

Deiock Parish Council

The Vestry, St Nicolas Church,
Main Road, Donderry, Torpoint, Cornwall PL11 3LE
Tel: 01503 250052
E-mail: clerk.deiockpc@btinternet.com

MINUTES of the ORDINARY MEETING of DEIOCK PARISH COUNCIL held virtually at 7.30pm on Thursday 11th FEBRUARY 2021

PRESENT: Parish Cllrs. Ms. M. Temlett (Chair), Donderry Ward
Mr. D. Parry, Hessenford Ward
Mr. J. Candy, Seaton Ward
Mrs. A. Thorpe, Hessenford Ward
Mrs. A. Robinson, Hessenford Ward
Mr. J. Croft, Seaton Ward
Mr. J. Millidge, Donderry Ward
Ms. H. Brockbank, Donderry Ward
Mr. M Gibbons, Donderry Ward
Karen Pugh (Parish Clerk)
Cornwall Cllr Richard Pugh

1. DECLARATION OF INTERESTS & REQUESTS FOR DISPENSATIONS TO SPEAK ON ITEMS ON THE AGENDA

- 1.1. To receive declarations of interest from councillors on items on the agenda
Cllr J Candy declared an interest in Item 5.4 as a business contact.
- 1.2. To receive requests for dispensations for disclosable pecuniary interests (if any)
None were received.
- 1.3. To grant any requests for dispensations as appropriate
None were requested.

2. 10-MINUTE PUBLIC PARTICIPATION PERIOD for Public comment on the items below

There was one member of the public in the meeting, who was observing only.

3. TO ACCEPT APOLOGIES FOR ABSENCE:

No apologies for absence had been received.

4. MINUTES:

- 4.1. To approve the Minutes of the Ordinary Meeting of 14th January 2021 as a correct record.
Approval of the Minutes was **proposed** by Cllr D Parry, **seconded** by Cllr M Gibbons and **agreed** by the meeting.
- 4.2. Matters arising from the Minutes (*not appearing elsewhere on the agenda*)
There were no matters arising.

5. FINANCE:

5.1. Income & Expenditure

5.1.1. INCOME: DECEMBER 2020 & JANUARY 2021

	£
Barclays Bank Interest	2.17
DECEMBER 2020 & JANUARY 2021 INCOME TOTALS	£2.17

Noted.

5.1.2. EXPENDITURE: DECEMBER 2020 & JANUARY 2021

	VAT £	Net £	TOTAL £
Biffa – sanitary waste collection (inv. 660C63562) (October)	10.05	50.24	60.29
Parish Magazine Printing – Nut Tree Newsletter – Nov 2020 Edition (invoice 6562)	0.00	85.50	85.50
Viking Payments – soap for disabled toilets (inv. 257041)	8.69	43.44	52.13
Viking Payments – stationery and soap for disabled toilets (inv. 250973)	1.27	23.29	24.56
Cormac – Seaton countryside park inspections (inv. IN110472), November	6.32	31.59	37.91
Cormac – Zoono cleansing disabled toilets backlog:			
(inv. IN111264)	15.00	75.00	90.00
(inv. IN111268)	15.00	75.00	90.00
(Inv. IN111265)	15.00	75.00	90.00
(inv. IN111266)	15.00	75.00	90.00
(inv. IN111267)	15.00	75.00	90.00
Royal British Legion Poppy Appeal - wreath	0.00	50.00	50.00
Clerk salary recharge to Cornwall Council backlog:			
(inv. 8100059857), October 2020	1.00	1,017.50	1,018.50
(inv. 8100065222), July 2020	1.00	966.44	967.44
(inv. 8100065223), August 2020	1.00	1,172.73	1,173.73
(inv. 8100065224), September 2020	1.00	1,169.21	1,170.21
Petty cash	0.00	50.00	50.00
Peck Trading – replacement hand dryer and sanitiser (inv. 390509)	27.40	137.00	164.40
Parish Magazine Printing – Nut Tree Newsletter – Dec 2020 Edition (invoice 6653)	0.00	120.50	120.50
Cormac – Seaton countryside park inspections (inv. IN112237), December	6.32	31.59	37.91
Clerk salary recharge to Cornwall Council (inv. 8100071820), November 2020	1.00	1,017.50	1,018.50
PFK Littlejohn – external auditing fees (inv. SB20203884)	40.00	200.00	240.00
Peck Trading – replacement soap dispensers x 2 (inv. 390952)	9.98	49.90	59.88
Biffa – sanitary waste collection (inv. 660C64311) (November)	10.05	50.24	60.29
Viking Payments – stationery and stamps (inv. 593550)	1.51	33.61	35.12
South West Water Business – Downderry toilets	0.00	169.94	169.94
Reimbursement to K Pugh for urgent payment to Viking (antibacterial handwash for toilets) (missed invoice from July)	0.00	23.82	23.82
John Croft – reimbursement for Zoom Pro (01-31/12/20)	0.00	14.39	14.39
John Croft – reimbursement for Zoom Pro (01-31/01/21)	0.00	14.39	14.39
Biffa – sanitary waste collection (inv. 660C64777) (December)	10.05	50.24	60.29
Viking Payments – warning tape (inv. 687752)	6.59	32.94	39.53
PWS – Toilet rolls and cleaning materials – disabled toilets (inv. 292859)	22.85	114.24	137.09
Parish Noticeboard Company – Seaton noticeboard (inv. 9196) – 1st 50% on order	61.00	305.00	366.00
Clerk salary recharge to Cornwall Council (inv. 8100081449), December 2020	1.00	1,545.88	1,546.88
Direct Debit Payments:			
BT Dec 2020	9.12	36.47	45.59
BT Jan 2021	9.12	36.47	45.59
BT Quarter to 21/01/21	37.76	188.82	226.58
Standing Order Payments:			
MR. J. BIRD – December 2020 Cleaning Contract Payment (Downderry & Seaton)	0.00	574.05	574.05
MR. J. BIRD – January 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	574.05	574.05
DECEMBER 2020 & JANUARY 2021 EXPENDITURE TOTALS	359.08	10,355.98	10,715.06

