



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 22 November 2017 at 7pm in the Main Hall, Wadebridge Town Hall

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

Public Present : Cornwall Councillor Karen McHugh, Hugh Davis (resident) & Lynn Stewart (PA17/09502).

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'.

555/17 Apologies had been received from Cllrs; Leach & Swift.

- It was **RESOLVED** to accept apologies from Cllr Leach due to illness.
- It was **RESOLVED** to accept apologies from Cllr Swift due to a conflicting work & family commitment.

556/17 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.

557/17 Minutes of Last Meeting –

- The Minutes of the meeting held on the 8 November 2017 were **RESOLVED** to be a true record of the meeting. Mayor to sign with Town Clerk.

558/17 Public Participation

Members of the Public – Mrs Lynn Stewart addressed Members on planning application PA17/09502, Pridham House. The following points were advised :

- She is in support of the application as submitted by her husband.
- The Agent has confirmed that the proposal fits with infill in a conservation area.
- Allows an opportunity for a family home within the Wadebridge community.
- Has considered the impact to neighbouring properties and there should be no concerns.

- Has discussed the proposal and plot size with direct neighbour and will look to screen the build with trees at a later date.
- Has discussed (with the Planning Officer) concerns with a window (north west elevation) and a revised plan has been submitted (available on the planning portal).
- Aware that the proposal is a sizeable build but the plot is deceptively large and adequate for the proposal.
- Access is appropriate and will explore further options if necessary.
- Asks that the Town Council supports the proposal which is important to the family so that they can continue to live in their family home.

Cornwall Councillors – apologies had been received from Cllr Knightley.

Cllr McHugh (Wadebridge West) advised the following :

- Roadworks on The Platt – has discussed the impact of this in depth with Wales and West Utilities but the works are scheduled and cannot be stopped. Impact to the erection of the Christmas lights has caused much concern and Cornwall Council has now liaised with all parties and an agreement to go ahead as planned has been reached. Wales and West will supply traffic management to allow Davey Electricals to complete the work safely. Cornwall Council believes that Wales and West have not consulted correctly but is also aware that there have been no formal objections made. Regular updates have been requested. Penalty charges are as yet unknown.
- Car park charges (update from last meeting) – Confirmed that Cornwall Council car parks within Wadebridge already have free overnight parking.
- Budget day – Unfortunate that there is nothing forthcoming for Cornwall in the way of health or public services. Funds will be available for the proposed link road in St Austell.
- Bodmin Moor Dark Sky – A celebration event is being held at Jamaica Inn.
- Christmas Lights – Nigel Davey has requested that residents consider keeping car journeys to a minimum on Sunday 26 November as this will help with the safe erection of the lights.

The Mayor thanked Cllr McHugh for her assistance with the issues around the Christmas lights display.

Cllr Hawken advised that he is aware of additional three-way temporary lights being in place on Egloshayle Road (in connection with the Bridge View development). Cllr McHugh advised she is not aware of this and will liaise with Cllr Knightley.

559/17 Planning – *It was **RESOLVED** to make the following responses :*

a. Applications –

- i. **PA17/09502** : Mr Andy Stewart, Pridham House, Molesworth Street, Construct one new 4 bedroom, 2 storey dwelling.

Members had been previously advised of the following :

- **That the application is for a 4 bedroom property not 3 bedrooms as advised on original notification by Cornwall Council.**
- **Amended plan has been submitted – omits the first floor opening on the north west elevation due to concerns regarding overlooking of the neighbouring flats.**

SUPPORTED.

- ii. **PA17/10771** : Mr and Mrs McGuill, 86 West Park, Proposed front extension, two storey side extension and loft conversion. **SUPPORTED.**

Noted that Cllr Pennington (Chair of Planning Committee) had not been able to discuss the inclusion of a dormer in a two-storey extension with the Planning Officer.

