



Wadebridge Town Council

Minutes of the Full Council meeting held remotely via Zoom on Wednesday 5 August 2020 at 7pm

Present : Cllrs; H Cooper-Waite, E Gill, L Gliddon, R Harris, M Hollamby, J Leach, L Mitchell, P Mitchell, A Pennington (until 8.15pm), I Welch & T Wiltshire.

Public : Cornwall Councillors Robin Moorcroft (Wadebridge West) and Stephen Knightley (Wadebridge East), Graham Fincham, Grenville Stanbury and 1 other – with the exception of Cllr Moorcroft, these Minutes do not record when members of the public left the meeting.

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

Housekeeping – The Mayor welcomed everyone to the meeting and advised the following:

- That the meeting may be filmed or recorded by members of the public.
- That Wadebridge Town Council is recording the meeting.
- Members and members of the public to turn mobile phones to silent.

1300/20 Apologies were received from Cllr Fletcher.

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

1301/20 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 Pennington advised an interest in agenda items 6.c. and 8.a.i., Cricket Club planning application as her children are members of the club.
- Cllr Wiltshire advised an interest in planning applications at agenda item 8.a.iv. which is a neighbouring property and 8.a.v., as the applicant is known to him.
- Cllr Leach advised an interest in agenda items 6.c. and 8.a.i., Cricket Club planning application as his grandchildren are members of the club.

c) **Dispensations** – None.

1302/20 Minutes of Last Meeting – *The Minutes of the meeting held on the 1 July 2020 were RESOLVED to be a true record of the meeting. Signing of the Minutes by the Mayor was deferred.*

1303/20 Public Participation

- Public : None.

- Reports from Cornwall Councillors :
 - **Cllr Knightley (Wadebridge East)** – Cllr Knightley advised the following :
 - Apologies for missing the meeting at Egloshayle Cemetery regarding issues with the old sections. He has discussed this with Cllr Moorcroft and they will be looking to address the issues with Cornwall Council as soon as possible. The future problem with potentially dangerous headstones had been noted.
 - Highways department are looking to address parking problems along Egloshayle Road near the old chapel.
 - The ongoing parking problems outside Bridge Tools are now worsening with A-frames being placed on both sides of the road. The Police do not enforce this and representation to Cornwall Council regarding the issues has been made.
 - The Football Club application has now died as the Section 106 has not been signed. The Club has advised it does not wish to move but may look to relocate the pitch at a later date.
 - Concerns with the current situation at the leisure centre. Both Cllrs Knightley and Moorcroft agree that all sports in Wadebridge should be supported.
 - Has received very negative comments regarding the so called ‘quarry’ on Egloshayle Road which is in relation to a property wishing to add parking. Noted that this is within a Conservation Area and that the property has potential for additional parking at the rear.

There was a brief discussion around parking issues and the possibility of removing some cycle lanes.

- **Cllr Moorcroft (Wadebridge West)** addressed the meeting on the following :
 - Continuing to work with Concern Wadebridge on a daily basis as the service remains very busy.
 - Four flower planters are due to be installed along Molesworth Street with the hope that they will alleviate some of the problems as well as bringing some colour to the area. Concern Wadebridge will sponsor and maintain the planters.
 - An independent contractor has been employed to remove waste from an area at Cleaveland.

- To receive reports from the Police – The Police report was circulated to members prior to the meeting and **received**.

1304/20 Mayor’s Report – The Mayor provided a short verbal report including that he had met with the local MP and a Cabinet Minister on a walk around the town. Future options to join the Camel Trail to the Taka Trail and for scooter use had been briefly discussed.

1305/20 Finance - information circulated to Members with agenda :

a. June 2020 accounts for payment – *It was **RESOLVED** to approve payment of £88,984.09 as presented.*

b. Budget v Actual Expenditure - Quarter 1 2020/21 v 2019/20 -

*It was **RESOLVED** to receive the Expenditure report as presented.*

Cllrs Leach and Pennington were moved to the waiting room.

c. Grant application received from Wadebridge Cricket Club –

- *It was **RESOLVED** to approve a grant of £200 as requested.*

Cllrs Leach and Pennington re-joined the meeting.

