



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 27 September 2017 at 7pm in the Main Hall, Wadebridge Town Hall

Present : Cllrs; D Bassett, L Gliddon, N Hawken, L Mitchell, P Mitchell, A Pennington, D Rowe & T Rush.
Public Present : Cornwall Councillor Stephen Knightley (Wadebridge East), Mr V Swift (Candidate for Town Councillor Vacancy) and 14 residents as per attendance sheet attached.
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'.

505/17 **Apologies** –

- It was **RESOLVED** to accept apologies from Cllr Gill who had a conflicting social engagement.
- It was **RESOLVED** to accept apologies from Cllr Jones who had a conflicting social engagement.
- It was **RESOLVED** to accept apologies from Cllr Leach who had a conflicting social engagement.

506/17 **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.

507/17 **Town Councillor Vacancies (details circulated with agenda) -**

- i. Vivian Swift made a short presentation to Members.
 - It was **RESOLVED** to co-opt Vivian Swift to Wadebridge Town Council (Wadebridge West).

The Town Clerk issued relevant meeting paperwork and Cllr Swift took his seat.

The Mayor advised that Jon Kennedy was unable to attend the meeting due to an existing work commitment.

- It was **RESOLVED** to co-opt Jon Kennedy to Wadebridge Town Council (Wadebridge East).

ii. Declaration of Acceptance of Office –

- Cllr Swift signed his Declaration of Office witnessed by the Town Clerk.
- Cllr Kennedy - *It was **RESOLVED** that the Town Clerk make arrangements for Cllr Kennedy to sign his Declaration of Acceptance of Office prior to the next meeting.*

508/17 Minutes of Last Meeting –

- *The Minutes of the meeting held on the 7 September 2017 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.*

509/17 Public Participation

- **Members of the Public –**
Ian Welsh addressed members on agenda item 10.b.i., Telephone Box at Bodieve. Resident involvement and the support gathered was clarified along with the Town Council's level of involvement.
Mr Sandercock – advised details, as applicant, in relation to planning application PA17/08763, construction of a drop kerb.
Mr Paul Berryman spoke on behalf of residents in relation to planning application PA17/08484, Outline application at land south west of Trenant Mil, Trenant Vale. Copy of statement attached.
- **Reports from Cornwall Councillors** – Apologies received from Cllr McHugh who had a work commitment.
Cllr Knightley referred to the following :
Outline planning application PA17/08484 – briefly noted details of the proposal and the potential impact to the area.
Confirmed that the number of Cornwall Councillors will be reduced to 87 (from 123) from the 2021 elections and the impact of this in relation to electoral divisions.
Support for the adoption of the telephone box at Bodieve – monies from the community chest fund will be made available.
Reported that both he and an Egloshayle Parish Councillor have experienced unpleasanties with a land agent – advised Town Councillors to keep a record should they experience similar issues.

510/17 Clerk's Report – tabled and *received*.

The Town Clerk advised further information received in relation to works previously agreed on the rear staircase in the Town Hall (outside the Victoria Room and Board Room). For health and safety reasons additional work to raise the balustrade on the remaining sections is now required so that the entire staircase is of the correct standard.
Quotation received from contractor previously appointed at a cost of £1,910.

- *It was **RESOLVED** to accept the quotation received.*

511/17 Planning – *It was **RESOLVED** to make the following responses :*

a. Applications –

- PA17/08393** : Mr Jim Smith, Jubilee Cottage, Blackwell Place, Replacement of existing rear extension to include new 1st floor en-suite. Relocation of front door. **SUPPORTED.**
- 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). **MEMBERS ACKNOWLEDGED THAT THE SITE IS IDENTIFIED AS AN AREA OF GREEN OPEN SPACE WITHIN THE EMERGING NEIGHBOURHOOD PLAN. APPLICATION IS NOT SUPPORTED.**
- PA17/08763** : Mr Jo Sandercock, 113 Egloshayle Road, Construction of a drop kerb to allow off-street parking for the dwelling. **SUPPORTED.**

