



Wadebridge Town Council

Minutes of the Council meeting held on Wednesday 14 September 2016 at 7pm in the Main Hall, Wadebridge Town Hall

Present: Cllrs; C Buchanan, E Gill, N Hawken, H Hyland, J Leach, A Pennington, A Richardson, T Rush, P Starling & P Tofi. **Public Present:** Cornwall Councillor Karen McHugh, Graham Smith (Cornish Guardian), Max Knightley (Stephen Knightley Associates – PA16/06518) & Glynis Deacon (PA16/07493).

In Attendance: Anne Minnis (Town Clerk) & Beverley Collins (Minutes).

Housekeeping – The Mayor advised of evacuation routes in case of an emergency (there were no hazards to note) 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'.

159/16 Apologies from Cllrs; Bassett (personal), Kendall (personal) & Jones (personal) were received and **approved**. Apologies were also received from Cornwall Councillor Steve Knightley.

160/16 Declarations of Interest –

a) **Pecuniary Interests** (*To 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*).

- **Cllr Rush declared an interest in Agenda item 5 – F&GP, Wadebridge Lions grant & item 7.b.iv., correspondence from Royal British Legion as a member of both organisations.**
- **Cllr Tofi declared an interest in Agenda item 7.b.iv., correspondence from Royal British Legion as a member of the organisation.**
- **Cllr Starling declared in interest in Agenda item 8.a.v., PA16/08079 as a resident of Bridge View.**

b) **Non Registerable Interests** (*To 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*). **None.**

c) **Dispensations – None.**

161/16 Minutes of Last Meetings – *The Minutes of the meeting held on the 27 July 2016 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.*

162/16 Public Participation

Glynis Deacon addressed Members in relation to her objection to planning application PA16/07493 which relates to a neighbouring property (letter circulated to all members prior to meeting).

Max Knightley (Stephen Knightley Associates) addressed Members in relation to planning application PA16/06518 which has been re-submitted to address planning authority issues including; footpath, flooding, parking and access. Additionally, a contamination desk top study has been requested.

- *Reports from Cornwall Councillors*
Cllr McHugh addressed Members on the following topics:
Residents Parking Scheme – Cabinet has agreed to undertake a further public consultation. Supports scheme in theory but has concerns with proposed fees of £80 (first vehicle) and £120 (second vehicle). Restrictions will apply. Will be undertaking, with Cllr Knightley, an independent local survey.
The Platt has ongoing issues with deliveries, loading bays etc. – has spoken to Police who advise they will address obstruction issues as and when notified otherwise Cornwall Council Enforcement Officers have responsibility. Shop keepers have been advised. Manager of the Spar has agreed to discuss use of loading bays with delivery drivers.
Derelict Building on Polmorla Road – Building Control advise they have difficulties with enforcement on a private building unless it is unsafe. Property owner has now fenced off an area after a recent incident of wood falling from the building but concerns remain as access to the site is still possible. Ongoing.
Bus Shelter has now been painted.
Network Panel Meeting Thursday 15 September 2016, 6.30pm Egloshayle Pavilion – Cornwall Council Chief Executive, Kate Kennally will be attending.
Members briefly discussed several items with Cllr McHugh including; misinterpretation of the residents parking scheme previously advised by Cornwall Council (fees and enforcement) - Cllr McHugh confirmed she has requested a breakdown of figures.

163/16 Committee Meetings –

- **Finance & General Purposes Committee (circulated with Agenda)**
It was RESOLVED to receive Minutes of meeting held 3 May 2016.
Recommendations to Full Council - Fin 069/16, Grants to Organisations –
The Mayor advised that the following recommendations are for retrospective agreement.
 - a) **Cornwall Folk Festival** – *It was RESOLVED that a grant of £750 be awarded under section 145 –LGA 1972. (The Town Clerk had advised the Committee that the award of Grant is not in compliance with Section 1.5 of the Grant Distribution Policy – Adopted 7 Dec 2015 – Fin 033/15).*
 - b) **Project Paul** – *It was RESOLVED that no grant be awarded.*
Cllr Pennington abstained.
 - c) **Chicks** – *It was RESOLVED that a grant of £100 be awarded under section 137 – LGA 1972.*
 - d) **Cornwall Air Ambulance** – *It was RESOLVED that a grant of £750 be awarded under section 137 – LGA1972. (The Town Clerk had advised the Committee that the award of Grant is not in compliance with Section 1.5 of the Grant Distribution Policy – Adopted 7 Dec 2015 – Fin 033/15).*
 - e) **Merlin MS Centre** - *It was RESOLVED that a grant of £330 be awarded under section 137 – LGA1972.*

Fin070/16, Draft Statement of Internal Control – *It was RESOLVED to accept.*

It was RESOLVED to receive Minutes of meeting held 6 September 2016.

