



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 28 June 2017 at 7pm in the Main Hall, Wadebridge Town Hall

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

Public Present : Cornwall Councillor Stephen Knightley, Tracy Constance, David Constance and Mr Wilsher.

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'.

433/17 Apologies were received from Cllrs Gliddon and Kendall.

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

434/17 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) –**

- Cllr Bassett declared an interest in item 5.a.i. PA17/04768 – neighbouring property.

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.

435/17 Minutes of Last Meeting –

- The Minutes of the meeting held on the 13 June 2017 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.

436/17 Public Participation

- **Questions from members of the Public relating to items on the agenda –** None.

• **Reports from Cornwall Councillors –**

Cllr Knightley addressed Members on the following points :

- Gave apologies for not being able to attend the Mayors Civic Service on 16 July 2017 – prior commitment to attend the Rotary Club's Wheels event.

- Changes implemented to the running of Cornwall Council – Scrutiny Committees have once again been formed.
- The panel for Customer Support Services, Property (which Cllr Knightley sits on) will be considering all Cornwall Council owned property and land which is currently being neglected. Areas within Wadebridge and Bodmin have been highlighted and a meeting to further discuss this is arranged – Wadebridge Mayor will be invited to represent the Town Council views and aspirations.
- Telephone box at Bodieve – has investigated, with Cllr McHugh, acquiring the box for use as perhaps a book swap location or to house a defibrillator.

437/17 Planning –

- a. **Applications** – Cllr Pennington, Chair of Planning Committee, advised that it has not been possible to view the application as the planning portal has been off-line on several dates (Friday 23 and Wednesday 28 June).
 - i. **PA17/04768** : Mr & Mrs J Tipler, Kernow House, Replacement garage, single storey rear extension and replacement of hipped roof with gabled roof incorporating dormer windows and rooflights. **DEFERRED TO 12 JULY 2017.**
- b. **Decisions** – The following planning decisions as received from Cornwall Council were noted :
 - i. **PA17/02742** : Mr & Mrs W H Gliddon, 12 Camelside, Egloshayle Road, Replace the existing wooden doors and windows with uPVC double glazed units. **APPROVED.**
 - ii. **PA17/03303** : Mr & Mrs Mark & Cressida Chrusciak, 27 Trevanion Road, Demolition of existing single-storey extension and outbuilding and construction of replacement single-storey extension on slightly larger footprint. **APPROVED.**
 - iii. **PA17/03508** : Dr Andrew Taylor, 7 and 8 Park Place, Whiterock Road, Demolition of existing conservatory and file room, proposed single storey corridor link to the rear between 7 and 8 Park Place, weatherboard cladding to the first floor of the rear elevation of both properties and landscaping at rear including the formation of additional parking. **APPROVED.**
 - iv. **PA17/03597** : Mrs Cara Ball, 32 Egloshayle Road, Conversion of loft space with front dormers and balcony with associated modifications. **APPROVED.**
 - v. **PA17/03997** : Peckerwood Developments Ltd., Land West of Halgwelva, Trevanson Road, Erection of two detached dwellings (revised design to PA16/11941). **APPROVED.**
 - vi. **PA17/04563** : Mr Andrew Hallett, Malcolm Barnecutts Bakery Ltd., 3 Newcourt House, The Platt, Change of use from Estate Agency (A2) to café / takeaway including minor material works. **WITHDRAWN.**

438/17 **Committee meetings** – None.

439/17 Finance –

- a. *Accounts for payment* – None.

440/17 Correspondence

- a. To following correspondence for information was **received** :
 - i. **Helston Town Council** - Update on Tour of Britain proposal.
 - ii. **Concern Wadebridge** - Thank you for the donation of the litter bin removed from the car park and no longer required.
 - iii. **North Cornwall Advertiser**- Notification that the North Cornwall Advertiser can no longer organise and administer the Chamber's 'Street' at the Royal Cornwall Show.
 - iv. **South West Business Insider** - Vol.11; No.6; June 2017.
 - v. **Cornwall Council** – Communities and Devolution Newsletter (May 2017).
 - vi. **Community Network Panel Meeting (15/06/17)** – Papers distributed at meeting.

