



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 26 July 2017 at 7pm in the Main Hall, Wadebridge Town Hall

Present : Cllrs; D Bassett, E Gill, L Gliddon, N Hawken, J Leach, L Mitchell, P Mitchell, A Pennington, & T Rush.

Public Present : Mr & Mrs Henderson (agenda item 15, CCTV) , Sgt. Andy Stewart & Cornwall Councillor Karen McHugh.

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

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'.

467/17 Apologies were received from Cllrs Jones and & Rowe.

- It was **RESOLVED** to accept apologies from Cllr Jones who had a work commitment.
- It was **RESOLVED** to accept apologies from Cllr Rowe who had a conflicting social engagement.

468/17 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.

469/17 Minutes of Last Meeting –

- The Minutes of the meeting held on the 12 July 2017 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.

470/17 Public Participation

- **Questions from members of the Public relating to items on the agenda –**
Mr Henderson advised that his attendance was in relation to Item 14 – the following points were made :
 - Request to bring item 14 forward on the agenda for earlier discussion.
 - For an explanation of the item and whether Members would be making a decision at the meeting. The Mayor advised that the matter is for initial discussion only at this stage.

- Referred to a past CCTV system within town.
 - Relayed his views, as a local business owner, of the importance of CCTV for the safety and protection of shoppers and also to assist the Police.
 - Aware of the privacy implications with CCTV but believes the benefits out way this.
- **Reports from Cornwall Councillors** – Apologies received from Cllr Knightley. **Cllr McHugh** referred to potential installation of a CCTV system and advised that match funding is available from the Office of the Police and Crime Commissioner and whilst the request must come from the Town Council (not Cornwall Council) she is willing to assist and liaise where possible. The control centre based at Tolvaddon was referred to Cllr McHugh asked Sgt. Stewart to comment.

Sgt. Stewart advised the following :

Importance to recognise a system can be basic or advance – he believes an advance system is not required for Wadebridge as 24 hour monitoring is not required.

Assumption is that cameras are only useful if they capture crime – this is not the case as they are often used to track someone leaving a crime scene. The road layout of the town was referred to.

CCTV is the best type of evidence for court purposes.

Believes a system is now crucial for the town.

The Mayor advised that agenda item 14 will be brought forward for earlier discussion.

Cllr McHugh continued with her Cornwall Council report advising that :

- It has been relatively quiet in Wadebridge - some issues are ongoing such as parking.
- Proposed reduction of Cornwall Councillors - at meeting held 25 July 2017 it was agreed to recommend the figure of 99. Cllr McHugh reluctantly agreed but still feels the number is too small.
- Cllr Knightley sends apologies as he is attending a Parish Council meeting but asked Cllr McHugh to advise that he agrees with the comments submitted by Egloshayle Parish Council in relation to the proposed development at the Trevarner site – he believes a suitable road is required.

471/17 Planning – *It was **RESOLVED** to make the following responses :*

a. Applications –

- i. **DEFERRED FROM 12 JULY 2017 - PA17/05689** : Mr Andrew Ware, Chaddlewood Investment Ltd. c/o Cerco Property Consultants, Land Off Higher Trenant Road / Green Hill, Outline application for the development of 204 residential dwellings together with associated infrastructure including formal and informal landscaping and layout of internal access roads, details of access from Higher Trenant Road / Green Hill to be determined with all other matters reserved.

7.16pm, Mr & Mrs Henderson left the meeting.

NOT SUPPORTED - DUE TO DRAINAGE AND ROAD STRUCTURE / HIGHWAY ISSUES.

