



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 12 June 2019 at 7pm in the Victoria Room, Wadebridge Town Hall

Present : Cllrs; T Clare, H Cooper-Waite, J Fletcher, E Gill, L Gliddon, R Harris (7.13pm), M Hollamby, J Leach, L Mitchell, P Mitchell, A Pennington, I Welch & T Wiltshire.

Public Present : Cornwall Councillors Karen McHugh (Wadebridge West)

In Attendance : Anne Minnis (Town Clerk), Beverley Collins (Minutes Clerk) & Megan Heywood (Callywith College Student).

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'.

1038/19 Apologies None.

1039/19 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 item 9.d. Bikelights grant application.

c) **Dispensations** – None.

1040/19 Minutes of Last Meeting – *The Minutes of the meeting held on the 22 May 2019 were RESOLVED to be a true record of the meeting and were signed by the Mayor.*

1041/19 Public Participation

- Questions from members of the Public relating to items on the agenda – None.
- Reports from Cornwall Councillors –
Cllr McHugh (Wadebridge West) advised apologies from Cllr Knightley and addressed the meeting on the following points :
 - *Wooden footbridge near cinema* – works to replace the structure are scheduled for July 2019.
 - *Library* - Feedback has been received from residents of Southern Way who praise the Town Council for taking over this service. They have requested the council consider installing a gate in the fencing if possible.
 - *Dog bins* – Some issues with the bins being full after the half term holiday period have been reported. Additional uplift may be required.

- *Taxi rank* – The issues and altercations with taxi drivers and members of the public are ongoing and these should be reported to Cllr McHugh, including carriage registration reference where possible. Details of permitted use by members of the public was advised.
- *Network Panel meeting* – next meeting is Thursday 13 June 2019. Details of the agenda were relayed.

Members discussed the planned works to the wooden bridge in relation to the embargo period which will apply shortly.

Cllr McHugh suggested the works are required urgently and if they are not completed as planned this could lead to a lengthy delay.

Also noted that works are required to the Challenge Bridge. Cllr Pennington advised that the current anti-slip surface was put in place in 2009 as a temporary measure.

Members raised concerns with overgrown vegetation on Gonvena Hill – several Members have reported this to Cornwall Council for urgent attention as school pupils are having to walk in the road and the local vet practice has advised of ticks within the undergrowth. Cllr McHugh asked for case references to be forwarded to her in order to chase this.

Cllr Knightley (Wadebridge East) – None.

1042/19 Mayor's Report – Cllr Mitchell provided a verbal report of recent events attended including; Civic Services, Carnival events, the Royal Cornwall Show and 30th birthday celebrations at the Library.

1043/19 Clerk's Report – None.

1044/19 Staffing Committee Membership 2019/20 – None.

7.13pm, Cllr Harris arrived.

1045/19 Finance & General Purposes Committee Membership 2019/20 - *It was RESOLVED to appoint Cllr Julia Fletcher to the Finance & General Purposes Committee 2019/20.*

1046/19 Finance :

a. Accounts for payment (*information tabled*) – *It was RESOLVED to make payment of £91,123.44 as presented.*

b. Section 1 of the Annual Return (information circulated with agenda) – Annual Governance Statement 2018/19 :

- *It was RESOLVED to agree Yes to Question 1.*
- *It was RESOLVED to agree Yes to Question 2.*
- *It was RESOLVED to agree Yes to Question 3.*
- *It was RESOLVED to agree Yes to Question 4.*
- *It was RESOLVED to agree Yes to Question 5.*
- *It was RESOLVED to agree Yes to Question 6.*
- *It was RESOLVED to agree Yes to Question 7.*
- *It was RESOLVED to agree Yes to Question 8.*
- *It was RESOLVED that Question 9 is not applicable to Wadebridge Town Council.*

Section 1 was signed by the Mayor and Town Clerk.

c. Section 2 of the Annual Return (information circulated with agenda) – Accounting Statements 2018/19 :

- *It was RESOLVED to accept Section 2, Questions 1-10 as presented.*

Section 2 was signed by the Mayor and Town Clerk.

