



Wadebridge Town Council

Minutes of the Council meeting held on Wednesday 22 June 2016 at 7pm in the Main Hall, Wadebridge Town Hall

Present : Cllrs; C Buchanan, E Gill, H Hyland (7.01), A Jones, M Kendall, J Leach, A Pennington, A Richardson, & T Rush. **Public Present :** Cllr Steve Knightley (Cornwall Council). **In Attendance :** Anne Minnis (Town Clerk) & Beverley Collins (Minutes Clerk).

Cllr Tony Rush, Deputy Mayor, presided due to apologies from the Mayor.

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'.

080/16 Apologies from Cllrs; Bassett, Hawken (personal), Starling (personal) & Tofi (personal) were received and **approved**.

081/16 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 Pennington declared an interest in Planning Applications PA16/05248 (development adjacent to home address) and PA16/04939 (applicant is a friend). Cllr Richardson declared an interest in Planning Application PA16/04939 (neighbouring property).**
- 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 – Cllr Pennington advised she has a dispensation to discuss item 7.b.ix, Wadebridge Tennis Club.**

082/16 Minutes of Last Meeting – *The Minutes of the meeting held on the 8 June 2016 were RESOLVED to be a true record of the meeting and were signed by the Deputy Mayor.*

083/16 Public Participation

- **Reports from Cornwall Councillors –**
Cllr Knightley advised the following :
 - Apologies from Cllr McHugh.
 - Coastal Community Fund (agenda item 19) – reiterated the specifics of the proposed bid and discussed several aspects of both the proposed new road and the proposed development with Members. Several points were noted including; that Stage 1 is non-committal, Cormac has provided costings for new road layout and would hope that the Town Council support the bid at Stage 1.

- Trevarner Field application – Planning Officer will recommend refusal. Poor transport links and issues with the Rock Road / Gonvena junction have been highlighted and the emerging Neighbourhood Plan has been referred to. Members discussed several aspects with Cllr Knightley including; related costs which will be calculated from Cormac information, submission of the bid and the management of future stages which will require support from representatives including Egloshayle Parish Council and that the proposed link road has featured within the emerging Neighbourhood Plan from an early stage.

7.16pm, Cllr Knightley left the meeting.

084/16 Committee Meetings - None.

085/16 Finance

- a.** Accounts for payment – *None.*

086/16 Correspondence

a) The following correspondence for information was **received** :

- i. **Cornwall Council:** Temporary Prohibition of Traffic, Foundry Terrace, Wadebridge, 13 to 15 June 2016 (24 hours – KN Network Services for BT).
- ii. **Cornwall Council:** Intention Notice -Taylor Wimpey Exeter – request for a no waiting restriction be placed on Bridge View, Wadebridge during their construction works; 1 July 2016 to 1 July 2017 (24 hours, weekends included).
- iii. **Cornwall Council:** Temporary Prohibition of Traffic, Tower Hill, Wadebridge, 15 – 25 June 2016 (24 hours, weekends included).
- iv. **Cornwall Council** – Survey completion request on use of paperless planning system (office).
- v. **The National Association of Local Councils (NALC)** – Parliamentary briefing on Bus Services Bill – House of Lords Second Reading.
- vi. **Reeves Retail Planning Consultancy Ltd** – To notify the Town Council that a new application for the development of the Premier Inn hotel on the land adjoining Jewsons in Wadebridge has been submitted to Cornwall Council.
- vii. **Cornwall Association of Local Councils (CALC)** – Newsletter, May 2016.
- viii. **CALC Burial Grounds Survey** – Survey completion request to understand the ways in which parish and town councils support cemeteries and churchyards in the Duchy (office).
- ix. **NALC (PR09-16)** - response to the Department for Local Communities and Local Government (DCLG) on the Crematoria Review.
- x. **NALC (PR10-16)** - response to the DCLG on Rural Broadband Call for Evidence.
- xi. **Big Lottery Fund** – Coastal Communities Fund Round 4 open for applications.
- xii. **Cllr S Knightley** – Response to Wadebridge Overdevelopment Letter sent to Scott Mann MP. ***Cllr Hyland raised concerns that a response from Cornwall Council has not yet been received. Town Clerk confirmed that she has again requested a response. Cllr Pennington advised that Planning Officers have confirmed that they are being mindful of the Town Council's concerns and comments and that they are aware of current issues.***
- xiii. **NALC** – Star Councils 2016 awards.
- xiv. **Langueux** – Vol 298; June 2016.
- xv. **Business Cornwall** – Issue 101; June 2016.
- xvi. **South West Business Insider** – Vol.10 No.5; June 2016.
- xvii. **Local Authority Building & Maintenance** – June 2016.

