



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 13 April 2022 at 7pm in the Main Hall, Wadebridge Town Hall

Present : Cllrs; H Jarvis, T Leach, A Pennington (Mayor), Kelly Rowe, C Viqueira & I Welch.

Public Present : Cornwall Councillors Robin Moorcroft (Wadebridge West & St. Mabyrn) & Carol Mould (Wadebridge East & St. Minver) and 3 members of the public.

In Attendance : Anne Minnis (Town Clerk) & 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'.
- The meeting is being held in accordance with the Town Council's Standing Orders and only items on the agenda will be discussed.

1610/22 Apologies – None.

1611/22 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 Thomas Leach declared an interest in agenda item 11.a.ii., PA22/02862.
- Cllr Kelly Rowe declared an interest in agenda item 11.a.iii., PA22/02476.

c) **Dispensations –** None.

1612/22 Minutes of last Full Council Meeting – *The Minutes of the Full Council meeting held on the 21 March 2022 were **RESOLVED** to be a true record of the meeting subject to the day of the meeting being changed to Monday. Minutes were signed by the Mayor.*

1613/22 Public Participation

- Members of the public.
 - A representative for planning application PA22/02779 addressed the meeting providing information on the proposal.
- Reports from Cornwall Councillors –
 - Cllr Mould referred to the following :
 - Funding received by Wadebridge Town Council for the Changing Places toilet.

- Finalised highways scheme with network – works at Trenant Vale are included.
 - Works have taken place in the old/historic section of the cemetery.
 - A new Communities Liaison Officer has been appointed – Helen Fincham will be covering Wadebridge and Newquay for next 12 months. Relevant Network information will be circulated after Easter.
- Cllr Moorcroft provided an update on the refurbishment works to Aneka's Bridge advising that the subcontractor is now aware of the procedure required for the necessary Notices. Dates and details of the Notices was provided. Works expected to begin on 18 May 2022.

- Report from the Police – A report to 11 April 2022 had been received and circulated to all Members prior to the meeting.

1614/22 Nominations and vote for Mayor and Deputy Mayor Elect for 2022/23 – The Clerk set out the procedure for this item.

- **Mayor** – Nominations submitted for Cllr Pennington and Cllr Rowe. A vote by ballot was taken.
Cllr Pennington received 4 votes and Cllr Rowe received 2 votes.
 - *It was **RESOLVED** to appoint Cllr Amanda Pennington as Mayor Elect 2022/23.*
- **Deputy Mayor** – Nominations received for Cllr Rowe and Cllr Welch.

Cllr Welch advised the meeting that he would withdraw if Cllr Rowe wished to stand as Deputy Mayor. Cllr Rowe asked Cllr Welch not to withdraw. A vote by ballot was taken.

Cllr Rowe received 3 votes and Cllr Welch received 2 votes and 1 ballot paper was unmarked.

- *It was **RESOLVED** to appoint Cllr Kelly Rowe as Deputy Mayor Elect 2022/23.*

1615/22 Mayor's Report – The Mayor gave a brief verbal report. She thanked fellow councillors for voting for her and said she was looking forward to working with Cllr Rowe as Deputy Mayor.

1616/22 Clerk's Report – The Clerk's report included :

- Referred to works in the old section of the cemetery as advised by Cllr Mould.
- Headstone testing has been undertaken by Cornwall Council in the old section of the cemetery – some issues have arisen as the town council had not been informed of the works or approved access. The Cornwall Council Burial Officer has been contacted regarding procedure.
- Work on the Jubilee weekend celebrations is continuing with the Administration Assistant working with the local groups to move the project forward.
- Advised that the Amenities Manager, Steve Wootton will sadly be leaving the town council. Staff and councillors wish him well in his new role. A recruitment program will begin shortly.

1617/22 Committee meetings – None.

Cllr Mould referred back to the Clerk's comments on headstone testing by Cornwall Council and asked for some clarification. The Clerk explained the situation and the importance of having a process in place for access by Cornwall Council staff.

