



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 23 June 2021 at 7pm in the Main Hall, Wadebridge Town Hall

Present : Cllrs; A Batchelor, H Cooper-Waite, R Harris, J Leach, L Mitchell, P Mitchell, A Pennington (Mayor), I Welch.

Public Present : Cornwall Councillor Robin Moorcroft (Wadebridge West & St. Mabyn) and 7 members of the public.

In Attendance : Anne Minnis (Town Clerk), Steve Wootton (Amenities Manager) & 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'.

1475/21 Apologies – None.

1476/21 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 Welch declared an interest in agenda item 8.e., Statement for Planning Committee, for avoidance of any doubt on the matter.
- Philip Mitchell declared an interest in agenda item 9, Allotments, due to his connection with the allotments.
- Cllr Louise Mitchell declared an interest in agenda item 9, Allotments, due to her connection with the allotments.
- Cllr Leach declared an interest in item 8.a.i., PA21/03002 as a friend of the applicant.
- Cllr Pennington declared interests in agenda item 7.b.i., Wadebridge Tennis Club and item 8.a.iii., PA21/04525 as a friend of the applicant.

c) **Dispensations –** *It was RESOLVED to permit a dispensation to Cllr Pennington on item 7.b.iii., Skateboard Lessons, so that she can speak on this item.*

1477/21 Minutes of Annual Council Meeting – *The Minutes of the annual council meeting held on the 19 May 2021 were RESOLVED to be a true record of the meeting. Signing by the Mayor was deferred.*

1478/21 Public Participation

- Reports from Cornwall Councillors –
 - **Cllr Mould (Wadebridge East & St. Minver)** – Apologies received.
 - **Cllr Moorcroft (Wadebridge West & St. Mabyn)** – advised the following points:
 - Cornwall Councillors are finding themselves very busy at this time.
 - Has dealt with complaints at Commissioners Quay regarding the behaviour of youths including abusive language which is affecting the residents of the flats at Bradfords Quay. This has been reported to the Police and Padstow Harbour Commissioners.
 - Referred to the social media comments about the single yellow line in Polmorla Road – this has now been completed.
 - Confirmed that relining works at the junction of Trevanson Road and West Hill are in the Highways works program. Also has requested hedge trimming is undertaken as the hedge is growing into the highway and causing problems for drivers.
 - Waiting to hear from County Hall what can be done about repairs to the steps at Westerlands Road (behind fire station).
 - Has received complaints regarding parking at Rivendell – looking into what can be done but has advised that any obstructions should be reported to the Police.
 - Resurfacing works at the Queens Park/Cleaveland area car park are on hold due to Cornwall Council staff changes. It is hopeful that this can be completed in September.
 - Disabled resident at Cleaveland has advised issues with wheelchair use in various areas around town – dropped kerbs and pavements. Highways have confirmed they will be undertaking pavement works and will include some of the areas highlighted.

Cllr Pennington asked if Cornwall Council is looking to install any of the half waste/recycling bins in Wadebridge as part of the program recently rolled out. Cllr Moorcroft said he is not aware of this program but will investigate and advise.

- Report from the Police – Included in agenda pack.

1479/21 Committee Meetings – None.

1480/21 Finance – information circulated to Members with agenda :

- a. **May 2021 accounts for payment** – *It was **RESOLVED** to approve payment of £73,248.07 as presented.*
- b. **Section 1 of the Annual Return** – The Mayor read each question in order and a resolution for each was made separately as follows :
 - *It was **RESOLVED** to agree Yes to Question 1.*
 - *It was **RESOLVED** to agree Yes to Question 2.*
 - *It was **RESOLVED** to agree Yes to Question 3.*
 - *It was **RESOLVED** to agree Yes to Question 4.*
 - *It was **RESOLVED** to agree Yes to Question 5.*
 - *It was **RESOLVED** to agree Yes to Question 6.*
 - *It was **RESOLVED** to agree Yes to Question 7.*
 - *It was **RESOLVED** to agree Yes to Question 8.*
 - *It was **RESOLVED** that Question 9 is not applicable to Wadebridge Town Council.*

The Mayor signed Section 1.

c. Section 2 of the Annual Return -

- It was **RESOLVED** to accept Section 2, Accounting Statements 2020/21 Questions 1-10 as presented.

