



# Wadebridge Town Council

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## **Minutes of the Full Council meeting held on Wednesday 16 August 2018 at 7pm, Pavilion Building, Egloshayle Playing Fields, Wadebridge**

**Present:** Cllrs; J Fletcher, E Gill, J Kennedy, J Leach, L Mitchell, P Mitchell (Mayor) & A Pennington.

**Absent:** Cllr S Gill.

**Also Present:** Cornwall Councillor Stephen Knightley (Wadebridge East) and seven members of the public.

**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'.

**749/18 Apologies** were received from Cllr Leah Gliddon.

- It was **RESOLVED** to accept apologies from Cllr Gliddon due to a family commitment.

**750/18 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.

**751/18 Minutes of Last Meeting** – *The Minutes of the meeting held on the 11 July 2018 were RESOLVED to be a true record of the meeting and were signed by the Mayor.*

**752/18 Public Participation**

- **Questions from members of the Public relating to items on the agenda** –  
A representative of the Folk Festival Committee provided extensive information relating to the groups Grant Application (Agenda Item 7.b.) and the 2018 program.  
**7.04pm, member of the public arrived.**

Cllr Stephen Rushworth, Cornwall Council Ward Member for St. Issey and St. Tudy advised he may wish to speak on a matter if Cllr Knightley does not raise it.

Cllr Knightley advised that as Cllr Rushworth is not a Division Member for the Wadebridge area he would prefer Cllr Rushworth to speak first as a member of the public. Cllr Rushworth referred to Trevanson being part of the Ward he represents. It was agreed Cllr Rushworth speak first.

- Cllr Rushworth advised that he had attended the recent Electoral Review meeting at County Hall where the forthcoming parish boundary review was also discussed. Details of the process and options for parishes to merge were relayed.

There was a brief debate about members of the public speaking on agenda items only. Cllr Rushworth advised he thought he could speak as part of the Cornwall Council item – noted that this item refers to Wadebridge Ward Members.

**7.09pm, member of the public arrived.**

- A member of the public spoke against item 10.a.iv., Planning Application PA18/06674. He advised of a vested interest as a café and delicatessen owner and gave his personal opinion and reasoning as to why he believes past A3 planning consents have failed and why the coffee chain should not open in Wadebridge. Concerns raised included; that the planning system is permitting A3 business which is not sustainable and the negative impact this has on the town.
- A member of the public spoke on item 10.a.iv., Planning Application PA18/06674 agreeing with the previous comments made. Some factors to consider include; such applications may change the intrinsic nature / character of Wadebridge and that national chains are able to cope better through the quieter winter months which may affect local independent businesses.

- **Reports from Cornwall Councillors –**

**Cllr Knightley (Wadebridge East)** addressed the meeting advising apologies from Cllr McHugh.

**Application PA18/06674** – noted that this is within Wadebridge West and that both he and Cllr McHugh have received representations on the application. Cllr Knightley confirmed that his son has sold a café business in town and that he does not have an interest in this matter or any involvement in a café within Wadebridge. Details of previous resistance to similar national brand coffee outlets were referred to and Cllr Knightley reminded Members that the proposal is within a conservation area and appropriate signage would be required. In support of the members of the public who spoke on this application.

**Highway Budget (to be allocated via Network Panel)** – Advised that Cllr McHugh has allocated some monies for signage and that he has allocated monies to remove the flower bed from Gonvena Hill (outside school) – referred to issues with the cycle track. Works are agreed and will be undertaken over the half term period.

**Folk Festival** – both he and Cllr McHugh are very supportive of the Folk Festival with funding coming from the Community Chest funds. The event brings kudos and income to the town.

