



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 28 March 2018 at 7pm in the Main Hall, Wadebridge Town Hall

Present : Cllrs; D Bassett, J Fletcher, E Gill, S Gill, L Gliddon, A Jones, J Kennedy, L Mitchell, P Mitchell & A Pennington.

Public Present : Cornwall Councillors Karen McHugh (Wadebridge West) & Steve Knightley (Wadebridge East), Helen Highland (resident), Mark Wilsher & Ian Welch (Agenda Item 8.b.ii.), Mr Fishlock, Graham Fincham & Rachael Fincham (Progress Land).

In Attendance : Anne Minnis (Town Clerk) and 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 by a member of the public.
- 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'.

642/18 Apologies – received from Cllrs; Leach, Rowe & Swift.

- It was **RESOLVED** to accept apologies from Cllr Leach due to a family commitment.
- It was **RESOLVED** to accept apologies from Cllr Rowe due to a work commitment.
- It was **RESOLVED** to accept apologies from Cllr Swift due to a work commitment.

643/18 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)** –

- Cllrs; Amanda Pennington and Sarah Gill declared an interest in agenda item 7.c., Grants, as they have children who attend St Breock Primary School.

c) **Dispensations** – None.

644/18 Minutes of Last Meeting (e-mailed prior to meeting and tabled) – *The Minutes of the meeting held on the 14 March 2018 were **RESOLVED** to be a true record of the meeting. Mayor to sign Minutes in the presence of the Town Clerk.*

645/18 Public Participation –
Members of the Public :

- **Ian Welch**, Bodieve resident and a member of the Reduce Plastics in Wadebridge group formed by Mark Wilsher addressed the meeting on aspects of the group's proposals and the support they are seeking from the Town Council.

Cornwall Councillors :

- **Cllr McHugh** referred to a recent Economic Development meeting with Cornwall Council for Network Area Panel members (27 March 2018) – whilst poorly attended some good ideas were raised for action. Minutes to be circulated and the Town Council's feedback is welcomed.
Cabinet meeting held to discuss the Stadium for Cornwall proposal – divided opinion within Cornwall Council and public opinion on this topic would be welcomed. Funding was referred to along with the importance of sporting facilities - comments from local clubs will be sought and feedback required by 16 April.
Camel Trail toilets remain closed due to vandalism. Complaints are expected over the Easter period. Cornwall Council has tried to keep the facility open despite continued vandalism – there are cost issues with this and feels that the blame needs to be put back to the vandals who continue to cause repeated damage. Cllr McHugh advised that she is aware that the situation is not good for the town and that she is continuing to look at what will be done with this matter.
- **Cllr Knightley** referred to the finger post sign at Bradfords Quay area pointing toward Bodieve which has been recently restored by Daften and is now back in place.
Footpath near the bypass and Bodieve Village has been very overgrown – Cormac has cut back and the footpath is now wider.
Economic Growth meeting held Tuesday 27 March 2018 proved very useful with several Cornwall Council officers and Directors attending and receptive to schemes for Wadebridge such as a medical centre which has been discussed in the past. Hopeful that this will move forward.
Referred to Mark Wilsher's meeting held at the Betjeman Centre which he believes is 'pushing an open door' and that Cornwall Council endorse the project and try to prevent use of single use plastic.
Advised that the sex offender referred to by Sgt. Stewart at a previous meeting is no longer living in Wadebridge and to reassure the community that he will not be returning.

646/18 Planning :

- a. **Applications** – None
- b. **Decisions** – None
- c. **For Notification** – the following information received from Cornwall Council was noted and action agreed as required :
 - i. Notification that the following application will be decided at Cornwall Council Planning Committee meeting on Tuesday 3 April 2018 (**information circulated with Agenda**)
 - **PA17/09351** : Ms Julia Barton, 5 Cliff Park Terrace, Guineaport Road, Proposed demolition of part of existing single storey extension and construction of new single storey extension and dormer loft extension to dwelling and rebuilding of garden wall to front of dwelling.
Members considered the following action:
 - **That Cllr Pennington attends the meeting, as Chair of Planning Committee, on behalf of Wadebridge Town Council** –
 - It was **RESOLVED** to agree this action.
 - **Whether further comments relevant to the application should be submitted** – Cllr Philip Mitchell raised issues with the application being in a Conservation Area advising his concerns that Cornwall Council do not police this – roofline and dormer windows were referred to. Details from the Local Plan Section 15, in respect of right to light (neighbours solar panels) were advised - does refer to small installations and the draft Neighbourhood Plan also refers to this.

- It was **RESOLVED** to include Cllr Philip Mitchell's comments in a narrative to be submitted.
- Cllr Gill proposed to support the application. No seconder.
- It was **RESOLVED** that Cllr Pennington prepares a narrative for submission with the Clerk's approval.

ii. **Outcome of a 5 Day Protocol for Local Councils request on the following application –**

- **PA18/00230** : Mr & Mrs Mark & Caroline Holamby, Netherwood, Gonvena, Works to trees subject to a tree preservation order. Various works to four Beech trees and two Sycamore. Members were advised of new information received from the Planning Officer and that the Planning Committee Chair and Vice-Chair with the Town Clerk will be looking to submit a response under delegated authority.

7.23pm, Mr Fishlock left the meeting.

647/18 Committee meetings – None.

