



Wadebridge Town Council

Minutes of the Council meeting held on Wednesday 22 March 2017 at 7pm, Pavilion Building, Egloshayle Playing Fields

Present: Cllrs; C Buchanan, E Gill, N Hawken, H Hyland, J Leach, A Pennington, A Richardson, T Rush & P Tofi. **Public Present:** As signing in sheets attached and Cornwall Councillor Steve Knightley.

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

Housekeeping – The Deputy 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'.

341/17 Apologies – apologies were received from Cllrs Bassett, Jones, Kendall & Starling.

- It was **RESOLVED** to accept apologies from Cllr Bassett who had a family commitment.
- It was **RESOLVED** to accept apologies from Cllr Jones who had a conflicting social engagement.
- It was **RESOLVED** to accept apologies from Cllr Kendall due to illness.
- It was **RESOLVED** to accept apologies from Cllr Starling who had a family commitment.

342/17 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) – None.

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.

343/17 Minutes of Last Meetings – Draft Minutes were tabled and Members were allowed time to consider the content.

*The Minutes of the meeting held on the 14 March 2017 were **RESOLVED** to be a true record of the meeting and were signed by the Deputy Mayor.*

344/17 Public Participation –

- **Members of the Public** –
Steve Rushworth advised details of planning application PA17/01867.

Dan Mitchell (agent for PA17/02074) addressed Members with full details of the application including facts relating to the site.

Paul Berryman (for PA17/02074 on behalf of residents) presented a statement objecting to the proposed application (copy attached to Minutes).

7.12pm, Cllr Hawken left the meeting.

Steve Howard addressed Members on concerns with PA17/02074 including traffic, congestion and flooding.

Roy Vannoey addressed Members on concerns with PA17/02074 and referred to planning policy guidance in relation to the proposed access point which has safety considerations.

Graham Dudman (agenda item 8.b.iv.) provided Members with a precis of the letter submitted relating to lifesaving equipment at Commissioners Quay.

- **Reports from Cornwall Councillors** – apologies received from Cllr McHugh.
Cllr Knightley advised he is against the proposed planning application PA17/02074. Various issues with previous pre-applications and the current application were raised including the recent removal of trees and impact to wildlife / habitat.

7.19pm, Cllr Hawken returned to the meeting.

Additionally, Cllr Knightley thanked Cllrs Rush and Tofi for their assistance with an elderly local resident who required assistance which Cornwall Council could not deliver due to cuts in the relevant service.

345/17 Planning

- a. **Applications** – It was **RESOLVED** to submit the following responses to Cornwall Council :

- PA17/01770** : Mr Paul Miskowicz, Hooters, Gonvena, Replacement of existing carport with new pitched roof garage and carport. **SUPPORTED.**
- PA17/01902** : Ms Diane Britton and Mr Mark Harris, The Haven, 109 Egloshayle Road, Proposed demolition of existing extension and construction of new extension to dwelling. **SUPPORTED.**
- PA17/01867** : P&R Wadebridge Developments Ltd., Building Adjacent to Julian Foye, Gonvena Hill, Change of use and alteration of building from classes A1 and B1 to 2 shops (A1) and 4 residential units (C3) with car parking. **SUPPORTED.**
- PA17/01710** : Mr Wheatman, Land North of 3 Tower Hill, Egloshayle, Variation of condition 2 (approved plans) in respect of decision PA16/08846 dated 13.12.16 (3/4 bed detached house and garage with studio) to move the building 1.5m from the north towards the southern aspect. **SUPPORTED.**
- PA17/02074** : Mr G Hingley, Land South West of Trenant Mill, Trenant Vale, Outline application for proposed residential development of up to 9 dwellings (all matters reserved). **NOT SUPPORTED – the following points were noted :**

- **Green space / wildlife area** – It is the Town Council's intention that this area is designated in the Neighbourhood Plan as a Green Space / Wildlife Area. A previous designation existed prior to the Cornwall Local Plan being adopted.
- **Highways** - safety concerns due to the narrow winding road with no footpaths for pedestrians and visibility splays are not compliant with Manual for Roads guidelines.
- **Pre app PA15/01316** - there was extensive advice given for this site and this included an ecological habitat survey being required and also a tree survey. Neither of these has been addressed in the new application and trees have since been cut down and habitat has been lost.

