



# Wadebridge Town Council

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## Minutes of the Full Council meeting held remotely via Zoom on Wednesday 2 September at 7pm

**Present :** Cllrs; H Cooper-Waite (from 7.18pm), E Gill, L Gliddon, R Harris, J Leach, A Pennington, I Welch & T Wiltshire.

**Public :** Cornwall Councillors Robin Moorcroft (Wadebridge West) and Stephen Knightley (Wadebridge East), and 8 others – these Minutes do not record when members of the public left the meeting.

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

**Housekeeping** – The Mayor welcomed everyone to the meeting

**1319/20 Apologies** were received from Cllrs; Fletcher, Hollamby, L Mitchell and P Mitchell.

- It was **RESOLVED** to accept apologies from Cllr Julia Fletcher due to a family commitment.
- It was **RESOLVED** to accept apologies from Cllr Mark Hollamby due to a family commitment.
- It was **RESOLVED** to accept apologies from Cllr Louise Mitchell due to a family commitment.
- It was **RESOLVED** to accept apologies from Cllr Philip Mitchell due to a family commitment.

**1320/20 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 Leach advised an interest in agenda items 8.a.vii.
- c) **Dispensations** – Cllrs Welch and Pennington requested dispensation for items 7.b.i and ii. Cllr Welch as a member of WREN and Cllr Pennington as a Director of WREN.
  - It was **RESOLVED** to permit a dispensation to Cllr Welch to speak on items 7.b.i and ii. Cllr Welch is not permitted to vote on either item.
  - It was **RESOLVED** to permit a dispensation to Cllr Pennington to speak on items 7.b.i. and ii. Cllr Pennington is not permitted to vote on either item.

**1321/20 Minutes of Last Meeting** – *The Minutes of the meeting held on the 5 August 2020 were RESOLVED to be a true record of the meeting. Signing of the Minutes by the Mayor was deferred.*

## 1322/20 Public Participation

- Public :
  - A member of WREN addressed the meeting on items 7.b.i and ii. providing details of each item and to outline additional information from that previously circulated.
  - A member of the public addressed the meeting on item 7.b.v providing a summary of why the stopping up order has been requested.
- Reports from Cornwall Councillors :
  - **Cllr Knightley (Wadebridge East)** – Cllr Knightley advised the following :
    - The workload at the Betjeman Centre has now reduced but he and Cllr Moorcroft are continuing to assist with this.
    - The Betjeman Centre and the Goods Shed are working together to integrate the services provided. The Goods Shed is helping the Betjeman Centre whilst they are closed.
    - Wadebridge leisure centre - the current information available is confidential and sensitive but hopeful that there is a route to allow the leisure centre to remain open.
    - Gave a brief precis of the request for a stopping up order (item 7.b.v.) and advised his support for the order.
    - Recent fire at Bradfords Quay - Has concerns with the way in which Cornwall Council is moving forward with this and feels they are not doing enough with regards to the property / owner.
  - **Cllr Moorcroft (Wadebridge West)** – Cllr Moorcroft advised the following :
    - Has received comments from residents regarding the planning application at item 8.a.i. (PA20/05222).
- To receive reports from the Police (circulated with agenda) – This item was taken after agenda item 7.a.
  - The Police report was noted and **received**.

1323/20 Mayor's Report – None.

## 1324/20 Finance - information circulated to Members with agenda :

- a. July 2020 accounts for payment – *It was **RESOLVED** to approve payment of £63,381.22 as presented.*

## 1325/20 Correspondence

- a. The following correspondence for information was **received** –
  - i. **NALC (Legal Briefing LO1-20)** – The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.
  - ii. **Cornwall Council** – Wadebridge Library Statistical Report July 2020 & July 2019.
  - iii. **Cornwall Streetworks Team (Road Traffic Regulation Act 1984 S,14: Temporary Prohibition of Traffic)** – Covid Closure; 14 August 2020 to 13 November 2020 (11:00 to 15:00 hours).
  - iv. **Cllr Robyn Harris** – Thank you letter.
  - v. **Alan Percy** – Correspondence re concerns with Section 106 deeds and advising all Parish Councils of caution.
  - vi. **Cornwall Council** – Town & Parish Council Newsletter; 21 August 2020 (*Councillors have been emailed this information previously*).
- b. Correspondence for response (circulated with agenda) – Members discussed the requests received and made the following decisions :
  - i. **WREN** – Request to discuss progressing with discussions regarding Solar Panels on the Parks Dept building as part of the Energy Equality Project.

