



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 6 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, L Mitchell, P Mitchell (Mayor), A Pennington, I Welch & T Wiltshire.

Also Present: None.

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

Housekeeping – The 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'.

933/19 Apologies – None.

934/19 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.

935/19 Minutes of Last Meeting – Amendment to Minute 922/19, replace Cllr Pennington with Cllr Gliddon.

*The Minutes of the meeting held on the 13 February 2019 were **RESOLVED** to be a true record of the meeting subject to the above amendment. The Minutes were signed by the Mayor.*

936/19 Public Participation

- **Questions from members of the Public relating to items on the agenda** – The Mayor advised details of the Police Report which had been tabled. There was brief discussion around alternative options for presentation of the report – suggestions included; a more detailed report providing specific context of the crimes reported, clarity on conviction rates and details of crime timeline.

7.04pm, Cllr Harris arrived.

AGREED that the Town Clerk will discuss this with the Police.

- **Reports from Cornwall Councillors** – Apologies received from both Cllr McHugh & Cllr Knightley.

937/19 Mayor's Report – The Mayor provided details of recent events and appointments attended including a meeting with representatives of the Chamber of Commerce and an informal meeting with new councillors – the Town Clerk was present at both meetings.

938/19 Clerk's Report – Tabled and **received**. The Clerk clarified several points.

939/19 Finance

- a. **Accounts for payment** – None.

940/19 Correspondence

- a. The following correspondence for information was **received**:

- i. **Cllr Stephen Knightley** – apology from Cllr Knightley to Wadebridge Town Council in response to being found in breach of the Code of Conduct.
- ii. **Cornwall Council** – Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic; Chapel Lane, Wadebridge; 4 to 8 March 2019 (24 hours).
- iii. **South West Business Insider** – Vol.13, No.2; February 2019.
- iv. **Devon & Cornwall Police** – Police report for the period 23/01/19-12/02/19.
- v. **Cornwall Council** - Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic; A389 (various locations); 18 March to 5 April 2019 (19:00 to 06:00 weekdays only).
- vi. **Ministry of Housing, Communities & Local Government (16/02/19)** – Funding for Parks and Green Spaces.
- vii. **Cornwall Council** – Tree Preservation Order Granted – Tidesreach, Egloshayle Road.

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

- i. **Cornwall Live** – to discuss the verbal request from Cornwall Live to deliver a story on Wadebridge.
 - The Mayor advised details of the request from Cornwall Live.
 - *It was **RESOLVED** to defer this matter to item 22.i.*
- ii. **Cornwall Council** – Community Network Area – SOS Launch.
 - Members discussed options to utilise this offer.
 - *It was **RESOLVED** that Members bring suggestions back to next meeting.*
- iii. **Project Paul CIC** – request to hold a 'Mayplay' event in Jubilee Field on Saturday 12 May 2019.
 - Members discussed this request.
 - *It was **RESOLVED** to permit this request as presented subject to relevant documentation and proposed charges to the public being submitted to the Clerk.*
- iv. **Wadebridge Cricket Club** – Request from the cricket club for the Town Council to submit the planning application for an extension to the Cricket Pavilion.
 - Members discussed this request.
 - *It was **RESOLVED** to submit the planning application as requested subject to the Clerk being satisfied that all requirements are being met.*
- v. **Wadebridge Camels Rugby Club** – Request for small family fun fair to operate on the car park area from Wednesday 8 May to Saturday 11 May 2019.
 - Members discussed this request and noted a letter of objection received from a resident local to the proposed site.

The Clerk provided information from Cornwall Council regarding noise issues.

- It was **RESOLVED** to permit this request as presented.

- c. Minutes and Agendas from the following Outside Committee were **received** – there were no actions required.
- Padstow Harbour Commissioners** – minutes of the meeting held on Thursday 17 January 2019.
 - Wadebridge Chamber of Commerce** – minutes of meeting held – January 2019.

941/19 Committee meetings -

- Finance & General Purposes Committee** – Minutes of the meeting held Monday 4 February 2019 were **received**.
There were no recommendations made.

942/19 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan – The Mayor provided the following update :

- The respective council representatives have met with Cornwall Council to discuss the way forward.
- Cornwall Council has made an offer to cover the costs necessary to move the plan forward to Referendum – a quotation from the Consultant previously used has been received and will be forwarded to Cornwall Council.
- There are concerns that information collated through the project timeframe are not currently available to the group.
- Several points relating to issues which have arisen with land delegation, allocation of sites and the SEA were clarified.
- Confirmed that the Clerk will re-write the site allocation document based on the evidence received from the Regulation 14 consultation.
- Future process and timescale were referred to.