- b) The following correspondence for response was **received** (information circulated with Agenda) :
- i. **Cruse Bereavement Care AGM invitation** – Tuesday 26 July 2016, The Council Chambers, New County Hall, Truro, 7.30pm. **None.**
 - ii. **Sensational Cycling Saturday, Royal Cornwall Showground, Saturday March 11 2017** – invitation to exhibit at the event; £25 for 5m x 10m exhibition space (multiples available). **Cllr Pennington volunteered to attend.**
 - *It was **RESOLVED** to support the event and purchase a stand at £25.*
 - iii. **NSPCC Cornwall AGM invitation** – Friday 15 July 2016, Trengwainton Garden, Madron, nr Penzance, 12.00pm – 3pm. **None.**
 - iv. **Adventure Southwest** – request for consideration of the event to be advertised via the Town Council to local people and business who may be interested in attending. This is a free admission event on 28 and 29 October 2016 at the Royal Cornwall Showground aimed at outdoor sports and activities. **Cllr Pennington advised she will attend. It was agreed to advertise on Town Council website / facebook / WOW.**
 - v. **Camborne Town Council** – letter and request for support from Town and Parish Councils on Camborne Green Spaces devolution package – Camborne Recreation Ground. **Members debated the remit and effectiveness of this request.**
 - *It was **RESOLVED** to support point 1 and write to the Cornwall Council officers as listed in the requested.*
 - vi. **NALC** – is seeking to gather evidence on the challenges communities are facing on bus provision in their areas, especially in light of the current financial context, and to hear examples of how councils are providing local solutions through their own community transport schemes. **No Response.**
 - vii. **NALC; Larger Council Transparency Code Consultation** (closing date 8 July 2016) - any comments to be sent to NALC in advance of this date. **Members to feedback comments to the Town Clerk before 8 July 2016.**
 - viii. **NALC; Public Works Loan Board Consultation** (closing date 3 August 2016) - any comments to be sent to NALC in advance of this date. **Members to feedback comments to the Town Clerk before 3 August 2016.**
 - ix. **Wadebridge Tennis Club** – request to purchase and place two benches on concrete bases behind the bowling club looking over the tennis courts. **Cllr Pennington advised details of the request. Members asked that the Town Clerk meet with club representatives and the Senior Groundsman to identify the way forward.**
 - *It was **RESOLVED** that the Town Clerk has delegated authority to proceed as necessary once requirements have been established.*
- c) Minutes and Agendas from the following Outside Committees were **received**. There were no actions to be undertaken.
- i. **Mayors Meeting** – Draft Meeting Notes: 3 May 2016 (Cllr Starling).
 - ii. **Padstow Harbour Commissioners** – Meeting Notes: 19 May 2016 (no representation).
 - iii. **Wadebridge Allotment and Garden Society** – Meeting Notes: 8 May 2016 & 12 June 2016 (no representation).
 - iv. **Wadebridge & Padstow Community Network Panel** – Meeting Notes: 18 March 2016 (Cllr Starling & Cllr Rush).
- 7.44pm, Cllr Knightley returned to the meeting.**