A proposal to ratify expenditure was made by Cllr J Millidge, **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

5.2. Bank Statements & bank account / interest management

Date	Account	Balance £	Interest
29 Jan 21	Barclays Community	1,000.00	£0.00
29 Jan 21	Barclays Business Premium	34,616.87	£0.00
29 Jan 21	Barclays Rate Reward	61,893.44	£0.58
29 Jan 21	Lloyds TSB Current Account*	67,538.58	Fixed Term Deposit matured on 1 st July (interest 0.1% = £16.84)

* Funds held in current account from July 2020.

Noted.

5.3. Accounts to be paid

	<u>VAT £</u>	<u>Net £</u>	<u>TOTAL £</u>
Clerk salary recharge to Cornwall Council (inv. 8100091637), January 2021	1.00	1,545.88	1,546.88
Parish Magazine Printing – Nut Tree Newsletter – Feb 2021 Edition (invoice 6838)	0.00	96.00	96.00
K Johnson (Oak) – PROW 2020	0.00	2,000.00	2,000.00
Cormac – Zoono cleansing – Seaton, 24/12/20	15.00	75.00	90.00
Cormac – Zoono cleansing – Downderry, 24/12/20	15.00	75.00	90.00
Vestry rental charge – 01/05/20-30/04/21	0.00	1,300.00	1,300.00
John Croft – reimbursement for Zoom Pro (01-28/02/21)	0.00	14.39	14.39
Just Rods – two callouts to Seaton toilets – Nov 2020 and Jan 2021 (inv. 2798)	0.00	160.00	160.00
Cornwall Council Planning Portal – Tanver Yate plans	0.00	256.00	256.00
Bill Knight – Tanver Yate plans	0.00	200.00	200.00
Parish Noticeboard Company – Seaton noticeboard (inv. 9196) – 2 nd 50% on delivery	61.00	305.00	366.00
British Gas d/d – Downderry toilets electricity 22/12/20-21/01/21	0.74	14.80	15.54
Total	92.74	6,042.07	6,134.81

A **proposal to accept** the accounts to be paid was made by Cllr H Brockbank, **seconded** by Cllr M Gibbons and **agreed unanimously** by the meeting.

5.4. PROW contractor's 2021/22 quote for approval

The Parish Council had received the 2021/22 Public Rights of Way quote from the contractor: £2,160 (£860 PROW, £1,000 small works, £300 memorial gardens). This was compared to £2,000 in 2020/21. A **proposal to accept** the PROW quote was made by Cllr D Parry, **seconded** by Cllr M Gibbons and **agreed** by the meeting.

5.5. Change in payment method for waste collection for approval

Biffa would no longer be accepting monthly payments by cheque from 1st April 2021 and had requested that the Parish Council pay by Bacs or direct debit from this date.

Given the consistent monthly payment, Cllr D Parry **proposed** that the Clerk ask Biffa if payment could be made by standing order instead of direct debit. This was **seconded** by Cllr J Candy and **agreed unanimously** by the meeting.

