



# Wadebridge Town Council

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## Minutes of the Full Council meeting held on Wednesday 24 October 2018 at 7pm, Main Hall, Town Hall Wadebridge

**Present:** Cllrs; J Fletcher, E Gill, L Gliddon, R Harris, J Kennedy, J Leach, L Mitchell, P Mitchell (Mayor) & A Pennington.

**Also Present:** Ten members of the public including a candidate for co-option (Agenda item 3).

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

**Housekeeping** – The Mayor welcomed everyone to the meeting and 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 by a member of the public.
- That the meeting is being recorded by Wadebridge Town Council.
- 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'.

**808/18 Apologies** - None.

**809/18 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.

**810/18 Town Councillor Vacancies**

- i. Co-option of two new Town Councillors – Heather Cooper-Waite gave a short presentation to the meeting.
  - *It was **RESOLVED** to co-opt Heather Cooper-Waite to Wadebridge Town Council.*  
Cllr Cooper-Waite fills the Wadebridge East seat vacated by ex-Cllr Adrian Jones.
  - *It was **RESOLVED** to co-opt Ian Welch to Wadebridge Town Council.*  
Cllr Welch fills the Wadebridge West seat vacated by ex-Cllr Darren Rowe.
- ii. Declarations of Acceptance of Office – Cllr Cooper-Waite signed her Declaration of Acceptance of Office.  
Town Clerk to arrange for Cllr Welch to sign his Declaration of Acceptance of Office.

**811/18 Minutes of Last Meeting** – *The Minutes of the meeting held on the 3 October 2018 were RESOLVED to be a true record of the meeting and were signed by the Mayor.*

**812/18 Public Participation**

- **Questions from members of the Public relating to items on the agenda – Wadebridge Chamber of Commerce** – Danielle Stephens Rickard, representative addressed the meeting in relation to the following agenda items, 9.b.iii. to re-instate a Christmas Tree to Wadebridge and hold an annual switch on of lights. Agenda item 9.b.iv., request for free parking on Friday 14 December 2018 from 4pm and all day Saturday 15 December 2018 for the Late Night shopping event. It was clarified that the tree will be sited on the Piazza area for 2018 with a potential permanent fixture(s) being agreed for future years with an annual switch on of lights. The Mayor advised that the Piazza area is privately owned and not within the Town Council's remit to give permission. The request for a permanent fixture(s) for 2019 will be included for discussion at a future Town Council meeting.

**Resident of Guineaport Road** addressed the meeting on planning application PA18/08297 highlighting the following points :

- i. The application is within a conservation area, on a straight road with the original uninterrupted border wall of the railway which currently does not have any vehicle access.
- ii. If the application is approved the parking element would make a mockery of having a conservation area and similar applications would follow for off-street parking in front of properties - this would change the street scene.
- iii. The application includes four off-street parking spaces which would be at the expense of other vehicles parking along the road – dropped kerbs will create less room for parking.
- iv. The road has a high volume of traffic particularly cyclists including very small children. Proposed parking and blocked visibility would cause safety issues for pedestrians / cyclists - concerned that this is an accident waiting to happen.

**Resident of Guineaport Road** spoke on planning application PA18/08297 and relayed details of living in the area for the past 24 years. History of the orchard and the importance of it were highlighted including the travesty of removing the orchard. Against the application which is out of keeping with the area – the proposed properties are a very different design to the other properties. Images of the orchard/garden area were circulated to Members

**Member of the public** spoke on planning application PA18/08297 agreeing with the previous comments made and referred to the Town Council's assessment of its own conservation area document which makes special mention of the orchard (page 35). Part 3 refers (March 2013) to the remit required for building on small spaces which break up a conserve area.

**A resident of Egloshayle Road** spoke on planning application PA18/08032 and provided historic information of the original application from seven years ago which had been refused. Concerns with access for emergency vehicles and the safety of families living in the area were highlighted. Correspondence received from Cornwall Council in relation to the original application being refused was shown to Cllr Pennington as Chair of the Town Council's Planning Committee.

**A resident of Egloshayle Road** spoke on planning application PA18/08032 objecting to the proposal and agreeing with the comments made previously. The history of the previous application and reasons for refusal, especially those related to access for emergency services were advised. Further concerns with parking and how the build will be undertaken were raised and feels this application is greed on the part of the developer.