1618/22 Finance –

- i. **March 2022 accounts for payment** – *It was **RESOLVED** to approve payment of £80,152.08 as presented.*
- ii. Grant application from the Country Market – *It was **RESOLVED** to award a grant of £500. (Section 137)*

- iii. Grant application from Cornwall International Male Choral Festival – *It was **RESOLVED** to not support this application but to advise that the town council would look favourably upon an application submitted by the Wadebridge Male Voice Choir.*
- iv. Increase the authorisation of payment to the RFO/Town Clerk – *It was **RESOLVED** to increase the authorisation of payments to the RFO/Town Clerk to £1,000.*

It was noted that this will be reflected within the town council's Financial Regulations.

1619/22 Correspondence (Information was circulated to Members with the Agenda) –

- a. The following correspondence for information was **received** –
 - i. **Cornwall Council** – Changing Places Toilets Programme & the Town Council's successful bid to the fund for Wadebridge.
- b. **Correspondence for response** – Members discussed the requests received and made the following decisions :
 - i. **Cornwall Council** – Community Governance Review (date for response 29 April 2022).
 - The Mayor provided details of the area under review.
 - *It was **RESOLVED** that Cllrs Pennington and Jarvis prepare a response for councilor circulation and agreement prior to the Town Clerk submitting to Cornwall Council.*
 - ii. **Wadebridge Carnival Committee** – to consider the requests made for the carnival to be held on 23 July 2022.
 - Works to Anneka's Bridge were briefly discussed.
 - *It was **RESOLVED** to permit the requests as presented.*
- c. The following Minutes and Agendas from Outside Committees were **received** for information – None.

1620/22 Planning

- a. **New Applications** – Cllr Welch provided details and relevant information for each application for Members consideration. *It was **RESOLVED** to make the following responses :*
 - i. **PA22/00883:** 29 Foxdown Wadebridge Cornwall PL27 6BD. Conversion of an integrated garage, remove garage door and replace with casement window and stone block wall. **SUPPORTED.**
 7.28pm Cllr Moorcroft left the meeting.
 7.28pm, Cllr Thomas Leach left the meeting.
 - ii. **PA22/02862:** Trenant Mill Trenant Vale Wadebridge Cornwall. Outline application for a new dwelling adjacent to existing Trenant Mill, new access to existing driveway, landscaping and associated works with all matters reserved. **SUPPORTED.**
 7.30pm, Cllr Thomas Leach returned to the meeting.
 7.30pm, Cllr Kelly Rowe left the meeting.
 - iii. **PA22/02476:** Lamorna, Guineaport Road Wadebridge Cornwall. Loft conversion with three dormers, ridge height raised by 800mm and additional attached garage. **SUPPORTED.**
 7.31pm, Cllr Kelly Rowe returned to the meeting.
 - iv. **PA22/02779:** Wendover Fernleigh Road Wadebridge Cornwall. Proposal for roof alteration to allow 1st floor bathroom, proposed side window to first floor to be obscured glazing dormer to front of the dwelling roof lights to rear of the dwelling. **SUPPORTED.**

- v. **PA22/02911:** Gonvena House Gonvena Wadebridge Cornwall. Works to trees subject to a Tree Preservation Order (TPO), works include T2 Holm Oak remove stem back to base. **SUPPORTED IN LINE WITH THE TREE OFFICERS COMMENTS.**

7.33pm, Member of the public left the meeting.

- vi. **PA22/02482:** 123 Egloshayle Road Wadebridge Cornwall PL27 6AG. Proposed annexed accommodation. **SUPPORTED SUBJECT TO CONDITIONS IN THE FORM OF A COVENANT TO TIE THE OWNERSHIP OF THE ANNEXE TO THE MAIN PROPERTY.**

- vii. **PA22/03184:** Flat 1 Gonvena House Gonvena Wadebridge. Application for the full removal of a Turkey Oak (*Quercus Cerristree*) tree subject to a tree preservation order (TPO). **SUPPORT THE PROPOSAL BUT WOULD DEFER TO THE TREE OFFICER'S COMMENTS.**

- viii. **PA22/02284:** Tregarthen Gonvena Wadebridge Cornwall. Works to trees namely:- height reduction to (T4) Beech and (T5) Sycamore - subject to a Tree Preservation Order(TPO).