1306/20 Correspondence

- a. The following correspondence for information was **received** –
- i. **Cornwall Council** – Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic; Trevanson Street, Wadebridge; 10-12 August 2020 (24 hours).
 - ii. **Cornwall Fire & Rescue Services** – CCTV Management Reports Q4 2019/20 (01/01/20 – 31/03/20) & Q1 2020/21 (01/04/20 – 31/06/20).
 - iii. **South West Councils** – NJC email & Circular – Covid-19: Quarantine on entering or returning to the UK.
 - iv. **Cllr Trevor Wiltshire** – Report on work carried out on the Mosaic.
 - The Mayor thanked Cllr Wiltshire for his work and commitment to this project.
 - v. **CALC** – Covid 19 Briefing – FAQ 11.
 - vi. **Wadebridge Neighbourhood Police Team** – Newsletter: July 2020.
 - vii. **Cornwall Council** – Presentation Slides; Pavement licensing.
 - viii. **Cornwall Council** – Covid 19 support.
- b. Correspondence for response (circulated with agenda) – Members discussed the requests received and made the following decisions :
- i. **Christmas Tree** – Request from resident to donate to the town and site a pre lit artificial Christmas Tree underneath Christmas blue light canopy (in flower bed).
 - Members were in support of the request but acknowledged that there are several points which require further discussion and clarification before a decision can be made.
 - *It was **RESOLVED** that the Mayor and Clerk should meet with the family to discuss the request further.*
 - ii. **Local Government Association (LGA)** - Model Code of Conduct Consultation (*SLCC draft response attached for Councillor information*).
 - The Clerk provided an update regarding the SLCC response which Members discussed.
 - *It was **RESOLVED** that the Clerk has delegated authority to submit a response based on the SLCC response and to include the Town Council's thoughts on this as previously circulated.*
 - iii. **Department for Transport** – Town & Country Planning Act 1990 – Section 247; Proposed Stopping up of Highway at Higher Trenant Road, Wadebridge, PL27 6TW.
 - *It was **RESOLVED** to support the Order as presented.*
 - iv. **Country Market** – Request to hold an outdoor 'open market' on Town Council land (*no attachment*).
 - It was noted that the market will not be run by the Country Market group but will include some of the usual stall holders.
 - *It was **RESOLVED** to permit the request as presented subject to the receipt of insurance and risk assessment.*
 - v. **Cornwall Council** – Community Governance Review – Specific request for information following Stage 3 consultation.
 - Members discussed this request including the impact it has had on the Neighbourhood Plan. The Mayor provided information on St. Breock Parish Council's position which he had received from the Chairman.

The Clerk gave a brief update advising that the information sought is available.

- It was **RESOLVED** that the Clerk has delegated authority to respond to the request.

- vi. **Progress Land** – Proposed development at Church Park, Wadebridge.
- Members debated the positive and negative aspects of the proposal including information received regarding the Football Club application and the current position of the Neighbourhood Plan.

The Mayor advised he would arrange to meet with the St. Breock and Egloshayle Parish Chairs to discuss the Government Review and timescales.

Cllr Pennington asked that clarification is obtained from Louise Wood, Cornwall Council Planning Department, with regards to a new proposal which may have an impact on the Plan and to confirm the outstanding housing quota.

- It was **RESOLVED** to make a response advising that it is not usual process for the Town Council to discuss a PPA and to provide the current position of the Neighbourhood Plan.

- vii. **Cornwall Council** – Briefing note for Partner Library & Information Services – Cornwall Council Payments
- Noted.

- viii. **Marine Management Organisation (MMO)** – Consultation on Application for a Marine License.
- It was **RESOLVED** to support the application as presented.

