



# Wadebridge Town Council

---

**Minutes of the Council meeting held on Wednesday 15 July 2015**  
**at 7pm in the Pavilion Building, Egloshayle Playing Fields**

**Present :** Cllrs; D Bassett, C Buchanan E Gill, N Hawken, H Hyland, A Jones, M Kendall, A Pennington, A Richardson, T Rush, P Starling & P Tofi. **Public present :** Sandra & Neil Penwarden, Eric Buchanan, Mr & Mrs Reilly, Philip Mutton, Stuart Huchison, Cllr Stephen Knightley (Cornwall Council), Graham Smith (Cornish Guardian) and Casual Vacancy Candidates – Simon Malloni, Theresa Fairhurst, Philippa Patterson & John Leach.

**In Attendance :** Mrs Beverley Collins (Minutes)

**Housekeeping** – The Chairman 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'.

**045/15 Apologies** – None.

**046/15 Declarations of Interests** – Cllr Jones declared an interest in Agenda item 12, River Festival and Cllr Hawken declared in interest in Planning Application PA15/01436.

**047/15 Awarded Dispensations** – None.

**048/15 Minutes of Last Meeting** – *The Minutes of the meeting held on the 17 June 2015 were RESOLVED to be a true record of the meeting and were signed by the Mayor.*

**049/15 Public Participation** –

- Report from Wadebridge Police – None.
- Reports from Cornwall Councillors – Cllr Knightley addressed Members on the following :
  - i. **Plan for Cornwall** – Prime Minister to visit Cornwall 16 July 2015 to make a statement.
  - ii. **Community Bus** – reminder of service details and request that the Town Council continue to keep residents aware of the facility.
  - iii. **Signpost** – additional work has been ordered via a local group and contractor. All signs will be re-instated together.

iv. **Neighbourhood Plan** – advised resignation from the Advisory Group. Intention is to continue to support and work on the Plan as and when instructed to do so by the Steering Committee. Reasons for resignation were discussed briefly with Town Councillors (Town Council’s resolution to planning application at the Football Club site). The Mayor thanked Cllr Knightley for his work on the Plan.

- Eric Buchanan – Addressed a question to Cllr Knightley. Cllr Knightley asked Mr Buchanan to attend his next surgery.
- Co-Option Candidates – Four candidates were in attendance, each addressed Members in relation to their application. A personal statement from Janet Hulme, who could not attend, was read by Cllr Jones.

**050/15 Mayors Report** – circulated for information.

The Mayor advised she had attended a Meeting of Mayors on 15 July 2015 – Truro City Council facilitated, meeting notes awaited.

**051/15 Committee meetings**

**Planning** – *It was RESOLVED to receive the Minutes of 12 June and 24 June 2015.*

**052/15 Finance**

a) **Payment of Accounts** for June 2015 was tabled.

- *It was RESOLVED to make payment of £47,282.28 as presented.*

b) **Motor Insurance Policy** – Members were advised of an amendment to the Policy. It was noted that the amendment has resulted in a reduction to the cost of the Policy.

**053/15 Correspondence**

a) The following correspondence was **received** for information :

- Cornwall Council** : Communities and Devolution Bulletin, June 2015.
- Cornwall Council** : The Safer Cornwall Newsletter.
- Planning Application PA15/04457** : E-mail and copy letter (Principal Planning Officer) from local resident.
- CALC** : The Week – June 2015.

b) To receive correspondence requesting a response – None.

c) To following Minutes and Agendas from Outside Committees were **received** for information :

- Padstow Harbour Commissioners** : Notes of meeting held 21 May 2015.
- Wadebridge Allotment and Garden Society** : Minutes of Main Committee meeting held 9 June 2015.
- Wadebridge & Padstow Community Network Panel** : Notes of meeting held 11 June 2015 & Notification of next meeting, 10 September 2015.
- Middle Treworder Committee** : Notes of meeting held 15 June 2015.

054/15 Planning

a. Applications –

**Cllr Hawken & CC Knightley left the meeting.**

- i. PA15/01436 – Re-issued : Land West of 2 Rose Cottage, Bradfords Quay Road, Construction of new dwelling in garden of 2 Rose Cottage with garage and vehicle access for No 1 Bureau Place.

**Paper update not provided & Members were unable to view new information as the Cornwall Council On-line Planning Portal had been un-accessible for the past 48 hours.**

- *It was RESOLVED to defer the application pending provision to view updated information.*

**Action : Office.**

**Cllr Hawken & CC Knightley returned to the meeting.**

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

- i. PA15/03090 : 1 Bethan Drive, Level front garden, erect shed, remove existing hedge and replace with one at edge of my property. Build patio or decking area. **APPROVED.**
- ii. PA15/04273 : 21 Trevanion Close, Change of use and extension to a single 3 bedroom dwelling to form two 2 bedroom houses. **APPROVED**

055/15 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan :

- a) To receive meeting notes of :

- i. **Steering Committee** – None
- ii. **Advisory Group** – Notes of meeting held 8 July 2015 were unavailable.