5.6. Other payments for approval

Replacement flags for Seaton (cost c. £325) and replacement hinges for Broads Yard noticeboard, as the doors were seizing up and likely to break if not addressed.

Councillors requested that noticeboard hinges be made of brass (rather than brass plate over stainless steel) for longevity.

A **proposal to order the flags and approve expenditure** was made by Cllr D Parry, **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

6. HIGHWAYS MATTERS

6.1. SWW sewer discharge

The Parish Council had sent out letters to South West Water, Cornwall Council and the Environment Agency, outlining longstanding concerns about sewer discharge at Seaton. Responses had been received.

Councillors viewed drawings provided by South West Water of work anticipated for April, whereby pipework would be redirected and the problematic manhole cover moved to higher ground (on the Triangle at Seaton).

While a positive move in some respects, there was a concern that any sewage would merely move and come out by the toilets or the Smugglers pub.

Action: In terms of the response from Cornwall Council, the health hazard aspect of the concern raised (beachgoers walking barefoot through sewage between the beach and the car park) had not been addressed. It was requested that the Clerk email Paul Allen (Highways) again, copied to Environment Health, to seek a response on this specific point.

7. CURRENT / ONGOING BUSINESS

7.1. Possible return to physical meetings

The Virtual Meetings regulations end on 7th May 2021. NALC (the National Association of Local Councils) had requested councils to lobby their MPs for an extension to virtual meetings beyond this date. Councillors discussed that while they thought Elections could be managed safely on 6th May, they did not feel that a closed physical meeting should automatically follow.

Action: Councillors requested that the Clerk write a letter to Sheryll Murray MP to request her support in extending virtual meetings to beyond 7th May 2021.

7.2. Housing Needs Survey 2020

The Clerk read out a few key figures from the survey results, which showed there was a need for affordable housing, rental properties in particular, and that there was some interest in self-build. The Chair updated the meeting on latest conversations on the topic of affordable housing at Broads Yard and Treliddon Lane:

Broads Yard: A way forward was not currently possible as the landowner would not agree to the restrictive covenant which would prevent him from developing open market value properties on the agricultural land behind the proposed 12 affordable dwellings discussed between Cornwall Council and the Parish Council. The landowner being able to cross the car park in order to access his land for agricultural purposes had been agreed.

This issue was responsible for holding up devolution.

Treliddon Lane: Cornwall Council had made an offer per plot to the landowner at Treliddon Lane. The offer had not been accepted and the landowner had been encouraged to seek open market valuations for comparison purposes. No update has been forthcoming.

Action: It was requested that the Clerk ask David Read (Cornwall Council Link Officer) for an update on the devolution package.

7.3. Footpaths

Any footpaths not currently registered would need to be so by January 2026. This would mainly apply to older disused paths to be brought back into use. A definitive map is on the Cornwall Council website.

Action: Councillors requested that the Clerk put an article in Nut Tree, asking residents to come forward with any suggestions for bringing an old path into reuse.

7.4. Slipway / tank traps – update

Councillors viewed photos of the tank traps, which showed there was one complete tank trap, two at half-height and the fourth in disrepair.

It was agreed that the working group would continue to look into funding, with options put forward such as Plymouth's Naval Museum, the Cornwall Heritage Trust and other heritage organisations.

7.5. Tanver Yate – update / planting

A planning application had been logged to the Planning Portal and payment sent.

Cllr J Candy suggested a planting working group could be formed with a view to creating a community orchard, with fruit tree planting at the northern end of the boundary.

Action: Cllr Candy would investigate costs of apple (and other) trees.

7.6. Seaton play area – update

A meeting had been held between Cornwall Council (CC), Cornwall Councillor Richard Pugh and the Parish Council Chair.

Community fundraising for Phase 2 was on hold due to CC resource issues. CC also felt a licence would be needed to enable a third party to occupy the site for the construction period. DaSRA would not be able to do this due to their Constitution.

Councillors discussed that someone would need to be responsible for taking on the role of 'Principal Contractor'. This could be the installation contractor, but there would be an additional charge. One of the Councillors felt this should be CC rather than the Parish Council, as it is CC's play park.

Action: Cornwall Cllr Pugh agreed he would speak to CC, as the Parish Council needs the assurance of ongoing maintenance, which is already carried out by CC.

7.7. Neighbourhood Development Plan and Referendum – update

The Clerk read out an email from the Neighbourhood Development Plan (NDP) group, saying that the plan is finished.

Cllr J Candy **proposed** that the NDP goes to Referendum. This was **seconded** by Cllr D Parry and **agreed unanimously** by the meeting.

Action: The Clerk was provided with details of the person in Cornwall Council responsible for the NDPs, where the plan should be sent.