- b. Decisions** – The following planning decisions as received from Cornwall Council were noted :
- i. **PA17/05098** : Mr Paul Webber, Winchfield, West Hill, Demolition of existing dwelling and garage and replacement with a new dwelling and associated garage. **APPROVED.**
 - ii. **PA17/06581** : Mr & Mrs J Rowe, Warren Mead, Gonvena Hill, Proposed conversion of existing garage to games room / office, proposed first floor bedroom extension over existing garage and proposed annexe. **APPROVED.**
 - iii. **PA17/07569** : Mr Jon Mitchell, Cornwall Council, Land Rear of Treguddock Drive, Application for works to trees subject to a tree preservation order - Works to mixed broadleaf trees within G4 and to an Ash Tree (T2). **APPROVED.**
- c. For Notification** – the following information received from Cornwall Council was noted :
- i. **NOTIFICATION OF INFORMAL HEARING, 4 OCTOBER 2017, 10am, TOWN HALL, WADEBRIDGE (CONFERENCE ROOM) - EGLOSHAYLE PARISH - PA16/07913** : Hawks Meadow Properties (Wadebridge) Limited, Land Off Higher Trenant Road, Outline application with some matters reserved for residential development for 95 units and associated infrastructure.
 - ii. **PA17/08858** : Mr Nick Causton, 10 Tidesreach, Egloshayle Road, Tree works to a Monterey Pine within a conservation area: remove dead wood and crossing branches from crow. Trim back from building by approx. 2 metres and uplift over access road to give a clearance of 5 metres. **WORKS WITHIN A CONSERVATION AREA - APPLICATION TO BE DECIDED UNDER DELEGATED AUTHORITY.**
 - iii. **PA17/02423/PREAPP** : Wadebridge Camels Rfc, Egloshayle Road Wadebridge Cornwall PL27 6AD, Planning Performance Agreement (PPA) for outline application for an additional sports pitch and 'Park and Cycle' facility. All matters are reserved except for access. - Mr Graham Fincham.
 - iv. **PA17/02225/PREAPP - CLOSED - ADVICE GIVEN** : Mr And Mrs Tillbrook, Heatherbank Fernleigh Road Wadebridge Cornwall PL27 7BD, Pre-application advice for dormer bungalow.
 - v. **PA17/07900 - PRIOR APPROVAL NOT REQ'D (AF/TEL/DEM)** : Neil Sandland, Cornwall Council Garage Bradfords Quay Road Wadebridge Cornwall PL27 6DB, Application for Prior Notification of proposed demolition - the buildings are masonry structures with corrugated sheet roofing.
 - vi. **PA17/07489 - DECIDED NOT TO MAKE A TPO (TCA APPS)** : Mr Don Charlton, Boduel Higher Lane Egloshayle Wadebridge PL27 6HW Notification of proposed works to trees in a conservation area. Removal of one Flamingo Acer, one Cypress and one Eucalyptus. Slight reduction of one Laburnum to five metres in height. Reduction of One Pittosporum to three metres in height. Reduction of Holly to two metres in height. Reduction of one Cherry by one metre to three point five metres in height. Crown lifting of one Yew. Reduction of one Yew to three metres in height. Coppicing of one Hawthorn. Reduction of one Hawthorn.

512/17 Committee meetings –

- i. *None.*

513/17 Finance –

- a. *Accounts for payment (August 2017) – It was **RESOLVED** to make payment of £52,430.43 as presented.*

7.23pm, Mr Sandercock left the meeting.

514/17 Correspondence

- a. To following correspondence for information was **received** :
 - i. **Scott Mann MP** – copy letter sent to the Chief Executive of Redrow plc regarding the judicial review for land south of Cleavelands.
 - ii. **Languieux** – September/October 2017.
 - iii. **Cornwall Council** – Neighbourhood Planning (August 2017)
 - iv. **Business Cornwall** – September 2017/Issue 113.
 - v. **South West Business Insider** – Vol.11 No.9 September 2017.

