



# Wadebridge Town Council

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## Minutes of the Full Council meeting held on Wednesday 17 April 2024 at 7pm in the Main Hall, Wadebridge Town Hall

**Present :** Cllrs; C Boswell-Munday, T Leach, J Metcalfe, L Mitchell, L Nathan, G Pearce, K Rowe, C Viqueira & I Welch (Mayor).

**Public Present :** Caroline New (Chamber of Commerce) and Jane Nicholas (Wadebridge Carnival) and one member of the public.

**Absent :** Cllr H Jarvis.

**In Attendance :** Anne Minnis (Clerk), John Lynch (Operations Manager) and Beverley Collins (Minutes Clerk).

**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.
- 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'.

**1944/24 Apologies** – None.

**1945/24 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 Louise Mitchell declared an interest in item 12. Allotments and item 15.a.i, Allotments Working Group.

**7.01pm, Cllr Pearce arrived.**

c) **Dispensations** – None.

**1946/24 Minutes of Last Meeting** – *The Minutes of the Full Council Meeting held on the 20 March 2024 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.*

**1947/24 Public Participation**

- Questions from members of the Public relating to items on the agenda –
  - Jane Nicholas, representative of Wadebridge Carnival Committee addressed the meeting on correspondence submitted (item 10.b.i.) regarding a request that the town council considers the possibility of a working partnership to take on the arrangements for future carnivals. This is due to current committee members retiring from their roles.

- Caroline New, Chair of Wadebridge Chamber of Commerce addressed the meeting on correspondence submitted (item 10.b.ii.) requesting consideration for free parking on market days.

- Reports from Cornwall Councillors –
  - **Cllr Mould (Wadebridge East & St. Minver)** – Apologies received.
  - **Cllr Moorcroft (Wadebridge West & St. Mabyn)** – Apologies received.
- Police Reports – None. Newsletter received – item 10.a.i. refers.

**1948/24 Mayor and Deputy Mayor Elect for 2024-25** – The Mayor advised the nominations received.

- *It was **RESOLVED** that Cllr Ian Welch is Mayor Elect for 2024-25.*
- *It was **RESOLVED** that Cllr Kelly Rowe is Deputy Mayor Elect for 2024-25.*

**1949/24 Mayor’s Report** – The Mayor provided a brief report including :

- Attended the season opening of Wadebridge Bowls Club on Saturday 13 April.
- There is ongoing correspondence between the two neighbouring parishes with regards to the future of the Neighbourhood Plan. It was noted that the Town Clerk is not being included in correspondence received.
- Reminder of the councillor drop-in session at the Library on Thursday 18 April 2024.

**1950/24 Clerk’s Report** – The Clerk provided a verbal update including :

- Incident at the Cricket Club – Police have been notified and a meeting with the club is being arranged.
- Changing Places Toilets – groundworks have now begun. Works will continue through to the end of June.
- Outdoor Exercise Area – there are some repairs needed. Unfortunately, the supplier who installed the equipment has now gone into liquidation however, there is a warranty in place and the repairs are minimal.

**1951/24 Committee Meetings** – None.

**1952/24 Finance – Payment of Accounts :**

- i. **March 2024 accounts for payment** – *It was **RESOLVED** to approve payment of £135,726.17 as presented.*

**1953/24 Correspondence (information circulated with agenda for Members) -**

- a. The following correspondence for information was **received** –
  - i. **Bodmin/Wadebridge Neighbourhood Police** – April 2024 Newsletter.
  - ii. **Cornwall Council** – Town & Parish Council Bulletin (5 April 2024).
  - iii. **Cornwall Council** – Library Performance Reports – March 2024.
  - iv. **Cornwall Streetworks Team** – Road Closure: The Big Lunch (Wadebridge); 5 May 2024.
  - v. **Wales/West Utilities** – Road Closures on West Park, Broomfield Road and Green Hill, Wadebridge.
  - vi. **Cornwall Council** – Forest for Cornwall Newsletter (Spring 2024).
- b. The following correspondence requesting a response was **received** and considered (information circulated prior to meeting) –
  - i. **Wadebridge Carnival** - to consider the request received re the future delivery of the Carnival.
    - There was discussion around the actual support needed and the challenges that come with event planning including financial and time commitments. Cllr Metcalfe provided relevant background information from her experience as a previous carnival committee member. Jane Nicholas provided further information and asked if there could be a discussion on exploring a working partnership.

