



Wadebridge Town Council

Minutes of the Full Council meeting held remotely via Zoom on Wednesday 10 March 2021 at 7pm

Present : Cllrs; A Batchelor (from 7.07pm), E Gill, L Gliddon, M Hollamby, J Leach, L Mitchell, P Mitchell (Mayor), A Pennington, I Welch & T Wiltshire.

Public : Cornwall Councillors Stephen Knightley (Wadebridge East) and Robin Moorcroft (Wadebridge West) and two members of the public – these Minutes do not record when members of the public joined or left the meeting.

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

Housekeeping – The Mayor welcomed everyone to the meeting and advised the following:

- That the meeting may be filmed or recorded by members of the public.
- That Wadebridge Town Council is recording the meeting.
- Members and members of the public to turn mobile phones to silent.

1408/21 Apologies were received from Cllr Cooper-Waite.

- It was **RESOLVED** to accept apologies from Cllr Heather Cooper-Waite due to a work commitment.

1409/21 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 Hollamby declared an interest in agenda item 9.a.iii. as the property is in close proximity to his own.
- Cllr Wiltshire declared an interest in agenda item 9.a.iii. as the property is in close proximity to his own.
- Cllr Pennington declared the following interests –
 - Agenda items 7.b.iv and v. as a member of the Tennis Club and,
 - Agenda item 9.a.vi. as a friend of the applicant.
- Cllr Leach declared the following interests –
 - Agenda item 9.a.viii. as a member of the Parochial Church Council.

c) **Dispensations** – None.

1410/21 Minutes of Last Meeting – *The Minutes of the meeting held on the 10 February 2021 were RESOLVED to be a true record of the meeting. Signing of the Minutes by the Mayor was deferred.*

1411/21 Public Participation

- Members of the public addressing the meeting were as follows : None.

- Reports from Cornwall Councillors :
 - **Cllr Knighley (Wadebridge East)** – addressed the meeting on the following items -
 - Works on Gonvena Hill to town bridge area are due to start in September.
 - Along with Cllr Moorcroft took gifts from the Betjeman Centre to the Showground on Monday. The facility is getting busier on a daily basis.
 - Advised of the Network meeting taking place on Thursday 11 March 2021 (6.30pm, remote meeting) where he will be presenting Andy Lyle with a Citizenship award at the Betjeman Centre. Hopeful that Hillary Franks, Leader of Cornwall Council will also be available. Jeremy Rowe has taken up his post and Andy leaves on 2 April 2021.
 - Asked the town council when Cornwall Council surgeries could begin again in the Library. The Clerk advised that whilst the Library can reopen from 12 April this will be a reduced service and dependant on the five-week plan set by Government. Cllr Pennington reminded the meeting that purdah will be in place soon and surgeries may not be permitted. Cllr Knightley confirmed this.
 - Trevarner application – advised that a remote zoom meeting is being arranged with local residents to discuss their concerns with the lifting of conditions. Town Councillors are invited to join – details of the meeting will be made available.
 - **Cllr Moorcroft (Wadebridge West)** addressed the meeting on the following items –
 - Footpath near the cycle hire at the Camel Trail – issues reported with a muddy footpath. No-one seems to be responsible for this path and has now worked with Nigel Wiggett to dig out and lay hardcore on the muddy path. Materials were generously donated by Mick Stone.
 - Cornwall Housing has cleared green waste from an area near Southern Way. Unfortunately, the work resulted in a fence located on the edge of the park area falling down – this has now been replaced.
 - New dog waste signs are being erected at the Bethan Drive/Talmena area. Advised that the Parks Department team should take care when strimming the area as there is a lot of dog waste at the moment.
 - Response to points raised at the last meeting by Cllr Hollamby included:
 - Has met with the Highways Manager to discuss Molesworth Street - the temporary traffic order is due to be extended and hopefully will become a permanent feature, benches are also being replaced with a low maintenance plastic version, new flower planters and a bench are being installed at the top end of the street and for the future, it is hopeful that the area will be resurfaced.
 - Cycle issues near Lidl / Camel Trail – bars are due to be installed near the semi-circle area to reduce issues with pedestrians and cyclists.
 - 30 mph limit at West Hill – the consultation has ended with 2 responses in support of the scheme and it is expected that the scheme will go forward.
 - Signage around town is due to be refreshed with additional signage to show an alternative cycle route behind the Co-Op store. Additional cycle racks are being installed.
 - Cycles lanes – lines are due to be refreshed however, it is international and national policy to remove white lining therefore this matter will be considered again in the future.