**A resident of Egloshayle Road** spoke on planning application PA18/08032 referring to parking issues along Egloshayle Road and concerns with vehicles parking on the pavement and impact to families living in the area.

**Danielle Stephens Rickard** (Chamber of Commerce representative) referred to item 9.b.i., Cornwall Council free parking offer for Wadebridge which she feels should be on Friday 14 December to fit in with the late night shopping event. Also, thanked Wadebridge Fire Brigade.

**7.22pm, two members of the public left the meeting.**

- **Reports from Cornwall Councillors** – The Mayor advised that apologies had been received from both councillors and that Cllr McHugh (Wadebridge West) had submitted a statement and requested it be read to the meeting (copy attached).

**813/18 Mayor's Report** – The Mayor gave a brief verbal report including the Concern Wadebridge event held on 5 October 2018 to officially reopen the Betjeman Centre.

**814/18 Clerk's Report** – The Clerk advised that her report is deferred and moved to Item 19, Confidential matters due to the sensitive nature of the item to be reported.

**815/18 Finance** –

- a. **Accounts for payment** – It was **RESOLVED** to make payment of £94,523.66 as presented.

**816/18 Correspondence**

- a. The following correspondence for information was **received**:
  - i. **South West Business Insider** – Vol.12 No.10; October 2018.
  - ii. **Business Cornwall** – October 2018; Issue 124.
  - iii. **Cornwall Council** – Road Traffic Regulation act 1984, S.16A; Wadebridge Remembrance Parade; 11 November 2018; 11:10 to 11:30 hours and 12:15 to 12:45 hours.
  - iv. **CALC** – Crantock Parish Council – Judicial Review.
  - v. **Forestry Commission** - Woods4Water Project.
  - vi. **Cornwall Council** – Draft Wadebridge & Padstow Community Network Panel Notes – 27 September 2018.
  - vii. **Honest Dining** – Advising no longer responsible for the site at Tesco.
  - viii. **Cornwall Council** – Danny Boyle Armistice Event.
- b. The following correspondence for response was **received** (information circulated with agenda. It was **RESOLVED** to make the following response:
  - i. **Cornwall Council** – Free parking offer in Wadebridge for day within the Festive Period in Cornwall Council car parks. Response from Town Council required by Friday 16 November 2018.
    - It was **RESOLVED** to request that the festive free parking day for Wadebridge is agreed as Friday 15 December 2018 which will benefit visitors to the town over the Late Night Shopping event.
  - ii. **Bounce Around SW** – Request to hold inflatable theme park in Jubilee Field on Thursday 22 and Friday 23 August 2019. The Clerk advised that although the previous event held recently had been very well attended there has been not feedback received. Members discussed the request.
    - It was **RESOLVED** to permit the request subject to receipt of valid insurance and risk assessment documentation.
  - iii. **Wadebridge Chamber of Commerce** – Statement regarding a Christmas Tree in Wadebridge. Deferred to future agenda as advised in the public session.

- iv. **Wadebridge Chamber of Commerce** – Request for free parking in Town Council car parks from 4pm on Friday 14 December and all day on Saturday 15 December 2018.
  - It was **RESOLVED** to permit the request as presented.
- v. **St Petrocs** – Request to use bandstand for a street collection on 15 December 2018.
  - It was **RESOLVED** to permit the request as presented.
- c. Minutes and Agendas from the following Outside Committees were **received**. There were no actions required.
  - i. **Padstow Harbour Commissioners** – Minutes of meeting held Thursday 20 September 2018.

**817/18 Committee Meetings** – None.

**818/18 Planning** –

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

- i. **PA18/08297** : Land East of East View Guineaport Road, Construction of a pair of semi-detached dwellings on the infill piece of land owned by East View with four off road parking spaces (two per house).

Cllr Pennington relayed specific information that she has emailed to the Planning Officer and details pertaining to an enforcement case that she has raised and is dealing with in respect of the removal of the orchard (Reference EN18/01673).

Each member gave their view on the application and comments received within the public session.

It was confirmed that the Conservation Area document referred to in the public session is not a Town Council document.

