



WADEBRIDGE TOWN COUNCIL

FULL COUNCIL MEETING

7.00pm

WEDNESDAY 11 October 2023

WADEBRIDGE TOWN HALL, THE PLATT, WADEBRIDGE, PL27 7AQ

Town Mayor – Cllr Ian Welch

Town Clerk: Anne Minnis

Dear Sir/Madam,

5 October 2023

You are hereby invited to attend the Full Council meeting of Wadebridge Town Council to be held in Wadebridge Town Hall on **Wednesday 11 October 2023** at 7pm for the purpose of transacting the following business.

Anne Minnis
Town Clerk

THE PRESS & PUBLIC ARE INVITED TO ATTEND

Members and Public please note:

This meeting will be conducted in compliance with Wadebridge Town Council's Standing Orders and the Councillors' Code of Conduct.

AGENDA

Housekeeping – The Chairman to advise of evacuation routes in case of an emergency and reminded all those present of the following:

- That the meeting may be filmed or recorded.
- Wadebridge Town Council is recording the meeting.
- 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'.

1. To receive apologies for absence.

2. To receive Declarations of Interest

i. Pecuniary Interests

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.

ii. Non-Registerable Interests

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.

iii. Dispensations

To receive any requests for dispensations relating to items on the agenda.

3. To receive draft minutes of the Full Council Meeting held on 13 September 2023.

4. Public Participation

- To receive questions from members of the Public relating to items on the agenda which require a decision.
- To receive reports from Cllr Mould (Wadebridge East & St Minver) and Cllr Moorcroft (Wadebridge West & St Maby).
- To receive reports from the Police.

5. Mayor's Report – to receive a verbal report from the Mayor.

6. Clerk's Report – to receive a verbal update from the Clerk.

7. Finance & General Purposes Committee - to appoint members to serve on the Committee.

8. Finance

- To approve September payment of accounts
- To review budget monitoring figures to 30 September 2023 *(to follow)*.
- To review the bank reconciliation to 30 September 2023 *(to follow)*.
- Banking authorisation – Councillor responsibility.
- External Auditor's Report and Certificate 2022/23.
- Energy – to advise on contract renewals and *resolve* to accept.
- RINGO – to advise on contract renewal and *resolve* to accept.
- Parking Charges Review – to receive an update on the benchmarking exercise from Councillors.
- Internet Banking Policy – to *resolve* to approve the draft policy.
- Local Government Pension Scheme Discretion Policy – to *resolve* to approve the draft policy.

- xi. Grant Distribution Policy – to review the current scheme and consider yearly awards.
- xii. Precept 2024/25 – to consider items for Precept.

9. Correspondence

- a. To receive correspondence for information:
 - i. **Cornwall Council** – Town and Parish Council Newsletter (8 September 2023)
 - ii. **Cornwall Council Public Protection** – Drink Drive Lift legend Letter.
 - iii. **Cornwall Council** – Town & Parish Council Bulletin (14 September 2023).
 - iv. **Cornwall Council** – Town & Parish Council Bulletin (20 September 2023).
 - v. **Cornwall Council** – Polling Districts and Polling Places Review 2023.
 - vi. **Cornwall Council** – Air Quality Engagement Events.
 - vii. **Cornwall Community Flood Forum** – Annual Conference, Friday 3 November 2023.
 - viii. **Bodmin & Wadebridge Neighbourhood Policing Teams** – Newsletter October 2023
- b. To receive correspondence requesting a response
 - i. **Wadebridge Chamber of Commerce** – request for 'late night shopping' free parking on 1 and 2 December 2023 and permission for Fireworks display on Town Council land (Cricket pitch).
 - ii. **Wadebridge Methodist Church** – toilet twinning request.
 - iii. **Post Office** – request to meet to discuss temporary solution.
- c. To receive Minutes and Agendas for Outside Committees for information
 - i. Camel Valley Community Area Partnership Meeting (18 September 2023).
 - ii. Camel Valley Active Travel Working Group Update (September 2023)