**Medical Centre** – points advised included; he has worked on this project for a number of years with Cllr McHugh now also involved; the aspiration is to bring a medical centre to Wadebridge; discussion has progressed to a point where the Mayor and Cllr Louise Mitchell attended the last meeting; a precis of how the idea evolved was provided including the early work undertaken by the Neighbourhood Plan team; how the idea has moved forward more recently and that similar projects have worked in Cornwall. Factors required in order to move forward include; availability of land – Cornwall Council has potentially suitable land; willingness from the surgeries – doctors are supportive in principle; and co-operation and NHS funding – Cornwall Council is considering if use of Section 106 and CIL monies is possible. Cllr Knightley advised that CIL funding would not be available to Wadebridge as it does not have a Neighbourhood Plan which is a requirement of CIL. Next meeting is scheduled for early September to include doctors, managers and Cornwall Council senior officers. A site previously discussed is the current bus station – this would provide an opportunity to re-route buses and potentially lead to additional loading bays on The Platt becoming available. Cllr Knightley stressed this is a work in progress and that the Mayor is invited to attend the next meeting.

**753/18 Mayor's Report** – Deferred to next meeting. The Mayor confirmed his attendance at the meeting regarding potential medical centre and that his initial concerns had been addressed at that meeting. Concerns raised by a local trader were briefly advised and the Mayor confirmed this will be included in agenda item 11.

**754/18 Clerk's Report** – Deferred to next meeting.

**755/18 Finance** –

a. **Accounts for payment** – None.

b. **Grant Application** – A grant request from Cornwall Folk Festival CiC was considered.

- *Members **RESOLVED** to award a grant of £500.*

**756/18 Correspondence**

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

i. **South West Business Insider** – Vol.12 No.7; July 2018.

ii. **Ministry of Housing, Communities & Local Government** – National Planning Policy Framework (July 2018).

iii. **Bodmin Hospital League of Friends** – Notification of permission to hold a Flag Day and make street collections on Saturday 1 September 2018 – outside Co-Op Store, Wadebridge subject to agreement being obtained.

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

i. **Davey Electrical Services** – E-mail regarding clarification of an installation date for the Christmas Lights in relation to the proposed Late-Night Shopping event organised by the Chamber of Commerce.

- The Mayor updated Members advising that the event date has changed and that the Christmas lights will be installed as planned.

ii. **Bike Lights** – E-mail from organiser requesting in-principle support / permission for use of Town Council land and Co-Op car park for 2018 event (Saturday 13 October 2018).

- Members considered the request noting several concerns including; use of the car park for health and safety reasons and aspects of the proposed artists lighting installations.
  - Point 1 - *It was **RESOLVED** to support in principle subject to clarification of car park closure requirements and related costs.*
  - Point 2 – *It was **RESOLVED** to request further information and clarification on the lighting installations and if these are relevant to Town Council land.*

iii. **Wadebridge Resident** – letter regarding procedure at the Planning Committee meeting held 18 July 2018.

- The Town Clerk read a proposed response for agreement by Members.
  - *It was **RESOLVED** to accept the Clerk's statement as a the appropriate response.*

iv. **North Cornwall Stroke Support Group** – Email to request permission to hold a sponsored walk in the Jubilee Park/Egloshayle Playing Fields on Monday 17 September 2018 (2pm-4pm). Route to be followed is shown as marked.

- *It was **RESOLVED** to support the event subject to receipt of valid insurance documents and a risk assessment.*

- v. **Wadebridge Resident** – letter regarding planning applications and land development in Wadebridge and concern about the role, in these areas, of a number of influential people in Wadebridge and their role in the Neighbourhood Plan.
    - The mayor read the letter as requested by the letter writer.
      - *It was **RESOLVED** to acknowledge the letter.*
- c. Minutes and Agendas from the following Outside Committees were **received**. There were no actions required.
- i. **Wadebridge and Padstow Community Network Panel** – Draft Notes of meeting held 28 June 2018.
 

**Member of the public left the meeting – 7.48pm**
  - ii. **Wadebridge Chamber of Commerce** – Minutes of meeting held 28 June 2018.
  - iii. **Padstow Harbour Commissioners** – Minutes of meeting held 21 June 2018.
    - Cllr Pennington advised Members of the sad news that Capt. Atkinson had passed away. A condolence card has been sent on behalf of the Town Council.