The Mayor signed Section 2.

d. Rialtas Income & Expenditure Account for year ended 31 March 2021 – It was **RESOLVED to approve the Income and Expenditure Account for Year ended 31 March 2021 as presented.**

e. Rialtas Annual Return for year ended 31 March 2021 – Section 2 – The Statement of Accounts

- It was **RESOLVED** to accept balances brought forward of £642,920.
- It was **RESOLVED** to accept the annual precept of £524,401.
- It was **RESOLVED** to accept total other receipts of £401,124.
- It was **RESOLVED** to accept staff costs of £485,779.
- It was **RESOLVED** to accept a zero balance for loan interest/capital repayments.
- It was **RESOLVED** to accept total other payments of £288,829.
- It was **RESOLVED** to accept balance carried forward of £793,837.
- It was **RESOLVED** to accept total cash and investments of £790,334.
- It was **RESOLVED** to accept total fixed assets of £972,898.
- It was **RESOLVED** to accept zero borrowings for the year.

1481/21 Correspondence (information circulated with agenda for Members) -

a. The following correspondence for information was *received* –

i. Code of Conduct Complaint – Complaint made by Mr. Stephen Knightley & Cllr Nigel Davey **NO BREACH OF THE CODE.**

- Cllr Welch stated that he was saddened and shocked to receive the complaint against him which had come about as he had disagreed with a planning application. Cllr Welch confirmed that he had been completely vindicated of the complaints made. Details of the accusations were relayed and Cllr Welch clarified that they had been rejected and that he was able to clear his name. Cllr Welch said that he felt the complaint was very underhanded and the threat of such complaints prevents Councillors from doing their work which is something to be considered moving forwards.

ii. Code of Conduct Complaint - Complaint made by Cllr Nigel Davey (Egloshayle Parish Council) **COMPLAINT REJECTED.**

- Cllr Philip Mitchell stated that he agreed with Cllr Welch's views and that he would like to know how much it has cost Wadebridge to deal with the complaints that have come in. The strong working relationship between Councillors and staff was referred to and that the complaints are always rejected and the town council vindicated. Details of the complaint and subject matter were relayed. Cllr Mitchell said he feels the complaints are very detrimental to Wadebridge Town Council who need to pay for legal advice from Cornwall Council on such challenges. It is a testament to staff, the Clerk and Councillors that the town council is always vindicated but this does stop Councillors from promoting the town and doing their job.

iii. Bodmin & Wadebridge Neighbourhood Police Team – May 2021 Newsletter.

- Cllr Cooper-Waite said she finds the newsletters both beneficial and interesting.

- iv. **Cornwall Council** – Email received from Louise Wood (24/05/21 re the River Camel (email previously circulated to Councillors).
 - v. **Email received re Parks** – email from visitor to Wadebridge commending the Town Council & Parks Department on the Park.
 - The Mayor, thanked the Parks Department staff for their continued hard work. Cllr Welch added that the hanging baskets located around town are also looking very good thanks to the Parks Department. Cllr Philip Mitchell said how nice it is to receive a letter of thanks on this matter and asked the Amenities Manager to pass on the council's thanks to the Parks team.
 - vi. **Cornwall Streetworks Team** – Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic; Higher Lane, Egloshayle, Wadebridge; 21 to 23 June 2021 (24 hours).
 - vii. **Cornwall Streetworks Team - Road Traffic Regulation Act 1984 S,14:** Temporary Prohibition of Traffic; Fair Park Road, Wadebridge; 27 to 29 July 2021 (20:00 to 6:00 hours daily).
 - viii. **Cornwall Council** – Town & Parish Council Newsletter, 21 May 2021.
 - ix. **Cornwall Council** – Town & Parish Council Newsletter; 4 June 2021.
- b. Correspondence for response (circulated with agenda) – Members discussed the requests received and made the following decisions :
- i. **Wadebridge Tennis Club** – consider the proposals made with consideration of the current lease.

**7.25pm, Cllr Pennington left the meeting.
Cllr Welch took the following item.**

 - Members discussed the request noting that more detailed information on the proposal itself would have been helpful.

7.28pm, member of the public joined the meeting.