648/18 Finance –

- Accounts for payment – None.
- Updated documents (tabled) - Financial Risk Assessment (March 2018) – The Clerk presented details of the document.
 - It was **RESOLVED** to accept the amendments as presented.

c) Grants - application from St Breock School (circulated with agenda) –

7.25pm, Cllrs Sarah Gill & Amanda Pennington left the meeting.

Members considered the application submitted.

Cllr Philip Mitchell proposed to award £500. Cllr Gliddon seconded

Cllr Jones proposed an amendment to award £599.70 which is the total figure required by the school. Cllr Gliddon accepted the amendment and seconded.

Cllr Fletcher queried whether the Town Council request confirmation of spending from groups who have been awarded grants.

- It was **RESOLVED** to award a grant of £599.70 under s137 – LGA 1972.

7.29pm, Cllrs Sarah Gill & Amanda Pennington returned to the meeting.

649/18 Correspondence

- To following correspondence for information was **received** :
 - South West Business Insider**: - Vol.12 No.3: March 2018.
- The following correspondence for response was **received** (information circulated with Agenda). It was **RESOLVED** to make the following responses :
 - Graham Fincham** - e-mail dated 14 March 2018. Members debated aspects of the correspondence including :
 - Disappointment with the tone of the response made by Cllr Jones as Mayor and Chair of the Steering Committee.
 - Query on the Town Council's position when a response is made on behalf of the Town Council and whether legal advice should be sought prior to any response being made so that the Council is not left open to challenge.
 - The Clerk, as Proper Officer and Legal Adviser recommended that the Council's response process is considered at a future meeting.
 - Mark Wilsher** – e-mail dated 16 March 2018. Members debated the correspondence and information tabled which included two achievable proposals for consideration.

- It was **RESOLVED** to phase out wherever possible, single use plastics in all Council activities.
- It was **RESOLVED** to seek to minimise the use of single use plastics in any future letting contracts.

c. Minutes from the following Outside Committee were **received**, there were no actions required :

- i. **Padstow Harbour Commissioner** – Minutes of the meeting held on Thursday 15 February 2018.

650/18 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan –

- i. **Update from Steering Group Members** – Cllr Jones advised details of the Regulation 14 consultation which is underway including ;
 - Details of the first public event held Monday 26 March 2018.
 - Future events are scheduled for Thursday 19 April, Saturday 21 April and the final event to be held in May.
 - Thanked those who assisted with the event.
 - Referred to comments forms submitted. The Clerk asked that all of the comment forms submitted are forwarded to her for retention in the office.

It was advised that residents of Trevanson in St Breock Parish have not received the flyer notifying of the consultation.

Concerns were raised with the comments forms being removed from the Town Hall rather than being passed to the Town Clerk and the repercussions of this. Reference was made to concerns received previously from members of the public with how information has been collected, processed and/or used. It was stressed that this consultation must not be open to question and that comment forms should go straight to the office to be counted and logged.

- ii. **Volunteers** – Cllrs Philip Mitchell and Julia Fletcher advised they are available to attend the event on Thursday 19 April 2018.

7.47pm, Mr & Mrs Fincham, Mark Wilsher, Ian Welch and Cornwall Councillors left the meeting.

651/18 General Data Protection Regulation (25 May 2018) (Information circulated with agenda) – The Clerk advised details of the new regulations and the impact to the Town Council.

7.49pm, Helen Highland left the meeting.

It was confirmed this will include data held for the Neighbourhood Plan although the current consultation will end before 25 May.

Members discussed aspects with the Clerk who confirmed that staff training is underway and that an information audit will be required. A Data Protection Officer must be appointed – expected that this will be the Clerk but CALC are still to confirm this.

652/18 Working Groups (meeting notes tabled where relevant) – updates and relevant meeting notes from the following working groups were **received** :

- a) Bins – None.
- b) BMX/Skatepark - None.
- c) Christmas Lights – None.
- d) Flowers for Wadebridge – None.
- e) Planning – None.
- f) Remembrance Parade – None.
- g) Signage – None.
- h) Toilets – None.
- i) Town Hall Events – Last meeting notes tabled.
- j) Town Hall Improvements – None.

- k) Wadebridge Library & OSS –
- l) Website – Working group deferred.
- m) Royal Cornwall Show.

Clerk to add Police working group for update at next meeting.

653/18 CCTV – The Town Clerk provided an update on meetings held with SSE. Information and options available were tabled and discussed.

Purchase of CCTV Equipment – It was **RESOLVED** to accept Option 2 as presented.

The Clerk confirmed that the CCTV provider at Tolvaddon will take responsibility for data protection compliance.

Maintenance and Repair of Equipment – It was **RESOLVED** to accept Option B as presented.

654/18 South West Water – Ongoing work by South West Water who are laying a surface water drainage pipe across Town Council Land for the Bridge View development. The Clerk advised that SWW have not been on site since the last meeting but some plant has been removed. Contact with Ian Lake, a Senior Officer at SWW, is expected in order to discuss works to return the site to its original state.

655/18 To note dates of the next Wadebridge Town Council meetings –

- **Full Council** – Tuesday 24 April 2018
- **Annual town meeting** – Thursday 26 April 2018

Meeting closed at 8.05pm

Signed as a True and Accurate Account :

Chair :

Date :