



Wadebridge Town Council

Minutes of the Council meeting held on Tuesday 25 April 2017 at 7pm, Town Hall, Wadebridge

Present: Cllrs; D Bassett, C Buchanan, E Gill, N Hawken, H Hyland, A Jones, M Kendall, J Leach, A Pennington, A Richardson, T Rush, P Starling & P Tofi. **Public Present:** Mr & Mrs Moorcroft (Agenda Item 12) and 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'.

369/17 Apologies – None.

370/17 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*) – **Cllr Hawken** advised he has a financial interest in agenda item 5.a.ii, PA17/03107.
- c) Dispensations** – **Cllr Rush** advised he has an awarded dispensation for agenda item 12, Wadebridge Carnival Bunting which permits discussion on the item but not a right to vote.

371/17 Minutes of Last Meetings – *The Minutes of the meeting held on the 12 April 2017 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.*

372/17 Public Participation –

- **Members of the Public** – Mr Moorcroft addressed the meeting on agenda item 12 advising details of the Carnival Committees proposal that the Town Council add the summer bunting to their public liability insurance. Costs relating to the Carnival Committee continuing with the current arrangement were relayed along with costs for the purchase of new bunting. The Carnival Committee's suggestion is that, if the Town Council agree to the proposal, a Memorandum of Understanding is drawn up which clarifies that they would make a payment to put the bunting up and that the Chamber of Commerce would make a similar payment to take the bunting down. Members discussed several aspects with Mr Moorcroft and clarified that the bunting is due to be put up at the end of May and will be taken down after the Folk Festival weekend.

- **Reports from Cornwall Councillors** – Apologies were received from Cllr Knightley. **Cllr McHugh** thanked Members for working with her and referred to the forthcoming election advising that Members could continue to contact her if they have any issues leading up to the election.

373/17 Planning

a. Applications – It was **RESOLVED** to submit the following responses to Cornwall Council :

- i. **PA17/03094** : Mr and Mrs Tapley, 20 St Matthews Hill, Single storey extension to rear of property.

7.12pm, Mr & Mrs Moorcroft and Cllr McHugh left meeting.

SUPPORTED – Members noted the comments submitted on the planning portal by the owner of the neighbouring property and therefore recommend that the applicant use obscured glass in the relevant window.

7.13pm, Cllr Hawken left the meeting.

- ii. **PA17/03107** : Mr and Mrs S Clark, 5 Middlewell Parc, Conversion of the garage to a utility / shower room and store, new entrance steps and parking area.

SUPPORTED.

7.13pm, Cllr Hawken and Cllr McHugh returned to the meeting.

- iii. **PA17/03597** : Mrs Cara Ball, 32 Egloshayle Road, Conversion of loft space with front dormers and balcony with associated modifications.

SUPPORTED.

b. Decisions – The following planning decisions as received from Cornwall Council were noted :

- i. **PA17/01770** : Mr Paul Miskowicz, Hooters, Gonvena, Replacement of existing carport with new pitched roof garage and carport. **APPROVED.**

c. For Notification – The following information from Cornwall Council was noted :

- i. **PA17/00665/PREAPP** : Mr Mark Innes, Ocean Blue Clothing, 27-29 Molesworth Street, Pre application advice for change of use from office building to form two residential apartments by extending accommodation at roof level and converting the existing flat roof to pitched slate roof. **Closed – advice given.**

- ii. **PA17/02299** : Mrs Di Beynon, 4 Retreat Cottages, Higher Lane, Egloshayle, Notification of proposed works to a tree in a conservation area – Works to an apple tree. **Decided not to make a TPO (TCA apps).**

- iii. **APP/D0840/W/16/3161204** – Redrow Homes, Land South of Cleavelands, Outline planning application for a one form entry primary school, residential development of up to 190 dwellings, with public open space, landscaping, associated infrastructure, demolition of buildings and vehicular access from Trevanion Road, The Culvery and Meadowhead, with all matters reserved except access. **Notification of Informal Hearing to be held Tuesday 9 May 2017, 10am, Town Hall Wadebridge.**

- It was **RESOLVED** that Cllr Pennington attends the meeting as representative of the Town Council.

374/17 Committee Meetings – None.