**757/18 Committee Meetings –**

- i. **Planning Committee** – *It was **RESOLVED** to receive and approve the Minutes of the meeting held Wednesday 18 July 2018. The Minutes were signed by Councillor Pennington, Chair of Committee.*

**758/18 Planning –**

- a. **Applications** – Cllr Pennington presented details and relevant information for each application. *It was **RESOLVED** to make the following responses:*

- i. **PA18/06423** : Garden Flat, 73 Molesworth Street, Single storey sunroom extension to the rear of the flat. **SUPPORTED.**
- ii. **PA18/06740** : 19 Trevarner Way, Replace old wooden shed with summerhouse. **SUPPORTED.**
- iii. **PA18/07457** : Flat 2, Bridge House, Gonvena Hill, Form a balcony on an existing flat roof to the rear of property. **DEFERRED – Pending further discussion with the Development Officer.**
- iv. **PA18/06674** : Mr Simon Wright, Kernow Koffi Ltd., 26 Molesworth Street, Change of use from A2 (bank) to A3 (coffee shop) and the siting of proposed awning. **Information provided by the Planning Officer was advised and considered. Members noted that the building has been left in a poor condition and this could have a negative impact on future use.**
  - *It was **RESOLVED** to **NOT SUPPORT** the application under Policy 4.(2.i) of the Cornwall Local Plan. Wadebridge Town Council will obtain evidence from local businesses to show how this proposal will affect the viability and vitality of the town centre in a detrimental manner.*

Discussion took place around how to approach the condition of the building and potential future use.

- v. **PA18/06675** : Kernow Koffi Ltd., 26 Molesworth Street, Display of fascia signage illuminated by external LED strip light and display of projecting signage with internal white LED illumination. **NOT SUPPORTED – Not in keeping with the Conservation Zone.**

- b. **Decisions** – to *receive* the following decisions as advised by Cornwall Council :
- i. **PA18/02361** : Property Development Solutions Limited, Upper Floor, The Raj Bar, 1 Commissioner's Quay, Eddystone Road, Conversion of existing first floor storage over restaurant to form a 3 bedroom flat. **APPROVED.**
  - ii. **PA18/05672** : Two Trees, Single storey front extension to form a conservatory. **APPROVED.**
- c. **For Information** – The following information as advised by Cornwall Council was *received*:
- i. **APPEAL DECISION (Members, information attached) : PA17/02074** – Land South West of Trenant Mill, Trenant Vale, Wadebridge – **APPEAL DISMISSED.** Costs claim against Council – **DISMISSED.**
  - ii. **PA18/01739/PREAPP** : 1 Glencoe Terrace, Guineaport Road, Pre-application advice for new dwelling. **CLOSED – ADVICE GIVEN.**
  - iii. **EGLOSHAYLE PARISH : PA18/01674/PREAPP** : Land North of Cornwall Council offices, Higher Trenant Road, Pre-application advice for residential development consisting of the construction of 95 dwellings, open space, drainage, and highways infrastructure.
  - iv. **PA18/06967** : Chedworth, 11 Elmsleigh Road, Non-Material Amendment to application PA17/09527 (Replacement rear extension, with increase to footprint size, re-roof of main house and internal alterations) to increase extension footprint. **NO OBJECTION (delegated authority by Town Clerk & Chair of Planning Committee).**

**8.03pm, two members of the public and Cllr Knightley left the meeting.**

**759/18**

**Cornwall Council's role in Wadebridge Town Events** – The Mayor advised details of a complaint made to him by a local trader located in Molesworth Street. The complaint was in relation to the last Good Food Fayre event and a dispute with the organiser.

**8.05pm, Cllr Knightley returned.**

The complaint related to the overall management of events within Wadebridge including the road closure procedure and requirements to clean area(s) after an event.

The Mayor asked Cllr Knightley for Cornwall Council's position on this and whether conditions are set as part of consent. Cllr Knightley advised that the street cleaners are on site the day following such events to target litter and to sweep. In respect of the licencing of an event, this does not permit the organiser any authority over shop owners or traders who have the right of egress and ingress to their properties as do the residents of the flats above (fire escape requirements were referred to). With respect to the complainant Cllr Knightley confirmed that the complainant was within his rights and should not have been spoken to by the event organiser in such a way.