7.29pm, members of the public left the meeting with the exception of Mr Dudman.

- b. Decisions** – The following planning decisions as received from Cornwall Council were noted :
- i. **PA17/00896** : Mr and Mrs K Horrell, 27 Treforest Road, New balcony to the first floor of the front elevation. **APPROVED.**
 - ii. **EGLOSHAYLE PARISH - PA16/10641**: Mr Graham Fincham, Progress Land (Wadebridge) Ltd., Land North of Higher Church Park, Egloshayle, Application for Outline Consent for a mixed-use neighbourhood of Wadebridge, comprising : up to 600 dwellings; 0.5 Form Entry Primary School; Local Centre comprising up to 650m2 of A1 convenience retail use, up to 150m2 of A3 cafe use and up to 450m2 of D1 community space; up to 1,300m2 of B1 employment use; Cycle and car parking; open space and green infrastructure; sustainable drainage system; new primary and secondary accesses from the A389 and Treworder Lane; a network of streets and footways on the Application Site and associated development. **REFUSED.**
 - iii. **EGLOSHAYLE PARISH - PA16/10942** : Mr David Clark, Wyndthorpe Estates Ltd, Land at Bodieve, Bodieve, Application of Outline Consent for the construction of up to 450 No. dwellings including provision of a new link road, site access, associated car parking, landscaping, open spaces, footpaths, cycle ways, noise mitigation and associated infrastructure (all matters reserved except for means of access). **REFUSED.**
 - iv. **PA16/12168** : Ms Julie Barton, 5 Cliff Park Terrace, Guineaport Road, Demolition of part of existing single storey extension and construction of new ground and first floor extensions to dwelling and associated works. **WITHDRAWN.**
 - v. **PA17/00596** : Mr David Alcock, New Dimensions Wadebridge LLP, St Marys Church, New Park Road, Removal of conditions 4 and 6 in respect of decision notice PA15/02220 (Construction of new vicarage (including office) with parking and construction of 4 semi-detached houses with garages with landscaping works associated with the above. Improvements to New Park Road (widening at junction with Trevanion Road). **APPROVED.**
- c. For Information** – The following information from Cornwall Council was noted :
- i. **PA16/00401/PREAPP** : Aurora Land and Design, Land North of Higher Church Park, Egloshayle, PPA for outline planning application for the development of a mixed use sustainable neighbourhood. **Closed – advice given.**
 - ii. **PA17/02299** : Mrs Di Beynon, 4 Retreat Cottages, Higher Lane, Egloshayle, Notification of proposed works to a tree in a conservation area – Works to an apple tree. **To be decided under delegated authority.**

346/17 Committee Meetings – None.

347/17 Finance

- a. Accounts for payment (tabled) – *It was **RESOLVED** to make payments of £31,295.75 for February 2017 as presented.*

348/17 Correspondence

- a. The following correspondence for information was **received** :
 - i. **Cornwall Council** – Briefing Note on Non-Domestic Rates for Cornwall Town and Parish Councils (Feb 2017).
 - ii. **Cornwall Council** – Special Bulletin – Library and Information Service Devolution Programme update (Jan 2017).
 - iii. **NALC** – Parish Precepts (March 2017).
 - iv. **Cornwall Council** – Special Bulletin – The role of CCTV (Feb 2017).
 - v. **Cornwall Council** – Special Bulletin – Recycling Plastic Pots, Tubs & Trays (Feb 2017).

