

**MINUTES of the ORDINARY MEETING of
The DEVIOCK PARISH COUNCIL held at The CHURCH HALL,
HESSENFORD at 7.30pm on Thursday,
14th February 2008.**

PRESENT: Parish Cllrs. D. L. G. Elliott, Downderry Ward, Chairman
R.J. Daniel, Downderry Ward, Vice-Chairman
Mrs. M.Y. Byles, Hessenford Ward
J.P. Candy, Downderry Ward*
Mrs. G.E. Hartland, Seaton Ward
S.J. Parry, Seaton Ward
Mrs. A. Robinson, Hessenford Ward

* Also District Councillor, Deviock & Sheviock Ward
Mr T. Pullin, Parish Clerk

PUBLIC PARTICIPATION PERIOD:

There was one member of the public present, who spoke on the subject of the Hessenford Garage development and expressed concern over possible soil contamination at the site, for which reason a temporary stop notice had been lodged by Caradon D.C. Cllr. J.P. Candy stated that initial soil analysis tests at the site had already been carried out by Caradon D.C. Environmental Health Dept., prior to development commencing, but that further tests were required because of the previous nature of the site, before construction work could be recommenced. Cllr. S.J. Parry suggested that possible contaminated water run off from the site could flow into the river Seaton. There being no other requests to address the Council the Chairman closed the public participation period.

1. APOLOGIES had been received from Cllrs. G.K. Berncastle, M.J. Crutchley (*attending a local community event*), Ms. E.R. Saville (*voluntary work commitment*) and Mrs. M. E. Temlett (*detained by work commitments*).

2. MINUTES:

2.1. Minutes of the Ordinary Meeting of 10th January 2008

It was **proposed** by, Cllr. J.P. Candy **seconded** by Cllr. Mrs. G. E. Hartland and **AGREED** by the Meeting, to accept the minutes as a correct record.

2.2. Minutes of the Site Meeting of 15th January 2008

It was **proposed** by, Cllr. Mrs. A. Robinson **seconded** by Cllr. Mrs. G. E. Hartland and **AGREED** by the Meeting, to accept the minutes as a correct record.

3. REPORTS ON MATTERS ARISING FROM THE MINUTES:

Item 10.7. The Vice-Chairman suggested that more discussion on the subject of a new burial ground in Deviock Parish was required. It was agreed that this should be put on the agenda for the next meeting.

4. PLANNING:

4.1. Minutes of the Meeting of 24th January 2008

It was **proposed** by, Cllr. Mrs. G.E. Hartland, **seconded** by Cllr. S. J. Parry and **AGREED** by the Meeting, to accept the minutes as a correct record. There were no matters arising.

4.2. PLANNING APPLICATIONS:

4.2.1. 08/00056/FUL Mr. K. Boulting LAND AT 35 BUTTLEGATE, DOWNDERRY

Construction of detached dwelling and formation of new vehicular/pedestrian access to highway
The Chairman declared a personal interest in this item and the following two items on the agenda, and passed over chairmanship to the Vice-Chairman.

After discussion the Vice-Chairman **proposed** objection to the application for the following reasons:-

- 1) Poor access onto the Main Road, at a narrow stretch of the road, close to a junction.
- 2) Highway safety issues
- 3) Proposed turning area is considered too small
- 4) Problems of parking for deliveries
- 5) Problems of probable road closure / disruption during the construction process

The proposal was **seconded** by Cllr. Mrs. A. Robinson and **agreed** by the Meeting with two abstentions.

4.2.2. 08/00053/OUT Mr and Mrs P. Morley LAND REAR OF 36 BUTTLEGATE, DOWNDERRY

Outline application for the construction of two dwellings with integral garages and associated vehicular/pedestrian access

Cllr. S. J. Parry **proposed** objection on the grounds of highway safety and Cllr. Mrs. A. Robinson seconded this. The Vice-Chairman **proposed an amendment** that objection should be on the grounds of access, over development and disturbance to area of Great Landscape Value. Cllr. Mrs. G.E. Hartland **seconded** the amendment. The **amendment was carried** by three votes to two, with two abstentions.