Cllr Pennington thanked Cllr Moorcroft for the work to the footpath.

Cllr Pennington also requested that Cornwall Council liaise with the Clerk in relation to the proposed alternative cycle route so that car park staff can be made aware and prepare for this. Cllr Moorcroft advised he understood the path is a public right of way but agreed to speak to the Highways Manager regarding this. The alternative route is hopefully due to be ready for Easter.

7.13pm, Cllr Moorcroft left the meeting.

- Reports from the Police : E-mailed to Members prior to the meeting.

1412/21 Mayor's Report – The Mayor referred to charging units. And PPA at church park – stressed not an application. If public do not want then it wont happen.

1413/21 Finance :

- a. January 2021 accounts for payment – *It was **RESOLVED** to approve payment of £69,609.30 as presented.*

1414/21 Correspondence

- a. The following correspondence for information was **received** –
 - i. **Padstow Town Council** – Invitation to Comment – NHP - Regulation 14 Consultation.
 - ii. **Cornwall Council** - Town & Parish Council COVID-19 Update (5 February 2021).
 - iii. **CALC Briefing 18** – Planning for a Return to Physical Meetings.
 - The Mayor noted the difficulties that a return to face to face meetings could bring and confirmed that there is action to lobby for the continuation of virtual meetings after May elections.
 - iv. **Wadebridge Cricket Club** – Notification of Commencement of Works to the Score Hut.
 - v. **Cornwall Council** - Town & Parish Council COVID-19 Update (12 February 2021).
 - vi. **Wadebridge Neighbourhood Police Team** – February 2021 Newsletter.
 - vii. **Cornwall Council** - Town & Parish Council COVID-19 Update (19 February 2021).
 - viii. **Cornwall Council** - Town & Parish Council COVID-19 Update (26 February 2021).
- b. Correspondence for response (circulated with agenda) – Members discussed the requests received and made the following decisions :
 - i. **Cornwall Council** – Climate Emergency Development Plan Document (DPD) Pre-submission Draft – Consultation under regulation 19 of the Town and Country Planning (Local Planning)(England) Regulations 2012 (**documentation previously issued to Councillors**).
 - Response closing date noted as 16 April 2021. It was **agreed** that Members would submit comments to the Clerk prior to next meeting (7 April 2021).
 - ii. **Wade bridge & Padstow CNP Year 2 Traffic Regulation Order Request** – Proposals requesting a Town Council Response (**documentation previously issued to Councillors**).
 - No comment to submit.
 - iii. **Cornwall Council – St Austell China Clay Restoration and Tipping Supplementary Planning Document (SPD)** – Consultation (03/03/21 – 14/04/21) (**documentation previously issued to Councillors**).
 - No comment to submit.

Cllr Pennington left the meeting.

- iv. **Wadebridge Tennis Club** – to request confirmation from the Town Council that they are supportive of the change in court colour.
 - *It was **RESOLVED** to support the new colour as presented.*
- v. **Wadebridge Tennis Club** – to request permission from the Town Council to add permanent floodlight to the fifth tennis court at the club.
 - Members discussed the proposal. Cllr Knightley provided relevant past and current information regarding the flood lighting and raised the matter of the Town Council submitting the application at the reduced fee as Landlord. The Clerk advised that this has not been requested by the Tennis Club in their correspondence.
 - *It was **RESOLVED** to support the proposal as presented and to invite the Tennis Club to request that Wadebridge Town Council submit the application on their behalf.*

Cllr Pennington returned to the meeting.

- c. The following Minutes and Agendas from Outside Committees were **received** for information –
 - i. Padstow Harbour Commissioners – Minutes of meeting held January 2021.

1415/21 Committee Meetings – None.

1416/21 Planning – Cllr Batchelor advised she has an interest in application PA21/01484.

