



Wadebridge Town Council

Minutes of the Full Council meeting held on Wednesday 12 July 2017 at 7pm in the Main Hall, Wadebridge Town Hall

Present : Cllrs; D Bassett, E Gill, L Gliddon, A Jones, J Leach, L Mitchell, P Mitchell, A Pennington, & T Rush.

Public Present : Cornwall Councillors Karen McHugh & Stephen Knightley, Roger Pottinger (Nijhuis H2ok Ltd. – item 10.b.iv.), Mr Tipler (PA17/04768),

In Attendance : Anne Minnis (Town Clerk) and Beverley 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 of the following :

- That the meeting may be filmed or recorded.
- 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'.

451/17 Apologies were received from Cllrs Hawken, Kendall & Rowe.

- It was **RESOLVED** to accept apologies from Cllr Hawken who had a conflicting social engagement.
- It was **RESOLVED** to accept apologies from Cllr Kendall due to non-return of Register of Interest.
- It was **RESOLVED** to accept apologies from Cllr Rowe who had a work commitment.

452/17 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) –**

- Cllr Bassett declared an interest in item 7.a.i. PA17/04768 – neighbouring property.

Noted that agenda item 7.a.v., PA17/04778 is submitted by Mr Andrew Stewart, Police Sergeant for Wadebridge.

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). None.**

- Cllrs Philip Mitchell & Louise Mitchell both declared an interest in item 10.b.i, Camel River Festival, as organisers of the event (Nomadic Community Events).
- Cllr Jones declared an interest in item 10.b.i, Camel River Festival, as organiser of the event (Chamber of Commerce).

c) **Dispensations** – The Town Clerk confirmed that Cllrs Philip & Louise Mitchell did not wish to apply for a dispensation in respect of the River Festival item.

453/17 Minutes of Last Meeting –

- *The Minutes of the meeting held on the 28 June 2017 were **RESOLVED** to be a true record of the meeting and were signed by the Mayor.*

454/17 Public Participation

- **Questions from members of the Public relating to items on the agenda –**
Mr Pottinger addressed Members on item 10.b.iv in relation to drainage works, being undertaken for South West Water, adjacent to properties on Egloshayle Road and the subsequent request for temporary parking permits for 25 residents who will be affected by the works. Details of the request were relayed.
7.08pm, Mr Pottinger left the meeting.
- **Reports from Cornwall Councillors –**
Cllr McHugh advised the following point :
 - i. She has received several varying complaints, relating to business areas, including contentious and anti-social parking arrangements. Members were asked to forward any similar complaints they may receive to Cllr McHugh.
 - ii. Has raised the ongoing issues with the Camel Trail toilets again and a tender process is now underway to have the site cleared of undergrowth in order to investigate drainage issues.
 - iii. Links with the Community Network Panels are being strengthened by the new Cornwall Council administration with senior officers being assigned to panels. New arrangements will be circulated to Clerks.
 - iv. The Boundary Commissions proposals to reduce the number of Cornwall Councillors is ongoing and will impact on town and parish councils. Cllr Pennington advised Cllr McHugh that the Town Council has formed a working group to consider the information and recommend an appropriate response to Full Council.

455/17 Mayor's Report – Tabled and *received*.

456/17 Town Clerk's Report – Tabled and *received*.

457/17 Planning – It was **RESOLVED to make the following responses :**

a. Applications –

- i. **DEFERRED FROM 28 JUNE 2017 - PA17/04768** : Mr & Mrs J Tipler, Kernow House, Replacement garage, single storey rear extension and replacement of hipped roof with gabled roof incorporating dormer windows and rooflights. **SUPPORTED.**
7.16pm, Cllr Bassett left the meeting.
- ii. **PA17/05570** : Mr & Mrs Callis, Treryn, Trevanson Road, Rear storey extension incorporating balcony and raised decking. **SUPPORTED.**
7.17pm, Cllr Bassett returned to the meeting & Mr Tipler left the meeting.
- iii. **PA17/05098** : Mr Paul Webber, Winchfield, West Hill, Demolition of existing dwelling and garage and replacement with a new dwelling and associated garage. **SUPPORTED.**
- iv. **PA17/05689** : Mr Andrew Ware, Chaddlewood Investment Ltd. c/o Cerco Property Consultants, Land Off Higher Trenant Road / Green Hill, Outline application for the development of 204 residential dwellings together with associated infrastructure including formal and informal landscaping and layout of internal access roads, details of access from Higher Trenant Road / Green Hill to be determined with all other matters reserved. **DEFERRED TO NEXT MEETING.**

- v. **PA17/04778** : Mr Andrew Stewart, Pridham House, Molesworth Street, Outline application with all matters reserved for the erection of 2no detached 3 bedroom dwellings. **NOT SUPPORTED – MEMBERS NOTED THAT THE PROPERTY IS WITHIN A CONSERVATION AREA & FELT THAT THE PROPOSAL MAY OVER DEVELOP THE SITE.**