- vi. **Cornwall Council** – Communities & Devolution Newsletter (Feb 2017).
- vii. **St Keverne Parish Council** – Business Rates on Public Toilets (copy letter sent to Communities Secretary Sajid Javid MP).
- viii. **North Coast Cluster Group** - Public Toilet Business Rates, 100% Business Rate Retention Pilot (Feb 2017).
- ix. **North Coast Cluster Group** – Public Toilet Business Rates Retention Pilot & Devolved Libraries Business Rates (March 2017).
- x. **Cornwall Council** – Highway Adoption Notification – West Hill, Wadebridge 560/451 (Talmena Avenue, Wadebridge).
- xi. **Cornwall Council** – Section 38 Adoption Notification for the Development at West Hill, Wadebridge (Rowan Road).
- xii. **Cornwall Council** – Highway Adoption Notification – West Hill, Wadebridge 560/452 (Talmena Avenue, Wadebridge).
- xiii. **Cornwall Council** – Road Traffic Regulation Act 1984 s.14 temporary prohibition of traffic – **Approved** - Trevilling Road, Wadebridge, 7 March to 4 May 2017 (24 hours, weekends included).
- xiv. **Cornwall Council** - Road Traffic Regulation Act 1984 s.14 temporary prohibition of traffic – **Intention Notice** – Trenant Vale, Wadebridge, 29 March 2017 (09:30 to 16:00).
- xv. **Cornwall Council** - Road Traffic Regulation Act 1984 s.16a. Road closure request – **Intention Notice** – Wadebridge Good Food Fair, 17 April 2017 (07:30 to 20:00).
- xvi. **Cornwall Council** - Road Traffic Regulation Act 1984 s.16a. temporary prohibition of traffic – **Intention Notice** – Hill Road, Wadebridge, 24 to 28 April 2017 (07:30 to 18:00).
- xvii. **Cornwall Association of Local Councils** – Local Council Elections 2017 Timetable.
- xviii. **South West Business Insider** – Vol. 11, No.3 March 2017.
- xix. **Business Cornwall** – March 2017, Issue 108.

b. The following correspondence for response was received (information circulated with Agenda). *It was **RESOLVED** to make the following responses :*

- i. **Big Lunch** – request from Creation Fest for the use of 25 Wadebridge Town Council tables for the Big Lunch on 4 June – free of charge. Tables to be uplifted by Creation Fest on Saturday 3 June to return to Town Hall on Monday 5 June.
Members noted that the usual disclaimer relating to damage applies to equipment loaned free of charge.
 - *It was **RESOLVED** to permit free of charge use of tables as requested.*
- ii. **Volunteer Cornwall** – request to the Town Council if they would be interested in having a group of local young people (11-19 year olds) to work on a project within their area, for example, such as tackling a local eyesore or renovating/maintaining a public space).
 - *It was **RESOLVED** that the Town Clerk investigate details of the offer and agenda for next meeting.*
- iii. **Chamber of Commerce** – invitation to Town Councillors if they wish to participate in a hustings event for the May 2017 elections.
 - ***Agreed** that Members will contact the Chamber of Commerce independently if they wish to attend.*
- iv. **Mr G Dudman** – request for the Town Council to work with the Harbour Commissioners re the lifesaving buoys/rings sited at Commissioners Quay prior which have gone missing.
Members debated information received from both Mr Dudman and Rob Atkinson, Harbour Commissioner.

7.42pm, Cllr Pennington left the meeting.

The Town Clerk advised that the Harbour Commissioner has requested Mr Dudman sends his suggestions in writing so that the matter can be formally addressed by the Harbour Commissioners as a group.

7.44pm, Cllr Pennington returned to the meeting.

Mr Dudman explained his suggestions.

- **Agreed** that the Town Council write to Padstow Harbour Commissioners advising Members have concerns with the current situation with lifesaving equipment and that Mr Dudman has been advised to contact Padstow Harbour Commissioners to discuss the matter further.

7.47pm, Mr Dudman left the meeting.

- c. Minutes and Agendas from the following Outside Committees were **received**, there were no actions required :
- Wadebridge Allotment and Garden Society** – Minutes of meeting held 12 February 2017.
 - Wadebridge Allotment and Garden Society** – Minutes of meeting held 12 March 2017.
 - Padstow Harbour Commissioners** – Minutes of meeting held 19 January 2017.
 - Padstow Harbour Commissioners** – Minutes of meeting held 16 February 2017.
 - The Camel Trail Partnership** – Agenda for meeting on Wednesday 15 March 2017.

349/17 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan:

- Minutes of the NHP Steering Group on 1 March 2017 (tabled) – Minutes were **received**.
- Local Green Space areas within Wadebridge for inclusion in the draft NHP for the Wadebridge Town Council area – Members agreed that the following areas should be identified as Green Space :
 - Land at Trenant.
 - Fields directly in front of Gonvena House including; L-shaped field adjoining and triangle of land below the by-pass.
 - Protection of trees in fields around Gonvena House.
 - Polmorla Valley (if not already protected).
 - Field leading to Treraven Farm (if within parish).
 - Land near Valley View.

