

**MINUTES of the ORDINARY MEETING of
The DEVIOCK PARISH COUNCIL held at The CHURCH HALL,
HESSENFORD at 7.30pm on Thursday,
14th October 2010.**

PRESENT: Parish Cllrs. R. J. Daniel, Chairman, Downderry Ward
Ms. M. E. Temlett, Vice-Chair, Downderry Ward
M. Y. Byles, Hesseford Ward (from 20.16 hours)
J.P. Candy, Downderry Ward
D. L. G. Elliott, Downderry Ward
Mrs. G.E. Hartland, Seaton Ward
C. J. Hazel, Seaton Ward
P. McClung, Downderry Ward
D. T. Parry, Hesseford Ward
S. J. Parry, Seaton Ward
Mrs. A. Robinson, Hesseford Ward
Ms. S. Simms (Community Network Manager, Clay District)
Mr. S. Foster (Community Network Manager, Liskeard / Looe)
Mr T. Pullin, Parish Clerk

1. DECLARATION OF INTEREST IN ITEMS ON THE AGENDA:

There were none.

2. 10 MINUTE PUBLIC PARTICIPATION PERIOD for public comment on the items below:

A member of the public addressed the Council regarding continuing traffic problems caused by large vehicles using Bake Lane, Trerulefoot. There being no further requests to address the Meeting, the Chairman closed the public participation period.

3. APOLOGIES:

C. Cllr. R. Pugh (*attending other meetings*)
P.C. Patrick Libby

4. MINUTES:

4.1. Minutes of the Ordinary Meeting of 9th September 2010

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.

5. REPORTS ON MATTERS ARISING FROM THE MINUTES:

There were none.

6. POLICE MATTERS:

6.1. POLICE MATTERS FOR THE COUNCIL

No representative from the police was available to attend. A monthly crime report would be distributed to members at a later date.

6.2. COUNCIL MATTERS FOR THE POLICE:

The Clerk informed the Meeting of a Cornwall Community Action Week (31st October to 6th November 2010) providing opportunities for councillors to undertake an "Insight Patrol" with local police during that week. The Chairman stated that there had been reports of a "Rave" taking place at the old wartime bunker in Downderry. The police had been informed.

ORDINARY MEETING OF 14th October 2010 (Continued)

7. PARTICIPATORY BUDGETING – A Presentation by Sarah Sims (Clay District C.N.A. Manager, Cornwall Council):

The Chairman welcomed Ms. Sarah Sims and Mr. Steve Foster to the meeting. Ms. Sims addressed the Meeting stating that the principle of Participatory Budgeting was to support local communities in pursuing projects that they would like to see achieved in their own areas and decide this by a local vote. P. B. was normally used as a means of allocating small grants.

Good communication was an essential part of this process. P.B. needed to be advertised to local organisations. There needed to be strong community ownership of the process. One way of involving the public would be to hold a fun day that included P.B. with a ballot box to vote on the showcased proposals.

Organisation of the P.B. process could involve the establishment of a steering group including representatives from local residents associations, Cornwall councillors and officers. P.B. could be used as means of setting Council priorities and as a sifting mechanism for grant allocation.

Mr. Steve Foster stated that Cornwall Council would allocate officer time to help with P.B. activities as required.

The Chairman thanked the Council officers for their attendance of the meeting.

8.1. PLANNING COMMITTEE

8.1.1. Minutes of the Meeting of 23rd September 2010

It was **proposed** by Cllr. D. T. Parry, **seconded** by Cllr. Mrs. M. Y. Byles and **AGREED** unanimously by the Meeting to accept the minutes, as a correct record.

8.2. PLANNING APPLICATIONS:

There were no applications to consider

8.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

8.3.1 PA10/06265 Mr. Sam Stidwell THE ANCHORAGE, SEATON PARK, SEATON
Construction of first floor extension to provide self-contained living accommodation.

