



# Wadebridge Town Council

## Minutes of the Council meeting held on Wednesday 23 November 2016 at 7pm in the Main Hall, Wadebridge Town Hall

**Present:** Cllrs; D Bassett, C Buchanan, E Gill, H Hyland, A Jones, M Kendall, J Leach, A Pennington, A Richardson, P Starling, T Rush & P Tofi.

**Public Present:** Rod McLean, Paula Stockton, Peter Mellett, Phil Keymer, Dean McNamara, Damian Cudmore, Paul Rea, Jonathan Nightingale & Simon Miller (all from Wadebridge Coasters regarding agenda item 7.b.iii. Correspondence from Helston Town Council)

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

**Housekeeping** – The Mayor 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.
- 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'.

**256/16 Apologies** – apologies were received from Cllr Hawken.

- It was **RESOLVED** to accept apologies from Cllr Hawken who had a conflicting social arrangement.

**257/16 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.

**258/16 Minutes of Last Meetings** – The Mayor advised of three corrections and that a note requires to be attached to the Minutes regarding the Resolution at Minute 250/16 which was not made in accordance with the Council's Standing orders (Section 8 – Rules of Debate). Information relating to this was tabled for Members information and is attached for reference (Agenda item 13 refers).

*The Minutes of the meeting held on the 9 November 2016 were **RESOLVED** to be a true record of the meeting subject to the following amendments :*

- *Remove Cllr Kendall from the attendance list.*
- *Add Cllr Richardson to the attendance list.*
- *Change the word 'successful' to read 'unsuccessful' at Minute 240/16, Cllr Rowe's address (first paragraph, 6<sup>th</sup> line).*
- *To record that Resolution 250/16 was not made in accordance with Section 8 of the Council's Standing Orders (refer to Minutes of meeting held 23 November 2016).*

*The Minutes were signed by the Mayor.*

## 259/16 Public Participation –

- **Phil Keymer, Secretary of Wadebridge Coasters cycling club** and a cycle instructor, addressed Members advising of the club's support for the proposal that Cornwall hosts a stage of the Tour of Britain cycling race. Some of the benefits of hosting an event of this nature would include; positive promotion of Wadebridge which is already a hub for cycling including raising the towns profile, an increase to tourism, inspiration for all ages of the community including the health benefits attached to the sport.
- **Simon Miller** referred to the potential financial returns to the local economy.
- **Reports from Cornwall Councillors** – Apologies received from Cllrs McHugh & Knightley.

## 260/16 Committee Meetings –

- **Staffing Committee (tabled)** – *It was **RESOLVED** to receive the notes of meeting held 18 July 2016.*
- **Staffing Committee (tabled)** - *It was **RESOLVED** to receive the notes of meeting held 15 November 2016.*

### Recommendations from Committee – S030/16, Draft Mobile Phone Use Policy

- *It was **RESOLVED** that the Draft Mobile Phone Use Policy is adopted as presented.*

### S033/16, Personnel Matters – Staff, i. Christmas

- *As per last year's Christmas operating arrangements it was **RESOLVED** that the car park closes from 25 December to 2 January (inclusive) with no parking charges applicable.*

## 261/16 Finance

- a. Accounts for payment – None.

## 262/16 Correspondence

- a. The following correspondence for information was **received**:
  - i. **REG Power Management** – Denzell Downs Community Fund.
  - ii. **Languieux** – November 2016.
  - iii. **Cornwall Council** – Wadebridge & Padstow Community Network Panel Agenda – 1 December 2016.
- b. The following correspondence for response was received (information circulated with Agenda). *It was **RESOLVED** to make the following responses:*
  - i. **Cornwall Council** – Service Level Agreement (SLA) Reviews with Town and Parish Councils – *Churchyard Maintenance* - St Petroc Minor, Little Petherick. Members briefly discussed the request and noted that the Churchyard is not within Wadebridge Parish and that a financial recompense is not available.
    - *It was **RESOLVED** to not accept the request to take on grass maintenance at St Petroc Minor, Little Petherick.*
  - ii. **Cornwall Council** – Cornwall Minerals Safeguarding Development Plan Document (DPD) Pre- Submission Consultation (November 2016) (Regulation 19 Consultation) – *full document in office for review.*
    - *It was **RESOLVED** to not submit a response.*
  - iii. **Helston Town Council** – to gauge the Town Council's interest in Cornwall hosting a stage of the Tour of Britain cycling race. Members discussed the correspondence received and comments relayed in the public session. Reference was made to whether the route would be via the town or by-pass and any potential expenditure expected from the Town Council.
    - *It was **RESOLVED** to support the Tour of Britain cycling race coming to Cornwall.*
    - *It was **RESOLVED** to support the Tour of Britain cycling race coming through the Parish of Wadebridge.*

**7.20pm public left the meeting.**

- c. Minutes from the following Outside Committee were **received**. There were no actions to be undertaken.
- i. Wadebridge Allotment & Garden Society – Minutes of November 2016 meeting.