Noted that other sites, such as small grass areas in and around the housing estates and those alongside routes in and out of the town should be considered for inclusion.

- **Agreed** that Members continue to submit suggestions to the Town Clerk and that a large paper map is sourced so that all areas identified are clearly marked prior to submission to the Steering Committee.

- Resourcing of the Regulation 14 Consultation – Members debated the following points :
 - Previous agreement regarding related costs being shared between parishes.
 - Current and forthcoming Town Council workload which must now take priority over Neighbourhood Plan work.
 - The need to fully outsource the Regulation 14 consultation (including analysis). Preference to appoint an independent out of area consultant so that an objective approach is applied.

Three resolutions were made :

- It was **RESOLVED** to advise the Steering Committee that the Town Council's administration staff cannot undertake the Regulation 14 consultation on behalf of the Steering Committee.

- It was **RESOLVED** that the Clerks of Wadebridge Town Council, St Breock Parish Council and Egloshayle Parish Council seek to obtain quotations for a specialist stakeholder communications consultancy to undertake the Regulation 14 consultation on behalf of the Steering Committee.
- It was **RESOLVED** that all costs pertaining to the Regulation 14 consultation are met by each council based on a pro rata electorate contribution.

iv. Funding of Consultant services to NHP Referendum stage – Members debated information available including the need for continuity and funds available from the NHP earmarked reserve.

- It was **RESOLVED** to approve funding for continued consultancy service up to the Referendum stage as presented.

350/17 Wadebridge Traffic Survey - Members discussed the purpose of undertaking a traffic survey of the town. Concerns were raised with the timing, specifically in respect of two planning appeals which are expected to be submitted in the near future.

- It was **RESOLVED** to hold this matter in abeyance until after the May elections and once the results of expected planning appeals have been advised by Cornwall Council.

Cllr Tofi against.

351/17 Royal Cornwall Show – It was **RESOLVED** to form a working group to consider necessary arrangements. Cllrs Pennington, Gill & Leach with the Town Clerk.

8.37pm, Cllr Tofi left the meeting.

352/17 Working Groups

a) Wadebridge Library & One Stop Shop – Members discussed the draft Business Case circulated with the agenda.

8.40pm, Cllr Tofi returned to the meeting.

- It was **RESOLVED** to submit the Business Case to Cornwall Council as presented.

b) Waste Incentive Neighbourhood Scheme (WINS) – A brief update was relayed.

c) BMX/Skatepark – Ongoing.

d) Flowers for Wadebridge – Members discussed an upgrade of baskets and troughs located on the Town Hall. The Town Clerk advised monies are available from the Section 106 Town Centre Marketing and Management budget.

- It was **RESOLVED** to upgrade the Town Hall baskets and troughs.

e) Christmas Lights – Notes of meeting held 20 March 2017 were tabled and **received**.

- It was **RESOLVED** to accept the recommendation made to purchase 10-12 strobe bulbs at approximately £6-10 a bulb for the string lighting along The Platt.

f) Town Hall Improvements – No update.

g) Town Hall Events – No update.

h) Toilet Working Group – Tender for cleaning contract ongoing.

353/17 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 of the business to be transacted - Public Bodies (Admission to Meetings) Act 1960.

a) **Car Park Line Removal** – The Town Clerk advised details of the works and a quotation received. Noted that one quotation only has been obtained due to the specialised nature of the work.

- It was **RESOLVED** to accept the quotation as presented and undertake the works at a cost of £1,073.50.

b) **Internal & External Communications** – Members discussed suitable response options.

- *It was **RESOLVED** to not respond to recent e-mails circulated.*

Cllr Tofi abstained.

- *It was **RESOLVED** to permit delegated authority to the Town Clerk to proceed as advised by the Monitoring Officer.*

- *It was **RESOLVED** to re-instate Standing Order 1.c.*

354/17 To note dates of the next Wadebridge Town Council meetings

- **Full Council** – Wednesday 12 April 2017
- **Full Council** – Wednesday 26 April 2017
- **Annual Town Meeting** – Thursday 27 April 2017

Meeting closed at 9pm

Signed as a True and Accurate Account :

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