- ix. **OneFitMama Fitness Classes** – Request to hold Onefitbuggy and Onefitbootcamps in Egloshayle Playing Fields.
- It was **RESOLVED** to permit the request as presented subject to the receipt of insurance and risk assessment.

- c. The following Minutes and Agendas from Outside Committees were **received** for information – None.

1307/20 Planning – Information advised on agenda :

- a. **New Applications** – Cllrs Welch and Pennington provided details and relevant information for each application for Members consideration. It was **RESOLVED** to make the following responses:

Cllrs Leach and Pennington were moved to the waiting room.

Cllr Welch took item i.

- i. **PA20/04712** : Wadebridge Cricket Club, Egloshayle Road, Proposed new Groundsman shed and Scorers Cabin. **SUPPORTED.**

Cllrs Leach and Pennington re-joined the meeting.

- ii. **PA20/04717** : Land North East of 90 Egloshayle Road, Demolition of existing garages and proposed new dwelling. **SUPPORTED.**

- iii. **PA19/03451 : (Revised Application)** The Old Bakery, Polmorla Road, To build a mixed development of 29 1, 2 and 3 bedroom flats, 6 shops with car parking on ground floor. **SUPPORTED.**

Cllr Wiltshire was moved to the waiting room.

- iv. **PA20/05524** : 2 Rose Cottage, Bradfords Quay Road, First floor extension over existing ground floor extension. **SUPPORTED.**

- v. **PA20/03757** : Land West of the Hermitage, Bodieve, Wadebridge, Outline application for a proposed new dwelling with all matters reserved. **NOT SUPPORTED – MEMBERS NOTED THE PROPOSAL IS FOR DEVELOPMENT IN OPEN COUNTRYSIDE AND ENCROACHING ONTO A NARROW ROAD.**

Cllr Wiltshire re-joined the meeting.
 - vi. **PA20/04011** : 5 Lang Drive, Wadebridge, Construction of a garage to the gable side of an existing dwelling. **SUPPORTED.**
 - vii. **PA20/05668** : Rivers Reach, Green Hill, Wadebridge, Two Storey Extension and Interior Alterations to detached dwelling. **SUPPORTED.**
- b. Decisions – the following decisions from Cornwall Council were **received** :
- i. **PA20/00014** : Land South of Great Bodieve Farm, Bodieve, Conversion of barn with small extension to the rear and one side, creating a 3 bedroom dwelling with off street parking and turning. **REFUSED.**
 - ii. **PA19/10752** : Land East of 36 Wellington Place, Construction of two dwelling houses and associated Works. **REFUSED.**
 - iii. **PA20/04383** : Watney Developments, St Marys Church, New Park Road, Wadebridge - Non Material Amendment to Application No. PA18/03840 dated 9th October 2018 for the Construction of new vicarage (including office) with parking and construction of 4 semi-detached houses with garages with landscaping works associated with the above (amendment to previous approval PA15/02220) namely amendments to design and layout of 4 semi-detached dwellings. Plots 1 and 2 layout amended to ease the levels to allow parking and garages between the properties; Plot 1 roof now hipped to lessen the impact when viewed from Park Road. **NOT ACCEPTABLE AS AN AMENDMENT.**
 - iv. **PA20/02680**: Replace 4 white timber windows and one timber door with white PVC, 6 Camelside, Egloshayle Road. **APPROVED.**
 - v. **PA20/02686**: Replace 4 white timber windows and one timber door with white uPVC, 4 Camelside, Egloshayle Road. **APPROVED.**
 - vi. **PA20/01435** : Land East of The Carpet Trader, Trevanson Street, Proposed Development of Containers for a mix of Class A usage (Re-submission of Application No. PA19/08462). **APPROVED.**
 - vii. **PA20/00248** : Land South of Belle Vue, Higher Lane, Egloshayle, Proposed detached house. **REFUSED.**
 - viii. **PA20/03573**: Reserved matters following outline approval PA17/11729 (Construction of two dwellings). Land South West Of Lower Town Higher Lane Egloshayle Wadebridge. **APPROVED.**
- c. **For information (no action required)** – the following information from Cornwall Council was **received** :
- i. **PA20/00698/PREAPP** : Rivers Reach, Green Hill, Egloshayle, Wadebridge, Pre-application advice for two storey extension to a two storey detached dwelling. **Closed – advice given.**
 - ii. **PA20/00248** : Land South of Belle Vue, Higher Lane, Egloshayle, Proposed detached house : Reported to Planning Committee for decision (20 July 2020) – **Decision awaited.**
 - iii. **PA20/01481/PREAPP** : Ivy House, 53 Molesworth Street, Pre application advice for conversion of the redundant garage to a new office space with meeting room and shared facilities. A first floor over is proposed providing additional office space. The design is intended to be simple and contemporary incorporating a pitched roof and a flat roof between the existing stone building and the elevation facing Molesworth Street.