For the future it was suggested that the Town Council is more vigilant when notified of events being organised in Wadebridge. Proposed road closures are included on Town Council agendas and where a closure forms part of an event notification this should be considered in greater detail by Members to ensure proper event management is in place – the Town Council has an opportunity to respond if necessary.

**760/18**

**Meeting with Bodmin & Padstow Town Councils (notes circulated with Agenda)** – The Mayor gave a short precis of the history of forming this group and the concerns raised at the preliminary meeting (as set out in the meeting notes). The group is to be known as Camel Communities Alliance. The Mayor highlighted that moving forward with the topics raised will create additional workload for each council therefore a mandate is required in order that the Mayor and Deputy Mayor continue to be involved on behalf of the Town Council.

- It was **RESOLVED** that the Mayor and Deputy Mayor continue to represent Wadebridge Town Council on the Camel Communities Alliance group.

8.15pm, a member of the public left the meeting.

- 761/18 **Egloshayle, St. Breock and Wadebridge Neighbourhood Plan –**
- i. **Minutes of the Public Meeting held on Tuesday 24 July 2018** – Minutes not available.
  - ii. **Update from Steering Group members** – The Mayor confirmed that redacted copies of the Regulation 14 consultation responses have been prepared and issued to Paul Weston who has submitted a quotation for analysis work at a cost of £5,287.50. The Steering Committee pack is awaiting collection.  
Agenda item 16 refers to the impact of future development within Wadebridge.

- 762/18 **South West Water** – The Clerk relayed information on the restoration of the park area including :
- The extensive work undertaken by the Parks Department.
  - Response from both SWW and Taylor Wimpey is awaited in relation to the proposed drinking water system.
  - Payment is outstanding in respect of the compound area used by the contractor.
  - Compensation is expected and will include use of metered water and staff time in respect of the newly turfed area.
  - Tree monitoring / inspection is required.

The Mayor thanked the Senior Groundsman for his commitment in overseeing the required work.

- 763/18 **Developments in Wadebridge** – The Mayor raised his concerns around the increased housing quota for Wadebridge which is set at 11,000 new homes. He advised that he continues to receive comments from residents voicing concerns with the housing quota and the negative impact to Wadebridge including issues with infrastructure and changing the identity of Wadebridge.
- An in-depth debate took place around how a challenge to Cornwall Council could be made and whether the current development boundary, as set by the Steering Committee, should be re-considered given actual housing requirements and the requirements of future employment land. Members referred to the Town Council's legal position and felt legal advice may be required in order to move forward with a challenge.
- The Mayor advised that, at a recent meeting, Cornwall Councillor John Betty confirmed that Cornwall Council has identified new concerns in relation to proposed development having a negative impact on tourist towns.
- A suggestion to consider a period of pause on the Neighbourhood Plan whilst the Town Council explores a potential challenge was discussed. The Mayor stressed the importance of the analysis of the Regulation 14 consultation continuing as agreed.
- Cllr Knightley advised Members of details relating to the current development boundary and to be mindful that it was Wadebridge Town Council who removed development land at Gonvena resulting in the change.
- It was **RESOLVED** to explore a challenge to Cornwall Council in relation to the housing quota set for Wadebridge.

8.49pm, two members of the public left the meeting.

- 764/18 **Housing in Wadebridge** – Members debated an option to enter into discussion with the developer of Chy Ryn Parc (Bridge View area) to purchase properties for social housing. The Clerk confirmed that a resolution has been made previously that Wadebridge Town Council become a social landlord.  
The additional workload and logistics around maintenance were noted.

Cllr Knightley provided some advice relating to local council's assisting residents with self-build projects.

8.58pm, Cllr Knightley and a member of the public left the meeting.

**The Mayor adjourned the meeting for a short break.  
9.08pm, meeting reconvened.**

- *It was **RESOLVED** to form a working group to investigate the purchase of properties. All Members were appointed and should attend meetings as and when available.*

**765/18 Coronation Park** – Members debated a requirement to install a fence on the Ha Ha near the War Memorial. The historic nature of the Ha Ha and possible options were considered.