4.2.3. 08/00046/FUL Mr Peter McGirr LAND AT 29 BUTTLEGATE, DOWNDERRY

Construction of two dwellings and formation of new vehicular/pedestrian access to highway
The Vice-Chairman **proposed** objection on the grounds of access and unsuitable design. Cllr. Mrs. G. E. Hartland seconded this. Cllr. S.J. Parry **proposed an amendment** that the application should be supported. Mrs. A. Robinson **seconded** the amendment. The **amendment was carried** by three votes to two, with two abstentions.

The Vice-Chairman handed back the chairmanship of the meeting to the Chairman.

4.2.4. 08/00069/FUL Mr. & Mrs Thomas HILLSIDE, SEATON PARK, SEATON

Raising of existing roof and installation of roof lights and new window on north west gable to provide additional living accommodation

Cllr. Mrs. G.E. Hartland **proposed support** of the application, this was **seconded** by Cllr. S.J. Parry and **agreed** by the Meeting with one abstention.

4.2.5. 08/00097/FUL Mr. Powell TRELOWIA FARM, WIDEGATES

Construction of timber framed garage and store

The Chairman **proposed support** of the application, this was **seconded** by Cllr. Mrs. M.Y. Byles and **agreed** by the Meeting with one abstention.

4.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

There were no planning applications to consider.

ORDINARY MEETING OF 14th February 2008 (Continued)

4.4. PLANNING APPEALS:

No planning appeals had been received by the date of the meeting.

5. PLANNING DECISIONS:

No planning decisions had been received by the date of the meeting.

6. PLANNING CORRESPONDENCE:

6.1. Correspondence received by the date of the Meeting

No planning correspondence had been received.

6.2. MATTERS RAISED BY MEMBERS

6.2.1. Cllr. J.P. Candy informed the Council that the Government was putting pressure onto District Councils to provide additional housing.

6.2.2. Cllr. S.J. Parry asked if there was any new information regarding the Kerne Estates land at Keveral Gardens, Seaton. The Chairman stated that he had heard nothing new. Cllr. J.P. Candy stated that Caradon D.C. had been waiting on a planning application relating to development at the site. Since no application had been received by the required date, being today (14th February 2008), Caradon D.C. Planning Enforcement Dept. would now take action.

7. FINANCE:

7.1. Income & Expenditure.

7.1.1. INCOME DECEMBER 2007 / JANUARY 2008

Devioc Bounder / Fun Run entrants fees (<i>after some expenses paid</i>)	294.50
Bank Interest	446.66
Axe Field Rental Payments for 2004/5 & 2005/6	400.00
Total £	1,141.16

7.1.2. EXPENDITURE DECEMBER 2007 / JANUARY 2008:

<u>COUNCIL ADMIN. – Cheque Payments:</u>	<u>VAT</u>	<u>Nett</u>	<u>TOTAL</u>
Caradon D.C. Clerk's Salary – October 2007	0.88	969.99	970.87
Caradon D.C. Clerk's Salary – November 2007 (<i>including Nationally agreed pay increase, backed dated to April 2007</i>)	0.88	1,166.06	1,166.94
Team Surveys Limited – Rocknose Topographical survey	170.63	975.00	1,145.63
Ocean First (<i>Bounder T Shirts</i>)	71.75	410	481.75
Marc Lintern (<i>Bounder expenses refund</i>)	-	30.00	30.00
David Marshall (<i>Compensation for loss of camping table stolen at the Bounder Event</i>)	-	24.99	24.99
Audit Commission – (<i>2006/7 Annual Return Audit Fee</i>)	49.88	285.00	334.88
Caradon D. C. – Cleansing supplies for the Public Conveniences	8.06	46.04	54.10
Premier Ruralnet Subscription (Oct. '07 – Oct. '08) inc. E-mail access	8.75	50.00	58.75
Caradon D.C. Clerk's Salary – December 2007	0.88	994.91	995.79
Clerk's Mileage Expenses (<i>Oct. – Dec. '07: 70 miles @ 55.8p per mile</i>)	-	39.06	39.06
Petty Cash	-	50.00	50.00