Recommendations to Full Council - Fin 016/16.a, Finance –

- i. **Statement of Internal Control** – *It was RESOLVED that the Statement of Internal Control is adopted as presented.*
- ii. **Financial Risk Assessment** – *It was RESOLVED that the Financial Risk Assessment is adopted as presented.*

- **Planning Committee (circulated with Agenda)** – It was **RESOLVED** to receive Minutes of meetings held 17 August 2016 and 23 August 2016.

7.32pm Cllr McHugh left meeting.

164/16 Finance

- a. Accounts for payment – Available at next meeting.

165/16 Correspondence

- a. The following correspondence for information was **received**:
 - i. **Wadebridge Carnival Committee** – Invitation to a fund raising evening for local groups and organisations on Friday 27 January 2017.
 - ii. **South West Business Insider**: Vol.10 No.7 September 2016
 - iii. **Tim Moore, Project Manager, Building a Better Bodmin Scheme** – notification that the National Express service through Wadebridge will be suspended for the duration of the works from September 2016 to May 2017.
 - iv. **Children’s Hospice South West** – Commemorative Newsletter 2016.
 - v. **Business Cornwall** – Issue 103, September 2016.
 - vi. **Languieux** – No 300, September 2016.
 - vii. **Mrs Gaskin** – Thanks to the Town Council and Staff in respect of PA16/02955.
- b. The following correspondence for response was received (information circulated with Agenda). It was **RESOLVED** to make the following responses :
 - i. **Local Resident** - requesting Town Council consideration of additional parking spaces in and around Queens Park, Wadebridge. **Town Clerk to reply – not Town Council remit and refer resident to Cornwall Council.**
 - ii. **Mr Buck re 1 Polmorla Road, Wadebridge** – seeking opinion on his proposals as stated in the letter of 3 August 2016. **Town Clerk to reply – change of use of the building is not within Town Council remit and sale of the public toilet facility is not permitted under the terms and conditions of purchase from Cornwall Council.**
 - iii. **Philip Mutton** – query re the poultry field at the rear of the Fire Station and Piggy Lane Car Park. **Town Clerk to reply advising that this matter is within Cornwall Council remit as landowner.**
7.39pm, Cllrs; Rush & Tofi left meeting.
 - iv. **Royal British Legion (Wadebridge Branch)** – request with regard to Remembrance Sunday (13/11/16). **Town Clerk to advise use of car park area is permitted as requested.**
7.40pm, Cllrs; Rush & Tofi returned to the meeting.
 - v. **Cornwall Council & BT** – BT Phone Box Consultation to consider the current programme of intended public payphone removals (not Wadebridge Parish). **The Town Clerk confirmed that the West Hill facility is included within the list. Town Clerk to reply confirming that Members agree that the West Hill payphone should remain in-situ.**
- c. Minutes and Agendas from the following Outside Committees were **received**. There were no actions to be undertaken.
 - i. **Wadebridge Allotment and Garden Society** – Minutes of Main Meeting; 11 August 2016.
 - ii. **Padstow Harbour Commissioners** – Minutes of meeting held 21 July 2016.

166/16 Planning –

- a) **Applications** – It was **RESOLVED** to make the following responses:
 - i. **PA16/06518 : DEFERRED FROM 17 AUGUST** - Mr Adam Bull, 2 Rose Cottage, Bradfords Quay Road, The proposal is for a small dwelling situated in the garden/site of the existing dwelling. The application leaves enough amenity space for both the proposal and the existing with parking for both also. **SUPPORTED.**

- ii. **PA16/04611 : DEFERRED FROM 17 AUGUST** - Mr Thomas, Land at Bradfords Quay, Development of 12 units of accommodation. **NOT SUPPORTED DUE TO NO AFFORDABLE HOUSING BEING INCLUDED WITHIN THE SCHEME.**
- iii. **PA16/07493** : Mr & Mrs Hebburn, 19 Trevanion Close, Erection of new dwelling. **Cllr Pennington (Planning Committee Chair) relayed information from the Planning Officer in respect of measurements due to be taken. Objections received were noted.**
 - **IT WAS RESOLVED TO DEFER THE APPLICATION TO NEXT MEETING PENDING INFORMATION FROM THE PLANNING OFFICER IN RESPECT OF MEASUREMENTS AND FOR CLLR PENNINGTON TO DISCUSS THE TOWN COUNCIL'S CONCERNS WITH THE PLANNING OFFICER AND REQUEST MEMBERS ATTEND A SITE MEETING.**