The Clerk informed the Meeting that this was a revised application; the Parish Council had supported the previous application but the planning officer refused it.

Support for the application was **proposed** by Cllr. J. P. Candy, **seconded** by Cllr. P. McClung and **agreed** unanimously by the Meeting.

8.4. PLANNING APPEALS:

The Clerk informed the Meeting that appeal Ref 10/00005: 08/02193/FUL Land at 35-36 Buttlegate, Donderry, (*Construction of two detached dwellings and formation of new vehicular/pedestrian access to highway*), had been allowed by the inspector (11th October 2010).

9. PLANNING DECISIONS:

None had been received

10. PLANNING CORRESPONDENCE:

10.1. CORRESPONDENCE RECEIVED BY THE DATE OF THE MEETING

10.1.1. The Clerk informed the Meeting of an e-mail from Steve Foster (Community Network Manager, Liskeard & Looe) dated 12th Oct. 2010. The e-mail dealt with two matters:-

- a) Cornwall Council consultation on the provision of new affordable homes
- b) Cornwall Council consultation on the local connection definitions in the Homechoice policy documents

ORDINARY MEETING OF 14th October 2010 (Continued)**10.1. CORRESPONDENCE RECEIVED BY THE DATE OF THE MEETING (continued)**

Steve Foster stressed the importance of responding to the new affordable homes consultation. The Clerk was asked to forward the Web-link to members and to bring the matter back to the next meeting so that the Council's response could be decided.

10.1.2. Survey of local affordable housing need: E-mail from Chris Lunn (13th Oct. 2010) regarding help with this survey.

The Clerk summarised the content of this e-mail to members. After discussion it was agreed that a survey/questionnaire on local need should be circulated in the Nut Tree Newsletter. The Clerk was asked to contact Chris Lunn in order to obtain samples of standard questionnaires that could be adapted for use by the Parish Council. Cllr. D. L.G. Elliott suggested that a request for offers of suitable land could also be included.

10.2. MATTERS RAISED BY MEMBERS

No matters were raised.

11. FINANCE:

Income & Expenditure.

11.1.1. INCOME AUGUST & SEPTEMBER 2010

EDF Energy – Refund of daily standing charge for electric supply to Narkurs telephone kiosk	154.75
Cornwall Council : 2010/11 Precept – Second Half Year Payment	11,643.00
HMS Revenues & Customs: 2009/10 VAT Refund	868.32
Bank Interest	7.85
Total £	12,673.92

11.1.2. EXPENDITURE: AUGUST & SEPTEMBER 2010

	<u>VAT £</u>	<u>Nett £</u>	<u>TOTAL £</u>
Liskeard Signs & Trophies (Notice board panels for Narkurs phone kiosk)	11.55	66.00	77.55
Office Depot (UK) Ltd (Office hole punch)	1.19	6.78	7.97
Cornwall Council – Clerk's Salary July 2010	0.88	1,234.42	1,235.30
K. Johnson (Clearing work at Axe Field and Redland Path)	0.00	75.00	75.00
J. Bird (Downderry W.C. Installing soap dispensers and repairs to urinals)	0.00	30.00	30.00
Cornwall Council (Downderry W.C. Cleansing supplies & liquid soap)	24.74	141.39	166.13
Cornwall Council (Nut Tree Newsletter July & August 2010)	0.00	228.90	228.90
Cornwall Council – Clerk's Salary August 2010	0.88	1,133.76	1,134.64
St. Nicolas C of E School – Straw Hut Project – Agreed Grant	0.00	2,500.00	2,500.00
The Wednesday Club – Agreed Grant	0.00	200.00	200.00
Cornwall Air Ambulance Trust – Agreed Grant	0.00	200.00	200.00

Standing Order Payments:

MR. J. BIRD – August 2010 Cleansing Contract Payment	0.00	222.25	222.25
MR. J. BIRD – September 2010 Cleansing Contract Payment	0.00	222.25	222.25
AUGUST & SEPTEMBER 2010 EXPENDITURE TOTALS	£ 39.24	6,260.75	6,299.99

Ratification of this expenditure was **proposed** by Cllr. J. P. Candy, **seconded** by Cllr. P. McClung and **approved** by the Meeting.

