



# Wadebridge Town Council

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**Minutes of the Council meeting held on Wednesday 13 August 2014**  
**at 7pm in the Victoria Room, Wadebridge Town Hall**

**Present :** Cllrs; C Buchanan, P Chapman, E Gill, N Hawken, C Hewitt, A Jones, M Kendall, A Pennington, T Rush & P Starling. Cllr Wild was absent from the meeting. **Public present :** Mr Graham Smith (Cornish Guardian) & Cllr Stephen Knightley (Cornwall Councillor).

**In Attendance :** Mrs K Glidden-Rogers (Town Clerk) & Mrs B Collins (Minutes Clerk).

**Housekeeping** – The Mayor advised of evacuation routes in case of an emergency (there were no hazards to note) and reminded all those present that mobile phones should be turned to silent and that the meeting may be filmed or recorded.

**058/14 Apologies** were received from Cllrs; Bassett & Hyland.

**059/14 Declarations of Interests** – None.

**060/14 Awarded Dispensations** - None.

**061/14 Minutes of Last Meeting** – Cllr Jones queried that the re-appointment of a WYPAC representative had not been included on the Agenda as stated in Minutes of 16 July 2014.

**Action : Agenda September meeting.**

*The Minutes of the meeting held on the 16 July 2014 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.*

**062/14 Public Participation** –

- Report from Wadebridge Police – None.
- Reports from Cornwall Councillors – Cllr Knightley advised the following :
  - i. Attended a meeting with Minister for Localism who has agreed to assist, if necessary, with local planning officers in relation to Localism requirements.
  - ii. Advised by Michael Merriman that he would like to meet with local representatives in relation to Football Club applications - including Egloshayle Parish Council, Wadebridge Mayor & planning officer.
  - iii. Community bus has extended its area to St Kew Highway. Additionally, Richard Ham has agreed with the Folk Festival organisers to operate a service over the bank holiday weekend. The volunteer drivers are asked to assist where possible. **Cllr Kendall said he would be available.**
  - iv. Cornwall Councillors have been asked to put forward suggestions for future highway schemes – working with Cllr Mann a Resident's Parking Scheme has been suggested.

CLr Knightley also advised that the WYPAC committee are scheduled to meet in the next few weeks – Town Council will be notified.

063/14 **Mayor's Report** – tabled for information.

064/14 **Town Clerk's Report** – tabled for information.

065/14 **Committee meetings**

- a) Planning – *The Minutes of meeting held 30 July 2014 were **RECEIVED**.  
The Minutes of meeting held 1 August 2014 were **RECEIVED**.*
- b) To receive Minutes and adopt recommendations from :
- i. Town Hall – *It was **RESOLVED** to adopt the Minutes of 30 July 2014.*  
**Recommendation from Committee :**  
**TH020/14 - Mezzanine Floor & First Floor**
- *It was **RESOLVED** to accept the quotation received and proceed with the works.*
- ii. Parks & Cemeteries – *It was **RESOLVED** to adopt the Minutes of 30 July 2014.*
- iii. Car Park & Traffic - *It was **RESOLVED** to adopt the Minutes of 30 July 2014.*
- iv. Communications – *It was **RESOLVED** to adopt the Minutes of 30 July 2014.*  
**Recommendation from Committee :**  
**Com006/14 – Advertisement**
- *It was **RESOLVED** that advertising space is purchased for a trial period of six months with alternate content as discussed and to include Neighbourhood Plan and Chamber of Commerce news and events.*

066/14 **Finance**

- a) Payments of Accounts for July 2014 - A schedule of payments was circulated –
- *It was **RESOLVED** to make payment of £70,245.46 as presented.*

067/14 **Correspondence**

- a) The following correspondence was **received** for information :
- i. **Cornwall Council** : Road closure approval – Wadebridge Carnival, 9<sup>th</sup> August 2014, Wadebridge, 1900 to 2030 hours.
- ii. **Wadebridge Twinning Association** : Letter of thanks for grant recently awarded.
- iii. **Cornwall Council** : Notification of intention to issue a Temporary Road Closure Order – Guineaport Road, 26 to 29 August 2014 (24 hours), Surface dressing preparation works, Simon Trevains, CORMAC Solutions Ltd.
- iv. **Cornwall Council** : Christmas Lights and Cornwall Council Trees – How to have a good show and avoid conflicts.

- v. **Wadebridge Chamber of Commerce** : Notification of Family Open Day at Wadebridge Fire Station, Saturday 16 August, 10.30am-3pm.
  - vi. **Egloshayle Pre-school** : Letter of thanks for grant recently awarded.
  - vii. **CALC**: Local Audit Consultation response.
  - viii. **CALC**: Annual Report to 31 March 2014.
- b) The following Minutes and Agendas from Outside Committees were **received** for information :
- i. **Padstow Harbour Commissioners** : Notes of meeting held 19 June 2014.
  - ii. **Camel Trail Partnership** : Draft notes of meeting held 19 June 2014 and notification of provisional date of next meeting, 10 September 2014.