**Cllrs, Gliddon, Jones, Philip Mitchell & Louise Mitchell abstained.
7.24pm, Cllr Knightley left the meeting.**

- b. **Decisions** – The following planning decision as received from Cornwall Council was noted :
- i. **PA17/04047** : Mr & Mrs Instance, Red Roofs, Trevanion Road, Extension at first floor level over the existing garage and driveway. **APPROVED.**
- c. **For Information** – The following information regarding a delegated decision by the Town Clerk, Chair & Vice-Chair of Planning Committee was noted :
- i. **PA17/02824** : Mr Adam Bull, Land West of 2 Rose Cottage, Bradfords Quay Road, Small single bedroom dwelling situated in the garden / site of the existing dwelling. **WADEBRIDGE TOWN COUNCIL AGREE WITH THE PLANNING OFFICER'S REASON FOR REFUSAL WHICH IS BASED ON THE SEQUENTIAL TEST AND ADVICE RECEIVED FROM THE ENVIRONMENT AGENCY IN RELATION TO THE SITE BEING LOCATED WITHIN FLOOD ZONE 3.**

458/17 Committee meetings – None.

459/17 Finance –

- a. *Accounts for payment (June 2017) – It was **RESOLVED** to make payment of £50,016.99 as presented.*

460/17 Correspondence

- a. To following correspondence for information was **received** :
- i. **Hawksfield Nursery** – offer of meeting services/accommodation.
- ii. **Inclusion Cornwall** – Cornwall Takes Tea with the World.
- iii. **Cornwall Council** – Road Traffic Regulation Act 1984 S.14:Temporary Prohibition of Traffic ; Byway 1, Wadebridge ; originally 22 May to 30 June 2017, now extended until 14 July 2017 (24 hours, weekends included).
- iv. **Cornwall Council** – Neighbourhood Planning E-Bulletin for June 2017.
- v. **Cornwall Council** – Road Traffic Regulation Act 1984, S. 16A – Wadebridge Carnival Intention Notice: 29 July 2017: 18:50 to 20:30.
- vi. **Cornwall Council** – Special Bulletin: Cornwall Electoral Review, June 2017.
- vii. **Cornwall Council** – Special Bulletin: Launch of priorities for Cornwall, June 2017.
- viii. **Cornwall Council** – Electoral Review – Parish and Community Network electorate forecasts.
- ix. **Cornwall Council** – Special Bulletin: Residents' Survey 2017.
- x. **Cornwall Council** – Electoral Review – responding to the consultation on Council size.
- xi. **Cornwall & Isles of Scilly LEP** – July Bulletin.
- xii. **CALC News** – June 2017.
- b. The following correspondence for response was **received** (information circulated with Agenda). *It was **RESOLVED** to make the following responses :*
- 7.25pm, Cllrs Jones, Philip Mitchell & Louise Mitchell left the meeting.**
- i. **Camel River Festival** – to consider the request as presented for the event to be held on 2 September 2017.
Members discussed the information circulated.
- *It was **RESOLVED** to support the application as presented.*

7.27pm, Cllrs Jones, Philip Mitchell & Louise Mitchell returned to the meeting.

- ii. **Cornwall Council** – 2017 Off-Street Consolidation Order- Consultation.
Members discussed the information circulated.
 - It was **RESOLVED** to support the proposal.
- iii. **South West Water** - Statutory Notice (Section 159 of the Water Industry Act 1991); Bridge View, New Sewer.
Information received from South West Water and additional information obtained from the Town Council's solicitor (tabled) was discussed, this included details of the usual procedure for a consultation period with the land owner so as to agree terms of easement in accordance with the 'Model Code of Practice for the exercise of Pipelaying Powers on Private Land' Section 6 'Agents'. Members noted that, for other proposed developments, such information should be provided at an early stage to ensure the correct procedure is undertaken.

7.31pm, Cllr McHugh left the meeting.

- It was **RESOLVED** to delegate authority to the Town Clerk to appoint a Surveyor, as recommended by the Town Council's solicitor, to agree terms of easement with South West Water.
- iv. **Roger Pottinger** - for Nijhuis H2ok Ltd & Southwest Water – use of car park at Egloshayle Playing Fields.
Members debated the request and noted the detrimental affect the proposal would have in relation to current users of the Playing Fields car park and Town Council staff. Late submission of the request and timescales were highlighted.
 - It was **RESOLVED** to advise Mr Pottinger that, due to the administrative burden Wadebridge Town Council cannot agree to the request and would suggest that the affected residents are paid a parking allowance in advance.
- c. Minutes and Agendas from the following Outside Committees were **received**, there were no actions required : *None*.