- vii. **Cornwall Council** - Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic: Bridge View, 19 – 30 June 2017 (24 hours, weekends included).
 - viii. **Cornwall Council** - Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic: Byway 1, Wadebridge: originally 22 May to 16 June 2017, now extended until 30 June 2017 (24 hours, weekends included).
- b. The following correspondence for response was **received** (information circulated with Agenda). *It was **RESOLVED** to make the following responses :*
- i. **The Local Government Boundary Commission for England** – Notification of the Electoral Review of Cornwall.
Points noted included :
 - The proposal is complex and therefore CALC will make further information available.
 - CALC suggestion is that town and parish councils form a small working group to collate councillor comments and recommend a response.
 - All councillors should have the opportunity to submit a comment to be considered.
 - CALC has confirmed that a Community Governance Review will take place and this will be undertaken by Cornwall Council as it is not within the remit of the Local Government Boundary Commission.

Members were advised to submit any comment they may have to the Town Clerk by 21 July latest.

- *It was **RESOLVED** to form a working group to consider comments submitted by councillors and to recommend a response to Full Council.*

Cllrs Pennington, Jones and Leach were appointed to the working group.

- ii. **Daften Diecasting Ltd** - Letter regarding the Wadebridge Town Council Planning Committee Meeting on 1 June 2017.

Some of the points noted included :

- Aspects of the letter are factually incorrect and the tone of the letter suggests that the Town Council is not supportive.
- Possibility that incorrect advice relating to the procedure of a Pre-application has been given by the Planning Officer.
- Misconception of the Town Council's role and position with Pre-applications.

Members noted comments tabled by Cllr Philip Mitchell (copy attached) relating to an issue from 20 years ago when a development at Bradford's Quay was stopped by the Duchy of Cornwall due to a title challenge. Request for clarification on this point and options to safeguard property owners from Cornwall Council.

Flooding issues were also noted in that the last flood as referred to in the correspondence is, historically, still quite recent.

- iii. **Seafarers UK** – Request that the Town Council fly the red ensign for Merchant Navy Day (3 September 2017).

- *It was **RESOLVED** to agree to the request.*

- iv. **Ian Welch** – Request that the Town Council consider adopting the telephone box in Bodieve.

Members discussed options available. The Town Clerk confirmed that only local authorities can apply to adopt telephone boxes. A community group can take on the management of the box once it is adopted.

- 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.

c. Minutes and Agendas from the following Outside Committees were **received**, there were no actions required :

- i. **Padstow Harbour Commissioners** - Minutes of meeting held on Thursday 18 May 2017.

441/17 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan – None.

442/17 Social Housing – Members discussed future provision for social housing in Wadebridge and the Town Council’s role in this. The current need for such housing was noted and Members also referred to having the assurance that such a scheme is both viable and deliverable before proceeding.

- It was **RESOLVED** to invite Jon Lloyd-Owen, Service Director – Housing (Cornwall Council) and representatives from the Community Land Trust to meet with Members to discuss how to instigate Wadebridge Town Council becoming a social landlord.

443/17 Parish Members Allowances (scheme information tabled) – Discussed options available to individual Members.

- It was **RESOLVED** that the 2017/18 Parish Members’ Allowance continues as per 2016/17.

To clarify - The Parish Member’s Allowance for 2017/2018 is £10 per Full Council meeting and £5 per Committee meeting with the maximum councillor allowance being £186.41 per annum and a Chairman’s allowance of £279.61 per annum. The allowance must be paid under the PAYE system and declared in the Annual report at the year end.

With the exception of Cllr Pennington who advised that she may take the Members allowance for childcare purposes, all other councillors present agreed not to take the allowance. Cllrs Gliddon and Kendall, who had given apologies, will be contacted separately regarding this matter.

- It was **RESOLVED** to adopt the Travel and Subsistence Allowance for 2017/18 as presented (scheme details attached).