## 068/14 Planning

- a. **Applications** - *It was RESOLVED to make the following responses :*
- i. **PA14/06683** : 8 Kay Gardens, Proposed alterations and extension. **SUPPORTED.**
  - ii. **PA14/06699** : 7 Fernleigh Crescent, Application for a lawful development certificate for existing use for Sun lounge/room built on existing patio - 63.0 from highway of Wellington Place. **WITHDRAWN.**
  - iii. **PA14/06639** : Calumet, West Hill, Proposed 4kW Ground Mounted PV Array. **DEFERRED - Members felt they could not consider this application given the information available - deferred pending further information from the planning officer. Delegated decision will be made prior to 9 September 2014.**
  - iv. **PA14/06652** : 7 Trevanion Road, Refurbishment and Extension of 7 Trevanion Road. **SUPPORTED.**
  - v. **PA14/06969** : 115 Egloshayle Road, Replacement dwelling. **DEFERRED. Decision deferred pending further information from the planning officer.**
- b. **Decisions** – The following was noted :
- i. **PA14/01748** : Land Adjacent Pippins Cottage, Tower Hill, Provision of one detached two storey residential dwelling. **REFUSED.**
  - ii. **PA14/04506** : Hemmings Builders, Land South of The Linhay, Higher Lane, Reserved matters for the construction of 1 dwelling (outline consent no. PA12/07697 refers), namely the layout, scale, access, appearance and landscaping of unit 3 only. **APPROVED.**
  - iii. **PA14/05283** Wadebridge Nursery Baby Unit Brooklyn, Fernleigh Road Wadebridge Cornwall, Application for the variation of condition 2 (in accordance with approved plans) to enable removal of car port. Application no. PA11/02908 dated 18.08.11.) **APPROVED**

- c. **Planning Conference (Cornwall Council)** – Information was circulated prior to the meeting. Members discussed the date and location options and noted a fee of £10 per delegate is payable. Delegate response required prior to 16 September.
- *It was RESOLVED to make payment of £10 per delegate as necessary.*

- 069/14 **Egloshayle, St Breock and Wadebridge Neighbourhood Plan** – meeting notes and associated reports were circulated prior to the meeting or tabled :
- a) **Advisory Group** – Notes of meeting held 5 August 2014 were **received**.
  - b) **Steering Committee** – Notes of meeting held 11 August 2014 were **received**.
  - c) **Recommendations** – None.

070/14 **BMX/Skatepark** –

- a) **E-mails dated 31 July and 1 August from Cornwall Council, Property Services** (circulated with Agenda) - Members discussed the continued issue that a six month break clause element to the lease will create difficulties when applying for grant funding. Cllr Pennington advised that she understands that the six month break clause cannot be served within the first ten years of the lease. Iain Thomson's (CC Development Surveyor) e-mail of 1 August refers to Clause 3 which gives the Town Council certainty of the lease for the initial ten year period.
- b) **Possibility of opening the site for BMX bikes prior to development** – The Town Clerk advised that until the supplemental lease has been signed by both parties the site cannot be opened for use. The Town Council's insurance company insists that pedestrian access to the site cannot be from the car park area. Additionally the site must be made safe including the holding pond being fenced off. Cllr Pennington confirmed the planning application shows the holding pond as being fenced off.
- c) **BMX/Skatepark Community Group Minutes (tabled)** – Notes of meeting held 1 August 2014 were received.

7.36pm, Cllr Knightley & Mr Smith left the meeting.

- 071/14 **Confidential matters** – **RESOLVED** to suspend Standing Order 1.c., that the Press and Public be excluded from the meeting for the following item of business because of the confidential nature of the business to be transacted - Public Bodies (Admission to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972)

- a. To receive Minutes and adopt recommendations from :

**Staffing Committee** meetings of:

- i. 11 August 2014 – The Town Clerk circulated the Minutes and associated documents and time was allowed for Members to note the content.

*It was RESOLVED to adopt the Minutes of 11 August 2014.*

**Recommendation from Committee :**

**S028/14 – Staff**

- i. **Terms of Reference** – *It was RESOLVED to accept the terms of reference as presented.*

*Cllr Gill declared an interest in item a. of the report & left the meeting (neighbour to member of staff).*

- ii. **Staff** – *It was RESOLVED to accept the recommendation made in relation to item a. as presented in the report.*

*Cllr Gill returned to the meeting.*

- iii. **Payroll** – The Town Clerk clarified that issues with the current payroll system are not causes problems at this time and will be investigated prior to payroll year end. Several options were briefly discussed.

*It was RESOLVED to re-instate Standing Order 1.c.*

**072/14 Dates of next meetings**

**Committees** – Planning, Parks & Cemeteries, Car Parks & Traffic, Town Hall, Communication – Wednesday 27 August 2014, 7pm

**Finance & General Purposes** - Monday 1 September 2014, 7pm

**Full Council** – Wednesday 10 September 2014, 7pm

Meeting closed at 7.50pm.

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

..... **Chair :**

..... **Date :**