- **NOT SUPPORTED for the following reasons :**

- i. **Adverse visual impact of the proposal on a conservation area.**
- ii. **The removal of a feature boundary wall to accommodate off road parking is unprecedented in Guineaport Road – the wall forms part of a conservation area and should afford protection.**
- iii. **The proposed dwellings are out of keeping with other properties in the conservation area both in style and size and the proposal is overdevelopment of a small plot.**
- iv. **Concerns with risk to public safety on a highway / pavement. The Camel Trail is the second biggest tourist attraction in Cornwall and public safety, for both the local community and visitors is paramount.**

**WTC note that the site is also subject to an open enforcement case – Reference EN18/01673, in respect of the removal of the orchard.**

The Mayor confirmed that consideration should be given to identifying this site in the draft Neighbourhood Plan when making the required revisions from the Regulation 14 consultation.

- ii. **PA18/08032** : Land North East of 90 Egloshayle Road, Outline planning permission with all matters reserved : Demolition of existing garages and proposed new dwelling.
  - **DEFERRED** – pending necessary discussion with the Planning Officer in order to clarify several points.

- b. Decisions** – the following decisions as advised by Cornwall Council were **received**:
- i. **PA18/01928** : Snook, Fair Park Road, Proposed conversion of existing building to A3 (restaurant/café) use and the erection of 5 units for a mix of retail and office use (A1, A2 and B1(a)). **APPROVED.**
  - ii. **PA18/03840** : St Marys Church, New Park, 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). **APPROVED.**
  - iii. **PA18/07287** : Julian Foye, Gonvena Hill, Minor external alterations including 2 x rooflights, relocation of main front entrance, removal of existing escape stairs. **APPROVED.**
- c. For Information** – the following information as received from Cornwall Council was **received** :
- i. **PA18/08050** : Alnut House, Higher Lane, Egloshayle, Wadebridge, Works to trees in a Conservation Area, namely works to trees T1 silver birch reduce, T2 silver birch fell, T3 yew reduce. **Decided not to make a TPO (TCA Apps).**
  - ii. **PA18/09102** : The Barn, Higher Lane, Egloshayle, Wadebridge, Works to a Willow Tree within a Conservation Area. **To be decided under delegated authority (Cornwall Council).**
  - iii. **PA18/02627/PREAPP** : 61 Molesworth Street, Pre-application advice for change of use of ground floor from dental surgery to residential flat.

819/18

**Egloshayle, St. Breock and Wadebridge Neighbourhood Plan –**

- i. **To receive the minutes of the Public Meeting held on Tuesday 24 July 2018** - The Mayor advised that the Minutes are not available.

A member of the public queried the resolution for PA18/08032. Cllr Pennington clarified that Members have deferred making a decision until discussion has taken place with the Planning Officer.

**A member of the public left the meeting.**

- ii. **To receive an update from Steering Group members** – The Mayor gave a brief update from the Steering Committee and advised that due to the Regulation 14 responses it has been agreed that the bypass will be reinstated as the development boundary. Stringent rules and guidance for building outside the boundary will be set

**7.40pm, two members of the public left the meeting.**

Due to the nature of work required going forward, the Steering Committee is now not required as future work will be council led with consultant input as required to complete the plan. Significant changes to the draft plan are required as part of the Regulation 14 responses.

- iii. **To consider the next steps for the draft NHP following the report received in relation to the Regulation 14 consultation** – Members advised their comments on the review document provided by Paul Weston (NHP Consultant) and how to move forward. Cllr Pennington provided updated housing figures for Wadebridge and the Network Area and advised that reinstating the by-pass as the development boundary would not cause issues with the outstanding housing quota. Noted that a full list of grants received including terms and conditions is required.