10. Planning

- a. **New Applications** – To respond to the following applications received from Cornwall Council:
 - i. **PA23/06517:** Land To Rear Of Cresta Trevanson Road Wadebridge Cornwall. Outline application for the construction of dwelling including access (all other matters reserved)
[Click here to view application](#)
 - ii. **PA23/05124:** Land Rear Of 84 Egloshayle Road West Park Wadebridge Cornwall. Proposed two storey dwelling on building plot to the rear of existing dwelling
[Click here to view application](#)
 - iii. **PA23/07313:** Hambray House Bodieve Wadebridge Cornwall. Construction of front porch and rear extension with internal remodel
[Click here to view application](#)
 - iv. **PA23/07464:** Land At Trevanion Road Wadebridge PL27 7DY. Outline application for proposed residential development comprising up to 30 new dwellings (including 30% affordable homes) with associated landscaping and site infrastructure (all other matters reserved); access only
[Click here to view application](#)
 - v. **PA23/06484:** The Flat 43 - 45 Molesworth Street Wadebridge Cornwall. Conversion of unused loft space to residential annex with staircase access.
[Click here to view application](#)
 - vi. **PA23/07738:** 16 Trevanion Road Wadebridge Cornwall PL27 7NZ. Proposed change of use of the dwelling to a house in multiple occupation
[Click here to view application](#)
 - vii. **PA23/07838:** 4A Bess Park Road Trenant Industrial Estate Wadebridge Cornwall. Storage extension to industrial unit to replace existing container
[Click here to view application](#)

b. Decisions – To be advised of the following decisions received from Cornwall Council:

- i. **PA23/02437:** 22 Rivendell Wadebridge Cornwall PL27 7JN. Two-storey side extension to dwelling.
APPROVED
- ii. **PA23/05862:** Woodland Area Rear Of Treguddock Drive Trenant Vale Wadebridge Cornwall. Works to trees under a tree preservation order (TPO): T2 (Ash) Reduce to a 2.5-meter monolith. G4 (Ash) Reduce height and spread by 2.5 meters Western limb extending over the rear garden. (Ash) Fell (Ash) Fell. G5 - Remove broken branches and deadwood over the footpath. G6 - Reduce by 3 meters exposed branch. G10 (2 x Ash) Fell. G13 (Alder) Fell.
APPROVED
- iii. **PA23/05007:** Demolish an existing garden shed and replace with a two storey semi-subterranean new-build dwelling on the land to the rear of 81 Egloshayle road.
APPROVED
- iv. **PA23/06582:** Demolition of existing garage and replacement with a new 3 bedroom dwelling at land to the rear of 85-85 Egloshayle Road, Wadebridge.
APPROVED

11. Camel Valley Active Travel Working Group – to discuss Quiet Lanes review in relation to Wadebridge as per Agenda item 9c(ii).

12. Fireworks – to discuss fireworks provision by the Town Council and by other groups on Town Council land.

13. Christmas Lights – to receive the minutes of the meeting held 2 October 2023 and consider any recommendations made.

14. Working Groups

a. To receive minutes and recommendations from the following working groups as necessary:

- i. Allotments
- ii. Climate Change and Flood
- iii. Culture, Sports and Recreation
- iv. Digital Communications
- v. Governance Review (to exclude NHP) – *tabled*.
- vi. Toilets
- vii. Town Hall

b. Membership – to *resolve* to appoint members to working groups.

15. Confidential matters - to consider the following resolution: 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.

- i. **Fire Retardant Safe for Burial Records**– to *resolve* that delegated authority is given to the Clerk and Senior Admin Officer.
- ii. **Cornwall Folk Festival Grant application** – to consider the correspondence received.
- iii. **Leases** – to review lease arrangements for Town Hall rooms 8, 9 and 10.
- iv. **Fire Security (Town Hall)** – to discuss the quote received.

16. To note the dates of the next Wadebridge Town Council meetings.

- **Finance & General Purposes Committee** – Monday 13 November 2023 at 7pm
- **Full Council Meeting** – Wednesday 15 November 2023 at 7pm.