The Clerk advised of potential health and safety issues with this location and reminded Members of the Town Council's obligation to mitigate against such matters.

- *It was **RESOLVED** to not fence the area.*

Cllr Fletcher **agreed** to investigate the history of the Ha Ha and options available via Wadebridge Museum.

**766/18 CCTV** – Members considered information presented by the Clerk in relation to proposed monitoring hours which require adjustment for cost purposes.

- *It was **RESOLVED** to accept the amended monitoring hours as presented.*

**767/18 Wadebridge Library & OSS Devolution** – the Clerk provided an update on the transfer including :

- Further discussion is required to ensure the Town Council's investment is protected.
- Cornwall Council cannot reclaim the service without very good reason to do so.
- Cornwall Council is complying with the Town Council's requirements in order to move the transfer forward.
- Anticipated transfer date is 3 December 2018.

**768/18 Toilets**

- i. **The Platt** – *It was **RESOLVED** to accept three deep cleans of The Platt toilets to cover the holiday season from July–September 2018.*
- ii. **Egloshayle** – *It was **RESOLVED** to undertake deep cleans of Egloshayle Road toilets as required to cover the holiday season from July–September 2018*

**769/18 Town Hall Entrance** – *It was **RESOLVED** to explore options, with suitable architects, to upgrade the Town Hall entrance to become DDA compliant.*

**770/18 Egloshayle Pavilion** – Members considered potential alterations and/or extension to the Pavilion Building layout which are necessary to continue to meet hirer requirements. It was noted that suggested alterations must be mindful of the park location and be in keeping with the current building style.

- *It was **RESOLVED** to obtain options and quotations from architects to alter and/or extend the Pavilion Building as discussed.*

**771/18 Working Groups**

- i. Appoint new members, receive an update from the working groups, receive relevant minutes and consider any recommendations made:
  - a) **Bins** – Membership confirmed as Cllrs; Gliddon, Philip Mitchell and Pennington. Meeting date to be arranged.
  - b) **BMX/Skatepark** – Notes of last meeting were tabled and **received**. The Clerk provided brief details relating to works within the budget including removal of the proposed access from the Camel Trail.
  - c) **Christmas Lights** – None.
  - d) **Flowers for Wadebridge** – Cllr Fletcher advised details of meeting held 5 July 2018, including a suggestion to run a competition for 2019 and possible visits to local garden centres/nurseries to negotiate discounted baskets. Notes to be available for next meeting.

- e) **Planning** – None.
- f) **Remembrance Parade** – Event Notification form will be submitted by end August.
- g) **Signage** – None.
- h) **Toilets** – None.
- i) **Town Council Events** – None.
- j) **Town Hall Improvements** – None.
- k) **Wadebridge Library & OSS** – as Minute 767/18.
- l) **Website** – Cllr Kennedy to discuss requirements with the Clerk.
- m) **Police Partnership** – None.
- n) **Electoral Review** – Comment submitted. **Agreed** working to be in abeyance pending the Community Governance Review.

**772/18 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. **Staffing Committee (tabled)** – *It was **RESOLVED** to confirm the Minutes from the meeting held on 17 July 2018 as a true record of the meeting and to accept recommendations made.*
- b. **Tablets** – Members considered a quotation received to purchase tablets for Council business use. Town Clerk to investigate alternative devices and/or options.
- c. **Car Park Machines** – Members considered the quotation received for replacement machines in Jubilee Road car park.  
*It was **RESOLVED** to approve the purchase of replacement machines subject to further investigation of a machine which requires a vehicle registration to be entered.*

*It was **RESOLVED** to re-instate Standing Order 1.c.*

**773/18 Dates of Next Wadebridge Town Council meetings**  
**Finance & General Purposes Committee** – Monday 10 September 2018.  
**Full Council** – Wednesday 12 September 2018.  
**Full Council** – Wednesday 3 October 2018.

Meeting closed at 9.58pm

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

..... **Chair:**

..... **Date:**