- **It was RESOLVED** that, following the Consultant's report on the Regulation 14 Consultation, Wadebridge Town Council will seek agreement with partner Councils to;

- i. Reinstate the bypass as the development boundary for the Neighbourhood Plan. Any development outside the boundary will be required to meet conditions to be determined and agreed by the three partner councils.*
- ii. Revise the Neighbourhood Plan policies in accordance with the Consultant's report and as agreed with the partner councils.*
- iii. Meet with Cornwall Council to agree the housing allocations for Wadebridge.*
- iv. Agree that the Steering Committee has delivered all that it was tasked with and is disbanded. The plan moving forward will be supported by agreed cross Council representation and additional resources as required.*
- v. Agree that the current draft Neighbourhood Plan direction to be amended to reflect all of the above and that any applications which are not in accordance with these recommendations are not approved.*
- vi. Confirm that Wadebridge Town Council has no more funding available to deliver the balance of the plan from the amount originally precepted.*
- vii. Undertake a further Regulation 14 consultation.*
- viii. Review land within the boundary.*
- ix. React to comments made by Statutory Consultees.*

**820/18 Christmas Lights Competition 2018** – Members discussed holding a 2018 competition.

- *It was **RESOLVED** that a 2018 Christmas Lights competition for the Wadebridge Town Council area takes place (for residents only).*

**821/18 Memorial Tree, Shrub & Bench Donation Policy (circulated with Agenda)** – Members considered the amended policy.

- *It was **RESOLVED** to accept the policy as presented.*

**822/18 Camel Communities Alliance Group (circulated with Agenda)** – Notes of meeting held 8 October 2018 were **received**. The Mayor gave a precis of the points which will be actioned as a result of the meeting.

**823/18 Wadebridge BMX/Skatepark** –

- i. **Update on the Tender process** – The Clerk advised that there had been no tenders received within the timeframe (8 October 2018) this was due to the deadline date. Subsequently a revised deadline was set for Thursday 25 October 2018 with several companies expected to submit. Details of the timeline were relayed and information will be brought to Council for discussion and Tender award. This will have an impact on the build.*
- ii. **Pre- Build Contract** – It was **RESOLVED** that a Pre-Build Contract, at a cost of £1,000, is provided as part of the Tender Process by solicitors previously engaged by the Town Council.*

**824/18 Wadebridge Library & OSS Devolution** – The Clerk advised the Town Council's current position and that the transfer documents have now been agreed with the transfer scheduled for Monday 3 December 2018. The Clerk thanked everyone involved and said that the Town Council is looking forward to taking on this service and working with new members of staff.

**825/18 Working Groups**

- i. Appoint new members, receive an update from the working groups, receive relevant minutes and consider any recommendations made:
 
  - a) Bins** – None.
  - b) BMX/Skatepark** – None.
  - c) Christmas Lights** – None.*

- d) **Flowers for Wadebridge** – It was **RESOLVED** to appoint Cllr Harris to the group.
- e) **Planning** – None.
- f) **Remembrance Parade** – The Mayor advised that details of a small gathering which will take place at the Coronation Park memorial prior to the main Act of Remembrance will be notified on the Town Council’s website and Facebook shortly.
- g) **Signage** – None.
- h) **Toilets** – None.
- i) **Town Council Events** – Pantomime notes will be available for the next meeting. Cllr Gliddon and the Clerk provided information relating to script options for discussion at next working group meeting.
- j) **Town Hall Improvements** – None.
- k) **Wadebridge Library & OSS** – None.
- l) **Website** – Quotation for a design refresh is expected shortly. Further work as a result of the refresh may be an option for consideration.
- m) **Police Partnership** – None.
- n) **Electoral Review** – In abeyance.

**826/18 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.

**8.03pm, all members of the public left the meeting.**

- a. **Letter from Resident** – Members considered a letter received regarding Polmorla Road.
  - It was **RESOLVED** to refer to previous application details for the site in order to obtain Agent details and discuss future options.
  - It was **RESOLVED** that Wadebridge Town Council will not enter into contact with the letter writer.
- b. **Clerk’s Report (deferred from 814/18)** – Details of work within the Cemetery and of a sensitive nature was relayed and it was confirmed that related costs will be met by the Town Council.
  - It was **RESOLVED** to re-instate Standing Order 1.c.

**827/18 Dates of Next Wadebridge Town Council meetings**

- **Finance & General Purposes Committee** – Monday 12 November 2018.
- **Full Council** – Wednesday 14 November 2018.
- **Finance & General Purposes Committee** – Monday 3 December 2018.

Meeting closed at 8.20pm

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

..... **Chair:**

..... **Date:**