7.53pm, Max Knightley left the meeting.
- iv. **PA16/07499** : Mrs M Newcombe, The Dairy, Higher Lane, Development of the dairy to provide 2 cottages. **SUPPORTED.**

7.57pm, Cllr Starling left the meeting.
- v. **PA16/08079** : Taylor Wimpey Homes, Land East of Bridge View, Non material amendment to decision PA14/12194 (Construction of 110 dwellings, associated infrastructure, public open space and car parking) for Plots 40 - 61 edged southwards; Plots 7-9, 20-21, 37-39, 94-95, PA33 changed to PA34 (same house type - internal alterations only); Plot 51- PD41 changed to PA44; Plot 57 - PB33G changed to PA33; Plot 76 - PA49 changed to D2000; Plot 99 - D2000 changed to PA49; Plots 57-58 - Rear gated access to the south of these plots has been removed; Plots 57-58 - Rear gated access has been adjusted; Plot 71 - House type PA34 has been handed; Plots 41-42 - Rear access moved to in between plots rather than from parking spaces; Plots 13-14, 17-19, 52-53, 65-68, 72-73, 76, 80-83, 88-92 and 99 - Minor plot alterations to reflect the working architectural drawings (thickness of the walls etc.); Plots 102-105 - 1850mm wall added to the west of car parking spaces; Southern hedgebank amended to hedge with timber crib retaining. **SUPPORTED.**

8pm, Cllr Starling returned to the meeting.

- b) **Decisions** – the following decisions received from Cornwall Council were noted:
 - i. **EGLOSHAYLE PARISH : PA16/05318** : Land East of Jewsons, Bodieve Business Park, Gonvena Hill, Development of a 66 bed hotel (Use Class C1) and integral café/restaurant with associated access, parking and landscaping. (Stephen Kirby). **APPROVED.**
 - ii. **PA16/02955** : Redrow Homes, Land South of Cleavelands, Outline planning application for a one form entry primary school, residential development of up to 190 dwellings, with public open space, landscaping, associated infrastructure, demolition of buildings and vehicular access from Trevanion Road, The Culvery and Meadowhead, with all matters reserved except access. **REFUSED.**
 - iii. **PA16/04939** : Mr & Mrs Carter, Ridgeway, Guineaport Road, Demolition of an existing bungalow and construction of replacement dwelling. **APPROVED.**
 - iv. **PA16/05818** : Mr Marc Dingle, Land North East of Hayes Cottage, Bodieve, Outline application for the construction of a dwelling house. **APPROVED – PLANNING OFFICER HAS ADVISED INFORMATION REGARDING TREES ON SITE.**
- c) **For Notification** –
 - i. **EGLOSHAYLE PARISH - PA16/06442** : Mr David Clark, Land at Bodieve, EIA screening opinion request for proposed residential development with new link road. **SCREENING OPINION – EIA REQUIRED.**

- ii. **PA16/07790** : Mr Stephen Bacon, 36 Egloshayle Road, Tree works to ash tree within Conservation Area, namely : Thin the crown of the ash tree by no more than 20%. **WILL BE DECIDED UNDER DELEGATED AUTHORITY.**
- iii. **PA16/03091** : Mr F Hardie, Land at Blackwell Place, Outline planning with all matters reserved for a dwelling. **REPORTED TO PLANNING COMMITTEE MEETING, 12 SEPTEMBER 2016.**

167/16 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan –

- a) To receive meeting notes of the Steering Group meeting on 8 August 2016 (circulated with Agenda) – Cllr Tofi queried aspects of land not being allocated. Cllr Starling advised. The Town Clerk confirmed that Cornwall Council has not responded to the Town Council's letter regarding future development.
 - It was **RESOLVED** to receive notes of meeting held 8 August 2016.
- b) Update from Steering Group Members – Cllr Starling advised that last meeting was cancelled pending completion of Land Supply work. A presentation meeting has been proposed for Monday 26 September as advised in the last meeting notes.