- Cllrs Pennington and Welch provided additional information including the importance of supported green initiatives. Members discussed the request.
        - *It was **RESOLVED** to progress with discussions as requested.*
  - ii. **WREN** – Request to discuss the provision of Electric Vehicle Charging Points for people who do not have a driveway on their home.
    - The Clerk reminded Members that the Town Council has previously discussed installing charging points and a budget for this is available and, that overnight parking is not permitted.

Cllr Knightley advised that the Town Council had been close to installing charging points several years ago.

Members discussed the request.

    - *It was **RESOLVED** to progress with discussions as requested.*
  - iii. **Cornwall Council (Consultation)** – Draft Marine and Estuarine European Sites Supplementary Planning Document.
    - Members noted the response deadline for this is 21 September 2020.
    - *It was **RESOLVED** that Cllr Pennington should draft a response on behalf the Town Council and forward to the Clerk for submission.*
  - iv. **Cornwall Council (Consultation)** – Climate Change Development Plan Document (DPD).
    - Members noted the response deadline for this is 25 September 2020.
    - *It was **RESOLVED** to refer this to the Climate Change working group to respond on behalf of the Town Council.*
  - v. **Cornwall Council (Highways Act 1980; Section 116)** – Stopping up of a section of the highway at 1-4 Flora Place, Gonvena Hill, Wadebridge
    - *It was **RESOLVED** to support the order as presented.*
- c. The following Minutes and Agendas from Outside Committees were **received** for information – None.

**1326/20 Planning** – Information advised on agenda :

- a. **New Applications** – Cllr Pennington provided details and relevant information for each application for Members consideration. *It was **RESOLVED** to make the following responses:*
- i. **PA20/05222** : East View, Guineaport Road, Replacement and Enlargement of Extensions to side and rear of dwelling, rear dormer and associated remodel. **SUPPORTED** – **Members ask that the Planning Officer gives special attention to the comments submitted by neighbours and note that the property is within a Conservation Area.**
  - ii. **PA20/06277** : Pras Ysel, Trevanson Road, Proposed reconfiguration of existing balcony and associated works along with hard and soft landscaping works and relocation of greenhouse. **SUPPORTED.**
  - iii. **PA20/06223** : 65 Foxdown, Proposed double storey extension (Phase 2). **SUPPORTED** – **Members ask that the Planning Officer takes careful note of the comments submitted by neighbours.**

- iv. **PA20/04741** : 15 Margaret Gardens, Retrospective change of use of small area of the existing studio workshop of the garage to be used for hairdressing, and retention of altered openings. **SUPPORTED.**
- v. **PA20/06084** : 35 Egloshayle Road, Application to replace wooden framed windows with plastic double glazing of similar shape and size. **Members noted conflicting information regarding the colour of the frames. SUPPORTED subject to the frames being white (not anthracite).**
- vi. **PA20/06221** : 52 Foxdown, first floor extension above garage. **SUPPORTED.**

**7.47pm, Cllr Leach was moved to the waiting room.**

- vii. **PA20/06590** : 5 Westcott, Demolition of existing conservatory, construction of new single storey extension and new timber decking area. **NOT SUPPORTED due to proximity to neighbouring boundary and concerns with overlooking.**
- b. Decisions – the following decisions from Cornwall Council were **received** :
  - i. **PA19/08494 - Amended Plans** : Land East Of Hill House, Park Road, Wadebridge, Proposed pair of semi detached dwellings of a vernacular design. **APPROVED.**
- c. **For information (no action required)** – the following information from Cornwall Council was **received** :
  - i. **PA20/06770** : 1 Hamilton Court, Lansdown road, Works to trees in a Conservation Area to Re-pollard Ash Tree T1. **To be decided under delegated authority (Cornwall Council).**
  - ii. **PA20/01728/PREAPP** : 21 Egloshayle Road, Pre-application advice for the proposed creation of off road parking. **NOTED by Members of Wadebridge Town Council.**
  - iii. **PA20/06177** : The Office, Dunveth Quarry, Polmorla Road, Temporary change of use (Schedule 2, Part 4, Class D) from office (Class B1a) to Podiatry Clinic (Class D1). **Prior approval not req'd (AF/TEL/DEM).**
  - iv. **PA20/06913** : 102 Egloshayle Road, Works to trees in a Conservation Area to reduce Eucalyptus tree in our rear garden by 4 to 5 metres to bring under control and within our boundaries. **To be decided under delegated authority (Cornwall Council).**

**7.51pm, Cllr Leach re-joined the meeting.**

**1327/20 Update of Town Council Operations and Activities** – The Clerk provided a verbal update including :

The Library is working towards Phase 2 of reopening.

