hall** – to consider the quotes received for replacement heating.
  - b) **Staffing Committee Meeting** – to confirm as a true record the confidential Minutes and/or recommendations from the meeting held on Friday 26 January 2018.
  - c) **Christmas Lights** – to consider the quote for the blue canopy upgrade.
23. **To note dates of the next Wadebridge Town Council meetings**
  - **Full Council** - Wednesday 28 February 2018
  - **Full Council** – Wednesday 14 March 2018

***Apologies and reasons for absence at meetings should be provided by the relevant Councillor to the Clerk prior to the meeting.***