168/16 Community Governance Review – Update information previously circulated to Members. Noted that Wadebridge Town Council were not afforded the opportunity to comment in a recent press article.

**8.03pm, Glynis Deacon left the meeting.
8.04pm, Graham Smith left the meeting.**

169/16 Memorial Area (Egloshayle Playing Fields) – A proposal to develop the area was debated (information pack circulated).

- It was **RESOLVED** to accept Option 1 as presented. Provision of a barbeque area was briefly discussed.

170/16 Public Toilets

- a) Future options for cleaning Town Council toilets -
 - b) Condition of the Platt toilets and options for upgrade
- The Town Clerk advised of meeting with Cormac Area and Regional Managers to discuss recent cleaning issues. Costs for additional cleaning over the summer period have been requested. Process for maintenance / repairs is also to be addressed.

- It was **RESOLVED** to form a working group in order to undertake a review of current procedure and consider future options. (Cllrs; Gill, Leach, Pennington & Starling).

171/16 Record of Near Misses – Cllr Pennington advised the reasoning behind holding a register of near misses for future reference and evidence for use in various matters including proposed development. Members discussed the advantages and disadvantages of such a system and options to advertise and raise awareness within the community. Members were mindful that advice from Wadebridge Police and their input would be an essential element.

- It was **RESOLVED** that the Town Clerk and Cllr Pennington approach Wadebridge Police to discuss setting up a record of near misses.

172/16 Egloshayle Cemetery – Information was circulated and discussed. The Town Clerk confirmed that two bins are required.

- It was **RESOLVED** to accept the Monaco option as presented and to purchase two bins.

173/16 Jubilee Road Car Park

- a) Replacement of litter bins in the Jubilee Road car park – Information was circulated and discussed. Options for recycling units was debated. The Town Clerk advised that space is limited in several of the proposed locations and that this would attract additional costs and staffing implications.

- It was **RESOLVED** to defer this item pending information and options for recycling units.

- b) Replacement/reinstatement of the fence between the car park and Spar – The Town Clerk advised the option to reinstate the fence.
- It was **RESOLVED** to reinstate with a suitable wooden fence.

174/16 Working Group

- a) **Wadebridge Library & One Stop Shop** – The Town Clerk advised that feedback on the Devolution proposal has been received. Cornwall Council consider it is not economically viable in the current form. Working Group to reconvene to discuss and report back to Full Council. Cllr Pennington suggested this matter is raised at the Network Meeting (15 September 2016).
- b) **Waste Incentive Neighbourhood Scheme (WINS)** – Working group to meet.
- c) **BMX/Skatepark** – The Town Clerk advised that the amended Lease has been received – details are being checked. Cllr Pennington advised that additional funding has been received from a local trust (Oak) and that the Town Forum group has promised monies from their account on closure. Cllr Pennington to discuss Tender details with the Town Clerk.
- d) **Flowers for Wadebridge** – Baskets in place.
- e) **Christmas Lights** – Cllr Rush advised that a breakdown of equipment is required – quotes to be sourced.
- f) **Town Hall Improvements** – Working group to meet. Brief required in order to move forward.
- g) **Town Hall Events** – Cllr Starling gave a brief update on the Showcase Event (3 September 2016). Feedback has suggested groups would be interested in an annual event.

175/16 Confidential matters – It was **RESOLVED** to suspend Standing Order 1.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) **Dishwasher for Town Hall Kitchen** – Members considered quotations as presented. Location and height of appliance was noted in relation to health and safety.
- It was **RESOLVED** to accept Option 2 as presented pending details of health and safety requirements.
- b) **Town Hall Clock** – It was **RESOLVED** to accept the clock and plaque as donated by Robertson Jewellers.
- c) **Christmas Pantomime (meeting notes circulated with agenda)** – It was **RESOLVED** to accept the proposal by Camhalye Theatre Group as presented.
- d) **Christmas Lights** – Not available.
- e) **Resurfacing Jubilee Road Car Park** – Deferred to next meeting pending quotations.

176/16 To note dates of the next Wadebridge Town Council meetings

- **Full Council** – Wednesday 28 September 2016, Town Hall
- **Finance & General Purposes Committee** – Monday 3 October 2016, Town Hall

177/16 To note the date of the next Wadebridge & Padstow Community Network Panel meeting

- Thursday 15 September 2016, Egloshayle Pavilion, Egloshayle Playing Fields

Meeting closed at 9.06pm

Signed as a True and Accurate Account :

..... **Chair :** **Date :**