- ii. **PA17/05964** : Mr & Mrs B Bailey, 31A Wellington Place, Proposed conversion of loft and associated works to form additional living space. **SUPPORTED.**

b. Decisions – The following planning decisions as received from Cornwall Council were noted :

- i. **PA17/04467** : Mr & Mrs Steel, 18 Camelside, Egloshayle Road, Replace the french doors and all the windows with white grained UPVC. **APPROVED.**
- ii. **PA17/4790** : Dr Martin Stean, 23 Trevanion Close, Domestic garage and bedroom extension with the inclusion of a Juliet balcony on the south elevation. **APPROVED.**

- c. **Notification of Change of Procedure for the Appeal Hearing – EGLOSHAYLE PARISH - PA16/07913** : Hawks Meadow Properties (Wadebridge) Limited, Land Off Higher Trenant Road, Outline application with some matters reserved for residential development for 95 units and associated infrastructure.
- i. Change of procedure from Written Representations to Informal Hearing was **noted**.
 - ii. Submission of further comments to the Planning Inspectorate by 15 August 2017. **No further comments to be submitted.**

472/17 **Committee meetings** – None.

473/17 **Finance** –

- a. *Accounts for payment* – None.

*It was **RESOLVED** to accept a variation of order and move Item 14, CCTV forward.*

474/17 **CCTV** – The Mayor reminded Members that this item is for initial discussion only. Members fully debated the advantages and disadvantages of installing a CCTV system within the town. Aspects discussed included :

- Cllr Hawken and the Town Clerk referred to a recent visit to the monitoring station at Tolvaddon which highlighted that CCTV is used for various reasons including; medical emergencies, anti-social behaviour, coercion and intimidation threats and potential sex offences.
 - Monitoring does not need to be 24 hours – can be a reduced level.
 - Wadebridge Town Council should not be financially responsible for providing CCTV for local businesses – Cornwall Council collects council tax and rates.
 - Traders have indicated that many thefts do not get reported as CCTV footage would not be available.
 - Wadebridge Town Council has a statutory power to consider installation CCTV as a duty of care to parishioners and to aid Police investigations.
 - Level of street crime does not warrant CCTV therefore is not good use of Town Council funds.
 - Equipment will require maintenance and may become outdated very soon – further expense to Town Council.
 - Sgt. Stewart advised that CCTV does not replace Police presence but is used as a preventative measure and for best evidence purposes. He referred to comments made in the public session and stressed that any system installed would not be for business use only. The rising levels of crime and thefts within town were highlighted and examples given.
 - Cllr McHugh advised that whilst she agrees that the Town Council should not be financially responsible she is also mindful of the comments made by Sgt. Stewart and would therefore be willing to work with Members on this matter. She suggested approaching neighbouring parishes to discuss their assistance and also to look at various funding opportunities such as the Community Chest and a new Crowd Funding initiative.
 - The Mayor drew the discussion to a close clarifying that Members must consider the expense implications carefully along with the Town Council's duty of care to parishioners and their obligation to assist the Police in crime matters. All relevant facts must be fully debated prior to a decision being made.
- *It was **RESOLVED** that the Town Clerk fully investigate and present options and funding opportunities for further discussion.*

7.42pm, Sgt. Stewart & Cllr McHugh left the meeting.

475/17 **Correspondence**

- a. To following correspondence for information was **received** :
 - i. **Wadebridge & District Museum** – thank you letter in relation to event held in the Town Hall on 17 June 2017.

- ii. **Cornwall Council** – Road Traffic Regulation Act 1984, S.16A – Road Closure, Wadebridge Carnival: 29 July 2017; 18:50 to 20:30.
- iii. **Wadebridge Resident** – email regarding damage to benches on the Camel Trail with photographs (*forwarded on to Cornwall Council for action and response*).
- iv. **Wadebridge Resident** – email regarding traffic problems caused by the timing of roadworks carried out in and around Wadebridge on Wednesday 19 July 2017 (*forwarded on to Cornwall Council for action and response*).
- v. **Cornwall Council** – Special Bulletin – Stakeholder Survey 2017.
- vi. **Cornwall Council** – Planning Newsletter (July 2017).
- vii. **Business Cornwall** – July/August 2017; Issue 112.
- viii. **South West Business Insider** – Vol.11 No.7 July 2017.