 - *It was **RESOLVED** to support the proposal in principle with delegated authority to the Clerk to liaise with the club regarding details of the proposal.*

7.31pm, Cllr Pennington returned to the meeting.
 - ii. **Cornwall Council** – re agreement to maintain benches in Molesworth Street. Full Council agreed to maintain recycled benches as proposed at the Annual Council meeting on 19 May 2021. Cornwall Council have now advised benches have been replaced with wooden benches (not recycled materials). Town Council to consider new proposal.
 - Members discussed the new proposal for wooden benches.
 - *It was **RESOLVED** to include the benches within the maintenance program with a £250 contribution from Cornwall Council.*

Cllr Moorcroft apologised to Members for the miscommunication and confusion on this item.
 - iii. **Wadebridge Resident** – request to deliver Skateboard lessons in Wadebridge Skatepark.
 - Cllr Pennington reminded the meeting that she had a dispensation to speak on this item.
Cllr Pennington advised that the town council is awaiting information from Cornwall Council in relation to its position with the lease.

Members discussed the request noting that whilst they are supportive of it there is more information required before permission can be granted. It was suggested that the requester meet with the Clerk to discuss the proposal in further detail and agree a way forward.

- *It was **RESOLVED** to delegate authority to the Clerk and Deputy Mayor to meet with the requester.*

The requester addressed the meeting advising that he has all necessary documentation and that he believes that the lessons will help the teenage skaters.

Cllr Pennington queried if a DBS check would be required due to age – this matter to be clarified at the meeting.

7.39pm, 2 members of the public left the meeting.

iv. Department for Transport – proposed stopping up of highway at Green Hill, Wadebridge, PL27 6HL (email and supporting documentation circulated to Councillors on 1 June 2021).

- Members discussed the request.
- *It was **RESOLVED** to support the stopping up order.*

Cllr Philip Mitchell abstained.

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

- i. Padstow Harbour Commissioners** – Minutes of meetings held 15 April 2021 & 20 May 2021.

1482/21 Planning –

a. Applications – Cllrs Pennington and Welch provided details and relevant information for each application for Members consideration. *It was **RESOLVED** to make the following responses :*

7.42pm, Cllr Leach left the meeting.

- i. PA21/03002** : Green Eaves, West Hill, To increase the width of the dropped kerb outside the property. **SUPPORTED.**

Cllr Leach returned to the meeting.

- ii. PA21/04748** : 4 Valley View, Detached garage to front of dwelling. **SUPPORTED.**

7.43pm, Cllr Pennington left the meeting.

Cllr Welch took the following item.

- iii. PA21/04525** : 6 St. Giles Mews, Extension to residential curtilage to provide a single storey rear extension. **SUPPORTED.**

Cllr Pennington returned to the meeting.

- iv. PA21/05125** : The Annexe, Hooters, Gonvena, Annexe with variation of condition 3 in respect of decision PA11/10156.

7.50pm, 2 members of the public left the meeting.

NOT SUPPORTED - on the grounds that the proposal goes against the original planning application and condition 3 and is not suitable as a separate dwelling.

b. Retrospective approval of comment previously submitted – *It was **RESOLVED** to approve the comment submitted to Cornwall Council on 4 June 2021 in respect of the following application :*

- i. **PA21/04283** : Penmount, Fernleigh Road, Removal of front boundary wall to provide new access and parking area with new retaining wall at front of property.
 - Wadebridge Town Council has not been able to consider this application at a Full Council meeting due to the timescale of the response date required. Members have been provided with the opportunity to advise their comments via email. The following comment was uploaded to the planning portal on Friday 4 June 2021.

Wadebridge Town Council objected to PA19/06509 (September 2019) which proposed a similar arrangement however the Planning Officer decided to approve that application. With a precedent now set some members felt that they now had no choice other than to go along with this proposal.

Members votes were 4 to support and 4 to not support. The Mayor used her casting vote to reach the following comment to be submitted. This decision will be formally resolved as the comment submitted at the next full council meeting.