- b. Decisions** – The following planning decisions as received from Cornwall Council were noted :
- i. **PA17/07322** : Mr Bill Frisby, Ocean Blue Clothing, Change of use from office to form two residential apartments by converting the existing flat roof to pitched slate roof and extending accommodation to roof level. Retention of north façade to Molesworth St, replacement of uPVC windows with timber vertical sliding slash windows. Removal modern extensions to south. Retention of parking space, rear yard and access staircase. **APPROVED.**
 - ii. **PA17/07323** : Mr Bill Frisby, Ocean Blue Clothing, Listed building consent for change of use from office to form two residential apartments by converting the existing flat roof to pitched slate roof and extending accommodation to roof level. Retention of north façade to Molesworth St, replacement of uPVC windows with timber vertical sliding slash windows. Removal of modern extensions to south. Retention of parking space, rear yard and access staircase. **APPROVED.**
 - iii. **PA17/08484** : Mr G Hingley, Land South West of Trenant Mill, Trenant Vale, Outline application with all matters reserved for proposed residential development of up to 9 dwellings (resubmission of PA17/02074). **REFUSED.**
- c. For Notification** – The following information as received from Cornwall Council was noted :
- i. **PA17/02633** : Mark Collicot, 1 Glencoe Terrace, Guineaport Road, Pre-application advice for a single two storey house. **CLOSED – ADVICE GIVEN.**
 - ii. **PA17/08975** : Environment Agency, Wadebridge Cricket Club, Egloshayle Road, Tree works to various trees within a conservation area. **DECIDED NOT TO MAKE A TPO (TCA apps).**
 - iii. **PA17/10752** : Mr Philip Mitchell, 4 Flora Place, Gonvena Hill, Tree works to a Sycamore tree set within a conservation area. **TO BE DECIDED UNDER DELEGATED AUTHORITY, CORNWALL COUNCIL.**

560/17 Committee meetings – None.

7.16pm, Lynn Stewart left the meeting.

561/17 Finance –

- a. *Accounts for payment* (October 2017 - circulated with agenda) – *It was **RESOLVED** to accept the payments of £76,224.41 as presented.*

562/17 Correspondence

- a. To following correspondence for information was **received** :
 - i. **Languieux** – No. 309, November – December 2017.
 - ii. **Business Cornwall** – November 2017, Issue 115
 - iii. **Cornwall Council** – Winter Wellbeing 2017/18.
 - iv. **WREN** – Report on the 2016 St Breock Windfarm Community Fund.
 - v. **Anna Druce (CC)** – Wadebridge & Padstow CAN – Agenda and CC Consultations.
- b. The following correspondence for response was **received** (information circulated with Agenda). *It was **RESOLVED** to make the following response :*
 - i. **Cornwall Council** – Planning Conferences for Local Councils (28/11/17) - Chy Tremain.
Members to contact the Town Clerk's office regarding attendance.
- c. Minutes and Agendas from the following Outside Committees were **received**, there were no actions required :
 - i. **Padstow Harbour Commissioners** – Minutes of the meeting 19 October 2017.

563/17

Egloshayle, St. Breock and Wadebridge Neighbourhood Plan –

- i. **Update from Steering Group Members** – Cllr Jones advised that the Steering Committee has met to discuss the questions submitted by the Town Council regarding the current draft Plan. Peter Collis is preparing a response and it is hopeful that this will be circulated to all Members prior to next Full Council meeting on 13 December 2017. Query as to whether the current draft Plan can be made available to the public at this time.
- ii. **Closure of Town Council office** – Members received information that the Town Clerk's office will be closed to the public for a period of time whilst staff work on the FOI request received in relation to the Neighbourhood Plan process. The closure is necessary due to the volume of information required. Routine council work will continue.
The Mayor thanked staff for their assistance with the forthcoming work load.
- iii. **Notes of meeting held with Cornwall Council Education officers on 31 October 2017** – The Town Clerk advised that the draft notes have been circulated to the Cornwall Council officers present for their initial input. Notes will be available for next meeting.

564/17

Working Groups – updates and relevant meeting notes from the following working groups were *received* and membership reviewed where necessary :

- i. **Bins** – Confirmed that issues have now been resolved and that meetings are not required at this time.
- ii. **BMX/Skatepark** – No update. Cllrs Rowe and Kennedy appointed to the working group.
- iii. **Christmas Lights** – Cllr Hawken advised that additional councillor membership is required. He and Tony Rush had met on Monday 21 November where Tony was co-opted to the working group and the following recommendation made :
To purchase a plaque to acknowledge and thank those businesses and individuals who assist with the Christmas Lights display. Plaque to be located under the blue light canopy for the period of the display.
 - *It was RESOLVED to purchase and display a temporary plaque as recommended.*

Cllr McHugh advised she would donate funds from the Community Chest.

Cllr Jones to liaise with the Town Clerk.

Cllrs Mitchell and Rowe appointed to the working group.

7.27pm, Hugh Davis left the meeting.

