



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 8 November 2017 at 7pm in the Main Hall, Wadebridge Town Hall

Present : Cllrs; D Bassett, E Gill, L Gliddon, A Jones, J Kennedy, J Leach, L Mitchell, P Mitchell, A Pennington, D Rowe & V Swift.

Public Present : Cornwall Councillors Karen McHugh (arrived 7.05pm) & Stephen Knightley, Graham Smith (reporter), Julia Barton & Dean Woods (applicant, PA17/09351), Wendy Shimmer & Anne-Marie Gomersall (residents, objections to planning application PA17/09351), Lynn Stewart (resident) and Helen Hyland (resident).

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

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'.

537/17 Mayor Choosing Ceremony –

- Town Mayor for 2017/18 – Cllr Leach proposed to appoint Cllr Jones as Mayor. Cllr Swift seconded.
 - *It was **RESOLVED** to elect Cllr Adrian Jones as Town Mayor 2017/18.*
- Mayor's declaration of office – The Mayor signed the declaration of office witnessed by the Town Clerk.

7.05pm, Cllr McHugh arrived.
- Oath of Allegiance – The Mayor read the Oath of Allegiance and gave a short acceptance speech and thanked Tony Rush for his service and commitment to the Town Council over many years.

538/17 Apologies had been received from Cllr Hawken.

- *It was **RESOLVED** to accept apologies from Cllr Hawken due to a conflicting social engagement.*

539/17 Deputy Town Mayor for 2017/18 – Cllr Gill proposed to appoint Cllr Bassett as Deputy Mayor. Cllr Jones seconded.

- *It was **RESOLVED** to appoint Cllr Dave Bassett as Deputy Town Mayor for 2017/18.* Cllr Bassett took his seat.

540/17 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*).

Cllr Jones advised an interest in the following :

- Item 8.a.v, planning application PA17/10051 (connection with applicant).
- Item 12.b.i., request from Chamber of Commerce for free car parking over the late night shopping event (Chair of Chamber of Commerce).

- c) **Dispensations** – None.

7.09pm, Graham Smith left the meeting.

541/17 Minutes of Last Meeting –

- *The Minutes of the meeting held on the 18 October 2017 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.*

542/17 Public Participation

Members of the Public –

Julia Barton advised Members of details of planning application PA17/09351 including :

- She is aware of the objections to the proposed dormer.
- The Planning Officer has made a site visit.
- A compromise to the proposal has been agreed – a revised smaller scheme is being prepared for submission.
- The revised scheme will be similar to other properties in Fernleigh Road.
- Proposal is important in order to locate an additional bathroom suitable for family use.

Cllr Pennington advised that, if the revised scheme is submitted as a Non-Material Amendment then Members could hold the current application in abeyance pending the revised scheme. Ms Barton advised she was unsure how the new scheme would be submitted.

Anne-Marie Gomersall, direct neighbour with objections to planning application PA17/09351. The following was advised :

- Accepts that a new scheme for a smaller dormer is due to be submitted.
- Thanked the Town Council for re-discussing the application in light of new information received from the Planning Officer and for their understanding of the objections raised at the previous meeting.
- Read a detailed statement (prepared prior to knowledge of a new scheme) outlining her objections in full, referring to planning legislation where a property is within a conservation area and legislation relating to the negative impact that a scheme may have to renewable energy structures.

Cornwall Councillors –

Cllr Knightley (Wadebridge East) congratulated Cllrs Jones and Bassett on their appointments. He advised the following :

- Business and Economy Growth meeting (County Hall) details relating to Cornwall Council becoming a PLC which will allow them to actively seek business of a various nature so as to deliver services which have proved difficult in the past. A recent press article on Preston City Council was referred to.
- Ethical Investment meeting – recommendation made to approve the ethical investment of CC funds. Details were advised including that it is hoped that parish and town councils will also consider this option.
- Neighbourhood Plan – congratulated Steering Committee on their recent presentation of the draft Plan.
- Traffic Survey – request from a parishioner (from last surgery) for details of a traffic survey commissioned by the Town Council with a budget of £10,000. Will forward this request to the Town Clerk for a response.