7.20pm, Cllrs Pennington and Harris left the meeting.

- d. To consider the grant application received from Bikelights – Members considered the application. Running costs for the event were referred to and whilst Members support the event it was noted that the organisation do not appear to fundraise in house. Cllr McHugh advised how she manages similar requests. It was suggested to consider amendments to the policy in relation to repeat requests and the impact this has to other applications.
- *It was **RESOLVED** to award a grant of £500 as requested.*

7.25pm Cllrs Pennington and Harris returned to the meeting.

1047/19 Correspondence

- a. The following correspondence for information was **received**:
- i. **South West Business Insider**- Vol 13, No 6: June 2019;
 - ii. **Cornwall Council** – Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic; Westerlands Road & Elmsleigh Road, Wadebridge; 10 July 2019 (07:30 to 18:00);
 - iii. **Cornwall Council** – Agenda & Papers for the Wadebridge & Padstow Community Network Panel Meeting; 13 June 2019.
- b. The following correspondence for response was **received** and considered (information circulated with agenda). *It was **RESOLVED** to make the following responses :*
- i. **Cornwall Council** – Community Network Panels; draft proposals re strengthening Panels.
 - A query was raised on the item relating to the procedure of submitting an agenda item – Cllr McHugh advised she will follow this up.
 - ii. **Wadebridge Young Farmers Club** – Letter regarding tree planting.
 - It was confirmed that the group is aware of the Urban Tree Challenge Fund. Query that the submission date has passed (May 2019).
 - *It was **RESOLVED** to engage with the group to discuss further.*
 - iii. **Cornwall Pride** – Request to use land at Jubilee Fields on 22 June 2019.
 - *It was **RESOLVED** to permit the request as presented.*
 - iv. **Historic England** – High Streets Heritage Action Zones Funding (Closing date 12 July 2019).
 - Cllr Philip Mitchell to liaise with various groups in town and with Cllr McHugh.
Cllr McHugh advised details relating to progressing the Molesworth Street proposals including traffic counts.
 - v. **Forestry Commission/Cornwall Council** – Urban Tree Challenge Fund.
 - *It was **RESOLVED** to submit an expression of interest.*
- c. The following Minutes and Agendas from Outside Committees were **received** for information. There were no actions required :
- i. **The Camel Trail Partnership** – minutes of the meeting held on June 19, 2019.
 - Members queried the date of the meeting.

1048/19 Committee meetings –

- i. **Staffing Committee** – *It was **RESOLVED** to receive the Minutes of the meeting held Friday 24 May 2019.*

- ii. **Finance & General Purposes Committee** – It was **RESOLVED** to receive the Minutes of the meeting held Monday 3 June 2019.

Recommendations –

- **Fin 176/19, Draft Statement of Internal Control 2019/20** – It was **RESOLVED** to accept the document.
- **Fin 177/18, Draft Investment Policy & Strategy 2019/20** – It was **RESOLVED** to accept the document.

1049/19 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan – None.

1050/19 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. **PA19/04119** : Heatherbank, Fernleigh Road, New dwelling in garden. **SUPPORTED** subject to the Planning Officer being aware and mindful that the Town Council would like the narrowness of the lane and the visibility splays and potential damage to the lane to be noted.
- ii. **PA19/02832** : Land South of Tolbury Cottage, Trenant Vale, Outline application for erection of two semi-detached 3 bedroom, two-storey dwellings with rear / side gardens and front parking area. **SUPPORTED**.
- iii. **PA19/03976** : Regency Arcade, Molesworth Street, Re-roofing and associated work. **SUPPORTED** subject to applicant being mindful of neighbouring property's comment to be kept up to date with scaffolding requirements.
- iv. **PA19/04373** : St Austell Brewery Ltd., Molesworth Arms Hotel, 38 Molesworth Street, Listed building consent for re-roofing works including works to chimneys. **SUPPORTED**.