375/17 Finance

- a. Accounts for payment – None.

376/17 Correspondence

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

- i. **South West Business Insider** – Vol.11; No.4; April 2017.
ii. **Business Cornwall** – April 2017; Issue 109.

- iii. **Cornwall Council** – Special Bulletin, Update on the Town and Parking Review (April 2017).
 - iv. **Cornwall Council** – Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic: Hill Road, Wadebridge 24-28 April 2017 (07:30 to 18:00 hours).
 - v. **Cornwall Council**: Intention Notice: Wadebridge Good Food Fair, 29 May 2017 (07:00 to 20:00 hours).
 - vi. **Cornwall Council** - Surface Dressing Order 2017/18.
 - vii. **Cornwall Council** – Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic: Byway 1, Wadebridge; 30 May – 16 June 2017 (24 hours, weekends included).
 - viii. **Cornwall Council** – Highways Act 1980 (Section 278): Adoption Notice; Bradford Quay Road.
- b. The following correspondence for response was received (information circulated with Agenda). *It was **RESOLVED** to make the following responses :*
- i. **The Mayor of Bodmin** – Annual Meeting and Mayor Choosing Ceremony (Thursday 18 May) and Mayor’s Sunday Service (Sunday 21 May 2017).
 - Members noted that this will be the first event for attendance by the newly elected Mayor of Wadebridge Town Council.
 - ii. **Cornwall Council** – Town & Country Planning Act 1990; The Tree and Country Planning (Tree Preservation) (England) Regulations 2012 – Land South West of Trenant Mill, Wadebridge, Cornwall – Tree Preservation Order 2017.
 - *It was **RESOLVED** to send a letter to support the application and to advise that the area is to be designated as green space within the emerging Neighbourhood Plan.*
 - iii. **The Tree Charter** – Launch of a new Charter for Trees, Woods and People (Nov 2017).
 - *It was **RESOLVED** to invite Cornwall Council’s local tree officers to meet with the Town Council to discuss this matter.*
- c. Minutes and Agendas from Outside Committees – None.

377/17 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan:

- i. Green space areas – Members debated information tabled by the Town Clerk which outlined sites suggested at the meeting held on 22 March 2017 (**349/17**) and subsequently sites submitted by individual councillors – all sites are within the Wadebridge Parish.

Space 1, Gonvena Fields – Cllr Jones raised a query in relation to the legal position of designating sites as a Green Space area. Members briefly discussed the role and position of the emerging Neighbourhood Plan in relation to such designation.

- *It was **RESOLVED** to submit the land identified as Gonvena Fields to the Steering Committee to be included as a green space area within the emerging Neighbourhood Plan.*

Cllr Jones abstained.

7.30pm, Cllr McHugh left the meeting.

Space 2, Trenant Vale – Members agreed the addition of a strip of land identified on the relevant map.

- *It was **RESOLVED** to submit the land identified as Trenant Vale, with inclusion of the agreed strip of land, to the Steering Committee to be included as a green space area within the emerging Neighbourhood Plan.*

Space 3, Queen’s Park – Members briefly debated the narrative around this space.

- *It was **RESOLVED** to submit the land identified as Queen’s Park to the Steering Committee to be included as a green space area within the emerging Neighbourhood Plan.*

Space 4, Kay Gardens – Members briefly debated the narrative around this space.

- It was **RESOLVED** to submit the land identified as Kay Gardens to the Steering Committee to be included as a green space area within the emerging Neighbourhood Plan.

Space 5, Southern Way – Members briefly debated the narrative around this space.

- It was **RESOLVED** to submit the land identified as Southern Way to the Steering Committee to be included as a green space area within the emerging Neighbourhood Plan.

Additional land at Trenant – Cllr Hawken referred to an area of land near Trenant which would act as a barrier between the industrial units and the housing development. Members debated its value as a green space. The Town Clerk advised issues with timescale as a suitable narrative is required in order to resolve to include the area for submission to the Steering Committee meeting the following morning.

- Members **agreed** to not include this area.

Space 6, Trevanion Close – Members briefly debated the narrative around this space.

- It was **RESOLVED** to submit the land identified as Trevanion Close to the Steering Committee to be included as a green space area within the emerging Neighbourhood Plan.

