



Wadebridge Town Council

Minutes of the Council meeting held on Wednesday 11 February 2015
at 7pm in the Victoria Room, Wadebridge Town Hall

Present : Cllrs; C Buchanan, E Gill, C Hewitt, H Hyland, A Jones, M Kendall, A Pennington, A Richardson, T Rush, P Starling & P Tofi.

Public present : Graham Smith (Cornish Guardian), Cornwall Councillors Mann & Knightley, PCSO Sobyte and Mr Taylor (Resident).

In Attendance : Mrs K Glidden-Rogers (Town Clerk) & Mrs B 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 that mobile phones should be turned to silent and that the meeting may be filmed or recorded.

179/15 Apologies were received from Cllrs Bassett & Hawken.

180/15 Declarations of Interests – Cllrs Jones and Starling declared an interest in planning application PA14/12194, Bridge View development and Cllr Pennington declared an interest in planning application PA14/11911, Ashmeadows.

181/15 Awarded Dispensations – The Town Clerk advised that she has awarded a dispensation to Cllr Rush in relation to Agenda item 14, Carnival 2015. Cllr Rush is permitted to speak on the item but not permitted to vote.

182/15 Minutes of Last Meeting – *The Minutes of the meeting held on the 23 January 2015 were RESOLVED to be a true record of the meeting and were signed by the Mayor subject to the following minor amendment :*
175/15 - Removal of 'Deputy' from the resolution.

183/15 Public Participation

Wadebridge Police – PCSO Sobyte advised crime figures for the period ending 11 February 2015.

7.05pm, PCSO Sobyte left the meeting.

Cornwall Councillors

Cllr Knightley advised the following :

- Members of the Neighbourhood Plan team will meet with Cornwall Council on 12 February to discuss the Smart Market Town Plan.
- Replacement / refurbishment of traditional finger post at Egloshayle end of the old bridge is underway with funding from the Community Chest.

7.07pm, Graham Smith left the meeting.

- Details of an application showing a new location for the proposed football club development (plan circulated).

7.08pm, Graham Smith returned to the meeting.

- Request from resident for representation on planning application PA15/00248 – to advise of resident’s objection to the proposal due to overlooking/invasion of privacy.

Cllr Mann asked when the Trevanion Road application would next be discussed. The Town Clerk advised at February Committee.

184/15 Mayor’s Report – unavailable.

185/15 Town Clerk’s Report – circulated and received

186/15 Committee meetings (circulated with Agenda) -

a) Planning – *The Minutes of meeting held 28 January 2015 were RECEIVED.*

b) Staffing – *The Minutes of meeting held 16 January 2015 were RECEIVED.*

c) To receive Minutes and adopt recommendations from :

i. Parks and Cemeteries – *It was RESOLVED to adopt the Minutes of 28 January 2015.*

ii. Car Park & Traffic – *It was RESOLVED to adopt the Minutes of 28 January 2015.*

iii. Town Hall – *It was RESOLVED to adopt the Minutes of 28 January 2015.*

iv. Communications – *It was RESOLVED to adopt the Minutes of 28 January 2015.*

v. Finance & General Purposes – *It was RESOLVED to adopt the Minutes of 2 February 2015.*

Recommendation from Committee :

Fin 060/15 - Grants to Organisations -

i. Wadebridge & District Garden Produce Society –

Cllrs Starling & Rush declared an interest - both remained in the meeting but did not participate in voting.

- *It was RESOLVED that a grant of £150 be awarded.*

ii. Wadebridge Welfare Transport (formerly Wadebridge St. John Welfare Unit) –

Cllr Kendall declared an interest and left the meeting.

- *It was RESOLVED that a grant of £250 be awarded.*

Cllr Kendall returned to the meeting.

Fin 061/15 - Terms of Reference –

- *It was RESOLVED to adopt amended Terms of Reference as presented.*

d) To receive notes of :

i. Christmas Lights Meeting (circulated with Agenda) – Notes of meeting held 20 January 2015 with Davey Electrical Services were **RECEIVED.**

187/15 Finance

- a) **Payments of Accounts** for December 2014 & January 2015 were tabled
 - *It was RESOLVED to make payment of £118,224.26 as presented.*
- b) **Internal Audit Report 2014-15** - Interim January 2015 (circulated with Agenda) – the report was RECEIVED as presented.

