



Wadebridge Town Council

Minutes of the Council meeting held on Wednesday 10 September 2014
at 7pm in the Victoria Room, Wadebridge Town Hall

Present : Cllrs; C Buchanan, P Chapman, E Gill, N Hawken, H Hyland, A Jones, M Kendall, A Pennington, T Rush & P Starling. **Public present :** Mr Graham Smith (Cornish Guardian) Mr Mark Crosby (Consensus) Cllrs; Scott Mann & Stephen Knightley (Cornwall Councillors).

In Attendance : Mrs K Glidden-Rogers (Town Clerk) & Mrs J Raynes

Housekeeping – The Mayor advised of evacuation routes in case of an emergency (there were no hazards to note) and reminded all those present that mobile phones should be turned to silent and that the meeting may be filmed or recorded.

073/14 Apologies were received from Cllrs; Bassett & Hewitt.

074/14 Declarations of Interests – None.

075/14 Awarded Dispensations - None.

076/14 Minutes of Last Meeting – *The Minutes of the meeting held on the 13 August 2014 were RESOLVED to be a true record of the meeting and were signed by the Mayor.*

077/14 Public Participation –

- Report from Wadebridge Police – None.
- Reports from Cornwall Councillors

Cllr Mann updated Members on several items including :

- i. Possible changes to leisure centres – Cllr Pennington responded to survey on behalf of the Council.
- ii. Wyndhurst Orchard – Care support withdrawn by Cornwall Council.
- iii. Skatepark project – Options to increase funding.
- iv. Glen Road parking – The highway budget has been withdrawn and other options are being investigated to resolve the situation.

Cllr Knightley informed Members on items including :

- i. Neighbourhood plan – Updated copy of plan showing highlighted key areas.
 - ii. Community bus – The bus is well supported with record number of users.
- Mr Mark Crosby gave a brief pre-application presentation of development on the Cornwall Council site at Trevanion Road. Members voiced concerns over existing trees and affordable housing numbers.

- **7.30pm Mr Crosby left the meeting**

- 078/14 **Mayor's Report** – circulated for information.
- 079/14 **Town Clerk's Report** – was circulated and received. The following delegated decisions were noted:
- **P032/14 Deferred application** - PA14/06639 delegated decision by Chair, Vice Chair and Clerk to support planning application.
 - **P&C046/14 Groundsman Hut** – Security Alarm delegated decision by Chair, Vice Chair and Clerk for the installation of a monitored security alarm for new groundsman's building.
- 080/14 **Notice of Vacancy** – Members received Cllr Wild's resignation.
- 081/14 **Committee meetings**
- a) Planning – *The Minutes of meeting held 27 August 2014 were RECEIVED.*
- b) To receive Minutes and adopt recommendations from :
- i. Town Hall – *It was RESOLVED to adopt the Minutes of 27 August 2014.*
Recommendation from Committee :
TH028/14b – Automatic Smoke Detectors
 - *It was RESOLVED to accept the quotation received and proceed with work to extend the fire alarm system.*
 - ii. Parks & Cemeteries – *It was RESOLVED to adopt the Minutes 27 August of 2014.*
 - iii. Car Park & Traffic - *It was RESOLVED to adopt the Minutes of 27 August 2014.*
Recommendation from Committee :
CP&T035/14 Christmas Shopping
 - *It was RESOLVED to allow free car parking from 4pm Fri 12 December and all day Sat 13 December 2014*
 - iv. Finance & General Purposes – *It was RESOLVED to adopt the Minutes of 1 September 2014*
Recommendation from Committee :
Fin 029/14 Financial Control
 - i. **Statement of Internal Control-** *It was RESOLVED to adopt the updated document as presented.*
 - ii. **Financial Risk Assessment-** *It was RESOLVED to adopt the updated document as presented.*
 - iii. **Business Plan-** *It was RESOLVED to adopt the updated document as presented.*
 - iv. **Financial Regulations** - *It was RESOLVED to adopt the document as presented.*
 - v. **Standing Orders** - *It was RESOLVED to adopt the updated document as presented.*
 - vi. **Investment Policy** – *It was RESOLVED to adopt the document as presented.*

Fin 030/14 Internal Audit

- *It was **RESOLVED** to adopt the document as presented.*
- *It was **RESOLVED** to nominate Cllrs Hawken & Starling as the non-signatory Councillors to undertake the audits.*

Fin 031/14 Schemes of Delegation –

- *It was **RESOLVED** to adopt the document as presented.*

Fin 033/14 Contractual Matters –

i Investment

- *It was **RESOLVED** to invest funds as presented and to add the Town Clerk as a signatory to all bank accounts and deposits.*

ii Insurance –

- *It was **RESOLVED** to enter into to a three year fixed agreement as presented.*

iii Fidelity Guarantee –

- *It was **RESOLVED** to reduce the fidelity guarantee as presented when necessary.*

iv Electricity connection at Groundman's hut –

- *It was **RESOLVED** that CP&T- CCTV Earmark Reserve be moved to the General Fund to part-fund the electricity connection expenditure.*