943/19 Planning – Cllr Pennington presented details and relevant information for each application for Members consideration. It was **RESOLVED** to make the following responses:

a. Applications –

- PA19/00751** : Hamilton House, The Platt, Retrospective Change of Use from Garage and Storage Units to Craft and Retail Units (A1 and A1/B1) and glazed wall to enclose open porch, rear of Hamilton House. **SUPPORTED.**
- PA19/00825** : Chy Lees, New Park Road, Change of use of the existing detached garage and outbuilding to be used as self-contained unit of accommodation. **SUPPORTED.**

- b. Decisions** – the following decision as advised by Cornwall Council was **received**:
None.

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

- PA18/03337/PREAPP** : Landmark Estates Wadebridge Ltd., Old Bakery Polmorla Road, Pre-application advice sought for an application for mixed development of 37 flats (1, 2 and 3 bedroom), and 6 shops with car-parking on the ground floor. **CLOSED – ADVICE GIVEN.**

944/19 Town Council Photos

7.42pm, Cllr Gliddon left the meeting.

- It was **RESOLVED** to hold an informal gathering to include Councillor photographs.

7.44pm, Cllr Gliddon returned to the meeting.

Members to advise their availability.

- 945/19 Local Government Ethical Standards (a Review by the Committee on Standards in Public Life)** – Document issued to all Members with agenda.
- It was **RESOLVED** to accept the document as presented.
 - It was **RESOLVED** to write to Scott Mann MP to request that he lobby Government on behalf of Wadebridge Town Council to implement those recommendations in the Report which the Government is responsible for legislating.
- 946/19 Wadebridge Library & Information Service** – The Clerk gave a brief update of the current status including :
- Lego Club – this is a new project and a quantity of Lego has been purchased. Health and safety issues with this project were raised – the Clerk confirmed that risk assessments will be in place. Members discussed the launch of a Lego Amnesty.
 - Summer reading challenge - the 2019 theme is Space Race. The challenge will potentially engage with all schools within the Community Network Area but will initially reach the pupils of St Breock Primary and Wadebridge Primary. The Clerk provided full details of a proposed Squashbox Theatre event for the 5 July 2019. Library staff will be required to attend the event and cover will be arranged.
 - It was **RESOLVED** to hold a Squashbox Theatre event at a cost of £500 in the Main Hall on Friday 5 July 2019.
 - It was **RESOLVED** to hold a community Lego Amnesty.
 - Advised that Cornwall Council have requested to film in the library for promotional purposes. Staff have indicated that whilst they are happy for the filming to go ahead they do not wish to be included.
 - Query as to whether Cornwall Council expect to use Library space free of charge.
- 947/19 Wadebridge BMX Skatepark (information tabled)** – The Clerk advised the following :
- Concerns with the foundations on the site have been raised.
 - Further information will be discussed at the next final design group meeting (7 March 2019) and the planning application will be submitted subject to this information.
- 948/19 Young Persons Services in Wadebridge** – Cllr Gliddon provided a verbal update and advised a meeting is arranged for the near future.
- 949/19 The Local Council Award Scheme (information issued with agenda)** – Cllr Louise Mitchell provided details of the scheme. Members debated the positives of becoming a member council including that it would demonstrate the high level of standards met by the Council and their staff and recognise the commitment and skills required to undertake council workload effectively.
- 8.10pm, Cllr Wiltshire left the meeting.**
- It was **RESOLVED** to register to participate in the scheme.
- 8.12pm, Cllr Wiltshire returned to the meeting.**
- 950/19 Wadebridge Land at Talmena Avenue (Information circulated with agenda)** – Members debated at length the advantages and disadvantages of taking on the responsibility for this site. The Clerk confirmed that the grounds staff do not wish to take on the additional workload. Safety issues with access to the site were highlighted along with the difficulties of siting a bench on the land which is sloping.
- It was **RESOLVED** that the Town Council declines the request to take on this land.
- 951/19 Parks Department (Information circulated with agenda)** – It was **RESOLVED** to accept the proposal to extend the compound area as presented.
- 952/19 Library Volunteers** – Members discussed requirements for a process to be in place for cover, in particular during the summer period. Suggestion to contact Volunteer Cornwall.
- It was **RESOLVED** to delegate authority to the Clerk to investigate a volunteer policy to assist with the delivery of the library service.