The Post Office will be vacating the Foyer area on Friday 4 September 2020.

Hirers will be returning to the Town Hall week commencing 7 September 2020.

- *It was **RESOLVED** to thank the Clerk and the Mayor for their hard work and commitment in arranging a temporary venue for the Post Office.*

**1328/20 Wadebridge Allotments** –

**Cllr Gill declared an interest as an allotment holder and was moved to the waiting room.**

Members noted that correspondence from allotment holders had been received regarding this matter.

- *It was **RESOLVED** that Wadebridge Town Council take over the management of the Allotments and that the current lease agreement is to be ended.*

**Cllr Gill re-joined the meeting.**

**1329/20 Linden Homes Development** – Members discussed information circulated with the agenda and further information provided by the Clerk in relation to; the property being DDA compliant, details of funding the initial purchase and ongoing administration of the property.

- It was **RESOLVED** the delegate authority to the Clerk and the Mayor to explore the purchase of a rental property further.

**1330/20 Councillor Training Opportunity (information previously circulated to all members)** – It was **RESOLVED** to authorise that Cllr Harris attends the training session as requested and to approve associated costs.

**1331/20 St Breock & Egloshayle Parish Council Meeting Minutes** – Members discussed the content of Minutes from Egloshayle Parish Council and the following discrepancies :

- The Chairman of Egloshayle Parish Council had made contact with the Wadebridge Mayor who has evidence to show this.
- The Clerk was unable to complete the report by June due to the Coronavirus Pandemic. The Clerk noted that there had been no contact from either of the parish councils regarding this and that she would have expected to have heard from them directly if they felt they needed to question why the report had not been completed.
- Wadebridge Town Council is not 'holding the plan up' as it is St Breock Parish Council who have ceased to engage until the Governance Review is finalised.
- It was **RESOLVED** to write to Egloshayle Parish Council to set out the Town Council's position and provide; St Breock Parish Council's Minutes which confirm they will not engage with the Town Council at this time and evidence that the Chairman had in fact made contract with the Wadebridge Mayor.

**1332/20 Town Council Events** – Members discussed the feasibility of future 2020/21 events. The Administration Officer was asked to obtain clarification from Skylight Cinema with regards to the timescale of transferring the VE Day booking potentially to Spring 2021.

There was discussion around the New Year's Eve Firework display which could prove difficult to manage in respect of social distancing.

- It was **RESOLVED** that the 2020 New Year Fireworks is cancelled due to Covid 19 and Social distancing.

**1333/20 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 –

- Car Park Machines** – It was **RESOLVED** to defer this item to next meeting when more information would be available.
- Insurance Quotation** – It was **RESOLVED** to accept the quotation for 2020/21 as presented at a cost of £13,963.92.
- Staffing Committee Meeting Minutes** – It was **RESOLVED** to accept the Minutes of the meeting held virtually on 14 August 2020.
- Alarm Maintenance Contract** – The Clerk presented information regarding options for fire and alarm maintenance contracts.
  - It was **RESOLVED** that the Clerk has delegated authority to accept a quotation based on information discussed.
- IT Maintenance Contract** – The Clerk presented information regarding the current contract and options available.
  - It was **RESOLVED** that the Clerk has delegated authority to explore available options as discussed.
- Carpet in Pavilion** – The Clerk provided details of the current status and options available.
  - It was **RESOLVED** that the Clerk seek restitution on behalf of the Town Council.

- g. **Rugby Club Rent** – The Clerk provided an update on non-payment of rent.
  - It was **RESOLVED** that the Clerk has delegated authority to write to the Rugby Club to set out the Town Council’s position in light of rent arrears and any future rent reviews.
  - It was **RESOLVED** to re-instate Standing Order 1.c.

**1334/20 Dates of Next Wadebridge Town Council meetings –**

- Full Council – 7pm, Wednesday 7 October 2020 (remote Zoom meeting)

Meeting closed at 8.45pm

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

**Chair :** .....

**Date :** .....