Noted - there was some confusion as to whether PA19/04373 is the listed building consent for PA19/03976. Cllr Pennington confirmed it was.

- b. **Decisions** – The following decisions as received from Cornwall Council were noted :
- i. **PA19/01698** : The Retreat, Gonvena Hill, Various tree works. **APPROVED**.
 - ii. **PA19/02544** : 1 Victoria Park, First Floor Extension above existing garage and new conservatory. **APPROVED**.
 - iii. **PA19/02472** : Trevilling Farm Cottage, Bodieve, Proposed two storey extensions to front, sides and rear of property with single storey extension to the rear. **APPROVED**.

1051/19 Wadebridge Library & Information Service – The Clerk provided details of the monthly statistics report received (circulated with the agenda). Members were reminded of the 30th birthday celebration event on Saturday 15 June 2019.

1052/19 Wadebridge BMX Skatepark – The Clerk advised that the Planning Officer has extended the determination date to 14 June 2019 due to comments received regarding contaminated land. Requests for information have been completed and the application is progressing.

1053/19 Working Groups- It was **RESOLVED** to appoint new members were required. Updates from working groups were provided with relevant meeting notes being **received** and Members considered recommendations made :

- a) Car Park Machines – None.
- b) Cemetery – Notes of meeting held 3 May 2019 were **received**. Minute 1054/19.b. refers.

- c) Christmas Lights – None.
- d) Christmas Panto 2019 – Cllr Gliddon provided a brief update.
- e) Flowers for Wadebridge – Notes of meeting held 26 April were **received**. Cllr Fletcher advised that recommendation made relating to placing bicycles at each end of the Camel Trail.
 - It was **RESOLVED** to permit the request subject to the working group obtaining the correct permissions to attach a bicycle to property and for that permission to be received by the Clerk.
- f) Remembrance Parade – None.
- g) Toilets – None.
- h) Town Council Events – None.
- i) Town Hall Improvements – None.
- j) Website – None.
- k) Police Partnership – None.

7.58pm, Cllr McHugh left the meeting.

1054/19 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. **Community Governance Review** – Working group notes of meeting held 12 June 2019 were tabled and **received**. Several aspects were discussed and considered.
 - It was **RESOLVED** that Cllr Philip Mitchell arranges a meeting with the Camel Alliance Group to discuss this matter and report back to Full Council.
- b. **Cemetery** – A proposed letter to memorial plot owners was circulated and discussed.
 - It was **RESOLVED** that the working group has delegated authority to amend the draft letter accordingly and issue to all memorial plot owners.

Working group to arrange meeting to discuss further actions required.

- c. **Love Wadebridge Facebook Page** – It was **RESOLVED** that the Town Clerk has delegated authority to make a formal disclaimer statement on behalf of the Town Council to include the following points :
 - To clarify the Town Council's official social media sites.
 - To make clear that comments made by councillors via social media other than the Town Council's sites do not reflect the view of the Town Council as a corporate body.
 - To advise users of the correct process to obtain information.
 - If members of the public seek clarification on Town Council services they should make contact either by phone, e-mail or on the Town Council's Facebook page.
- d. **Rugby Club Rent Review** – The Mayor and Clerk presented details regarding the club's current lease and information received from the Town Council's solicitor relating to the Freehold Title on the land which the Town Council has.
 - It was **RESOLVED** to agree a staged rent increase as follows ;
 - 2019 - £2,000
 - 2020 - £2,200
 - 2021 - £2,300
 - It was **RESOLVED** to re-instate Standing Order 1.c.

1055/19 Dates of Next Wadebridge Town Council meetings

- Full Council – 7pm; Wednesday 3 July 2019
- Full Council – 7pm; Wednesday 24 July 2019

The Mayor thanked Megan for her time with the Town Council and wished her well for the future.

Meeting closed at 8.49pm

Signed as a True and Accurate Account :

Chair :

Date :