ORDINARY MEETING OF 14th October 2010 (Continued)

11.2.1. Bank Statements & bank account / interest management

Date	Account	Balance £	
29 Sep 10	Barclays Community	1,000.00	
29 Sep 10	Barclays Business Saver	33,129.86	Interest 7/06/10 – 5/09/10: £3.09
29 June 10	Barclays Step Saver	5,831.42	Interest 7/06/10 – 5/09/10: £0.73
29 June 10	Barclays Rocknose BPA	18,965.84	Interest 7/06/10 – 5/09/10: £2.36
29 June 10	Barclays Sports & Rec BPA	13,424.22	Interest 7/06/10 – 5/09/10: £1.67
26 July 10	Lloyds TSB Fixed Term Deposit (Re-invested from previous Lloyds TSB Fixed Term Deposit)	61,149.63	Matures on 26 th Jan 2011 Interest at 1% = £308.26
16 Apr 10	Barclays Treasury Deposit*	62,408.27	Matures on 07 th Jan 2011 Interest at 1.1% = £500.29

10.3. LETTERS OF THANKS

11.3.1. Letters of thanks had been received from:-

- St. Nicolas C of E VA School, Donderry (Straw Hut/Project Grant)
- The Wednesday Club (Grant towards winter programme of events)
- Cornwall Air Ambulance Trust (Grant towards ongoing costs)

11.4. REQUESTS FOR FUNDING

None had been received.

11.5. ACCOUNTS TO BE PAID

	VAT £	Nett £	TOTAL £
Cornwall Council – Donderry Public Toilets/ Cleaning Supplies	4.26	24.34	28.60
Mr John Bird – Materials for tiling in Donderry Public Toilets + bleach	0.00	18.45	18.45
Viking Direct – Office stationery	5.33	30.43	35.76
Total £	9.59	73.22	82.81

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

11.6. FINANCIAL CORRESPONDENCE

None had been received

11.7. FINANCIAL BUSINESS RECEIVED AFTER THE PUBLICATION OF THE AGENDA

None had been received

11.8. TO SET A DATE FOR A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE IN ORDER TO AGREE A RECOMMENDATION FOR THE 2011/12 PRECEPT

The Clerk informed members that the Deviock Parish Council request for Precept had to be submitted before the end of 2010. Normally a recommendation by the F&GP Committee was brought back to Full Council for ratification. As all members of the Council were now also members of the F&GP Committee, it would be sensible for this full council meeting to grant delegated authority to the F&GP Committee to make the final decision. A suitable date for a meeting of the F&GP Committee would be 25th November, after the Planning Committee meeting.

After discussion Cllr. J. P. Candy **proposed** that the Council grant delegated authority to the F&GP Committee to make the final decision regarding the Precept request for 2011/12, subject to this being allowed legally; this was **seconded** by Cllr. D. L.G. Elliott and **agreed** unanimously by the Meeting.

ORDINARY MEETING OF 14th October 2010 (Continued)

12. HIGHWAY MATTERS:

12.1. TRAFFIC & PARKING ISSUES: DOWDERRY, SEATON & HESSENFORD

12.1.1. Deviock Hill: Flood debris blocking drain at junction of Deviock Hill and Main Road, DOWDERRY

The Clerk informed the Meeting that C. Cllr. R. Pugh had been informed by Rebecca Dickson of Highways Dept. that the mud etc. emanated from an entrance (half-way up Deviock Hill). Rebecca has asked if the Parish Council wished to instigate enforcement proceedings to make the landowner carry out work to prevent this re-occurring. Richard Pugh asks if the Council wished him to action this. After discussion the Chairman **proposed** that Ms Dickson be notified that the Council did not wish to instigate enforcement proceedings but that a survey of drains on Deviock Hill be undertaken and appropriate action taken to ensure that surface water was diverted off the road; this was **seconded** by Cllr. J. P. Candy and **agreed** unanimously by the Meeting.

