



# Wadebridge Town Council

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## Minutes of the Full Council meeting held on Wednesday 27 March 2019 at 7pm, Main Hall, Town Hall Wadebridge

**Present:** Cllrs; T Clare, H Copper-Waite, J Fletcher, E Gill, L Gliddon, R Harris, M Hollamby, J Leach (Deputy Mayor), A Pennington (arrived 7.12pm) & T Wiltshire.

**Also Present:** Cornwall Councillors; Karen McHugh & Stephen Knightley and three members of the public.

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

**Housekeeping** – The Deputy Mayor welcomed everyone to the meeting and 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 by a member of the public.
- That the meeting is being recorded by Wadebridge Town Council.
- 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'.

**956/19 Apologies** were received from Cllrs; Louise Mitchell, Philip Mitchell and Ian Welch.

- It was **RESOLVED** to accept apologies from Cllr Louise Mitchell due to a work commitment.
- It was **RESOLVED** to accept apologies from Cllr Philip Mitchell due to a work commitment.
- It was **RESOLVED** to accept apologies from Cllr Ian Welch due to a work commitment.

**957/19 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.

**958/19 Minutes of Last Meeting** – *The Minutes of the meeting held on the 6 March 2019 were RESOLVED to be a true record of the meeting and were signed by the Deputy Mayor.*

**959/19 Public Participation**

- **Questions from members of the Public relating to items on the agenda** –
  - Cllr McHugh read a letter on behalf of a member of the public who was present at the meeting (Wadebridge East resident, Cllr McHugh's division). The letter addressed the resident's concerns with safety at the Bridge Tools premises (agenda item 6.b.i).

- A member of the public, resident at Gonvena, addressed the meeting on agenda item 6.b.i, Bridge Tools. Concerns with public safety were relayed and the importance of the Town Council's support to address the issues.
  - A member of the public briefly addressed the meeting on agenda item 9.a.ii., PA19/01596 – details of the proposed application were relayed.
- **Reports from Cornwall Councillors –**  
Cllr Knightley addressed the meeting on several items including;
    - i. Wadebridge Mayor, Cllr Philip Mitchell has been voted in as Chair of the Wadebridge Chamber of Commerce.
    - ii. Tour of Britain (premier cycle event) – confirmed that a stage of the 2019 event will take place in Cornwall with Bodmin being the closest town to Wadebridge included within the stage.
    - iii. Cornwall Council has undertaken yellow lining works in town. The works include re-lining and additional lining in new locations including Egloshayle Road – parking violations can now be enforced.
    - iv. Bridge Tools – reiterated that complaints have been received including issues with customer behaviour. Past discussion and involvement from several agencies were relayed including Planning Enforcement, the Network Panel and Police.
    - v. Ball Roundabout application - notification that an appeal has been received from the developer. Written applications are requested but the Planning Inspectorate can decide to apply a Hearing if required.
    - vi. Neighbourhood Plan – maps from the original consultation event are available including images of the annotated maps.

There was brief discussion around whether the Police could use photographs to assist with the enforcement of parking issues at Bridge Tools. Cllr Pennington confirmed that photographs cannot be used as traffic violation is an 'as seen' offence – Cllr McHugh confirmed this.

Cllr McHugh continued, addressing the meeting on further issues with the Bridge Tools matter including details of complaints she has received and that she is working alongside Cllr Knightley to address the issues. A precis of the issues and how further issues should be effectively reported were relayed – details regarding reporting issues will be circulated by Cllr McHugh. Confirmed that yellow lines will now ensure that Cornwall Council can enforce parking violations and that obstructions are the remit of the Police – suggestion that the Town Council write to Sgt. Honeywill regarding this. Further discussion took place between Cllr McHugh, members of the public and some councillors including; that whilst the business proprietor has the responsibility to merge parking into the business he is uncooperative and obstructive, suggestions for a change to the road/pavement layout and a potential Stopping-up Order which neighbouring residents have suggested.

Other points noted included;

- Works to the new café at the Camel Trail toilet location are ongoing.
- Pedestrianisation of Molesworth Street – acknowledged that the Town Council is in support of this and requested that comments are emailed to her. Suggestion will be that a public consultation is necessary. Advised that there are funding issues around this project.

## 960/19 Finance

- a. **Accounts for payment – None.**
- b. **Grant Application (circulated with Agenda) –** Members considered the application received.
  - It was **RESOLVED** to award a grant of £500 as requested to the Carnival Committee.