- b. The following correspondence for response was **received** (information circulated with Agenda). *It was **RESOLVED** to make the following responses :*
 - i. **Bodieve Telephone Box** – a request that Wadebridge Town Council adopt the telephone box at Bodieve.
 - **NOTE: Resolution made at Full Council of 28 June 2017**
*It was **RESOLVED** that the Town Council investigate the option to adopt the telephone box on the condition that the residents form a community group to undertake the management and maintenance of the asset in the future*
The Town Clerk confirmed that the Town Council will not be financially responsible for any related costs should they agree to adopt the telephone box.
 - *It was **RESOLVED** to adopt the telephone box as requested.*
 - ii. **Police Report** - PCSO Pete Soby (September 2017). *Noted.*
Cllr Pennington advised details of a recent conversation with Sgt. Stewart which highlighted the importance of reporting crime.
 - iii. **Stuart Taylor** – seeking a Council response in relation to the conversation held with a Cornwall Council employee in respect of cycle lanes and weeds in Wadebridge.
Members discussed information received and asked that the Town Clerk reply to Mr Taylor confirming that the Town Council has not taken responsibility for weed killing.
Members requested that Cllr Knightley raise the Town Council's concerns with advice provided by Cornwall Council staff. Information should be relevant to Wadebridge Town Council rather than general and open to interpretation.

- c. Minutes and Agendas from the following Outside Committees were **received**, there were no actions required :
 - i. **Padstow Harbour Commissioners** – Minutes of Thursday 17 August 2017.

515/17 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan (information circulated with agenda) –

- i. Draft minutes of the meeting held on 6 September 2017 were **received**.
Cllr Pennington referred to the Pre-Planning Application for the site at Ball and asked how this would affect the draft Plan. Cllr Rush advised the Steering Committee would be taking the information into account at their next meeting.
- ii. Members **noted** the reply from *Wadebridge Primary Academy* in response to the Town Council's correspondence with Health and Education providers in Wadebridge re capacity.

516/17 Working Groups – updates and relevant meeting notes from the following working groups were **received** :

- a) Bins – None.
- b) BMX/Skatepark – Cllr Pennington and the Town Clerk advised details of the draft tender document in requested that the document is referred to the Town Council's solicitor for profession review prior to proceeding to Tender stage so that there is assurance the Tender is robust enough to move forward without issues arising at a later stage.

- Solicitors fees – several options were advised.
 - *It was **RESOLVED** to accept the quotation for a fixed fee to tender issue stage at a cost of £1,700.*
- Contract document –
 - *It was **RESOLVED** to accept the quotation for a minor works contract to include professional checking at a cost of £1,250.*
- *It was **RESOLVED** that the services of Stephens Scown are utilised in order to move the project forward.*

Cllr Pennington advised requirements and details of additional costs for lighting and an access bridge from the Camel Trail. Funds currently available were confirmed.

- *It was **RESOLVED** to increase the budget by £40,000 in order to raise the total budget to £215,000.*

- c) Christmas Lights – ongoing.
- d) Flowers for Wadebridge – notes of meeting held 12 September 2017 were circulated and **received**.
- e) Planning – Notes of meeting held 15 September 2017 were circulated with the agenda. Cllr Pennington advised details of the recommendations made.
 - *It was **RESOLVED** to approve a budget of £10,000 for traffic survey / pollution study works.*
 - *It was **RESOLVED** to undertake proposed traffic study work as outlined.*
 - *It was **RESOLVED** to grant delegated authority to the Town Clerk and the Mayor to seek quotes and engage a company to undertake work on behalf of Wadebridge Town Council.*
- f) Remembrance Parade – Cllr Rush advised a meeting with Royal British Legion members is to be arranged.
Town Clerk advised issues with the organisation of this event in that office staff have felt isolated due to lack of communication and assistance with completion of the Cornwall Council paperwork (Event Notice / Road Closure) – the application has now been submitted.
- g) Signage – None.
- h) Toilets - None.
- i) Town Hall Events.
- j) Town Hall Improvements.
- k) Wadebridge Library & OSS – Town Clerk advised a meeting with the Library staff will take place early November.
- l) Website – None.

517/17 Waste Education Day – Members discussed holding an event in the Town Hall to promote litter awareness and responsibility, waste disposal and recycling. Cllr Mitchell advised details of proposed content and groups and organisation who will be invited to take part. Cllr Philip Mitchell to liaise with the office to arrange a date in late November.

518/17 Draft Protocol – Marking the Death of a Senior National Figure (circulated with agenda) – *It was **RESOLVED** to adopt the protocol as presented.*

519/17 To note dates of the next Wadebridge Town Council meetings –

- **Full Council** – Wednesday 11 October 2017.
- **Full Council** – Wednesday 25 October 2017 to be cancelled.

Meeting closed at 7.44pm

Signed as a True and Accurate Account :

Chair :

Date :