1308/20 Update of Town Council Operations and Activities – The Clerk provided a verbal update including :

Hirers –

- Main Hall will reopen on Thursday 6 August 2020 with one hirer returning for the time being.
- The Town Hall cannot fully reopen until the Post Office vacates the Foyer area – this is for safety reasons in relation to access.
- Looking to create a core base of regular hirers for return to the Town Hall once the Post Office has moved from the Foyer (Main Hall and Conference Room only).
- Bookings will be taken on an individual basis with a Risk Assessment and Additional Terms being provided separately to each hirer based on their activity.
- The Pavilion building is also expected to be reopened within the next few weeks.
- A cleaning regime will be in place.

Library – Phase 1 will end mid to end September when the Library will then open a browsing facility. This will be a limited service and computer use will not be included.

Staff – Several members of staff are still currently furloughed. To date approximately £40,000 has been claimed in furlough.

The Clerk thanked those members of staff who had continued to work or returned to work for their help with getting the Town Council back up and running which has proved challenging.

Cllr Moorcroft asked if the September Blood Donor session would be going ahead. The Clerk confirmed that so long as the Post Office have moved from the Foyer area then yes it would. The July session did not go ahead as the local team had advised that they could not coordinate or operate their session safely without use of the main entrance and Foyer.

1309/20 Molesworth Street Pedestrianisation – The Mayor noted that this is an ongoing problem. Cllr Moorcroft advised a suggestion from the Highways Department is to replace the uneven stones in the centre of the street with a coloured tarmac. Additionally, some of the street furniture will be replaced to alleviate the traffic and delivery issues. Cornwall Council will be re-discussing this matter later in the year.

Members debated the ongoing issues with unclear signage and traffic along with the fact that the street appears to be pedestrianised and that there is no enforcement available.

It was **agreed** to wait for further information from Cornwall Council.

1310/20 Molesworth Street Phone Box – Members discussed a request from Cllr Moorcroft to apply to BT for the removal of the phone box which is being misused on a regular basis.

Cllr Moorcroft clarified that Highways have advised any such request should come from the Town Council rather than themselves.

The Clerk advised that BT have confirmed they are not looking to remove this phone box and state that it is still in use (the Clerk read BT's response to the meeting).

Cllr Gliddon left the meeting.

Cllr Moorcroft thanked the Clerk for her help with this matter.

Cllr Gliddon returned to the meeting.

1311/20 Pruning of Apple Trees – Members discussed a request from Cllr Moorcroft for the Town Council to prune apple trees at Bethan Drive. The area is included within the Cornwall Council grass cutting contract.

There was discussion around Cornwall Council's unfair expectations in that they continue to add to the grass cutting contract but refuse to increase the budget.

Cllr Moorcroft clarified that he had been approached by a resident regarding this. He is not asking the Town Council to prune the trees but to consider asking Cornwall Council to renegotiate the grass cutting contract for that area to include pruning.

The Clerk confirmed that the current payment from Cornwall Council for the grass cutting contract is the same as that set in 2016 despite extra work being undertaken by the Parks Department.