ORDINARY MEETING OF 14th February 2008 (Continued)

7.1.2. EXPENDITURE DECEMBER 2007 / JANUARY 2008 (Continued)

Downderry Methodist Church – Charges for hire of Schoolroom in 2007	-	120.00	120.00
Hessenford Church Hall – Charges for hire of Hall in 2007	-	75.00	75.00
CCTP – CILCA Residential Training Course for Clerk	-	100.00	100.00
CALC- Annual Conference – delegate fees	-	20.00	20.00
S.P. Jaycock – Repairs to Notice Board	-	69.00	69.00
Caradon Citizens Advice Bureau	-	100.00	100.00
Caradon D.C. Nut Tree Newsletter – Dec '07 (50% contribution)	-	114.45	114.45
Caradon D.C. Nut Tree Newsletter – Jan '08 (50% contribution)	-	114.45	114.45
BT 20/10/07 – 16/01/08 + Broadband rental until 31/03/08	16.18	96.92	113.10
December 2007 / January 2008 Cheque Payments C/F £	327.89	5,850.87	6,178.76

Standing Order Payments:

MR. J. BIRD – December 2007 Cleansing Contract Payment	-	205.41	205.41
MR. J. BIRD – January 2008 Cleansing Contract Payment	-	205.41	205.41
DECEMBER 07 / JANUARY 08 EXPENDITURE TOTALS	£ 327.89	6,261.69	6,589.58

It was **proposed** by Cllr. Mrs. M. Y. Byles **seconded** by Cllr. Mrs. A. Robinson and **RESOLVED** to ratify the above expenditure.

7.2. BANK STATEMENTS & BANK ACCOUNT / INTEREST MANAGEMENT

Date	Account	Balance £	
30 Jan. 08	Community	1,000.00	
30 Jan. 08	Business Premium	27,819.18	Interest earned gross for period 3 Sept. – 2 Dec. '07 £146.95
30 Jan .08	Step Saver	111,900.10	Includes £111,339.89 from matured Treasury Deposit on 2 Jan. 07
28 Dec .07	Rocknose BPA	18,488.57	Interest earned for period 3/09/07-2/12/07: £148.60
28 Dec. 07	Sports & Rec BPA	13,086.24	Interest earned for period 3/09/07-2/12/07: £105.18

7.2.1. The Clerk reported that he had arranged for £111,340.00 to be transferred from the Step Saver accounts into a new Barclays Treasury Deposit Bond on the 4th March until 18th July 2008 at an interest rate of 5.25% per annum (£2,177.99) as agreed at the last meeting of the Planning Committee, (with the previously authorised delegated authority on this matter).

7.3. LETTERS OF THANKS

7.3.1. A letter of thanks had been received from CAB Saltash, relating to a grant made of £100.00 to that organisation.

ORDINARY MEETING OF 14th February 2008 (Continued)

7.4. REQUESTS FOR FUNDING

7.4.1. Cornwall County Playing Field Association – Letter dated 1st February 2008
Cllr. J.P. Candy **proposed** that the Council grant the sum of **£50.00** to Cornwall County Playing Fields Association and this was **seconded** by Cllr. Ms. M. Y. Byles.
The Vice-Chairman **proposed and amendment** that the grant be **£75.00** and this was seconded by the Chairman and **agreed** by the Meeting.

7.5. ACCOUNTS TO BE PAID

	<u>VAT</u>	<u>Nett</u>	<u>TOTAL</u>
South West Water – Downderry Toilets 27/10/07 – 14/01/08	-	325.51	325.51
Caradon D.C. Clerk's Salary – January 2008	0.88	994.91	995.79
EDF Energy - Downderry Toilets 25/10/07-29/01/08	0.59	11.71	12.30
Total £	1.47	1,332.13	1,333.60

It was **proposed** by Cllr. J.P. Candy, **seconded** by Cllr. Mrs. A. Robinson and **RESOLVED** by the Meeting to ratify the above expenditure.