Space 7, Treraven – Members briefly debated the narrative around this space noting the area may already be designated by the Gaia Trust.

- It was **RESOLVED** to submit the land identified as Treraven to the Steering Committee to be included as a green space area within the emerging Neighbourhood Plan.

The Town Clerk referred to two areas which were originally suggested which have not had narratives submitted – Polmorla Valley and land near Valley View.

- Members debated the sites and **agreed** that neither should be included.

Cllr Hyland requested the green area located at the bottom of Fernleigh Road is also submitted and that she would provide narrative the following day. The Town Clerk reiterated that the timescale of submission did not allow for this and a narrative would be required at the meeting so that a resolution to include could be made.

Members debated a suitable narrative.

- It was **RESOLVED** to submit the land identified as Fernleigh Road (Space 8) to the Steering Committee to be included as a green space area within the emerging Neighbourhood Plan for the following reasons :
This area of green space is a visual amenity and amenity land within the conservation area and surrounding area. It currently has cycle racks and a bench which are used frequently by the community.

378/17 Taylor Made Play Area – It was **RESOLVED** to purchase an additional picnic bench.

379/17 Draft Co-Option Policy (circulated with agenda) – Members debated the draft policy. The following points were raised :

- **Item 6.6, Voting** – The Town Clerk confirmed that legislation outlines that voting should be undertaken by a show of hands for the purpose of clear transparency (Policy refers to the relevant legislation).
- **Criteria** – query as to why so many essential elements apply. This point was debated with advantages and disadvantages being voiced. Several Members referred to their own experience of the co-option process. The Town Clerk advised that the criteria is taken from NALC's framework and is a national recommendation / guidance.

It was clarified that co-option will take place on 17 May 2017 so as to meet Cornwall Council's deadline.

- It was **RESOLVED** to accept the Co-Options Policy as presented.

**Cllrs Jones & Hyland against.
Cllr Tofi abstained.**

8.07pm, Cllr Rush left the meeting.

380/17 Wadebridge Carnival Bunting – Members discussed the proposal and comments received by Mr Moorcroft in the Public Session. The Town Clerk advised that the bunting can be added to the Town Council's public liability insurance without incurring a fee but, to do this the bunting must belong to the Town Council which in turn makes the Town Council liable for any claim which might be made.

Members debated advantages and disadvantages of the proposal and whether a formal or informal agreement would be appropriate. Some of the points raised included;

- An agreement should be in place.
- There should be no financial commitment for the Town Council to purchase replacement bunting.
- Carnival Committee membership will alter in time and this may cause future issues.
- Bunting must be erected and taken down by a qualified contractor.

- It was **RESOLVED** that, for the 2017 season, the Town Council agree to add the bunting to the Town Council's public liability insurance and that an agreement is drawn up relating to responsibilities for the erection, taking down and replacement of the bunting and that the item is included on a future agenda so that a long term solution can be agreed.

8.23pm, Cllr Rush returned.

381/17 Working Groups

- a) Wadebridge Library & One Stop Shop – Next meeting scheduled for Thursday 27 April 2017. Notified that the Business Case has been accepted.
- b) Waste Incentive Neighbourhood Scheme (WINS) – Ongoing.
- c) BMX/Skatepark – Town Clerk advised information regarding planning permission which expires at the end of June. New rules apply and a new application will need to be submitted.
- d) Flowers for Wadebridge – Several new traders have signed up for hanging baskets.
- e) Christmas Lights – Ongoing.
- f) Town Hall Improvements – Ongoing. Cllr Richardson requested to be co-opted to the working group in order to continue to work on the project.
- g) Town Hall Events – Ongoing.
- h) Toilet Working Group – Ongoing.

382/17 To note dates of the next Wadebridge Town Council meetings

- **Annual Town Meeting** – Thursday 27 April 2017, 6pm, Main Hall
- **Annual Meeting of the Town Council** – Wednesday 17 May 2017, 6pm, Main Hall
- **Finance & General Purposes Committee** – Tuesday 2 May 2017, 7pm

The Mayor thanked fellow councillors for their support over the past two years. Members thanked the Mayor for her hard work and commitment to the role.

Meeting closed at 8.29pm

Signed as a True and Accurate Account :

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