12.2. PUBLIC CONSULTATION OVER THE PROPOSED TRAFFIC REGULATION ORDER FOR THE PARISH

The Clerk informed the Meeting that public meeting venues had not yet been booked. Cllr. P. McClung stated that public consultation was not required at this stage as, once submitted to the Highways Dept., a public consultation period would then occur. After discussion Cllr. Mrs. M. Y. Byles **proposed** that the final draft Traffic Regulation Order (including a request for action at Bake Lane End), be submitted to the Highways Authority; this was **seconded** by Cllr. C. J. Hazel and **agreed** unanimously by the Meeting.

12.3. TO CONSIDER THE RESULTS OF SPEED MONITORING AT HESSENFORD

Members had been circulated with the results of the recent speed monitoring at Hessenford. It was agreed that the results indicated that an interactive speed limit sign at that location would help to slow traffic. Cllr. Mrs. M. Y. Byles questioned whether the installation of such a sign would require inclusion in the proposed T. R. O. The Clerk agreed to contact the Highways Dept. regarding this matter.

Cllr. Mrs. Byles also asked if the Clerk could chase up the renewal of road markings and installation of a "Give Way" sign at Bake Lane End. The Clerk agreed to do this.

12.4. PUBLIC TRANSPORT ISSUES

No matters were raised.

13. CURRENT / ONGOING BUSINESS:-

13.1. PARISH PROJECTS

13.1.1. The Axe Field

The Clerk reported that tree stakes in the woodland area had been spray painted to indicate the presence of dead saplings. It was agreed that these trees should be replaced.

The Clerk informed the Meeting that he was in receipt of a quotation from Mr Roger Prowse for the installation of a walkway bridge and associated gates on the Redland Path. Discussion took place regarding the lack of a detailed specification for the work. Cllr. D. L. G. Elliott suggested that he and the Clerk should meet with Mr Prowse to finalise the specification, including the provision of steps as required. Cllr. Elliott **proposed** that the quotation be accepted subject to changes to the specification and that he and the Clerk be **granted delegated authority** to negotiate with the contractor a final invoice price **not exceeding £10,000.00**; this was seconded by Cllr. D. T. Parry and **agreed** unanimously by the Meeting.

ORDINARY MEETING OF 14th October 2010 (Continued)

13.1.2. Tanver Yate

The Chairman stated that he would contact the former land owner in order to request a change to the covenant on this land to allow for the construction of a solar farm at that site.

13.1.3. Rocknose Walkway

The Clerk informed the Meeting that he had received no response from Mr. Charlie David (Environment Dept. Cornwall Council), to his request for access from the proposed path onto the sea wall at Seaton. It was suggested that the Clerk contact C. Cllr. Richard Pugh on this matter.

13.2. SEATON COUNTRYSIDE PARK

The Clerk had received no new matters for consideration.

13.3. OUTDOOR GYM EQUIPMENT

The Clerk informed the Meeting of the content of an email received from Mr. Trevor Jones (Open Spaces Officer, Cornwall Council), in answer to questions previously raised. Mr Jones stated that:-

- a) The equipment would need planning permission prior to installation
- b) Cornwall Council would be happy to have the equipment on its land for at least 5 years
- c) As yet there was no definite location for the new toilet block (if it was to go ahead) but that it would be located on the area between the two vehicle entrance gates. The gym equipment could be located beside the path away from this area.
- d) Cornwall Council would not cover the public liability insurance for the equipment as it would remain the property of the Parish Council.
- e) At present Cornwall Council would be able to carry out regular safety inspections of equipment on a rechargeable basis, but this might change in the future.
- f) Any equipment installed would need to have meet EN1176 safety regulations to Comply with Cornwall Council policy (*this was not a national safety requirement but one added by Cornwall Council*).