The Mayor agreed that a dialogue would be useful in order to explore moving forward.

- *It was **RESOLVED** to explore further options to understand the support needed.*

ii. **Wadebridge Chamber of Commerce** - to consider the request received re parking on market days.

- There was a lengthy and full discussion on the challenges that this request creates. Councillors voiced their support for the market however, the practicalities of free parking would prove difficult to facilitate for several reasons and the negative financial impact would be a cause for concern. Noted that the Co-Op Store would need to approve any changes to the current parking conditions.

Various options were debated including a grant from the town council. There was brief discussion on how a grant could be used.

Caroline New said that she understood the town council's position but wanted to highlight how difficult the current climate is for traders and the need to get footfall into town. Free parking for traders would be a compromise as would free parking for the inaugural market.

There was further discussion on compromises and again councillors voiced their support for the market and traders. Further requests could be considered.

Caroline New advised that retailers will think that the town council is not supportive and several are very angry.

- *It was **RESOLVED** that, having considered the request the town council is not able to support free parking but will consider a grant application with a decision being made quickly.*

The Clerk suggested that the Chamber discuss this matter with the Town Team with a view to a further request being submitted.

iii. **Cllr Moorcroft** – to consider the request re Vehicle Activated Signs.

- There was discussion on the request.
  - *It was **RESOLVED** to agree to make payment of £191.53 as requested.*

iv. **Fowey River Canoe Club** – to consider the request for the annual canoe race on 30 June 2024.

- *It was **RESOLVED** to accept the request to hold the annual canoe race on 30 June 2024.*

c. The following Minutes and Agendas for Outside Committees for information were **received** –

- i. Town Team – meeting held 28 February 2024.

**8pm, Two members of the public left the meeting.**

**1954/24 Planning –**

a. **New Applications** – Cllr Welch (Chair of Planning Committee) provided details and relevant information for each application for Members consideration. *It was **RESOLVED** to make the following responses:*

- i. **PA24/01822:** 111 Egloshayle Road Wadebridge Cornwall PL27 6AG. proposed construction of en-suite bathroom. **SUPPORTED – SUBJECT TO THE COMMENTS FROM HISTORIC ENVIRONMENT PLANNING IN RELATION TO PA24/01823.**

- ii. **PA24/01823:** 111 Egloshayle Road Wadebridge Cornwall PL27 6AG. Listed building consent for proposed construction of en-suite bathroom. **SUPPORTED – SUBJECT TO THE COMMENTS SUBMITTED FROM HISTORIC ENVIRONMENT PLANNING.**
- iii. **PA24/02333:** 9 Talmena Avenue Wadebridge Cornwall PL27 7RP. Proposed front extension with internal alterations and additional parking. **SUPPORTED.**
- iv. **PA24/02185:** Bank PLC Barclays Bank PLC. This application is made to support the decommission of this bank. Existing ATM to be removed and existing window to be re-instated to match existing. Existing CCTV camera to be removed and made good. Existing individual letters signage to be removed and made good. Existing branch nameplate to be removed and made good. Existing ADT alarm box to be removed and made good. Existing letter box to be sealed internally. 28 Molesworth Street Wadebridge Cornwall PL27 7DN. **SUPPORTED.**
- v. **PA24/02654:** Conkers Gonvena Wadebridge Cornwall. Works to trees subject to a Tree Preservation Order (TPO), works include T1 Sycamore 2m reduction and Tree 2 Chestnut reduction 2m on the main leader. **SUPPORTED – SUBJECT TO THE RECOMMENDATION OF THE TREE OFFICER BUT WOULD ASK THE TREE OFFICER TO GIVE SPECIFIC GUIDANCE ON NESTING BIRDS AND THE URGENCY OF THE WORK NEEDED.**

b. **Decisions** – the following decisions from Cornwall Council were **received** : None

c. **For Information** – the following information received from Cornwall was **received** :