Wadebridge Town Council do **NOT SUPPORT** this application. Making front gardens into driveways in conservation areas damages the historic nature of the road. The loss of a front garden is also damaging environmentally with regard to loss of habitat and tarmac will have a further detrimental impact on the ability to drain excess rain waters on a road that has a stream running down it when it rains heavily.

c. Decisions – the following decision from Cornwall Council were **received** :

- i. **PA21/02228** : Land South of Old Manor House, Reserved Matters application following Outline approval PA18/01777 dated 25th May 2018 for a single dwelling (access, appearance, landscaping, layout and scale). **APPROVED.**
- ii. **PA21/02513** : Medrose, Road From Trevanion Road to Primrose Cottage Wadebridge, Replacement of existing garage, and single storey extension on the North West elevation. **APPROVED.**
- iii. **PA21/03751** : Co-Operative Pioneer, Jubilee Road, Advertising consent for 1x Folded aluminium fascia with internally illuminated Co-op logo and non illuminated welcome text and 1x Folded aluminium fascia with internally illuminated Co-op logo. **APPROVED.**
- iv. **PA21/03787** : 52 Westerlands Road, Single storey extension to front and a replacement balcony to rear of property. **APPROVED.**
- v. **PA21/03963** : 8 Glen Road, Ground and first floor rear extensions. **APPROVED.**
- 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. **APPROVED.**
- vii. **PA21/04155** : 25 Foxdown, Proposed garage conversion into dining room and create new road access into new on-site parking bay. **APPROVED.**

d. For Information – No Action Required – The following information received from Cornwall Council was **received** :

- i. **PA21/00844/PREAPP** : Trevanion House, Trevanion Road, Pre-application advice for change of use and conversion of vacant hotel into 4 (No.) dwelling houses – Unaccompanied site visit from Historic Environment Officer requested. **Closed – advice given.**
- ii. **PA21/04453** : 27 Egloshayle Road, Works to trees in a Conservation Area namely to fell mature Ash tree (T1) as in poor health/decline. **Decided not to make a TPO (TCA apps).**

7.53pm, Cllr Welch left the meeting.

- e. **Statement for Planning Committee (statement circulated with agenda) – It was *RESOLVED* to approve the Full Council statement presented to Strategic Planning Committee on 17 June 2021 regarding PA20/09912.**

Cllr Welch returned to the meeting.

7.54pm, Cllrs Louise and Philip Mitchell left the meeting.

1483/21 Wadebridge Allotments (information circulated with Agenda) –

- a. Update from the Clerk on the transfer arrangements – The Clerk advised that the transfer is very close to being completed. Discussion on how to move forwards will be included for next meeting.
- b. To agree the following documents:
- i. Updated Terms & Conditions – *It was **RESOLVED** to accept the Terms and Conditions as presented.*
 - ii. Application Form – *It was **RESOLVED** to accept the Application Form as presented.*
 - iii. Tenancy Agreement – *It was **RESOLVED** to accept the Tenancy Agreement as presented.*

7.55pm, Cllrs Louise and Philip Mitchell returned to the meeting.

1484/21 Working Groups

- a. Town Council working groups –
Cllr Welch suggested that a Website working group could include the remit of the town council's social media in order to consider its purpose which should include promoting the town council's work, informing the town and to also consider training opportunities.

- *It was **RESOLVED** to form a Toilets working group.*
- *It was **RESOLVED** to form a Climate Emergency working group.*
- *It was **RESOLVED** to form a Digital Communications working group.*
- *It was **RESOLVED** to form a Town Hall working group.*
- *It was **RESOLVED** to form an Allotments working group.*

Cllrs Louise and Philip Mitchell abstained.

- b. Members appointed to Town Council working groups -
- **Toilets working group** – *It was **RESOLVED** to appoint Cllrs Batchelor, Leach and Pennington with the Town Clerk.*
 - **Climate Emergency working group** – *It was **RESOLVED** to appoint Cllrs Harris and Welch with the Amenities Manager. Cllr Pennington advised she will make herself available when needed.*
 - **Digital Communications working group** – *It was **RESOLVED** to appoint Cllrs Batchelor and Welch with the Administration Assistant. Cllr Pennington advised she will make herself available when needed.*
 - **Town Hall working group** – *It was **RESOLVED** to appoint Cllrs Leach, Louise Mitchell, Philip Mitchell and Welch with the Town Clerk and Caretaker.*
 - **Allotments working group** – *It was **RESOLVED** to appoint Cllr Cooper-Waite with a member of the Parks Department, Town Clerk, Administration Officer and co-opted members of the public.*

1485/21 To appoint a Council representative to

- i. **The Camel Trail Partnership** – *It was **RESOLVED** to appoint Cllr Alison Batchelor to the Camel Trail Partnership Group.*
- ii. **Middle Treworder Solar Farm Community Fund** - *It was **RESOLVED** to appoint Cllr Amanda Pennington to the Middle Treworder Solar Farm Community Fund.*

1486/21 Town Council Meetings (draft schedule circulated with Agenda) – It was *RESOLVED* to accept the meeting dates and times as presented on the draft schedule of meetings.