444/17 Litter

- a. **Jubilee Field & Skatepark area** – Members discussed the ongoing problem of litter in this area. Recent press coverage was referred to and feedback from the Parks department who find the situation is unchanged.

The issuing of FPNs and possible employment of a Warden to manage current issues with litter and aspects of the Dog Control Order were debated.

- It was **AGREED** to refer this matter to the Staffing Committee for further discussion.

The Mayor invited Mr Wilsher to comment on recent social media posts and litter picks undertaken.

Mr Wilsher advised that a small group recently arranged a litter pick and that a second pick is arranged for Sunday 30 July 2017, 3pm at Challenge Bridge. Members agreed to loan Town Council litter picks.

- b. **General issues with litter and household rubbish in the town** – Cllr Jones advised details of issues reported to him in the Polmorla and Chapel Lane areas. Marion Willetts, Community Champion for Tesco and Cllr McHugh have assisted with this.

Some points discussed include :

- Work with Mr Wilsher to form an action group.
- Advertise seagull proof bags – how to purchase and information about how to use them.
- Continue with social media posts.
- Issues with the current practice of collecting refuse – bags are removed from bins and gathered together in an area to be collected later. If a delay occurs this often results in bags being ripped open.
 - *It was **AGREED** that the Town Clerk will contact Cornwall Council to discuss this practice.*

Cllr Pennington advised that the WINS project is near completion and that any funds obtained could be used to raise awareness and educate local residents on rubbish collection, litter, fly tipping etc. and to purchase seagull proof bags to be distributed to parishioners.

- *It was **AGREED** that Cllr Pennington arranges an Awareness event for local residents in September and that this matter is also referred to the Events working group.*

445/17 Royal Cornwall Show (information tabled) – Members discussed questions and comments as received from visitors to the Town Council's stand.

A Question for Wadebridge Town Councillors?

Questions Received

1. Please add to Town Guide Map with other shops in Wadebridge also.
Councillors agreed Polormla Walk should be added and suggested making use of funds available from the Gorilla Guides map project which has not been completed.
2. Why don't the Town Council build some social housing for rent?
Wadebridge needs these types of housing more than £0.5M houses that no-one living in Wadebridge will ever afford. ***See Minute 442/17.***
3. We heard that adult fitness equipment was coming to the park? When will this happen? ***Project was put on hold pending completion of the BMX/Skatepark and relocation of existing equipment which will free up a suitable area for fitness equipment.***
4. I live in Egloshayle Parish but consider myself to be from Wadebridge. Why the need for so many Councils? Some do lots, some do nothing I'm sorry to say. What am I paying for in Egloshayle? ***Noted.***
5. Re the platform at Target near Pendavey bridge/Camel Trail. Girders have been cut off into points. How long before someone falls on one, which could result in fatal injury? Cyclists have started cycling on the platform, risking a fall onto the spikes.
Forward to Cornwall Council, Camel Trail Partnership.
6. Why doesn't Wadebridge have a regular market – even monthly - on Jubilee Field ?
Briefly discussed the difficulties of holding a market in this area. Cllr Philip Mitchell advised that the Events Working Group will be considering possible locations and options for a regular market in town.
7. Street traders – Padstow. Too many – ruining the Town, awful. Something needs to be done about it! ***Noted.***

How can we make Wadebridge better for you?

Responses received.

1. The entrance fee to the show is very high. Surely you would get more people coming to the show and Wadebridge if it was a 'bit' more reasonable. ***Noted.***

2. Please improve road markings – particularly at roundabouts. **Issues were briefly discussed including lack of markings at roundabouts – suggested matter is referred to Cornwall Councillors.**
3. Parking – First hour free or cheaper rates, then would come in more often to shop. **Current fees were briefly discussed in relation to nearby car parks and Cornwall Councils parking strategy. Suggestion to permit longer parking and option to make payment via mobile. The Town Clerk advised this matter should be discussed as a separate agenda item due to necessary amendments to the Parking Places Order.**
4. Crossing near St. Breock School – takes my grandchildren to school and find it difficult to cross the road (to Cornwall Council). **Forward to Cornwall Council.**
5. Issues with cyclists on Camel Trail – need to learn the code, problems when walking dog. Re-route through Town. **Forward to Cornwall Council Camel Trail Partnership.**
6. Pumping station - SW Water on Egloshayle Road. Steps out of the playing field are in a dangerous state of repair. **Town Clerk to investigate ownership of steps.**
7. Please could you arrange for deliveries to Spar to be delivered from the Co-op car park? Two vehicles on either side of The Platt, which happens repeatedly, causing considerable delays. **Issues with deliveries being made from the car park were discussed.**