- a. **Applications** – Cllr Pennington provided details and relevant information for each application for Members consideration. *It was **RESOLVED** to make the following responses:*
 - i. **PA21/00019** : 1 Marshall Avenue, Proposed side and rear extension, loft conversion and associated remodelling. **SUPPORTED.**
 - ii. **PA21/00248** : Behind The Bike Shed, Eddystone Road, Change of use from office to restaurant (Class A3). **SUPPORTED.**

Cllrs Hollamby and Wiltshire left the meeting.

 - iii. **PA21/00441** : The Annexe, Hooters, Gonvena, Certificate of Lawful Development of an Existing Use of Conversion of garage to residential annexe. **SUPPORTED.**
- Cllrs Hollamby and Wiltshire returned to the meeting.**
- iv. **PA21/00007** : 135 West Park, Single storey extension with decking / terrace. **SUPPORTED.**
 - v. **PA21/11467** : 20 Egloshayle Road, Demolition and replacement of small existing two-storey extension to the rear of the property and removal of secondary chimney. **SUPPORTED.**
- Cllrs Batchelor and Pennington left the meeting.**
- Cllr Welch as Deputy Chair of Planning Committee took the next item.**
- vi. **PA21/01484** : Meldon, Whiterock Road, Renovation works to include the removal of the existing house, hipped roof to be replaced with new gable roof and the replacement of an existing poor quality rear single-storey extension with a new rear two-storey extension. **SUPPORTED – Members ask that the Planning Officer takes into account comments submitted by neighbour.**
- Cllr Pennington returned to the meeting.**
- vii. **PA21/01358** : Chaddlewood Investments Ltd. Land Adj To Above Town Barn, Higher Lane, Egloshayle, Wadebridge, Proposed Change of Use from Agricultural to Residential (Class C3). **SUPPORTED. Cllr Gill against.**

Cllr Leach left the meeting.

- viii. **PA21/01411** : St Marys Church, New Park, Variation of Condition 2 (approved plans) of Application No. PA18/03840 dated 9th October 2018 (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)). **SUPPORTED.**

19.35pm, Cllr Batchelor returned to the meeting.

19.36pm, Cllr Leach returned to the meeting.

- ix. **PA21/01141** : Vistry South West, Land off Higher Trenant Road / Green Hill Wadebridge, Reserved matters application pursuant to outline planning permission PA17/05689 seeking approval of appearance, landscaping, layout and scale of 204 dwellings (Duplicate of PA20/10911).

- *It was **RESOLVED** to request an extension on this application until next Full Council meeting on 7 April 2021 meeting.*

Additionally, members ask that a more simplistic and understandable precis of the documentation is provided, including details of what has changed, so that volunteer consultees are able to make an informed decision – the information currently provided is lengthy and unclear.

b. Decisions – the following decisions from Cornwall Council were **received** :

- PA20/09095**: Hayes West Hill Wadebridge PL27 7EW. The applicant wishes to seek permission to erect a new car port to the open large driveway space to the front of their property that sits in an elevated position above West Hill. **APPROVED.**
- PA20/11238** : Co-Op, Jubilee Road, Wadebridge, PL27 7DA, Replacement Refrigeration Plant and building fabric decoration works. **APPROVED.**
- PA20/10411** : 7 Fernleigh Road, Demolish an existing extension and replace with a new rear single storey extension incorporating a new kitchen and seating area. **APPROVED.**

c. For Information - (no action required) – None.

1417/21 Draft Environmental Policy (circulated with agenda) – Members thanked the Clerk for her work on this policy. The Clerk advised that the Amenities Manger had prepared the draft.

Cllr Hollamby raised queries on three items. The Clerk confirmed that it will be necessary to adapt the policy as and when anomalies arise but it is important to begin working in accordance with the policy so as to establish which areas may not work effectively.

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

1418/21 Wadebridge Allotments – The Mayor advised there has been no progress with the legal side of the transfer. The Administration Officer confirmed that town council staff have now measured and mapped each plot. Several vacant plots are available and it would be advantageous to begin allocating these as soon as possible to those on the waiting list. The Clerk will discuss this with the Solicitor.