Cllr McHugh (Wadebridge West) also congratulated Cllrs Jones and Bassett. The following points were advised :

- Cornwall Council free Christmas parking day – option for Wadebridge to be included in this scheme. Geoff Brown (CC) has requested proposed dates by 17 November 2017.
- Residents parking review – delay with this project due to administrative changes from May elections. Cabinet due to discuss on 10 November 2017 – timescale will be to commence in January 2018 if approved.
- Network Panel meeting – next meeting is 30 November 2017 and all councillors are invited to attend – important forum where information is made available so that councillors can go on to make informed decisions on parish matters.

Cllr Pennington asked if Wadebridge could be included in the CC overnight parking scheme. Cllr McHugh advised she understood that Wadebridge is included but will check and clarify that point.

543/17 Clerk's Report – tabled and *received*.

544/17 Planning – *It was RESOLVED to make the following responses :*

a. Applications –

- i. **PA17/09351 – For Re-discussion due to further information received from Planning Officer:** Ms Julia Barton, 5 Cliff Park Terrace, Guineaport Road, Proposed demolition of part of existing single storey extension and construction of new single storey extension and dormer loft extension to dwelling and rebuilding of garden wall to front of dwelling.

Cllr Pennington, as Chair of Planning Committee, clarified that the Planning Officer had advised the Town Council of an error with previous information provided in that the dormer element of the application is not considered as permitted development as soon as she was aware of it. New information provided by the applicant in the Public Session was taken into consideration.

Members agreed not to submit a comment on this application due to information received from the applicant. Comments will be submitted once the revised scheme is presented (either a non-material amendment or revised application).

- ii. **PA17/09404** : Mrs Avis Cleave, Anns Hairdressers, 8 Park Road, Change of use of 8 Park Road from hair dressing salon to residential accommodation. **SUPPORTED.**
- iii. **PA17/09724** : Miss Katie Gillmon, The Heat Store, Eddystone Road, Change of use from a retail outlet to a café. **SUPPORTED.**
- iv. **PA17/09223** : Mrs Young, Valley View, Trenant Vale, Outline application with some matters reserved (layout and scale to be decided) to replace existing bungalow and outbuildings with three detached dwellings. **NOT SUPPORTED DUE TO PLANNING OFFICERS COMMENTS THAT THE PROPOSAL WOULD FAIL A SEQUENTIAL TEST AND MEMBERS FELT THAT THE PROPOSAL WOULD OVERDEVELOP THE SITE.**

7.34pm, Cllr Jones left the meeting.

Wendy Shimmer & Anne-Marie Gomersall left the meeting.

- v. **PA17/10051** : Mr Nick Shelley, Gonvena Lodge, Gonvena Hill, Works to Sycamore and Cherry Trees covered by a Tree Preservation Order. **SUPPORTED.**

Cllr Jones returned.

- b. **For Action** – notification of appeal and to consider submission of further comments for the following application :
 - i. **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). **NO FURTHER COMMENTS TO BE SUBMITTED.**
- c. **Decisions** – The following planning decisions as received from Cornwall Council were noted :
 - i. **PA17/08172** : Mr Robert Taylor, 3 Westerlands Road, Proposed two storey extension and formation of additional parking space in front garden. **APPROVED.**
 - ii. **PA17/08393** : Mr Jim Smith, Jubilee Cottage, Blackwell Place, Replacement of existing rear extension to include new 1st floor ensuite. Relocation of front door. **APPROVED.**

545/17 Staffing Committee (New Member) – It was **RESOLVED** to appoint Cllr Leah Gliddon to the Staffing Committee.