7.6. Appointment of External Auditor

The Clerk informed the Meeting that he had received notification from the Audit Commission (28th Jan.'08) that Alum Williams is to be appointed as External Auditor to Deviock P.C. for a five year period, commencing with the 2007/08 accounts. Any objections to this appointment need to be made by 29th February 2008.

7.7. Appointment of Internal Auditor

The Clerk requested that the Council confirm the appointment of Mr. Ken Abraham ACIS AMIMC AIMgt as the Internal Auditor to Deviock Parish Council for the accounts year ending 31st March 2008.

The Chairman **proposed** the appointment of Mr. Ken Abraham as Internal Auditor; this was **seconded** by Cllr. J.P. Candy and **agreed** unanimously by the Meeting.

7.8. FINANCIAL BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA

7.8.1. The Clerk reported that he had received notification that the PROW LMP full payment by Cornwall County Council of £379.34 for 2007 would be made in the near future.

8. HIGHWAY MATTERS:

8.1. TRAFFIC & PARKING ISSUES: Downderry, Seaton & Hessenford

8.1.1. Consideration of letter received concerning speeding traffic at Narkurs

The Chairman read out a letter dated 15th January 2008, received from Mrs. Sally Harris of The Cottage, Narkurs. The letter highlighted the problem of speeding traffic travelling through the hamlet.

After discussion the Clerk was asked to write to Mr. Brian Craven, Area Surveyor, Highways Dept. Cornwall C.C. The Vice-Chairman suggested that the letter should make reference to the outstanding request for a traffic survey throughout the Parish.

8.1.2. The Chairman stated that he had received some concerns that traffic and parking issues, not included in the Supplementary Planning Document, would remain part of the Parish Plan. The Chairman had given reassurance that this was the case.

ORDINARY MEETING OF 14th February 2008 (Continued)

8.1. TRAFFIC & PARKING ISSUES (Continued):

8.1.3. Cllr. J.P. Candy drew the attention of councillors to the difficulties of parking in Hessenford in order to attend meetings at the church hall.

9. POLICE MATTERS:

9.1. COUNCIL MATTERS FOR THE POLICE:

9.1.1. PC Patrick Libby of Torpoint Police was not in attendance. The Clerk informed the Meeting that PCSO John Riggall would attend the March Council meeting.

9.2. POLICE MATTERS FOR THE COUNCIL

9.2.1. Police Report. The Clerk referred members to the monthly Police Crime Report. (See Appendix A)

10. CURRENT / ONGOING BUSINESS:-

10.1. PARISH PROJECTS

10.1.1. THE AXE.

To debate the appointment of Groundwork as the official CDM Coordinator for the proposed external works at The Axe, Downderry

The Clerk referred Members to a letter dated 28th January 2008 from David Chapman, Principal Landscape Architect at Groundwork stating that because the proposed work is likely to take more than 30 days a Construction, Design and Management Co-ordinator is required.

The Clerk stated that the cost of this appointment was allowed for in the tender that had been approved by the Council.

Cllr. J.P. Candy declared a personal interest.

Cllr. Mrs. M.Y. Byles **proposed** that the Council **approve** the appointment of a Design and Management Co-ordinator as requested; this was **seconded** by Cllr. Mrs. A Robinson and **agreed** by the Meeting with one abstention.

10.1.2. Cornwall Biodiversity Improvement Grant (BIG)

The Clerk notified Members that the application by the Parish Council for this grant has been unsuccessful. The Chairman stated that there was a possibility of receiving grant funding from the Viridor Company. It was agreed that this should be discussed as an agenda item at the next meeting.

10.1.3. FOOTBALL PITCH – SEATON COUNTRYSIDE PARK

Cllr. J.P. Candy informed the Meeting that Mr. Jerry Masters, Head of Operations and Technical Services, Caradon District Council, was bringing a proposal for the project to the next meeting of the Community, Service and Planning Committee, at the beginning of March 2008.