- b. The following correspondence for response was **received** (information circulated with Agenda). *It was **RESOLVED** to make the following responses :*
- i. **Stephen Knightley** – letter regarding planning decision for PA17/02824; 2 Rose Cottage, Wadebridge.
Cllr Pennington advised details obtained from the Planning Officer regarding the decision to refuse the application and how this was taken into consideration when the delegated decision was made.
The Mayor reiterated a conversation he had with Stephen Knightley to confirm that the Town Council's decision was made based on information received from the Planning Officer and that this is the procedure which has been in place for several years.
 - *It was **RESOLVED** to write to Mr Knightley to explain the procedure followed when making a delegated decision.*
 - ii. **K.S. Brenton** – St Ives area neighbourhood plan and a request for a referendum on second/holiday homes in Wadebridge.
Members discussed this request.
 - *It was **RESOLVED** to write to Mr Brenton to explain the legal process required including the need to prove a problem exists with second home owners and the need to defend this to pass the inspection stage.*
 - iii. **K.S. Brenton** – Camel Trail Summerhouse – seeking support and funding from the Town Council.
Members discussed this request, some potential concerns with useage, location and land ownership were highlighted.
 - *It was **RESOLVED** to write to Mr Brenton thanking him for his suggestion and to advise that this matter is not within the Town Council's remit.*
 - iv. **Paul Hiatt (Biffa)** – request to store a BIFFA hand barrow (as cleansing contractor for Cornwall Council) in the area behind the car park shed for a 'couple of months' due to works required for the provision of new storage facilities by Cornwall Council.
Members discussed this request.
 - *It was **RESOLVED** to permit the request as presented.*
 - v. **Pentreath (Jonathan Mutton)** – request for a young person aged 17 to work with Town Council ground staff to gain relevant experience.
Members considered this request and information relating to timescales and workload advised by the Town Clerk.
 - *It was **RESOLVED** to advise that due to the short time frame involved the Town Council is unable to accommodate this request on this occasion and would suggest that any request made for the 2018 season is submitted earlier in the year.*

- c. Minutes and Agendas from the following Outside Committees were **received**, there were no actions required :
- i. **Padstow Harbour Commissioners** – meeting minutes of Thursday 16 June 2017.
Members noted that the Padstow Harbour Commissioners had been consulted on the proposed drainage works from the Bridge View development over Egloshayle Playing Fields.

476/17 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan –

- i. Draft minutes of the meeting held on 13 July 2017 (tabled) were **received**.
The Mayor confirmed that the Steering Group will undertake work suggested by Paul Weston (Consultant). It was noted that comments arising from the recent informal consultation have not yet been actioned.
The Mayor referred to the Open Green Spaces proposed by the Town Council and advised that work is ongoing to confirm the areas can be included.
Cllr Pennington voiced concerns with content of Regulation 14 consultation and the Mayor confirmed that respective councils will have the opportunity to discuss this prior to commencement of the consultation.
- ii. To receive nominations and vote on a Wadebridge Town Councillor to represent the Town Council on the Neighbourhood Plan Steering Group along with Cllr Rush and Cllr Jones.
 - *It was **RESOLVED** to appoint Cllr Bassett to the Steering Committee as the Town Council's third member.*
- iii. Reply from St Breock Primary School in response to the Town Council's correspondence with Health and Education providers in Wadebridge regarding capacity (circulated with Agenda) – Members noted the comment received. The Town Clerk confirmed that no other responses have been received to date although a local dental practice has advised they will be submitting a response shortly.