**Action : Defer to next meeting.**

Members discussed holding a meeting for Town Councillors to discuss the content of the Draft Plan and Policies. Cllr Jones and Simon Malloni (Chair of the Advisory Group) advised that, in line with the project time plan, the respective Town & Parish Councils will be provided with the Draft Plan in order to debate the content and feedback information. Additionally, statutory and public consultations are required and these are currently scheduled for August–September 2015 prior to the Draft Plan being submitted to Cornwall Council.

**Cllr Jones left the meeting.**

- 056/15 **River Festival (information circulated with Agenda)** – Members received information and request for use of Jubilee Field for 2015 (15 August). Event arrangements and use of Rugby Club marquee were briefly discussed.

- *It was RESOLVED to agree to use of Jubilee Field as requested.*

**Action : Office.**

**Cllr Jones returned to the meeting.**

057/15 **Wi-Fi (information circulated with Agenda)** – Information detailing options to proceed / complete the installation were discussed. It was noted that hardware update may be required in the future.

- *It was **RESOLVED** to proceed with the installation as advised.*

**Action : Office.**

**7.45pm, Philip Mutton left the meeting.**

058/15 **Office Space** – Members were notified of re-arrangement of office space (Finance Assistant) and works to upgrade some computer hardware / printer cabling.

**7.46pm, Mr Huchison returned to the meeting.**

059/15 **Coronation Park - Resurfacing Works – (Information circulated with agenda)** – Members were advised of amendment to the quotation and work schedule. Contractor has advised works will commence 23 July 2015.

060/15 **CP&T Working Group (Notes circulated with Agenda)** – Meeting notes of 22 June 2015 were *received*.

- *It was **RESOLVED** to accept the recommendation made to write to Cornwall Council requesting Section 106 funding pertaining to the Camel Trail Improvement Contribution, is made available for the following proposal :  
To purchase suitable signage for current cycle route including ‘Welcome to Wadebridge’ style signs to be positioned at both of the start/exit points of the Camel Trail and for the current traffic light systems to be upgraded to include a low level traffic light for cyclists.*

**Action : Office**

061/15 **Town Councillor Vacancy (information available prior to meeting)** – Ballot slips were circulated and several rounds of voting were taken in accordance with the Town Council’s Standing Order No. 16. The final round of voting was tied and therefore settled by the Mayor’s casting vote.

*Mr John Leach was co-opted as a Councillor to Wadebridge Town Council.*

**Action : Office to notify all candidates of result.**

**8.04pm, Simon Malloni left the meeting.**

062/15 **BMX/Skatepark**

**a) Working Group** – Members discussed the need for a working group to work with the existing Community Group.

- *It was **RESOLVED** to form a BMX/Skatepark working group to report back to Parks & Cemeteries Committee. Cllrs Bassett, Kendall, Richardson & Tofi appointed. Cllr Jones requested inclusion once the Neighbourhood Plan project work is completed.*

**b) Lease** –

- *It was **RESOLVED** to apply to Cornwall Council for a 30 year lease with no break clause and to pay associated legal costs incurred by the Town Council.*

**Action : Office.**

c) **Environmental Impact Assessment (quotation circulated with Agenda)** – Cllr Pennington advised that the Community Group obtained the quotation in order to discharge planning Condition 5. The Assessment will be funded by the Community Group. Members noted an error in the VAT figure.

- *It was RESOLVED to accept the quotation obtained, subject to the correct VAT calculation being made with payment from Community Group funds.*

**Action : Community Group.**

d) **Fundraising Event (letter circulated with Agenda)** – Members discussed a request for free of charge use of Main Hall for a Community Group fundraising event on 1 August 2015.

- *It was RESOLVED to agree to free of charge use as requested.*

**Action : Office.**

**8.18pm, members of the public left the meeting.**

**063/15 Confidential matters** – *it was RESOLVED to suspend Standing Order 1.c., 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 (as extended by Section 100 of the Local Government Act 1972)*

**Staffing Matters** – the Mayor advised that the Minutes of the Staffing Committee meeting held 2 July 2015 remain confidential and will not be circulated at this time. Additionally Minutes of meeting held 15 July 2015 will remain Confidential at this time.

Members were notified of relevant information from Staffing Committee meetings held 2 July and 15 July 2015.

- *It was RESLOVED to approve associated action as necessary in order to proceed.*

*(Note filed with staffing Minutes)*

- *It was RESOLVED to re-instate Standing Order 1.c.,*

**064/15 To note dates of the next Wadebridge Town Council meetings**

- **Committees** – to be advised
- **Full Council Meeting** – Wednesday 12 August 2015, 7pm (limited agenda items)

Meeting closed at 8.25pm

**Signed as a True and Accurate Account :**

..... **Chair :**

..... **Date :**