461/17 Egloshayle, St. Breock and Wadebridge Neighbourhood Plan –

- i. Minutes of meeting (circulated with Agenda) - Draft minutes of the meeting held on 22 June 2017 were **received**.
Item 6, the Town Council's submission for a Green Open Space at Gonvena. Cllr Pennington advised that the site is approximately 12 hectares. NPPF 76 was referred to along with case law which relates to a similar site being accepted as a green open space.
 - Members **AGREED** that this information should be relayed to the Steering Committee at their next meeting.
- ii. Town Council Representative to Steering Committee – Deferred to next meeting.

462/17 Working Groups – updates and relevant meeting notes from the following working groups were **received** :

- a) Bins – *None*.
- b) BMX/Skatepark – *None*.
- c) Christmas Lights – Cllr Jones advised of complaints from traders that Polmorla Walk is excluded from the display. Cllr Rush will raise this at the next meeting.
- d) Flowers for Wadebridge – *None*.
- e) Planning – *Notes of meeting held 30 June 2017 were circulated and discussed. It was confirmed that hyper-links to individual applications do not work with the current planning portal system.*
- f) Remembrance Parade – *None*.

- g) Signage – Meeting scheduled for Friday 14 July 2017.
- h) Toilets – None.
- i) Town Hall Events – Notes of meeting held Thursday 29 June 2017 were tabled and the following was discussed :
- Litter Day event** to be arranged – to include water pollution element by the River Trust Charity. Suggestion to schedule for early November in order to arrange attendance with various agencies and some of the groups associated with the WINS project. Cllr Philip Mitchel advised details of a possible litter sculpture (school involvement).
- Charlie Kestell event** was confirmed to be the Wadebridge District Garden Produce Association's annual show event.
- Working Group remit** was confirmed as including arrangement of town events held outside of the Town Hall. Suggested to change the group's name to Wadebridge Town Council Events working group.
- It was **RESOLVED** to hold a litter awareness event as discussed.
- j) Town Hall Improvements – notes of meeting held 6 July 2017 were tabled and discussed. Noted that ex-councillor Abby Richardson wishes to be co-opted to the group and that Town Hall Caretaker, Carl Mitchell should be appointed to the group – for next meeting.
- k) Wadebridge Library & OSS – Notes of meeting held Thursday 29 June 2017 were tabled and the recommendations made were discussed.
- It was **RESOLVED** to enter a 30 year fixed term contract with the option to extend.
 - It was **RESOLVED** to purchase a freehold transfer for the nominal sum of £1.
- l) Website – meeting scheduled for Friday 14 July 2017.

463/17 Tablet Devices for Councillors – Members discussed the advantages and disadvantages of purchasing mobile devices and various options. Points briefly considered included; related costs, Town Council workload and the actual needs of individual Members. It was considered that the purchase of mobile devices may prove beneficial for any Member requiring such a device.

- It was **RESOLVED** to accept the concept in principle subject to Members requiring a device and for the Town Clerk to review suitable options.

464/17 Toilets

- i. **The Platt** – Members discussed the need for a monthly deep clean of The Platt toilets to cover the holiday season.
- It was **RESOLVED** to proceed with three deep cleans between July-September 2017.
- ii. **Egloshayle** – Members discussed the need for a one-off deep clean of Egloshayle Toilets in the month of July. It was noted that the Town Clerk will advise should a further clean become necessary toward the end of the summer season.
- It was **RESOLVED** to proceed with a single deep clean in July 2017.

465/17 Confidential matters – It was **RESOLVED** to suspend Standing Order 3.c., so that the Press and Public be excluded from the meeting for the following item of business because of the confidential personnel nature and contractual nature of the business to be transacted - Public Bodies (Admission to Meetings) Act 1960.

All relevant information and quotations were circulated.

- a) **Asbestos Survey** – Quotations obtained were circulated and discussed.
- It was **RESOLVED** to accept quotation 1 at a fixed price of £750.
- b) **Town Hall CCTV** – Quotations awaited.

- c) **Wadebridge Library & OSS** – Information relating to HR recommendations from the Working Group was discussed.
- It was **RESOLVED** that, as a result of the Library Devolution process, the Town Council will take on the Senior Library and Information Assistant.
 - It was **RESOLVED** to take on the three Library and Information Assistants who currently work in the Library. These will be permanent contracts.
- It was **RESOLVED** to re-instate Standing Order 3.c.

466/17 To note dates of the next Wadebridge Town Council meetings –

- **Full Council** - Wednesday 26 July 2017.
- **Finance & General Purposes Committee** – Monday 5 September 2017.
- **Full Council** – Wednesday 13 September 2017.

Meeting closed at 8.13pm

Signed as a True and Accurate Account :

Chair :

Date :