087/16 Planning

- a. **Applications** – *It was **RESOLVED** to make the following responses :*
- i. **PA16/04324** : 1 Two Trees, Application for a non-material amendment in respect of decision notice PA15/08039 - New bedroom over carport and to rear of house - new 2 storey extension to form a living room and utility on the ground floor and 2 bathrooms on the first floor. **SUPPORTED.**

- ii. **PA16/05282** : The Orchard, Glen Road, Proposed extension and alterations including formation of balcony. **DEFERRED PENDING DISCUSSION WITH PLANNING OFFICER (DETERMINATION DATE ALLOWS).**
- iii. **PA16/05434** : The Cottage, Trevilling Farm, Bodieve, Extension. **DEFERRED PENDING DISCUSSION WITH PLANNING OFFICER (DETERMINATION DATE ALLOWS).**
- iv. **PA16/05248** : Galliford Try Partnership South West, Former Council Offices, Trevanion Road, Non-material amendment for change of approved roofing from reconstructed slate to plain concrete tiles in respect of decision notice PA14/11479 Development of 24 dwellings, landscaping, open space and associated access infrastructure.
Cllr Pennington advised details of the application prior to reiterating her interest and leaving the meeting.
NOT SUPPORTED AS DEVELOPMENT IS WITHIN A CONSERVATION AREA.
Cllr Pennington returned to the meeting.
- v. **PA16/04939** : Ridgeway, Guineaport Road, Demolition of an existing bungalow and construction of replacement dwelling. **DEFERRED – CLLR RUSH TO DISCUSS WITH THE PLANNING OFFICER (DETERMINATION DATE ALLOWS) AS CLLR PENNINGTON HAS AN INTEREST IN THE APPLICATION.**
- vi. **PA16/05007** : RBS, Nat West Bank Plc, 22-26 Molesworth Street, New vinyl Nat West tablet sign to be installed to glass above ATM. **SUPPORTED.**

- b. **Decisions** – the following decisions as received from Cornwall Council were noted:
 - i. **PA16/03600** : Cornwall Partnership NHS Foundation Trust, Wadebridge Comprehensive School, Gonvena Hill, Provision of a modular building within the grounds of the school for the use of NHS children's services. **APPROVED.**
- c. **For Notification** – as received from Cornwall Council :
 - i. **PA16/04921** : Mr A Dowden, Cornwall Tree Consultancy, 1 Westlerlands Road–
T1 – M COPPER BEECH, Northern boundary. Remove X1 lowest NE mature limb back to main union over neighbouring garden to re-balance tree and reduce weight on NE side of tree.
T2 – SM TWISTED WILLOW. Eastern boundary. Remove X2 small limbs back to main unions over neighbouring garden to clear neighbours shed.
T3 – SM SYCA MORE, SE boundary, re-pollard to existing cut points/height and bring side branches in to keep in shape. This tree has been noted by the council for highways clearance over pavement and West Hill Road.
G4 – MIXED SPECIES. Along southern boundary, trim to obtain an approximate 2.0M height clearance over pavement and roads of Westerlands Road and West Hill. Again like T3, this has been noted by the council for requiring a clearance. **APPLICATION WILL BE DECIDED UNDER DELEGATED AUTHORITY.**

088/16 Egloshayle, St Breock and Wadebridge Neighbourhood Plan – Notes of meeting held Friday 3 June were tabled and **received**.
Cllr Rush advised that as the draft Plan moves forward volunteers from respective councils and the community are required to assist with the Consultation group and the Design group . The following was confirmed :

- Consultation group - Cllrs Pennington & Kendall.
- Design group – Cllr Hyland.

089/16 Wadebridge Library & One Stop Shop – Next working group meeting scheduled for Monday 27 June 2016.