- iv. **Electoral Review** – Notes of meeting held 30 October 2017 had been circulated with the agenda – there were no recommendations made.
- v. **Flowers for Wadebridge** – The Town Clerk suggested that work for the summer 2018 display commences now to fit in with the Parks Department quiet period. It was confirmed that both Tony Rush and Pamela Starling are co-opted members of the group. Cllr Gliddon appointed to the working group.
- vi. **Planning** – No update. Cllr Gliddon appointed to the working group.
7.30pm, Cllr McHugh left the meeting.
- vii. **Remembrance Parade** – Very positive feedback has been received regarding the parade. Cllr Jones appointed to the working group.
- viii. **Signage** – Notice board at B&M store to be discussed at next meeting.
- ix. **Toilets** – Town Clerk advised that a second contractor is looking at refurbishment options and has invited the group to view toilets they have refurbished elsewhere – contractor will undertake all arrangements including travel. Group to discuss this at next meeting along with legal information relating to land at the Swan public house. Cllr Kennedy appointed to the working group.
- x. **Town Hall Events** – No update. Tony Rush to be co-opted to the working group.
- xi. **Town Hall Improvements** – Notes from meeting held 17 November 2017 were tabled and briefly discussed. Confirmed that Abby Richardson is a co-opted member.
- xii. **Wadebridge Library & OSS** – No update.
- xiii. **Website** – On hold.

565/17 **CCTV** – None.

566/17 **South West Water** (laying of a surface water drainage pipe across Town Council Land for the Bridge View development) –

i. **Ongoing work** – No further update.

Brief discussion took place around Cllr Gill's concerns that a sealed system is being installed. Agreed that this may have a negative impact and prove problematic in the future. The Town Clerk confirmed that the Environment Agency is aware of the work being undertaken and would hope they are liaising with SWW. Reference was made to the outline planning permission granted for the development of the Sainsburys site at Trenant. Cllr Pennington reminded Members that a further application will come to the Town Council for consideration in due course and the Town Council's concerns with drainage should be addressed at that time.

ii. **Report received from Objective Tree Consultancy** (circulated with agenda) – **Comments** – Content of the report was discussed and Members agreed that the Town Council must act now to address the issues on behalf of the parishioners. The Town Clerk advised the following :

- Advice received from Laura Jones (Cornwall Council Tree Officer) who is aware of the situation – further details below.
- A formal complaint (by the Town Council) has been submitted to Planning Enforcement, Cornwall Council.
- The contractor has ignored information and not adhered to the tree survey report.
- There has been no tree survey undertaken for the compound area.
- The Statutory Notice served shows a direct line across the park.
- Mitigation is required.
- The Consultant's reports highlights serious implications.

Next steps –

- Noted that SWW is not operating to best practise and this should be publicised.
- It is in SWW's best interest to admit wrong doing and work with the Town Council to mitigate against the damage.
- Laura Jones has advised that CAVAT (Capital Asset Value for Amenity Trees) mitigation can be sought but unlikely that the full value will be obtained as this could be in excess of £100,000.
- An evidence base is being compiled.
- A suggestion has been made that the tree officers working for both the Town Council and the contractor now work together to prepare a report and make recommendations to rectify the situation – SWW and/or contractor to be responsible for related costs.

The following was **AGREED** :

- Town Clerk to prepare a Press Release detailing all issues connected with the works.
- Seek admission from SWW that they are responsible for the damage and that they will mitigate against this.
- Seek acknowledgement that the impact of the works may last for the next 10-15 years.
- Seek legal advice if SWW are not prepared to admit responsibility.
- Request that the tree consultant allows his report to be made publicly available.

567/17 **Christmas Arrangements** – Members discussed the decision made at the Staffing Committee meeting on 29 September 2017 relating to Car Park attendants holiday arrangements and car park charges during the Christmas holiday period 2017 – from 24 December 2017 to 1 January 2018. Normal arrangements as from 2 January 2018.

- It was **RESOLVED** that car park charges will not apply during the Christmas holiday period 2017.

568/17 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) **Heating System in the Town Hall** – None.

b) **Office Printers** – Town Clerk advised that two replacement printers are required. Preferred option was presented and considered.

- It was **RESOLVED** to purchase two printers as presented at a cost of £436.82.

c) **Parks Department Vehicle** – Town Clerk gave details of the proposed replacement vehicle.

- It was **RESOLVED** to purchase the replacement vehicle as presented at a cost of £4,000 (after trade in).

Re-instate standing order 3.c.

569/17 To note dates of the next Wadebridge Town Council meetings –

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

Meeting closed at 8pm

Signed as a True and Accurate Account :

Chair :

Date :