## 263/16 Planning

- a. **Applications** - It was **RESOLVED** to make the following responses:
  - i. **PA16/10252** : Mr G Pope, 8 Cliff End Park, A two-storey side extension (with cellar for storage) to form an annexe for a family member and associated changes to host dwelling. **SUPPORTED**.
  - ii. **PA16/10574** : Mr & Mrs L Cooper, 29 The Culvery, Proposed demolition of existing conservatory and construction of a single storey annexe extension, along with widening of driveway and associated works. **SUPPORTED**.
- b. **Decisions** – Members noted the following Cornwall Council planning decisions:
  - i. **PA16/08079** : Taylor Wimpey Homes, Land East of Bridge View, Non material amendment to decision PA14/12194 (Construction of 110 dwellings, associated infrastructure, public open space and car parking) for Plots 40 - 61 edged southwards; Plots 7-9, 20-21, 37-39, 94-95, PA33 changed to PA34 (same house type - internal alterations only); Plot 51-PD41 changed to PA44; Plot 57 - PB33G changed to PA33; Plot 76 - PA49 changed to D2000; Plot 99 - D2000 changed to PA49; Plots 57-58 - Rear gated access to the south of these plots has been removed; Plots 57-58 - Rear gated access has been adjusted; Plot 71 - House type PA34 has been handed; Plots 41-42 - Rear access moved to in between plots rather than from parking spaces; Plots 13-14, 17-19, 52-53, 65-68, 72-73, 76, 80-83, 88-92 and 99 - Minor plot alterations to reflect the working architectural drawings (thickness of the walls etc.); Plots 102-105 - 1850mm wall added to the west of car parking spaces; Southern hedgebank amended to hedge with timber crib retaining. **APPROVED**.
- c. **For Notification** – None.

264/16 **Egloshayle, St. Breock and Wadebridge Neighbourhood Plan** – The Mayor advised that the Steering Committee is due to meet shortly to discuss completed documents with the Consultant.

265/16 **Committee and Working Groups** – Members debated the current meeting procedure which has run for the initial six month period as agreed in March 2016 (230/16). It was noted that the working group structure would benefit from each having a spokesperson appointed responsible for co-ordinating the group. The Town Clerk advised that the current procedure works well from an administration aspect and noted that a more structured working group system would benefit the process.

- It was **RESOLVED** to continue with the current meeting procedure and to introduce the appointment of a spokesperson for each of the working groups.

266/16 **Wadebridge Education Provision** – Cllr Pennington addressed members in relation to Cornwall Council's education provision given the current situation with several schools being at capacity and applications submitted for new developments in and around Wadebridge Parish. Members debated Cornwall Council's sustainability plans including the increase of school places being assigned outside of Wadebridge and the allocation of section 106 funding for education. It was noted that a unified approach to this matter from surrounding parishes would prove beneficial. Members also referred to issues with an additional demand on both health care services and the transport system – it was agreed to include this matter on a future agenda.

- It was **RESOLVED** to write to Cllr Andrew Wallis, Portfolio Holder for Young People to request a meeting to discuss Cornwall Council's plans for future education facilities and provision of school places for Wadebridge children.

**267/16 Planning Protocols** – Members discussed joining the Pre-Application Planning Protocol as recommended by the Cornwall Planning Partnership. Whilst it was agreed that the proposed format would prove beneficial to the Town Council, concerns were raised with public attendance potentially interrupting presentations where the scheme is of a controversial or contentious nature. Members requested clarification on how this will be addressed.

- It was **RESOLVED** to join the scheme as presented subject to clarification of how public participation will be addressed.

**268/16 The Local Council Award Scheme 2017** – Members reiterated previous discussion (from meeting held 9 November 2016) including the benefits of joining the scheme. The previous scheme, Quality Status, was referred to.

Cllr Pennington proposed to join the 2017 scheme at the minimum level.

Cllr Richardson seconded.

Members voted, two in favour. Cllrs Kendall and Leach abstained from voting.

The motion fell.

**269/16 Working Groups –**

a) **Wadebridge Library & One Stop Shop** – Advised that Cornwall Council is proposing to meet with the Liaison Group weekly on Thursdays from 12 January 2017. **Liaison Group confirmed that meetings should be early afternoon.**

b) **Waste Incentive Neighbourhood Scheme (WINS)** – No update.

c) **BMX/Skatepark** – Bridge View development has now commenced and the Tender procedure is ongoing.

d) **Flowers for Wadebridge** – Group to reconvene in January 2017 to discuss assistance from the Parks Department - Senior Groundsman to be included.

e) **Christmas Lights** – Erection of lights is scheduled for Sunday 27 November 2016.

f) **Town Hall Improvements** – No update. **Cllr Kendall requested the group consider including a coffee machine as part of the kitchen equipment.**

g) **Town Hall Events** – Notes of meeting held 22 November 2016 were circulated and **received**. A full account of expenditure incurred was circulated and discussed at length.

- It was **RESOLVED** to present the theatre group with the proposed financial statement of £847 (excluding VAT) for payment.
- It was **RESOLVED** that the Events Working Group make enquiries with professional/semi-professional theatre groups with regards to options for a 2017 pantomime.
- It was **RESOLVED** that the Working Group will arrange a community event in the Main Hall on Saturday 17 December subject to no other bookings being taken.

h) **Toilet Working Group** – Meeting notes not available. Information relating to closure and opening of The Platt facility over the festive period was debated. Concerns with repair costs and the general fabric and condition of the facility were noted.

- It was **RESOLVED** that The Platt toilets remain open over the festive period and that the matter is re-discussed in the New Year.

**270/16 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 and contractual nature of the business to be transacted - Public Bodies (Admission to Meetings) Act 1960.

a) **Emergency Arrangements over the Festive Period** – Members were advised that arrangements are in place and adjustments are not required.

- It was **RESOLVED** to reinstate Standing Order 1.c.

**271/16 To note dates of the next Wadebridge Town Council meetings**

- **Finance & General Purposes Committee** – Monday 5 December 2016
- **Full Council** – Wednesday 7 December 2016

Meeting closed at 8.37pm

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

..... **Chair :** ..... **Date:**