546/17 Committee meetings –

- i. **Planning Committee** – It was **RESOLVED** to receive the Minutes of the meeting held Friday 27 October 2017 as a true record. Minutes were signed by Cllr Pennington as Chair of Committee.
- ii. **Staffing Committee (tabled)** – It was **RESOLVED** to receive the Minutes of the meeting held Friday 3 November 2017.
Recommendation to Full Council – S109/17.Staff.ii – Town Council Staff Structure Review
 - It was **RESOLVED** that the quote from Chris Rolley Associates of £4,125 is accepted.
- iii. **Finance & General Purposes Committee (tabled)** – It was **RESOLVED** to receive the Minutes of the meeting held Monday 6 November 2017.
Recommendation to Full Council - Fin 105/17.a - Grant Policy, Cornwall Air Ambulance
 - It was **RESOLVED** to award a grant of £1,000 under section s137 - LGA 1972.

547/17 Finance –

- a. *Accounts for payment* – None.

548/17 Correspondence

- a. To following correspondence for information was **received** :
 - i. **Cornwall Council** – Submission of the Cornwall Minerals Safeguarding Developing Plan Document.
 - ii. **CALC** – CALC News; October 2017.
 - iii. **NALC** – Legal Briefing L0-17 (Oct 2017) – Payment of fees to the Information Commissioner’s Office.
 - iv. **NALC** – PC08-17; Brexit & Local Government 2017 (October 2017).
 - v. **NALC** – PR14-17; 2018/19 Local Government Finance Settlement Technical Consultation Paper.
 - vi. **Cornwall Council** – Communities & Devolution Newsletter (October 2017).
 - vii. **Cornwall Council** – Planning Newsletter; Issue 2 - October 2017.
 - viii. **Wales & West Utilities** – The Platt, Wadebridge Gas Pipe Upgrade.
 - Cllr Jones advised details of complaints received via the Chamber of Commerce – traders have concerns with timescale of proposed works close to the Christmas period. Cllr McHugh advised that the contractor has confirmed that the workforce will be aware of the strict end date of 12 December 2017 and that the works must not overrun.

The contractor is due to visit traders individually this week – this will allow traders the opportunity to voice their concerns.
Members discussed the timescale and works required and AGREED that Cllr Jones should write to Wales and West Utilities on behalf of the Town Council regarding the concerns raised.

- ix. **Cornwall Council** – Localism: Town & Parish Council update (October 2017).
 - x. **Cornwall Council** – Road Traffic Regulation Act 1984, S.16A; Wadebridge Remembrance Parade; 12 November 2017; 10:30 to 12:15 hrs.
 - xi. **Cornwall Council** - Road Traffic Regulation Act 1984, S.14: Temporary Prohibition of Traffic; Higher Lane, Egloshayle; 13-17 November 2017 (07:30 to 18:00 hrs).
 - xii. **South West Business Insider** -Vol.11; No.11; November 2017.
- b. The following correspondence for response was **received** (information circulated with Agenda). *It was **RESOLVED** to make the following response :*
- 7.44pm, Cllr Jones left the meeting.**
- i. **Chamber of Commerce** – to discuss a request from Wadebridge Chamber of Commerce to support free parking in the Co-op Car Park on Friday 15 December 2017 from 4pm onwards and all day Saturday 16 December 2017.
 - *It was **RESOLVED** to permit free parking as requested.*
- Cllr Jones returned.**
- The Town Clerk referred to the Cornwall Council free Christmas parking scheme. Members **AGREED** that Saturday 16 December 2017 is requested as a free Christmas parking day in Cornwall Council's Wadebridge car parks.
- c. Minutes and Agendas from the following Outside Committees were **received**, there were no actions required : **None**.

549/17 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan –

- i. Update from Steering Group Members – Cllr Jones, as Chair of the Steering Committee, referred to the presentation of the draft Plan to respective councils which was undertaken so as to move forward to Regulation 14 consultation.
- ii. To consider the presentation to Councillors on 2 November 2017 – Noted that the Clerk's report advises that two information meetings are scheduled for new Members. An item to ratify the draft Plan will be included at next meeting if the Clerk is satisfied that all Members are in a position to make a fully informed decision. Members debated aspects of the presentation and moving the draft Plan forward. Points included :
 - Not prudent to ratify to the next stage before obtaining the traffic and air quality surveys as agreed.
 - Surveys can be undertaken in parallel with the next stage.
 - Concerns with slides relating to the Land Supply Appraisal which may be outdated.
 - Concerns that a member of the Land Supply group has an interest which has been disclosed incorrectly.