188/15 Correspondence

- a) The following correspondence for information was **received** :
 - i. **Cornwall Council** : Information regarding St Minver Draft NDP Plan.
 - ii. **CPRE Cornwall** : Housing in Cornwall : Part Three.
 - iii. **Cornwall Council** : Notification of Section 278 adoption for Land off West Hill.
 - iv. **CALC** : Council Tax Referendum Principles 2015-16.
 - v. **CALC** : The Week – w/e 26 December 2014 & 30 January 2015.
 - vi. **Languieux** : Newsletter – issue Nos. 281 December 2014, 282 January 2015 & 283 February 2015.
 - vii. **Wadebridge Foodbank** : Annual Charity Dinner Dance 2015, Royal Cornwall Showground, Saturday 25 April 2015.
 - viii. **Cornwall Council** : Disabled Off Street Parking Consultation – ends 17 April 2015. *Members wishing to respond should do so individually.*
 - ix. **Cornwall Council**: Notification of Intention to issue a Temporary No Waiting Restriction Order – Cleaveland, 2 to 6 March 2015 (24 hours), water pipe renewal, South West Water.
 - x. **Cornwall Council**: Safer Cornwall, Community Safety Newsletter.
 - xi. **Cornwall Area of Outstanding Natural Beauty**: Annual Conference, Saturday 7 March 2015.
 - xii. **Cornwall Council** : Approval – Temporary Road Closure, From St Breock Downs Road to Georges Hill, Burlawn, 16 to 26 February 2015 (24 hours, weekends included), patching works, CORMAC Solutions Ltd.
 - xiii. **Cornwall Council**: Planning Focus Report. *Cllr Starling requested this item is referred to next Planning Committee meeting.*

Action : Town Clerk.
 - xiv. **The Big Run**: email regarding event – Sunday 1 March 2015, Wenford to Padstow.
 - xv. **Right of Way** – St Breock Care Home: Emails regarding concerns with Right of Way.
 - xvi. **RSPB** : Email from Community Fundraiser regarding promotion of volunteer roles.
 - xvii. **Chamber of Commerce** : Email thanking Town Council / staff for support over Christmas weekend event.
 - xviii. **Egloshayle Cemetery** : Thank you card from local resident.
- b) To receive correspondence requesting a response :
 - i. **Police & Crime Plan** – Letter of 13 January with request for comments regarding the adjustments to be made to the Plan was RECEIVED. *Comments requested by 16 February 2015 (via link provided or Town Clerk).*

- ii. **Renewable Energy Supplementary Planning Document** – Letter and CD regarding consultation was **RECEIVED**. Members suggested details are circulated to the Neighbourhood Team.

Cllr Pennington advised she will be responding as a member of the Green Party.

It was **agreed** that Cllrs Starling and Pennington will respond on behalf of the Town Council - response by 27 March 2015.

**Action : Cllrs Starling & Pennington.
NHP – Advisory Group.**

- iii. **Email from Resident** – Correspondence dated 2 February 2015 was **RECEIVED** and the content was noted. Members requested that a meeting is arranged to discuss resident's concerns.

Action : Town Clerk / Mayor / P&C Chair.

- c) Minutes and Agendas from the following Outside Committees were **RECEIVED** :

- i. **Padstow Harbour Commissioners** : Notes of meetings held 20 November 2014 & 18 December 2014.
- ii. **Camel Trail Partnership** : Draft meeting notes of 3 December 2014.
- iii. **Wadebridge & Padstow Community Network Panel** : Notes of meeting held 11 December 2014 and Schedule of meetings 2014/15. **Members were advised that meetings are now open to public.**

189/15 Planning

- a) **Applications** – *It was RESOLVED to make the following responses :*

- i. **PA14/12194** : Land East of Bridge View, Construction of 117 dwellings, associated infrastructure, public open space and car parking.

Cllrs Starling and Jones left the meeting.

Members deferred commenting on this application and requested a site meeting with the Principal Development Officer in order to discuss elements of this application including highway issues.

Cllrs Starling and Jones returned to the meeting.

- ii. **PA15/00248** : Leachdale, Bodieve, Proposed extensions and internal alterations. **SUPPORTED.**
- iii. **PA15/00110** : 14 Guineaport Parc, Single-storey extensions to side and rear of house. **SUPPORTED.**

7.41pm, Mr Taylor left the meeting.

- iv. **PA14/11991** : Ashmeadows, Treraven Lane, Sub-division of Ashmeadows site & construction of new 3 bed / office earth shelter house with detached garage and studio.

Cllr Pennington declared an interest and left the meeting.

SUPPORTED.

Cllr Pennington returned to the meeting.

7.44pm, CC Mann & Knightley left the meeting.