The Chairman suggested that the Clerk speak to C. Cllr. Pugh in order to progress the matter of the location for the new toilet block at Seaton.

13.4. HESSENFORD GRAVEYARD EXTENSION STRIP

It was agreed to defer this item.

13.5. ALLOTMENTS FOR THE PARISH

The Clerk informed the Meeting that a site meeting had been set for Saturday 23rd October 10am with the owner of land at Keveral Gardens in order to consider possible use as allotments. Visits to the other sites could be made following this.

13.6. CAR PARK FOR HESSENFORD

Cllr. Mrs M. Y. Byles informed the Meeting that she had written again to Mrs James (landowner at Hesseford) regarding the possible use of her land as a car park for Hesseford. She had asked Mrs James for a price for a) the purchase of the site behind the new parking area; b) access to the field behind & c) purchase of the field. So far no response had been received.

13.7. PARISH PLAN

There was no update to report.

ORDINARY MEETING OF 14th October 2010 (Continued)

13.8. NUT TREE NEWS LETTER – REPORT ON RECENT EDITORIAL COMMITTEE MEETING

The Chairman informed the Meeting that at the recent meeting St. Germans Council members of the committee had expressed concern over how the future of St. Germans church had been reported in the newsletter. It had been agreed that details of items for inclusion of a potentially contentious nature should be circulated to members of the committee prior to publication. It was agreed that there should be no commercial advertising in the publication. The new Code of Conduct for Local Authority Publications should be consulted.

13.9. TELEPHONE KIOSK, NARKURS

Further to consultations with local residents at Narkurs by Cllr. P. McClung, Cllr. J. P. Candy **proposed** that no notice board be installed in the kiosk; this was **seconded** by Cllr. McClung and **agreed** by the Meeting. Cllr. S. J. Parry recommended that the Clerk check the Parish Council public liability insurance to ensure that it was covered for possible accidents relating to the kiosk.

14. REPORT BY CORNWALL COUNCILLOR:-

C.Cllr. R. Pugh had sent his apologies. There was no report.

15. NEW BUSINESS:-

15.1. CORNWALL COUNCIL / NALC / CALC, ETC DOCUMENTS

15.1.1. CALC – The County Bulletin, October 2010

15.1.2. Cornwall Council – ASKSARA – Adult Care and Support Poster.

The Clerk was authorised to display this poster on the notice boards.

15.2. NEWSLETTERS / REPORTS / BROCHURES, ETC:

The following publication was available for inspection:-

The Cinnamon Trust Newsletter – Christmas 2010

15.3. CORRESPONDENCE RECEIVED BY DATE OF MEETING

15.3.1. City of Plymouth – Jonathan Bell (Head of Development Planning)

Request for support to safeguard the future of Devonport Naval Base.

It was agreed that a letter of support be sent and suggested that a copy be sent to Sheryl Murray M.P.

15.4. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA

The Clerk reported that a letter had been received by Cllr. D. T. Parry from Mr. Jeff Small regarding the lack of recent agendas and minutes on the Parish website. The Clerk stated that he was not in control of updating the website and that although he had sent items for publication they had not been added. Mr. Ross Marven (the web master) had been in the process of moving house and had therefore been unable to update the site for the past few months. The Clerk hoped that the situation would resolve itself in the near future. It was suggested that if the problem persisted, an alternative access to the website would be required. Cllr. Parry agreed to contact Mr. Small with this explanation.

15.5. MATTERS RAISED BY MEMBERS FOR POSSIBLE INCLUSION ON THE NEXT AGENDA

No matters were raised.

There being no further business, the Chairman closed the meeting at 21.50 hrs