Another site meeting to consider the options was to be arranged.

10.1.4. Seaton Park proposed pond viewing platform.

Request by Mr. Al Collings (project manager Caradon D.C.), for funding support from Deviock Parish Council.

After debate on this issue it was agreed that the Council would be in favour of making a contribution towards this project but would require more detailed costing information.

The Clerk agreed to contact Mr. Collings with this request.

ORDINARY MEETING OF 14th February 2008 (Continued)

10.2 PARISH MULTIPLE EVENT INSURANCE

The Clerk reported that a sufficient number of completed application forms from local organisations have now been received. On inspection of the Special Event Insurance Co. application form it has come to light that organisations that have an annual turnover of over £20,000 (i.e. Deviock P.C.), cannot apply for the advertised policy. The Council would have to apply to the Commercial Dept of the Company for a specially tailored quotation, that was likely to be more expensive. All events to be covered would need to be operating as part of the umbrella title of Deviock Parish Council. The company would only cover the event organisers, so as long as they were part of the Council.

The Council needed to consider if it also wished to include an employer's liability policy. This would be necessary if events are to be fully covered, as it is a requirement that volunteers / helpers at events are insured.

After discussion the Chairman **proposed** the setting up of an independent Special Events Group of local organisations within the Parish, in order to provide a body that would be eligible to apply for the Multiple Special Events Insurance policy. The Council should provide a grant of up to £1,000.00 in order for this group to fund the cost of the insurance.

This proposal was seconded by Cllr. Mrs. G.E. Hartland and agreed by the Meeting with one abstention.

It was suggested that the Clerk should make contact with the Downton & Seaton Residents as a possible organisation that could help with setting up the Special Events Group.

10.3. DEVIOCK FOOTPATH ONE AND FOOTPATH SIX

10.3.1. Cllr. J.P. Candy informed the Meeting that he had spoken to Mr. Bond, who farms the land around Footpath One. Mr Bond had expressed reservations concerning the possibility of re-opening Footpath One and had not wished for it to be officially re-routed. Mr. Bond did favour use of the path following the hedge between the Coastal path and the "Old Beacon". The Chairman thanked Cllr. Candy for making these enquiries.

10.3.2. The Chairman stated that Mr. Tim Mander, who farms the land around Footpath Six, was happy with the proposal by Cornwall C.C. to upgrade the path. Mr Mander had not informed the authority of this because the letters he had received had not asked for any response.

The Chairman stated that work on Footpath Six had been authorised and was due to take place at sometime between April and July 2008.

10.4. BEACH CLEAN UP

The Clerk reported that Mr. Chris James of Caradon D.C. have been informed of this event (to take place on 8th March 2008) and had agreed to supply equipment as before. Posters would be displayed to advertise the event. Cllr. Mrs. M.Y. Byles offered to supply pasties for the event. Cllr. S.J. Parry reported that they were large amounts of kelp on Keveral Beach. Cllr. J.P. Candy agreed to inform the relevant officers at Caradon D.C. of this, so that necessary action could be taken for its removal.

10.5. PARISH PLAN & SUPPLEMENTARY PLANNING DOCUMENT

The Vice-Chairman expressed concern that in the editing of the Supplementary Planning Document, in order to make it acceptable as part of official Caradon D.C. policy, the document had been totally emasculated. Sarah Arden had deemed most of the comments relating to specific Parish requirements not suitable for inclusion. It had been the case that certain items had appeared in the drafts prepared by the sub-groups for the S.P.D. that had not been in the final Parish Plan and these items could not be supported, however there were many cases where relevant items were being omitted in the S.P.D.

ORDINARY MEETING OF 14th February 2008 (Continued)**10.6. LOCAL TRANSPORT ISSUES**

There were no issues reported.