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) **Christmas Lights** – None.
- b) **Flowers for Wadebridge** – Several traders have requested brackets and the group is investigating options for baskets.
Working group members confirmed as Cllrs; Fletcher and Harris with Head Groundsman and Pamela Starling and Tony Rush as co-opted members.
- c) **Planning** – *It was **RESOLVED** to put this group into abeyance.*
- d) **Remembrance Parade** – Office to arrange.
- e) **Signage** – *It was **RESOLVED** to put this group into abeyance.*
- f) **Toilets** – Remit is to look at the refurbishment of The Platt facilities. The Clerk advised that the refurbishment would look to also incorporate an area for a small Tourist Information Centre. Due to the costs involved this project will need to go to Tender with a request to the Public Works Loan Board for a loan.
Working group members confirmed as Cllr Pennington with the Town Clerk.
 - *It was **RESOLVED** to appoint Cllrs Cooper-Waite and Leach to the group.*
- g) **Town Council Events** – Cllr Philip Mitchell and Cllr Julia Fletcher.
 - *It was **RESOLVED** to appoint Cllr Harris to the group.*
- h) **Town Hall Improvements** – Cllr Philip Mitchell.
 - *It was **RESOLVED** to appoint Cllrs Welch, Leach and Louise Mitchell to the group.*
- i) **Website** – Options to address the redesign of the current website were discussed.
 - *It was **RESOLVED** to appoint Cllrs Hollamby, Pennington and Clare to the group with the Town Clerk.*
- j) **Police Partnership** – Cllr Philip Mitchell.
 - *It was **RESOLVED** to appoint Cllrs Louise Mitchell, Fletcher and Clare to the group.*
- k) **Christmas Panto 2019** – Members confirmed as Cllrs; Gliddon, Harris and Pennington with the Town clerk. Cllr Gliddon advised information relating to audition dates. The Clerk advised that scripts are about to be purchased and that these will be adjusted to incorporate local content and be relevant to Wadebridge.

Car Park Working Group - Cllr Welch advised that the Car Park working group has met twice and would be meeting again on Wednesday 13 March 2019. (Cllrs Welch and Pennington with the Amenities Manager).

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. **Cemetery Fees** – Proposed increase in fees were tabled and discussed.
 - *It was **RESOLVED** to accept the proposed increases as presented. New fees to apply from 1 April 2019.*
- b. **Cemetery** – Members discussed concerns with the current condition of the cemetery.
 - *It was **RESOLVED** that Members would visit the Memorial Garden area and bring suggestions back to next meeting.*
- c. **Flowers in Town** – Quotations received for individual aspects were tabled and considered.

9.10pm, Cllr Pennington left the meeting.

9.11pm, Cllr Pennington returned to the meeting.

- *It was **RESOLVED** to accept the quotation received to purchase hanging baskets for lampposts at a cost of £3,684.74 from the Town Centre Marketing and Management budget.*
- *It was **RESLOVED** to accept the quotation received and purchase a water bowser at a cost of £3,685 which includes delivery.*

- d. **Egloshayle Pavilion Carpet** – Quotations received were tabled and considered.
 - *It was **RESOLVED** to accept quotation 1 as presented.*
- e. **Car Park Signage** – Quotations received were tabled and considered.
 - *It was **RESOLVED** to accept quotation 1 as presented.*
- f. **Library Fencing** – Quotations received were tabled and considered.
 - *It was **RESOLVED** to accept quotation 1 as presented.*
- g. **Office Photocopier** – Quotations received were tabled and considered.
 - *It was **RESOLVED** to accept quotation 6 as presented.*
- h. **Cornwall Live** – Members discussed the verbal request from Cornwall Live to deliver a story on Wadebridge.
AGREED that the Mayor will decline the offer.
- i. **Cllr Stephen Knightley** – Members considered the apology received from Cllr Knightley to Wadebridge Town Council in response to being found in breach of the Code of Conduct.
 - *It was **RESOLVED** to make a Code of Conduct complaint to the Liberal Democratic Party in respect of Cllr Knightley.*
 - Cllr Fletcher abstained.**
 - *It was **RESOLVED** that the Town Council does not accept the apology received from Cllr Knightley and will write to Cllr Knightley to inform him of this decision.*
 - *It was **agreed** that the Town Council will not submit an application to Cllr Knightley's Community Chest Fund.*
- *It was **RESOLVED** to re-instate standing order 1.c.*

955/19 Dates of Next Wadebridge Town Council meetings

- **Full Council** – Wednesday 27 March 2019.
- **Full Council** – Wednesday 17 April 2019.
- **Annual Town Meeting** – Thursday 25 April 2019.

Meeting closed at 9.53pm

Signed as a True and Accurate Account:

..... **Chair:**

..... **Date:**