1487/21 Electric Vehicle Charging Points – The Amenities Manager provided a precis of the schemes available and Members debated the options and timescales involved.

- *It was **RESOLVED** to give delegated authority to the Amenities Manager to proceed with option 1.*

1488/21 Recruitment of New Councillors – Cllr Harris addressed the meeting regarding her concerns that members of the public are not coming forward to join the town council. Suggestions as to how councillors can go out into town to meet members of the public and promote the town council were provided.

Members debated this matter and the suggestions provided. Some of the points noted included:

- That in the past, the town council has held various events at local locations and at the Royal Cornwall Show in order to promote the town council but unfortunately this did not prove beneficial.
- It has always proved very difficult to integrate the town into the town council or recruit new councillors.
- This matter has been discussed many times by councillors.
- Members continue to promote the town council both individually and, as and when projects are undertaken.

Cllr Harris suggested that each councillor make a short video for the town council's website to introduce themselves and raise awareness of their identity within the town council. Several members advised they would prefer a photograph and short biography rather than a video.

AGREED that Members bring ideas forward for discussion and that the Digital Communications working group include this within their remit as part of the new website.

1489/21 Farmers Markets & Use of Buses – Cllr Harris addressed the meeting on this matter and referred to correspondence received from a shop owner which had been circulated prior to the meeting.

Cllr Harris asked the members if they would be interested in obtaining a licence to become a market town. The Mayor suggested that Cllr Harris investigate the process of this and brings it back to the next full council meeting for further discussion.

A member of the public read a statement regarding the Wadebridge Country Market outlining its history and remit.

The Mayor confirmed that a grant from the town council to the Wadebridge Country Market had been awarded at the last Finance & General Purposes meeting. The member of the public thanked the town council for the grant.

Cllr Harris continued, noting her concerns with how to keep the town going through and after the pandemic. The suggestion of providing a coach has been raised by shop owners. In the past Wadebridge has seen coaches coming into town bringing extra footfall to Wadebridge.

Cllr Philip Mitchell provided some background on the benefits and issues that coaches can bring and noted that, in Padstow, many of the coaches that brought visitors in were part of holiday and or cruise companies. In respect of Wadebridge, there are difficulties with coach parking. Cllr Mitchell referred to markets, other than the Country Market, held in Wadebridge and the issues and complaints that they have raised in the past. Ideas to continue to support the existing town traders and Country Market were briefly raised.

It was **AGREED** that this item should be put into abeyance until a suitable time when this can be raised with the Chamber of Commerce.

Cllr Batchelor referred to the small buses that used to run between neighbouring villages and Wadebridge.

Cllr Moorcroft confirmed that the Tesco bus is, unfortunately, going to be stopped however, Concern Wadebridge is considering restarting the community bus.

- It was **RESOLVED** to write to neighbouring parish councils to make them aware of the Thursday Country Market and that if they are considering running a community bus into Wadebridge the Country Market would welcome visitors.

8.41pm, members of the public left the meeting.

1490/21 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 –

Information on confidential items had been circulated with the agenda. The Clerk and Amenities Manager provided further details where necessary. Members considered the items and made the following responses:

- a. Library seating – Not available.
 - b. Replacement glazing – It was **RESOLVED** to accept quotation 1 at a cost of £1,662.62.
 - c. Hedge removal – Not available.
 - d. Disabled access door – It was **RESOLVED** to accept quotation 2 at a cost of £5,915.40 subject to it being DDA compliant.
 - e. Waste bins – It was **RESOLVED** to accept the quotation as presented at a cost of £2,679.93 for all 9 bins.
- It was **RESOLVED** to re-instate Standing Order 1.c.

1491/21 Dates of Next Wadebridge Town Council meetings

- **Finance & General Purposes Committee** – Monday 13 September 2021, 7pm
- **Full Council** – Wednesday 15 September 2021, 7pm, Town Hall
- Other meetings may be required if necessary.

Meeting closed at 8.48pm

Signed as a True and Accurate Account :

..... **Chair :**

..... **Date :**