1419/21 Pantomime –

- Commencement of rehearsals** - Members debated the positives and negatives of continuing with the 2021 pantomime. Points raised included;
 - Difficult to expect show organisers and cast to commit to a production that may not be able to take place.
 - Financial risk as profit from the 2020 show came from ticket sales.
 - All aspects of the show would be subject to Government restrictions which are perpetually changing.

- Timescale could prove problematic if lockdown restrictions are not eased.
- Social distancing rules may still apply.
- A positive event for the town at Christmas would prove beneficial.

Cllr Leach proposed to defer making a decision until July full council meeting.
Cllr Wiltshire seconded.
4 for. Vote fell.

Discussion continued including the timescale on decision making.

- *It was **RESOLVED** to keep the 2021 pantomime under review but to not make a decision until clear guidance is available from Government.*

b. Reschedule of Pantomime – Deferred.

1420/21 Duchy Defibrillators (information circulated with agenda) – The Clerk advised that the suggested location is Tesco Supermarket on West Hill which is not within the Wadebridge parish.

Members debated a location within town or near Egloshayle Road noting where units are already located. It became clear that Wadebridge is very well provided for and that the Tesco Supermarket location would be a better option. Cllr Pennington advised she understands that St Breock Parish Council is looking for funding for a defibrillator.

- *It was **RESOLVED** to suggest that the unit is offered to St. Breock Parish Council as Members feel that Tesco Supermarket is the most appropriate location.*

1421/21 Training for New Councillors – *It was **RESOLVED** that, as from May 2021 all councillors will undertake the three module CALC training to include; Code of Conduct, Being a Good Councillor and Chairmanship.*

1422/21 Cemetery Plan – Members were advised of amendments required to the cemetery plan in order that it correctly reflects the layout of the access roadway. It was confirmed that some plots have been removed from the plan and several rows in the area currently being used will end at grave space number 18.

- *It was **RESOLVED** to accept the amendments as advised.*

1423/21 Burial Fees and Charges (draft circulated with agenda) – *It was **RESOLVED** to accept the proposed revisions for 2021/22 fees and charges as presented.*

1424/21 Burial Fees and Charges (Egloshayle Parish) (information circulated with agenda) – *It was **RESOLVED** to deferred to next meeting with several options for an increase to be presented.*

1425/21 Town Vitality Fund (correspondence previously circulated) – The Clerk advised information on ideas identified previously and the submission deadline.

- *It was **RESOLVED** that the Clerk has delegated authority to submit an application based on the areas identified.*

1426/21 Trampoline (Play Area) – The Clerk presented details regarding the trampoline which is currently out of use and a proposal for a replacement.

- *It was **RESOLVED** to delegate authority to the Clerk to find and install a suitable replacement for the trampoline.*

1427/21 Legal Action – *It was **RESOLVED** to defer this item to Confidential Matters due to it being of a sensitive nature.*

20.21pm, Members of the public left the meeting.

1428/21 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 –*

Minute 1427/21 – deferred item – The Clerk and Mayor provided details of this matter and Members debated the information provided.

The Clerk presented details for each of the following items for Member’s consideration.

- a. **Town Hall Stairwell Heater** – *It was **RESOLVED** to not have a heater in the stairwell area.*
- b. **Main Hall Fire doors** - *It was **RESOLVED** to accept quotation 2 as presented at a cost of £2,140.00 subject to the doors being DDA compliant.*
- c. **Tractor Playground** - *It was **RESOLVED** to accept the quotation presented at a cost of £3,997.*
- d. **Cemetery Noticeboard** – *It was **RESOLVED** that the Clerk has delegated authority to purchase a notice board as discussed within budget.*
- e. **Freedom of Information Requests** – The Clerk provided an update on this matter.
 - *It was **RESOLVED** to re-instate Standing Order 1.c.*

Following Minute reference was amended at 25 March 2021 meeting

1429/21 Dates of Next Wadebridge Town Council meetings –

- Finance & General Purposes Committee – Monday 15 March 2021 (remote Zoom meeting)
- Full Council – 7pm, Wednesday 7 April 2021 (remote Zoom meeting)

Meeting closed at 9.06pm

Signed as a True and Accurate Account:

Chair :

Date :