7.8. New website – update

Launch date had been moved to the end of March (estimate), as the developer was not able to provide document-level accessibility expertise. The Clerk therefore needed to attend a training webinar in order to be able to create accessible documents (whereby legacy documents would need upgrading to a new 'template', in particular headings for navigation by screen readers used by people with impaired vision).

7.9. Adopted BT phone box (Seaton)

Councillors discussed potential usage of the phone box and window materials (glass or polycarbonate). Polycarbonate was the preferred option.

Action: It was proposed that an article be written for the Nut Tree, requesting usage ideas from residents.

8. REPORT BY CORNWALL COUNCILLOR:

Cornwall Cllr Richard Pugh discussed the following points:

- a. Hessenford. A problem had been reported by a Hessenford resident with regard to the use of a Biffa bin lorry that was too wide for Church Hill. The issue was resolved further to a site visit and the lorries to be used in the future would be smaller, as previously.
- b. Fly tipping complaint.
- c. South West Water: Cornwall Cllr Pugh was pleased that an option to improve the sewer problem in Seaton was to take place by April.
- d. Seaton beach: All the metal fencing that had been swept across the beach in strong winds had been found.
- e. Seaton play area: A meeting had been held on 8th February.
- f. Elections: 6th May 2021.
- g. Woodland management plan.
- h. Covid advisors would be available on one day over the weekend to advise the public.

Cornwall Cllr Pugh announced that he would be stepping down in May. Councillors thanked him for the support he had given to the Parish Council over the years and for his "excellent liaison".

9. PLANNING:

9.1. PLANNING COMMITTEE:

9.1.1. To approve the Minutes of the Planning Committee Meeting of **28th January 2021** as a correct record. A **proposal to approve** the Minutes of 28th January was made by Cllr D Parry, **seconded** by Cllr A Thorpe and **agreed** by the meeting.

9.1.2. Matters arising from the Minutes (not appearing elsewhere on the agenda)
There were no matters arising.

9.2. PLANNING APPLICATIONS:

9.2.1. PA21/00764 Mr G Knott 12A Buttlegate Downderry PL11 3NQ

Proposed pitched roof to existing garage and covered porch area

(Planning Officer: Ellen Lawrence)

After a short discussion, Cllr D Parry **proposed to support** the application. This was **seconded** by Cllr A Thorpe and **agreed** by the meeting. There was one abstention.

9.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

None had been received.

9.4. PLANNING APPEALS: Received by date of the meeting

None had been received.

9.5. PLANNING DECISIONS: Received by the date of the meeting

22.01.2021 PA20/05240 APPROVED

Applicant: Ms Amanda Lowey Location: 34 Trierieve Estate Downderry Torpoint Cornwall PL11 3LY

Proposal: Proposed ground floor rear extension, first floor wraparound with terrace, garage conversion and all associated work

28.01.2021 PA21/00104 Decided not to make a TPO (TCA apps)

Applicant: Mrs Carla Parkinson Location: Peel Cottage Church Hill Hessenford Torpoint Cornwall

Proposal: Works to trees in a Conservation Area, namely cut back 12 metre Hazel tree by approximately 3 metres to clear overhead cables

04.02.2021 PA20/10578 APPROVED

Applicant: Mr Ross Winmill

Location: The Pavillion Bridge Road Seaton PL11 3JD

Proposal: Extg. asbestos slate roof removed and replaced with natural slate, new dormer windows and extension to existing dormer windows, new fenestration including new window and sliding door configurations, reposition of entrance and new steps, balcony extension and removal and replacement of existing balcony to the south east and part cha

Decisions were noted.

9.6. PLANNING CORRESPONDENCE:

A letter had been received from Sheryll Murray MP and the Housing Minister in response to the Parish Council's previous correspondence voicing concerns about the Government's Planning White Paper. The letter advised that responses from the consultation were in the process of being reviewed.

9.7. PLANNING MATTERS RAISED BY MEMBERS:**9.7.1. Planning support**

Cllr M Gibbons asked if the Parish Council would support a ringfenced budget to buy in expertise, as required, for professional expert planning support. It was noted that a planning consultant had previously been brought in for a particular application in Dowlerry; the case was lost, but it had been a useful exercise for the Parish Council.

While it was emphasised that ringfencing could only be allocated during the process stage, Councillors agreed that 'as and when' funding would be possible.

10. NEW BUSINESS:**10.1. Matters raised by members for possible inclusion on the next agenda**

Tank traps

Tanver Yate – fruit trees, arrangement of a right of way for safe access for children and others (via a permissive path)

There being no further business, the Meeting closed at 9.10pm.