10.7. TO RECEIVE SUGGESTIONS FOR A SPEAKER AT THE ANNUAL PARISH MEETING

Cllr. Mrs. M.Y. Byles suggested that a speaker from the Ambulance Service should be considered.

The Vice-Chairman stated that with the transition to a Unitary Authority and a Boundary Review now occurring, a speaker on the subject of Community Network Areas would be appropriate.

Cllr. J.P. Candy suggested that he might be able to find a speaker on this subject.

11. NEW BUSINESS:-**11.1. CARADON / NALC / CALC, ETC DOCUMENTS**

11.1.1. Caradon D.C. Chief Executive's Office – Letter dated 4th Feb.'08 – Development of Cornwall Council Arrangements / Meetings with Parish and Town Council Representatives
The Clerk stated that he had received notes on the meetings that had taken place at Saltash on 21st January 2008 and Liskeard on 28th January 2008 and invited members to read them.

11.1.2. Cornwall C.C. Annual Minerals & Waste Monitoring Report 2006/7

The Clerk asked members, who were interested in seeing this report, to let him know.

11.1.3. Communities & Local Government Dept. – Orders & Regulations relating to the conduct of Local Authority Members in England – Consultation Document.

The Clerk asked members, who were interested in seeing this report, to let him know.

11.2. NEWSLETTERS / REPORTS / BROCHURES, ETC:

There were no publications were available for inspection

11.3. CORRESPONDENCE RECEIVED BY DATE OF MEETING

11.3.1. Petition to "Save Parish Councils" by Allan Parsons.

The Clerk referred members to the e-mail circulated on this matter.

11.4. TO DEBATE THE CONSEQUENCES FOLLOWING FROM THE PARISH COUNCIL ELECTIONS BEING IN 2013

The Vice-Chairman informed the Meeting that he had now been informed that the Order was to be modified to allow for Parish Council elections to take place in 2009. There was no further debate on the subject.

11.5. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA:

11.5.1. One Cornwall Parish & Town Council Engagement Events

The Clerk drew the attention of members to a "One Cornwall" event that would be taking place on Thursday 13th March 2008 at Liskeard Town Hall. The Chairman & Vice-Chairman expressed interest in attending and the Clerk agreed to book places for them.

ORDINARY MEETING OF 14th February 2008 (Continued)**11.6. INFORMAL CORRESPONDENCE:**

11.6.1. Cllr. D.L.G. Elliott (Dowderry Ward): Informed the Meeting that the Revd. Alec Johnston, Vicar of the St. Germans Benefice had approached him, in December 2007, to ask if he would write to the Church Commissioners on behalf of the Parish Council supporting the proposed scheme to unite the three parishes of the benefice into one new parish. Being unaware of this proposed scheme, and realising that letters of support or objection for the consultation period were required within the next few days, he liaised with the Vice-Chairman in order to draft a reply, as there was no time in which to consult the full Council. The letter expressed caution and concern over the proposed scheme. The Chairman stated that he would circulate copies of the letter to members in the near future.

11.6.2. Cllr. J.P. Candy (Dowderry Ward): Raised two matters:-

- 1) That with a Boundary Review currently taking place, it would be sensible for the issue of Parish Warding to be an item on the next agenda
- 2) That the issue of the Parish taking over Caradon D.C. assets also be on the next meeting agenda.

11.6.3. Cllr. S.J. Parry (Seaton Ward): Informed the Meeting that a section of fence to the east side of the bridge over the Seaton river at Seaton was missing, and that this was of danger to children. Cllr. Candy agreed to inform Mr. Don Price at Caradon D.C. about this matter.

11.6.4. Cllr. R.J. Daniel (Dowderry Ward): Raised three matters:-

- 1) Booklets on the Electoral Commission and Boundary Review were available
- 2) The current proposal from "One Cornwall" was for Deviock Parish to be in a community network area that would stretch from Seaton to Gunnislake
- 3) Celia Boardman had been recently appointed as Parish Clerk to St. Germans Parish

There being no further business, the Chairman closed the meeting at 21.58 hrs