**7.40pm, two members of the public & Cllr McHugh left the meeting.**

## 961/19 Correspondence

- a. The following correspondence for information was **received**:
- i. **Cornwall Council** – Community Governance Reviews – advice about interests and predetermination.
  - ii. **Cornwall ALC** – Community Governance Review Slides (2019 CALC conference).
  - iii. **Cornwall Council** – Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic, Intention Notice; Trenant Vale, Wadebridge; 30 April to 3 May 2019 (24 hours).
  - iv. **Languoux** – March – April 2019: No 317.
  - v. **South West Business Insider** – Vo. 13 No.3 – March 2019.
  - vi. **Business Cornwall** – March 2019; Issue 128.
- b. The following correspondence for response was **received** (information circulated with agenda. *It was **RESOLVED** to make the following responses :*
- i. **Letter from Wadebridge Resident** – re parking in and around Bridge Tools, Gonvena Hill, Wadebridge.
    - Members discussed the issues including points raised within the Public Participation session.
      - *It was **RESOLVED** that the Town Clerk has delegated authority to write to the Police and Cornwall Council on behalf of the Town Council. Letter to include that the Town Council has had representation at meetings, by email and letter regarding the dangerous parking and have concerns for children going to and from school. Members understand that there have been incidents where children have been struck by vehicles and want to ensure this does not happen again. The Town Council does not have the authority to enforce this and therefore require the assistance of partner organisations to visit Wadebridge and protect the children.*
  - ii. **Cornwall Council** – Vitality of Towns – practical solutions required.
    - Suggestions included to reduce rates and introduce economic development zones within the town.
  - iii. **Cornwall Council** – Works to the Platt Footbridge, Wadebridge.
    - Members noted the following :
      - This work has already been delayed.
      - Works are scheduled for a six-week period outside of the embargo period.
      - The embargo period to be confirmed.
      - Preference for works to be completed as soon as possible – between Easter and the start of the main summer period was suggested.

**7.48pm, Cllr McHugh returned to the meeting.**

- c. Minutes and Agendas from the following Outside Committee were **received** – there were no actions required.
- i. **Padstow Harbour Commissioners** – minutes of the meeting held on Thursday 21 February 2019.

- 962/19 **Committee meetings -**
- i. **Staffing Committee –**
    - *Minutes of the meeting held Friday 8 March 2019 were **received**.*
    - *Minutes of the meeting held Friday 22 March 2019 were **received**.*

**Recommendation - S258/19 - Personnel Matters, iv., HR Services 2019 onwards -**

    - *It was **RESOLVED** that the Town Council become a member of South West Councils and access the HR services provided through this membership. The Town Council will consider any further services which may be required to be accessed through South West Councils as and when the situation arises. Membership costs £435 per annum.*

963/19 **Egloshayle, St. Breock and Wadebridge Neighbourhood Plan** – The Clerk referred to the comment made by Cllr Knightley regarding maps and images from the original consultation event and confirmed that the partner councils will require all information and evidence previously gathered to be submitted to them. It was also advised that the group is not in a position to discuss the draft plan with any local businesses at this time as the project is not currently in a consultation period.

964/19 **Planning** – Cllr Pennington presented details and relevant information for each application for Members consideration. *It was **RESOLVED** to make the following responses:*

**a. Applications –**

- i. **PA19/01698** : The Retreat, Gonvena Hill, Various tree works. **SUPPORTED - subject to confirmation from the Tree Officer that the works are necessary.**
- ii. **PA19/01596** : Tregarthen, Road From Long Meadow To Fir Tree Cottage, Bodieve, Outline permission for up to 2no. new dwellings and removal of 2no. existing caravans from site with all matters reserved. **SUPPORTED.**

**b. Decisions** – the following decisions as advised by Cornwall Council were **received**:

- i. **PA18/11408** : Brookdale, Trevanion Road, Demolition of garage and shed, and construction of a dwelling with integral garage. **APPROVED.**
- ii. **PA18/11115** : Land North East of Hayes Cottage, Bodieve, Re-submission of Withdrawn Application No. PA18/04139 dated 6th August 2018 for a new dwelling. **APPROVED.**

**c. Information** – the following information from Cornwall Council was **received** :

- i. **EGLOSHAYLE PARISH - PA18/02128/PREAPP** : Land North of Higher Church Park, Egloshayle, Planning Performance Agreement (PPA) for mixed use development including housing, employment, local centre, medical centre, an all-through school, recreation pitch, community facilities, open space, landscaping and associated development. **CLOSED – ADVICE GIVEN.**
- ii. **PA18/12003** : Acorn Antiques, Eddystone Road, Certificate of lawfulness existing use : Extension and change of use of showroom/workshop to form a retail development of four shops and first floor flat and construction of new coated steel roof finish over existing (card 0717 wad). **GRANTED (CAADs, PIPs and LUs only).**
- iii. **PA19/00147/PREAPP** : Land East of Green Hill Villas, Green Hill, Pre application advice for 4 smaller, affordable houses than approved under PA16/10610. **CLOSED – ADVICE GIVEN.**
- iv. **PA19/00493** : Devon and Cornwall Policy Authority, Police Station 59 Molesworth Street, Works to Hawthorn Tree within a conservation Area. **DECIDED NOT TO MAKE A TPO (TCA APPS).**

965/19 **Standing Orders** – Deferred to next meeting.

