



Wadebridge Town Council

Minutes of the Council meeting held on Wednesday 12 October 2016 at 7pm in the Main Hall, Wadebridge Town Hall

Present: Cllrs; D Bassett, C Buchanan, E Gill, M Kendall, A Pennington, A Richardson, T Rush, P Starling & P Tofi. **Public Present:** Cornwall Councillor Karen McHugh.

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

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'.

196/16 Apologies from Cllrs; Hawken (personal), Hyland (unknown), Jones (personal) & Leach (personal) were received and **approved**.

197/16 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.

198/16 Minutes of Last Meetings – *The Minutes of the meeting held on the 28 September 2016 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.*

199/16 Public Participation

- *Reports from Cornwall Councillors* – Apologies received from Cllr Knightley.
Cllr McHugh addressed Members on the following topics:
Cornwall Councillors have voted to initially support the Local Government Boundary review which may reduce the number of Cornwall Councillors.
Cornwall Council is currently running an on-line rubbish collection survey.
Request received from Wadebridge Museum for signposts to be installed around town – Cllr McHugh is investigating who may be responsible for facilitating this service.
Cllr Knightley has requested hedge cutting works near Julian Foye.
Cornwall Councillors to attend special meeting in November to discuss the Parliamentary Boundary Review / Devonwall.

Random Act of Kindness week is 22-30 October 2016 – Volunteer Cornwall hoping to work with interested parties. Suggestion of a litter pick around Wadebridge (website details given).

Members raised concerns with rising costs related to the licence required for erection of Christmas Lights. Cornwall Council is now applying a fee for a 'Working within Highway Limits' licence and this will have an impact on costs – fee is £76 and charged on a monthly basis for any works undertaken within a calendar month. The fee will also apply to Carnival Committee and Chamber of Commerce in relation to summer bunting. Cllr McHugh advised she is not aware of this charge and will request details. It was suggested that the Town Council / electrical contractor are flexible with dates in order to keep the fee to a minimum.

Cllr Tofi referred to the parking survey currently being undertaken by Cllrs McHugh and Knightley. Cllr McHugh advised that there is a very disappointing return rate. Cllr Pennington advised feedback which she has received from neighbours and residents (related to format of the survey).

Cllr Pennington relayed the Town Council's disappointment with Cornwall Council's response to the Library and Devolution package. Mayor advised that this matter will be debated later in the meeting.

200/16 Mayor's Report (September & October 2016) – tabled and *received*.

201/16 Clerk's Report (October 2016) – tabled and *received*.

202/16 Committee Meetings –

- Finance & General Purposes Committee (tabled) - *It was **RESOLVED** to receive Minutes of meeting held 3 October 2016.*
- Planning Committee (tabled) - *It was **RESOLVED** to receive Minutes of meeting held 4 October 2016.*

203/16 Finance

- a.** Accounts for payment (October 2016 tabled) –
Cllr Gill queried a payment relating to the roundabout - the Town Clerk confirmed that this item had been agreed by Council previously.
- *It was **RESOLVED** to make payment of £57,777.53 as presented.*

204/16 Correspondence

- a.** The following correspondence for information was *received*:
- i.** **Communities & Devolution Newsletter** - September 2016.
 - ii.** **Languieux** - No 301, October 2016.
 - iii.** **South West Business Insider** – Vol.10 No.8 October 2016.
 - iv.** **Egloshayle Church** – Christmas Wreath Festival - seeking group nominations for vacancies on the Planning Partnership (submission date 5 October 2016).
 - v.** **Neighbourhood Planning e bulletin** – September 2016.
 - vi.** **Cornwall Council Planning Service** – Planning Newsletter, September 2016.
 - vii.** **Cornwall Council** – Communities & Devolution Bulletin (Special Bulletin), 23 September 2016.
 - viii.** **Cornwall ALC** – Weekly News Roundup 23/09/16.
 - ix.** **Cornwall ALC** – Weekly News Roundup 30/09/16.
 - x.** **Cornwall Council** – Bike Lights 2016; 15 October 2016; 6.45pm to 8.00pm; Roads Closed - Molesworth Street, Egloshayle Road, Guineaport Road, Southern Way, Jubilee Road, The Platt & Goldsworthy Way.
 - xi.** **Wadebridge Foodbank** – Christmas Shoe Box appeal.

- b. The following correspondence for response was received (information circulated with Agenda). *It was **RESOLVED** to make the following responses :*
- i. **St Minver Highlands Parish Clerk** - requesting a council position on the charity collections being made at Trewornan Bridge and whether these pose any concerns re frequency and/or safety.
Members debated information received.
 - *It was **RESOLVED** to advise that this matter is not within the Town Council's jurisdiction and that Members feel there is not an issue with collections being undertaken on the bridge.*
 - ii. **Cornwall Housing** – request for the uplift of garden waste by the Grounds Staff when they cut the lawns at Wyndhurst Orchard.
 - *It was **RESOLVED** to advise that the onus for waste removal lies with Cornwall Housing and/or the school and that Members would suggest Cornwall Council is approached to donate a green waste bin with complimentary collections.*
 - iii. **Cornwall Council** – Hackney Carriage & Private Hire Driver Policy Review – comments requested by 16 December 2016.
Members to feedback comments to the Town Clerk.
- c. Minutes and Agendas from the following Outside Committees – **None**.

- 205/16 **Planning** –
- a) **Applications** – None.
 - b) **Decisions** – None.
 - c) **For Notification** – None.