082/14 Finance

- *Payments of Accounts for August 2014 - It was **RESOLVED** to make payment of £73,683.92 as presented.*

083/14 Correspondence

a) The following correspondence was **received** for information :

- i. Cornwall Council** : Temporary Road Closure Approval – Guineaport Road, 26th to 29th August 2014 (24 hours), surface dressing preparation works, CORMAC Solutions.
- ii. Cornwall Council** : Updated strike action briefing from Chief Fire Officer.
- iii. CALC** : LAIS Briefing Note (LAIS1367), Deregulation Bill.
- iv. CALC** : Openness and Transparency Regulations 2014.
- v. Cornwall Council** : Cornwall Local Plan - Notification of publication of focused changes (six week period from 4 September to 5pm on 16 October 2014).
- vi. Cornwall Council** : Renewable Energy Advice Note for Neighbourhood Planning.
- vii. CALC** : The Week – 29 August 2014.
- viii. University of Exeter** : Notification of Community Energy and Energy Saving Seminars, 19 September 2014.
- ix. NALC Legal Topic Note LTN 1** – Councils powers to discharge their functions.

- x. **NALC Legal Topic Note LTN 5** – Parish and community council meetings.
- xi. **Local Association Information Services** – LAIS 1367 – Deregulation Bill.
- xii. **DCLG** – open and accountable local government – A Guide the press and public on attending and reporting meetings of local government.
- xiii. **Wadebridge Carnival Committee** – letter of thanks for support and assistance.
- xiv. **Cancer Research UK** – letter of thanks for grant received.

b) To receive Minutes and Agendas from Outside Committees – for information :

- i. **Padstow Harbour Commissioners** – Notes of meeting held Thursday 17 July 2014.
Action : Agenda Next Meeting
- ii. **Camel Trail Partnership** : Draft notes of meeting held 19 June 2014 & Agenda for next meeting (10 September 2014).

084/14 **Planning**

a. **Applications** - *It was RESOLVED to make the following responses :*

- i. **PA14/07204** : 14 Town Quay, Harbour Road, Replacement doors and window to front (South-West) elevation. **SUPPORTED**
- ii. **PA14/07696** : 21 Town Quay, Harbour Road, Replacement doors and sidelights to front rear and side elevations. **SUPPORTED**
- iii. **PA14/07420** : 20 Trevarner Way, Conservatory 3300 x 3000 x 300 high. **SUPPORTED**
- iv. **PA14/07347** : Trelawney, Trevanson Road, Alterations and extension to roof and rear extension. **SUPPORTED**

b. **Decisions** – *None*

085/14 **Egloshayle, St Breock and Wadebridge Neighbourhood Plan** – meeting notes :

a) **Advisory Group** – 19 August & 2 September 2014 (draft) were received.

b) **Draft Vision Statement (Workshop Report)** – Noted that the Town Council comments required as part of consultation procedure.

c) **Land Supply Task Group** – notification of presentation to Town and Parish Councils, Wednesday 1 October 2014, 7pm, WYPAC (Members to advise attendance) were received.

8pm Cllr Mann left the meeting

086/14 **Outside Committees** – Members nominated Cllr Pennington as a replacement representative to WYPAC.

087/14 **Policy for broadcasting and using social media at council meetings** – Members adopted the policy as presented.

088/14 **Cornwall Council** – Leisure resources strategy online survey Cllr Pennington to advise members upon completion.

- 089/14 Trenant Vale** – Members received and discussed an email and survey from Egloshayle Parish Council (EPC) it was **AGREED** Cllrs; Hawken, Kendall & Rush to form a joint working party with EPC. Clerk to contact EPC to thank the councillors concerned for undertaking the survey and arrange a Working Party meeting.
Action : Town Clerk
- 090/14 WW1/Fete event** - Members received Dog Show income and expenditure and agreed to reimburse the balance of £12.25 to the organiser
Action : Town Clerk
- 091/14 Sainsbury’s Section 106 Monies:**
 a. Meeting notes of 21 August 2014 were received
 b. Clerk’s report of 28 August 2014 were received
 c. E-mail from Community Network Manager dated 29 August 2014 was received
- 092/14 Dates of next meetings**
Committees – Planning, Parks & Cemeteries, Car Parks & Traffic, Town Hall, Communication – Wednesday 24 September 2014, 7pm
Finance & General Purposes - Monday 29 September 2014, 7pm
Full Council – Wednesday 8 October 2014, 7pm

Meeting closed at 8.20pm.

Signed as a True and Accurate Account :

..... **Chair :**

..... **Date :**