- i. **PA24/02419:** Communications Mast (T-Mobile) St Breock Wadebridge Cornwall PL27 7JR. Notification under the electronic communications code (conditions and restrictions) regulations 2003 (as amended) to utilise permitted development rights. **CLOSED - ADVICE GIVEN.**
- ii. **PA24/00371/PRE:** Street Record Egloshayle Road Wadebridge Cornwall. Exception notice for multiple works to multiple trees in various locations. **CLOSED - ADVICE GIVEN.**
- iii. **PA24/01192:** Land Off Higher Trenant Road/Green Hill Wadebridge Cornwall. Non material amendment in relation to Decision Notice PA20/10911 dated 24/06/22 - Plots 135 -137 - Alterations to parking and change from soakaway to permeable paving. Plots 173 - 175 - Changes in final floor levels and roofline changed to gable ended. **APPROVED.**
- iv. **PA19/03451:** The Old Bakery Polmorla Road Wadebridge Cornwall PL27 7ND, To build a mixed development of 29 1, 2 and 3 bedroom flats, 6 shops with car parking on ground floor. **FINALLY DISPOSED OF [ARTICLE 36(13)].**

8.11pm, Cllr Mitchell left the meeting.

**1955/24 Allotments (documents tabled)** – The Clerk provided details of revisions to the Application Form and creation of a new Allocation Process document.

- It was **RESOLVED** to accept the proposed revisions to the Application Form as presented.
- It was **RESOLVED** to accept the draft Allocation Process document as presented.

8.15pm, Cllr Mitchell returned to the meeting.

**1956/24 D-Day 80** – Cllrs; Rowe, Boswell-Munday and Welch provided an update on the planning of the event including food and drink vendors.

Details of the Band's performance is awaited. The Clerk is looking to assess the risk assessment and the event plan prior to submitting these with the Event Notification form to Cornwall Council. Cllr Welch will circulate latest versions.

Cllr Welch provided an update on the events for Thursday 6 June 2024. A Proclamation reading will take place at 8am at the Town Hall and there will be a Declaration reading and Beacon lighting at the War Memorial in Coronation Park at 9.15pm. There will also be an official Toast to mark the occasion – anyone attending will be asked to bring their own refreshment for this. Representatives of the Church and RBL have been invited to attend and both events are open to the public however, parking restrictions will be in place at Coronation Park.

Councillors were asked to add these dates to their diaries.

**1957/24 CCTV Monitoring and Maintenance – Deferred to next meeting.**

**1958/24 Working Groups –**

a. It was **RESOLVED** to receive Minutes and recommendations from the following working groups (as previously circulated) :

- i. Allotments – None.
- ii. Climate Change and Flood – None.
- iii. Culture, Sports and Recreation – None.
- iv. Digital Communications – None.
- v. Governance Review (to exclude NHP) – None.
- vi. Toilets – None.
- vii. Town Hall – None.

b. **Membership** – None.

**8.32pm, Member of the public left the meeting.**

**1959/24 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/contractual nature of the business to be transacted - Public Bodies (Admission to Meetings) Act 1960.**

Details of the confidential matters and quotations received were presented. Members made the following responses:

- i. **Grass Cutting Contract (SLA)** – The meeting considered the Cornwall Council proposal for Highways and financial details provided by the Clerk. It was confirmed that the proposal does not cover the town council's costs.
  - It was **RESOLVED** not to engage with Cornwall Council Highways for the grass cutting contract for 2024-25 at the offered rate as this does not meet the town council's costs to undertake the work.
- ii. **Play Equipment** – It was **RESOLVED** to accept quotation 1 at a cost of £2,245 as presented.
- iii. **Outdoor Exercise Equipment** – The Clerk provided an update on the repairs required.
- iv. **Pantomime 2024** – It was **RESOLVED** to continue with the existing professional production support at a cost of £4,4800.
  - It was **RESOLVED** to re-instate Standing Order 1.c.

**1960/24 Dates of Next Wadebridge Town Council meetings**

- **Annual Town Meeting** – Thursday 25 April 2024, 6pm
- **Annual Meeting of the Town Council** – Wednesday 15 May 2024

Meeting closed at 9.04pm

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

..... **Chair :**

..... **Date :**

DRAFT