206/16 **Egloshayle, St. Breock and Wadebridge Neighbourhood Plan** – The Mayor advised that draft documents have now been completed and passed to the Consultant.

207/16 **Devolution Package & Wadebridge Library** – Updated Site Manual issued to all Members for information. Noted that costs referred to within the manual are unchanged. Notes of meeting held 11 October were tabled and **received**. Members discussed several aspects and reiterated that the Town Council is disappointed with Cornwall Council's response to the devolution package. Reference was made to the increased car park figures and concerns raised with the validity of other financial information received. It was confirmed that the Town Clerk will be relaying this to Anna Druce.
Members discussed the recommendations made by the working group.

- *It was **RESOLVED** that the 'devolution package' is not pursued any further and that the Town Council will therefore not be proposing to take over the operation of the Camel Trail toilets.*

With reference to second recommendation made, Members debated the wording and **agreed** to include the following wording at the end of point i. '**or withdraw from the agreement in total**'.

- *It was **RESOLVED** that Wadebridge Town Council agrees to take on the operation of the devolved Wadebridge Library & One Stop Shop service subject to:*
 - i. *Accurate costings being provided by Cornwall Council in their site manual for Wadebridge Library & OSS. As ongoing costs are to be met solely by the Town Council then if these costings prove to be significantly higher than originally advised by Cornwall Council the Town Council retain the right to review its position in agreeing to deliver this devolved service or withdraw from the agreement in total;*
 - ii. *The Wadebridge Library building being transferred with all Health & Safety issues addressed prior to transfer and in a condition acceptable to both Cornwall Council and the Town Council.*

- 208/16 **Precept** – Members to submit suggestions to the Town Clerk prior to next meeting.
- 209/16 **Town Hall Clock Lighting** – *It was **RESOLVED** to replace the current fluorescent tubes with LED lighting.*
- 210/16 **Building Survey** – *It was **RESOLVED** to undertake a full building survey of the Town Hall.*
- 211/16 **Working Groups**
- a) **Wadebridge Library & One Stop Shop** – Refer 207/16.
 - b) **Waste Incentive Neighbourhood Scheme (WINS)** – Members noted the article submitted to Local-eyes (October edition).
 - c) **BMX/Skatepark (information tabled)** – Cllr Pennington referred to the section 106 agreement from Taylor Wimpey development – awaiting confirmation that the agreement has been signed.
Information relating to the new Lease was tabled and action noted.
 - d) **Flowers for Wadebridge** – Nothing to report.
 - e) **Christmas Lights** - Notes of meeting held 7 October were tabled and **received**. Information relating to hire of solar powered Christmas trees was discussed. Noted that the trees will be located on the hanging basket brackets outside the Town Hall.
 - *It was **RESOLVED** to hire 4 solar powered Christmas hanging trees at £55 plus vat each for the 2016 display.*
 - f) **Town Hall Improvements** – Meeting scheduled for Friday 14 October. Apologies received from Cllr Richardson who will forward relevant information to group members.
 - g) **Town Hall Events** – Notes of meeting held 11 October were tabled and **received**. Members discussed the recommendations made.
 - *It was **RESOLVED** to approve ticket price of £5 per child (14 years and under) and £7.50 per adult.*
 Members **agreed** with the working group's acknowledgement that difficulties may arise in complying with the Town Council's Financial Regulation due to the short timescale available.
 - *It was **RESOLVED** that, for timescale reasons, the working group and Town Clerk are permitted delegated authority to place orders for promotional material with contractors previously used.*
 - *It was **RESOLVED** that a Showcase event is held in September 2017 in lieu of a summer fete.*
 - h) **Toilet Working Group** – Meeting to be scheduled.

7.57pm, Cllr McHugh left the meeting.

- 212/16 **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 and contractual nature of the business to be transacted - Public Bodies (Admission to Meetings) Act 1960.*
- a) **Dishwasher for Town Hall Kitchen (new information)** – The Town Clerk advised further information regarding health and safety. Members **agreed** to proceed with the purchase as previously resolved (175/16.a.).
 - b) **Christmas Lights** – The Town Clerk advised information received. Quotations to be obtained for consideration at next meeting.
 - c) **Resurfacing Jubilee Road Car Park** – *It was **RESOLVED** to obtain quotes as discussed.* Members asked that the Town Clerk arranges temporary repairs to the deeper pot holes located by the car park attendants hut.
 - d) **Jubilee Road Car Park** – Information and quotations relating to replacement litter bins was circulated.
 - *It was **RESOLVED** to including recycling options for paper, cardboard, glass, cans, & plastic bottles.*

- It was **RESOLVED** to purchase raised top recycling bins in a British racing green (rubbish) and gold colourway (recycling).
8.20pm, Cllr Tofi left the meeting.
- It was **RESOLVED** to purchase raised top single rubbish bins in gold.
8.22pm, Cllr Tofi returned to the meeting.
- It was **RESOLVED** to reinstate Standing Order 1.c.

213/16 To note dates of the next Wadebridge Town Council meetings

- **Planning Committee** – Friday 14 October 2016, 11am (Apologies Cllr Kendall).
- **Full Council** – Wednesday 26 October 2016, Town Hall.
- **Finance & General Purposes Committee** – Monday 7 November 2016, Town Hall.
- **Full Council** – Wednesday 9 November 2016, Town Hall.

Meeting closed at 8.25pm

Signed as a True and Accurate Account :

..... **Chair :** **Date :**