446/17 Working Groups – updates and relevant meeting notes from the following working groups were **received** :

- a) Bins – *More suitable bags have been purchased - next meeting to be arranged.*
- b) BMX/Skatepark – *Cllr Pennington gave a brief update – Tender is ongoing.*
- c) Christmas Lights – *None.*
- d) Flowers for Wadebridge – *Notes of meeting held 21 June 2017 were tabled and discussed. No action required.*
- e) Planning – *Meeting arranged for Friday 30 June 2017, 10am. Cllr Rush requested to be appointed to the group.*
- f) Remembrance Parade – *Meeting to be arranged.*
- g) Signage – *Meeting to be arranged.*
- h) Toilets – *Meeting to be arranged.*
- i) Town Hall Events – *Meeting on Thursday 29 June 2017.*
- j) Town Hall Improvements – *Meeting to be arranged.*
- k) Wadebridge Library & OSS – *Meeting Thursday 29 June 2017, 1pm.*
- l) Website – *Meeting to be arranged.*

Cllr Pennington highlighted that communication via e-mail is currently proving challenging and queried whether some Members are receiving Town Council e-mails. Working group members were reminded of the following points :

- To check Town Council e-mails regularly.
- The importance of attending the meetings.
- To advise the Town Clerk of any issues they may have with receiving / checking Town Council e-mails.

447/17 Disabled Access to the Town Hall – Cllr Jones advised a parishioner has raised access issues to the Main Hall. The current situation was briefly discussed and the Mayor confirmed that a survey had been undertaken in 2015 (Staffing Committee arranged).

- *It was **AGREED** to forward this matter to the Town Hall Improvements working group.*

The Town Clerk advised that the Town Council does not currently have a budget for disabled access works.

448/17 Health & Safety Review 2017 – The Town Clerk advised the review has been completed. Changes to the assessment process have highlighted the need for asbestos

surveys to be undertaken on all Town Council property pre-dating 2000. This will include both sets of public toilets, the car park inspectors hut and a new survey for the Town Hall.

8.16pm, Members of the public & Cllr Knightley left the meeting.

449/17 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.*

All relevant information and quotations were circulated.

a) Children's Play Equipment – Members considered information and quotations received for the replacement of the 'Bo Peep' play equipment in the under 6 play area. The Town Clerk clarified several points relating to suitable and unsuitable materials.

- *It was **RESOLVED** to purchase the equipment as presented at a cost of £17,994.*
Clls; Bassett, Gill & Hawken abstained.

b) Children's Play Area Fencing – Deferred – awaiting further quotes.

c) Children's Play Area – Members considered the proposal for replacement benches and a picnic table.

- *It was **RESOLVED** to purchase the equipment as presented at a cost of £2,578.89.*

d) Egloshayle Cemetery – Members considered a quotation for remedial work required to level several plots. Works to be undertaken professionally by a qualified Sexton.

- *It was **RESOLVED** to accept the quotation as presented and proceed with the works at a cost of £460.*

e) Parks Department – Members considered options and quotations received for weeding machinery. The Town Clerk advised detailed information including technical specifications relating to the proposals.

- *It was **RESOLVED** to purchase a Koepl 14HP at a cost of £8,535.*
- *It was **RESOLVED** to re-instate Standing Order 3.c.*

450/17 To note dates of the next Wadebridge Town Council meetings –

- **Full Council** - Wednesday 12 July 2017.
- **Full Council** – Wednesday 26 July 2017.

Meeting closed at 8.37pm

Signed as a True and Accurate Account :

Chair :

Date :