- 090/16 BMX/Skatepark** – Cllr Pennington advised that information from the solicitor is awaited.
- 091/16 Flowers for Wadebridge** – Cllr Rush updated Members advising that most brackets and baskets have now been erected.
Cllr Knightley advised that baskets at the Madhatters Tea Shop have been vandalised - the incident was captured on CCTV.
- 092/16 Waste Incentive Neighbourhood Scheme (WINS)** – Cllr Richardson gave an update on various aspects of the project including details of the launch event which took place on 20 June and future events including a training session. Compost bins are still available to parishioners and more families are required to take part in the trial which will include expert training sessions.
- 093/16 Wadebridge Town Guide** – Cllr Richardson advised that the separate map is being processed and a copy will be available mid-July. Members thanked Cllrs Richardson, Pennington and Jones for their dedication and hard work in the production of the Guide which has generated very positive feedback from a variety of groups and individuals.
- 094/16 Royal Cornwall Show** – Members agreed that the event has proved positive and feedback from staff and Members was briefly discussed. Cllr Jones referred to the potential to increase awareness of the Wadebridge Street area - several suggestions were put forward for future discussion.
- It was **RESOLVED** that the Town Council will purchase a stand at the 2017 Royal Cornwall Show.
- 095/16 Town Hall Events** – The Town Clerk advised details of the Afternoon Tea events and noted that a total of sixty guests are expected on Tuesday 28 June and 45 on Friday 1 July 2016.
- 096/16 Christmas Lights** – Working group meeting scheduled for July.
- 097/16 Town Hall Improvements** – Working group meeting to be arranged.
- 098/16 Coastal Community Fund (Round 4)** – Cllr Knightley advised a build cost figure of £4.5 million (information received from Cormac) and that a 20-25% contingency will be included. Members debated details of the request and noted that Stage 1 is an expression of interest only.
- It was **RESOLVED** to support the bid proposal as verbally advised by Cllr Knightley.
- 099/16 Egloshayle Playing Fields Car Parking** – The Mayor advised details and referred to Item 7.a.ii – correspondence relating to parking restrictions at Bridge View from 1 July 2016. Members discussed options available and noted that further details and/or possible solutions may become available once the results of the Cornwall Council Town Parking Review are announced at the meeting scheduled for Wednesday 29 June. Item to be re-discussed pending further information from Cornwall Council.
- 100/16 CCTV** – Town Clerk advised details of a proposal from Devon & Cornwall Police Commissioners Office including offer to visit the monitoring station and details advised by Sgt. Stewart in relation to requirements for Wadebridge. Members debated the advantages and disadvantages of CCTV provision.
- It was **RESOLVED** not to progress with provision of CCTV.
- 8.24pm, Cllr Knightley left the meeting.**
- 101/16 Draft Stress Management Policy (information tabled)** – The Town Clerk explained the remit and requirement of the document. Members to feedback at next meeting.

102/16 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) **Toilet Cleaning Contract** – The Town Clerk advised that there have been no quotes submitted. The existing contract is due for renewal.
 - It was **RESOLVED** to continue with the current contractor and renew the contract for cleaning/ repair services.

- b) **Car Park Body Cameras** – Quotations were considered.
 - It was **RESOLVED** to accept Quotation 3 as presented.

- c) **Staffing Committee** – Minutes of meetings held 29 April, 20 May and 13 June 2016 were tabled and **received**.
Recommendation from 29 April 2016 – S092/15, Staff, ii, HR Contract –
 - It was **RESOLVED** that the HR contract with Ellis Whittam is renewed for a further 3 years.
 - It was **RESOLVED** to re-instate Standing Order 1.c.

103/16 Dates of Next Wadebridge Town Council meetings

- **Civic Service** – Sunday 26 June 2016, 11am, Egloshayle Church
- **Full Council** – Wednesday 13 July 2016, Town Hall
- **Full Council** – Wednesday 27 July 2016, Town Hall

Meeting closed at 8.41pm

Signed as a True and Accurate Account :

..... **Chair :**

..... **Date :**