477/17 Working Groups – updates and relevant meeting notes from the following working groups were **received** :

- a) Bins – *None.*
- b) BMX/Skatepark – *None.*
- c) Christmas Lights – *None.*
- d) Flowers for Wadebridge – *Notes of meeting held 24 July 2017 were tabled and **received**.*
Cllr Rush advised the group may link with Events working group to arrange an event around the Lobb brothers. Mr Smit and his wife will be contacted as it is believed they know something of the history of the brothers.
- e) Planning – *None.*
- f) Remembrance Parade – *Notes of meeting held 24 July 2017 were tabled and **received**.*
- g) Signage – *Cllr Pennington advised discussion from last meeting - Town Centre Marketing S106 funding is available and the group are moving forward and will be discussing options at the next Camel Trail Partnership meeting.*
- h) Toilets – *None.*
- i) Town Hall Events – *None.*
- j) Town Hall Improvements – *Notes of meeting held 20 July 2017 were tabled and **received**.*
Noted points and actions. Office to investigate remote bell system for Main Hall side doors (emergency exit).
- k) Wadebridge Library & OSS – *meeting scheduled for 27 July 2017.*
- l) Website – *None.*

- 478/17 Wadebridge Traffic Survey (Minute 350/17 – matter held in abeyance)** – Members discussed undertaking a traffic survey of Wadebridge town. Points raised included : Planning Inspector in recent appeals gave weight to a survey previously undertaken. Obtaining an independent survey of the town will aid the Town Council’s responses both for and against proposed development.
- *It was **RESOLVED** to delegate authority to the Town Clerk to obtain quotations for an independent traffic survey of Wadebridge which should include pollution and air monitoring and be taken in a neutral month such as September.*
- 479/17 South West Water** – the Town Clerk advised that she had met with Roger Pottinger (Nijhuis H2ok Ltd.) to discuss the letter issued to residents of 22 to 56 Egloshayle Road and he has accepted that this letter does not truly reflect the Town Council’s response. A further letter will be sent to those residents to clarify the situation.
- 480/17 Electoral Review** – Notes of working group meetings held 6 & 20 July 2017 were circulated and **received**. The Town Clerk advised that the title of the notes should read Electoral Review rather than Boundary Commission. Members briefly discussed the proposed responses and additional comments as recommended.
- *It was **RESOLVED** to submit the responses and comments as presented.*
- 481/17 Air Conditioning (Office)** – Members discussed installing air conditioning units in the Town Council’s office space. Options were debated including hire of units on a trial basis.
- *It was **RESOLVED** that the Town Clerk should investigate suitable options.*
- 482/17 Notification of Co-option of Town Councillor** – The Town Clerk advised that the Casual Vacancy made available due to the resignation of Cllr Couch-Rose will be filled via co-option on Wednesday 26 September 2017 – parishioners did not call for an election in this instance. The delay is due to the resignation of Cllr Kendall whose Notice of Vacancy will be advertised, in accordance with legislation, on Friday 28 July. Parishioners have the opportunity to call for an election to fill this vacancy. If an election is not called then the vacancy will proceed to be filled via co-option on Wednesday 26 September 2017.
- 483/17 Confidential matters** – *It was **RESOLVED** 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) Town Hall CCTV** – The Town Clerk advised that four contractors had completed a site visit but only two quotations had been submitted. Members discussed information presented.
- *It was **RESOLVED** to permit delegated authority to the Town Clerk to review the quotations received, accept the most suitable quotation and to appoint the contractor.*
- b) Play Equipment** – The Town Clerk advised this item refers to a piece of equipment which requires to be galvanised (purchase of equipment has been previously authorised). Details were relayed.
- *It was **RESOLVED** to accept the quotation and proceed with the works to galvanise at a cost of £1,600.*
- *It was **RESOLVED** to re-instate Standing Order 3.c.*

- 484/17 To note dates of the next Wadebridge Town Council meetings –**
- **Finance & General Purposes Committee** – Monday 4 September 2017.
 - **Full Council** – Wednesday 13 September 2017.

Meeting closed at 8.42pm

Signed as a True and Accurate Account :

Chair :

Date :