Note: Application circulated to all Councillors via email due to Cornwall Council time scale for response:

- **Wadebridge Town Council SUPPORT this application as the tree officer is content with the proposals – Comment submitted on 7 April 2022.**
- *It was RESOLVED to approve the comment as previously submitted.*

- ix. **PA22/01981:** The Coach House Gonvena House Gonvena Wadebridge. Listed Building Consent for the like-for-like replacement of all external doors and windows.

Note: Application circulated to all Councillors via email due to Cornwall Council time scale for response:

- **Wadebridge Town Council SUPPORT this application - Comment submitted on 7 April 2022.**
- *It was RESOLVED to approve the comment as previously submitted.*

7.40pm, Members of the public and Cllr Mould left the meeting.

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

- PA22/00573** : Trevarin Gonvena Hill Wadebridge Cornwall. Vertical extension over and conversion of existing garage to form attached annexe for family and holiday use. **APPROVED**
- PA22/00778:** Chy Ryn Trevanson Road Wadebridge PL27 7HD. Erection of a first floor extension and construction of a garden room. **APPROVED**
- PA22/00846:** Camelot Trevanson Road Wadebridge Cornwall. Proposed extension. **APPROVED**
- PA22/00805:** Henley Fernleigh Road Wadebridge PL27 7BB. Demolition of existing extensions and garage and construction of new extension, loft conversion and gym/studio with re-roofing works to existing main roof. **APPROVED**
- PA22/01329:** The Rectory 1 St Marys Field Wadebridge Cornwall. Detached dwelling with integral garage and small home office, on site of previously approved Dwelling 5 of PA18/03840. Conditions 3 and 4 discharged August 2021 PA21/06331. **APPROVED**

- c. **For Information – No Action Required** – The following information received from Cornwall Council was **received** :
 - i. **PA22/02233**: Land North Of 66 Westerlands Road Wadebridge Cornwall PL27 7AP, Prior approval notification to determine if planning permission is required for: Agricultural storage building for hay and farm machinery. **Prior approval not req'd (AF/TEL/DEM)**

1621/22 Welcome Back Fund – the Clerk provided an update and advised of activities that took place around town in March. There was brief discussion around the town app and the Clerk asked that councilors provide feedback to her.

1622/22 Working Groups –

- a. **New Working Groups** – None.
- b. **New Members** – None.
- c. **Minutes and Recommendations** – Minutes and recommendations from the following working groups were **received** where necessary :
 - i. Allotments – None.
 - ii. Climate Emergency – None.
 - iii. Community Flood – None.
 - iv. Digital Communications – None.
 - v. Toilets – None.
 - vi. Town Guide – None.
 - vii. Town Hall – None.
 - viii. Queen’s Green Canopy – None.
 - ix. Queen’s Platinum Jubilee Event – None.

1623/22 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.

The Clerk provided details where necessary. Members considered the agenda items and made the following responses:

- a. **Public Toilets** – *It was **RESOLVED** to agree a temporary contract as previously discussed.*
- b. **Allotments (water)** – *It was **RESOLVED** to accept the quotation for a bore hole to include works for Phase 1, Phase 2 and additional work where required to connect to taps across the site. Related costs are £3,750 and £1,700 plus additional costs if necessary.*
- c. **The Platt Toilet Refurbishment** – *It was **RESOLVED** to delegate authority to the Town Clerk to move forwards with the preliminary works required for a tender document to be written.*
 - *It was **RESOLVED** to re-instate Standing Order 1.c.*

1624/22 Dates of Next Wadebridge Town Council meetings

- **Annual Town Meeting** – Thursday 21 April 2022

Meeting closed at 7.54pm

Signed as a True and Accurate Account :

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