- b) **Decisions** - the following decisions received from Cornwall Council were noted :
- i. **ST BREOCK APP - PA14/11455** : Pawton Manor, St Breock, Change of use of a traditional farm building to a Shoot Room, for Shoot Hospitality. **APPROVED.**
 - ii. **ST BREOCK APP - PA/11456** : Pawton Manor, St Breock, Listed Building Consent for the change of use of a traditional farm building to a Shoot Room, for Shoot Hospitality. **APPROVED.**
 - iii. **PA14/11059** : Long Cottage, 3 Tower Hill, Demolition of existing kitchen/utility, rebuild two storey extension to provide new kitchen/utility and additional bedroom. **WITHDRAWN.**
 - iv. **PA14/11296** : Treguddick House, Trevanion Road, Proposed change of use and associated works of Residential Accommodation to create additional church and community Rooms. **APPROVED.**

190/15 **Egloshayle, St. Breock and Wadebridge Neighbourhood Plan** – meeting notes :

- a) **Steering Committee** – Notes of meeting held 27 January 2015 (draft) were received.
- b) **Advisory Group** – Notes of meetings held 11 December 2014, 6 January 2015 & 28 January 2015 (Draft) were *received*.

191/15 **MayPlay 2015 (email circulated with Agenda)** – Members considered requests for :

- Use of Jubilee Field on Saturday 16 and Sunday 17 May for MayPlay 2015 event.
 - *It was RESOLVED to permit use of Jubilee Field as requested.*
- Use of small area of Jubilee Road car park for event organisers parking – Alternative options were discussed.
It was **agreed** that the lower level car park is not suitable – suggestion to use area near to the pumping station.
- Free of charge parking in Jubilee Road car park on both days of event – Members discussed advantages and disadvantages.
Cllr Pennington proposed that free of charge parking is permitted as requested, Cllr Richardson seconded.
Difficulties pertaining to free of charge parking and various options on how to implement and manage a scheme were debated at length. Members noted a loss of income would be relevant. It was agreed that further information is required before a decision can be made – Deferred to February Car Parks & Traffic Committee meeting.

Action : Town Clerk.

Cllr Pennington withdrew her proposal.

192/15 **Carnival 2015 (Letter circulated with Agenda)** –

- Cllr Hewitt declared an interest as a Committee member and left the meeting.*
Cllr Rush gave a précis of the proposed 2015 event to be held Saturday 8 August.

Cllr Pennington noted the high standard of the food stalls/retailers used at MayPlay 2014. Cllr Jones noted issues relating to some local food retailers not remaining open in order to attract custom from town events.

Cllr Rush left the meeting.

- *It was RESOLVED to support the 2015 Carnival as proposed.*

In relation to the proposed electricity supply for Jubilee Field, the Town Clerk advised that Cllr Hewitt is continuing to ascertain exact requirements in order to obtain quotations.

Action : Cllr Hewitt / Office.

Cllrs Hewitt & Rush returned to the meeting.

193/15 Cornwall for Change/Chacewater Parish Council (information circulated with Agenda & tabled) – The history of the Town Council’s initial support of this group was noted along with information received from Sarah Mason (CALC) regarding withdrawing support due to changes to the group’s structure and constitution.

- *It was RESOLVED to withdraw support with immediate effect.*

Members asked the Clerk to ensure that the Town Council’s name is removed from all links with the group.

Action : Town Clerk.

194/15 Standing Orders & Public Participation Policies (draft amended documents circulated with Agenda and information tabled) - The Town Clerk advised that it is not necessary to amend Standing Orders.

Members considered the amended documents.

- *It was RESOLVED to adopt the Broadcasting, Filming & Recording at Council Meetings Notice as presented.*
- *It was RESOLVED to adopt the Policy for Recording, Filming, Broadcasting or using Social Media at Council Meetings as presented.*

8.15pm, Graham Smith left the meeting.

No Film/Photograph Area - Members discussed and agreed that a ‘No Film/Photograph Area’ should be made available for members of the public at all meetings. Space restrictions and lay-out were noted.

It was **agreed** that the meeting room should be set-up accordingly to provide such an area and that additionally, a ‘Film/Photograph Area’ is made available for members of the public and/or Councillor(s) who wish to film or photograph the meeting.

Amendment to Mayor/Chair’s statement at the beginning of each meeting –

Members discussed requirement to amend the statement.

It was RESOLVED to amend the opening statement to include the following :

- *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’.*

195/15 Confidential matters - it was **RESOLVED** that the Press and Public be excluded from the meeting for the following item of business because of the confidential contractual nature of the business to be transacted - Public Bodies (Admission to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972)

- i. Groundsmans Hut** – Information not available.
- ii. Wadebridge Bowling Club** - Letter dated 14 December 204 was **RECEIVED**. Members discussed the content and asked that the Town Clerk advise the club of the Town Council’s position.
 - *It was **RESOLVED** that the Town Clerk, Mayor and Chair of Parks & Cemeteries Committee to liaise with the club in order to address issues raised.*

196/15 Dates of the next meetings –
Full Council – Wednesday 11 March 2015, 7pm
Committees – Planning, Parks & Cemeteries, Car Parks & Traffic, Town Hall, Communications – Wednesday 25 March 2015, 7pm

Meeting closed at 8.30pm

Signed as a True and Accurate Account :

..... **Chair :**

..... **Date :**