550/17 Working Groups – updates and relevant meeting notes from the following working groups were **received** :

- i. Bins – *Stickers have now arrived.*
- ii. BMX/Skatepark – *Awaiting information from Anna Druce (CC). Looking to go to tender prior to Christmas and for the park to be open in time for the main summer holiday period. Members thanked Cllr Pennington and the Town Clerk for their input.*

7.45pm, Cllrs McHugh & Knightley left the meeting.
- iii. Christmas Lights – *Cornwall Council is aware that submission of the final documents will be delayed. Town Clerk confirmed that Tony Rush will continue with the group as a co-opted member.*

- iv. Flowers for Wadebridge – *None.*
- v. Planning – *Next meeting to be arranged. It was **agreed** to appoint Cllr Leah Gliddon to the working group.*
- vi. Remembrance Parade – *Town Band has advised they are now not able to play either in Church or for the procession. Cllr Jones advised he will investigate options.*
- vii. Signage – *Meeting to be arranged.*
- viii. Toilets – *Notes of meeting held 20 October were tabled and discussed. Members agreed the image showing potential layout is favourable. Further discussion around pay to use facility is required.*
- ix. Town Hall Events – *None.*
- x. Town Hall Improvements – *None.*
- xi. Wadebridge Library & OSS – *Cllr Jones advised that the meeting held with current Library staff was very positive.*
- xii. Website – *None.*

551/17 **CCTV**

- i. Update on the quality of the CCTV cameras to be installed in Wadebridge – The Town Clerk advised she has contacted both the appointed contractor and Bodmin Town Clerk regarding this :
 - Contractor has confirmed that the cameras included in the quote are of a very high standard.
 - Higher specification cameras would incur an additional £2,500 per camera.
 - Bodmin Town Clerk has confirmed that they use the same camera as quoted and are happy with the results.
 - Some hedges have been cut back to ensure individual cameras maintain a maximum view.
 - For future discussion - Bodmin is looking to set up a real-time hub in Bodmin Police Station and has invited Wadebridge Town Council to consider joining this venture.

Members debated the information received.

- *It was **RESOLVED** to continue with the original camera as specified in the quote.*

Cllr Gliddon abstained.

- ii. Confirmation of the monitoring hours of CCTV - The Town Clerk advised that :
 - Recommended monitoring is for 24 hours per camera (per week) but, as the agreement states 20 hours then this would be honoured.
 - Hours should be in a block of four hours.
 - Hours can be added on an ad-hoc basis – for example to cover one off events.

Members debated options that would prove beneficial. Noted that there is a safeguarding purpose to monitoring as well as a surveillance element eg. around pub closing hours.

- *It was **RESOLVED** to set 20 monitoring hours as follows :*
Thursday – 7pm-1am
Friday & Saturday – 7pm-2am

Cllrs; Gliddon, Gill & Pennington – abstained.

8.15pm, Julia Barton, Dean Woods & Lynn Stewart left the meeting.

552/17 South West Water – The Town Clerk advised that an independent tree survey is being taken on Friday 10 November 2017 (as arranged by the Town Council). South West Water advise they are working within the agreement.

553/17 **Confidential matters –**

- a) **Heating System in the Town Hall** – Quotes awaited.

554/17 To note dates of the next Wadebridge Town Council meetings –

- **Full Council** – Wednesday 22 November 2017
- **Finance & General Purposes Committee** – Monday 4 December 2017
- **Full Council** – Wednesday 13 December 2017

Meeting closed at 8.16pm

Signed as a True and Accurate Account :

Chair :

Date :