The Clerk noted that the Parks Department staff are not skilled for this type of tree work. Further discussion with Cornwall Council is necessary before any decision can be made but that is not likely to take place until 2021.

Cllr Moorcroft will inform the resident of the Town Council's position.

1312/20 Cycling in Wadebridge – Members debated the ongoing problems of safe cycling within the town and options available including; the removal of cycle lanes and highlighting cycle routes.

The option for a 20mph speed limit through the town was debated and Cllr Moorcroft advised that unfortunately there are no grounds to implement this and enforcement would be problematic.

There was further discussion around previous attempts to address the issues and noted that there is not a simple solution to this.

Cllr Moorcroft suggested to meet with Highways in the Autumn to discuss options for 2021.

Cllr Welch volunteered his help.

1313/20 Egloshayle, St Breock & Wadebridge Neighbourhood Plan – Minute 1305/20.b.vi. refers.

1314/20 Town Council Events – Members discussed the feasibility of future 2020 events which the Town Council are involved with and whether these could be held safely given the current Covid-19 situation.

This would include erection of the Christmas Lights, hire of the Main Hall for the Christmas Shopping weekend event and the New Year's Eve firework display which in itself requires discussion as it conflicts with the Town Council's Environmental Policy.

Also, to be considered is the rearrangement of the open-air cinema previously arranged for the VE Day celebration event in May.

The Clerk advised that information relating to Remembrance events is awaited from CALC.

Cllr Hollamby advised that there is an option for eco-friendly fireworks which could be investigated.

Cllr Moorcroft left the meeting.

1315/20 Boules / Petanque – Members briefly discussed a request from Cllr Pennington for a Boules/Petanque area in the Skatepark. The Clerk confirmed that there is currently no resources or funds available for such a project.

- *It was **RESOLVED** to agree in principle to a Boules/Petanque area but to defer a final decision to post-Covid and when the Town Council has a positive financial position.*

1316/20 Community Infrastructure Levy (CIL) Fund – *It was **RESOLVED** to submit an application to the CIL fund to refurbish the public toilets.*

1317/20 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. **Post Office** – The Clerk presented information regarding a review of the arrangements in place and Town Council staff implications.
- b. **Overhead Exit Barrier (Car Park)** – The Clerk provided information of the quotation received.
 - *It was **RESOLVED** to accept the quotation at a cost of £2,086 fitted.*
- c. **Hire Fees & Charges** – Members considered information in relation to the difficulties faced with implementing the hire charges agreed at Full Council on 18 March 2020 at this time.
 - *It was **RESOLVED** to defer implementing the new charges for 2020/2021 until April 2021 and to roll forward the increase agreed for the following financial year to 2022/2023.*
- d. **Car Park Machines** – The Clerk advised of recent uplift problems. The contractor has now rectified these.
- e. **Insurance Quotation** – Deferred to next meeting.
- f. **Cyber Insurance** – *It was **RESOLVED** to add cyber insurance at a cost of £300 per annum to the Town Council's insurance policy.*
- g. **Staffing Committee Meeting Minutes** – *It was **RESOLVED** to accept the Minutes of the meeting held virtually on 3 July 2020.*

Meeting of 31 July 2020 had been postponed.

- h. **Rugby Club Rent** – The Clerk provided details of non-payment of rent. Members discussed the club's lease terms and the impact of non-payment of rent.
 - *It was **RESOLVED** that the Clerk has delegated authority to discuss this matter with the Town Council's solicitor and take any recommended action relating to the Rugby Club being in breach of the lease.*
 - *It was **AGREED** that the Mayor and the Clerk will discuss the matter, if deemed necessary, with other parties.*
 - *It was **RESOLVED** to re-instate Standing Order 1.c.*

1318/20 Dates of Next Wadebridge Town Council meetings –

- Full Council – 7pm, Wednesday 2 September 2020 (remote Zoom meeting)

Meeting closed at 9.39pm

Signed as a True and Accurate Account:

Chair :

Date :