966/19 **Draft Data Protection & Retention Policy (tabled)** – *It was **RESOLVED** to accept the Policy as presented.*

- 967/19 Wadebridge Library & Information Service** – The Clerk gave a brief update of the current status including :
- The Lego Club is already proving successful and very popular.
  - Staff have various ideas for the Library birthday celebrations.
  - The event planned for 5 July 2019 will now include three performances due to the number of pupils attending.
  - A cleaner has been recruited and will be in post week commencing 1 April 2019.
- 968/19 Wadebridge BMX Skatepark** – The Clerk advised that the planning application has been submitted. There is a query as to the history of flooding on that area. Cllr Knightley advised that at the last very high tide (the highest for approximately 35 years) this area did not flood.
- 969/19 Working Groups** – *It was **RESOLVED** to appoint new members were required.*  
 Updates from working groups were provided with relevant meeting notes being **received** and Members considered recommendations made :
- a) Car Park Working Group** (Machines) – None.
  - b) Christmas Panto 2019** – Notes of meeting held 19 March were tabled. The Clerk and Cllr Gliddon clarified several points.
    - *It was **RESOLVED** that the Panto working group approach local businesses for sponsorship.*
    - *It was **RESOLVED** to organise a Bingo Night operated by an experienced caller for funding purposes.*
  - c) Christmas Lights** – None.
  - d) Flowers for Wadebridge** – Notes of meeting held 13 March 2019 and an update report were discussed. Cllrs Fletcher and Wiltshire clarified several points including :
    - The logistics of the Town Council making, storing and providing the baskets was discussed. Traders wishing to purchase hanging baskets from the Town Council will be asked to make payment in advance. The Clerk confirmed that the Town Council should be looking to recover costs involved but also move forward so that traders become more involved and pro-active. Clarified that traders will have the option to provide their own basket.
    - Basket size - larger baskets would work better but would not fit on the existing brackets – the Clerk confirmed that the brackets had been kindly donated by a local business.
    - The competition will have three categories with prizes being purchased within budget. A non-local judge will be appointed – no payment required but refreshments will be made available. The Clerk advised that any Facebook publicity for this event should be coordinated via the office as a separate page is not permitted. There was brief discussion around whether a botanical painting or trophy style prizes would be more appropriate.
      - *It was **RESOLVED** to hold a competition with categories for Household Gardens, Business Premises and Allotments.*
    - Flower bed outside of the Co-Op store – the Clerk advised that the Town Council planted the bed in 2018 but as the Co-Op is responsible for this area the preferred option is that they now undertake the planting work.
    - Ball Roundabout is not within the Wadebridge parish and cannot be included within the project.
  - e) Planning** – In abeyance.
  - f) Police Partnership** – None
  - g) Remembrance Parade** – None.
  - h) Signage** – In abeyance.
  - i) Toilets** – Notes of meeting held 22 March 2019 were tabled and Cllr Cooper-Waite gave a precis of the current situation and the costs involved both for the current cleaning service provided and a new cleaning contract quote submitted. The Clerk advised that whilst the working group had made a recommendation relating to the quotation received it would be more prudent to continue to investigate options due to the costs involved.

The recommendation regarding the refurbishment tender was discussed.

- It was **RESOLVED** to put out a tender to recruit a Project Manager for the refurbishment of The Platt public toilet block.

- j) **Town Council Events** – None.
- k) **Town Hall Improvements** – None.
- l) **Website** – None.

8.25pm, Cornwall Councillors the member of the public left the meeting.

**970/19 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. **Parks Dept Van** – It was **RESOLVED** to purchase a van for transport of equipment and staff at a cost of £4,999.
- b. **Hire Charges** – Deferred.

- It was **RESOLVED** to re-instate standing order 1.c.

**971/19 Dates of Next Wadebridge Town Council meetings**

- **Full Council** – Wednesday 17 April 2019.
- **Annual Town Meeting** – Thursday 25 April 2019.

Meeting closed at 8.29pm

**Signed as a True and Accurate Account:**

..... **Chair:**

..... **Date:**