

Deiock Parish Council

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MINUTES of the ORDINARY MEETING of DEIOCK PARISH COUNCIL held virtually at 7.30pm on Thursday 8th APRIL 2021

PRESENT: Parish Cllrs. Ms. M. Temlett (Chair), Donderry Ward
Mr. J. Candy, Seaton Ward
Mr. D. Parry, Hessenford Ward
Mrs. A. Thorpe, Hessenford Ward
Mrs. A. Robinson, Hessenford Ward
Mr. J. Croft, Seaton Ward
Mr. M. Gibbons, Donderry Ward
Mr. J. Millidge, Donderry Ward
Ms. H. Brockbank, 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
None were received.
- 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

The DaSRA Chair addressed the meeting on the subject of the Seaton play area appeal on behalf of the steering group and residents, saying they were actively ready to start raising funds. Since the community fundraising initiative had been launched in 2019, the steering group hoped to raise £10,000, with additional support from the Parish Council, with the intention of the play park being maintained by Cornwall Council.

However, as signalled in the news, play areas across the UK are struggling, with reports of crowdfunding to keep playgrounds open. DaSRA asked how the landscape could be changed so the play area isn't left in limbo and young people are given a positive future. DaSRA was aware that difficult decisions needed to be made and the steering group would support any initiative.

As it was Cornwall Cllr Richard Pugh's last meeting before retiring, DaSRA thanked him for his support for the residents association over the years, which had been much appreciated.

3. TO ACCEPT APOLOGIES FOR ABSENCE:

All Councillors were present.

4. MINUTES:

- 4.1. To approve the Minutes of the Ordinary Meeting of 11th March 2021 as a correct record. Approval of the Minutes was **proposed** by Cllr D Parry, **seconded** by Cllr J Millidge and **agreed** by the meeting.
- 4.2. Matters arising from the Minutes (*not appearing elsewhere on the agenda*)
The Clerk said she would be contacting the Fire Service to request a 'drive through' in Donderry to ensure there is access for a fire engine on the narrow roads, especially Top Road.

5. FINANCE:**5.1. Income & Expenditure****5.1.1. Income: February & March 2021**

	£
Barclays Bank Interest	1.83
FEBRUARY & MARCH 2021 INCOME TOTALS	1.83

First half of precept and CTS grant due in account on 6th April: £20,250 + £283.29 respectively.
Noted.

5.1.2. Expenditure: February & March 2021

	VAT £	Net £	TOTAL £
Bill Knight – Tanver Yate plans (inv. ref 21-DP-01)	0.00	200.00	200.00
Cornwall Council Planning Portal – Tanver Yate plans	4.17	251.83	256.00
Just Rods – two callouts to Seaton toilets – Nov 2020 and Jan 2021 (inv. 2798)	0.00	160.00	160.00
St Germans Group Parish - Vestry rental charge – 01/05/20-30/04/21	0.00	1,300.00	1,300.00
Cormac – Zoono cleansing – Seaton, 24/12/20 (inv. 114377)	15.00	75.00	90.00
Cormac – Zoono cleansing – Downderry, 24/12/20 (inv. 114376)	15.00	75.00	90.00
K Johnson (Oak) – PROW 2020	0.00	2,000.00	2,000.00
Parish Magazine Printing – Nut Tree Newsletter – Feb 2021 Edition (invoice 6838)	0.00	96.00	96.00
John Croft – reimbursement for Zoom Pro (01-28/02/21)	0.00	14.39	14.39
Parish Noticeboard Company – Seaton noticeboard (inv. 9196) – 2nd 50% on delivery	61.00	305.00	366.00
Clerk salary recharge to Cornwall Council (inv. 8100091637), January 2021	1.00	1,369.75	1,370.75
Cormac – Zoono cleansing – Seaton, 27/11/20 (113265)	15.00	75.00	90.00
Cormac – Zoono cleansing – Downderry, 27/11/20 (113264)	15.00	75.00	90.00
Cormac – Seaton countryside park inspections (inv. IN113736), January	7.65	38.23	45.88
Cormac – Seaton countryside park inspections (inv. IN115087), February	7.65	38.24	45.89
John Croft – reimbursement for Zoom Pro (01-31/03/21)	0.00	14.39	14.39
Parish Magazine Printing – Nut Tree Newsletter – Mar 2021 Edition (invoice 6947)	0.00	96.00	96.00
Chris Hirst - memorial garden shelter roof, January 2021	0.00	1,680.00	1,680.00
Clerk salary recharge to Cornwall Council (inv. 8100091637), February 2021	1.00	1,369.75	1,370.75
CALC – Code of Conduct training (inv. 2021-268)	4.00	20.00	24.00
Biffa – sanitary waste (inv. 660C86496)	5.02	25.12	30.14
Cornwall Council (pd via PO) – Downderry toilets business rates	0.00	736.03	736.03
Flagmakers – replacement flags, Seaton (inv. 1122436)	76.33	381.59	457.92
Parish Magazine Printing – Nut Tree Newsletter – Apr 2021 Edition (invoice 7047)	0.00	131.75	131.75
Direct Debit Payments:			
British Gas d/d – Downderry toilets electricity 22/12/20-21/01/21	0.74	14.80	15.54
British Gas d/d – Downderry toilets electricity 22/01/21-20/02/21	0.72	14.41	15.13
BT Feb 2021	9.12	36.47	45.59
BT Mar 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 – February 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	574.05	574.05
MR. J. BIRD – March 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	574.05	574.05
FEBRUARY & MARCH 2021 EXPENDITURE TOTALS	285.28	11,967.14	12,252.42

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

5.2. Bank Statements & bank account / interest management

Date	Account	Balance £	Interest
30 Mar 21	Barclays Community	1,000.00	£0.00
30 Mar 21	Barclays Business Premium	21,584.62	£0.89
30 Mar 21	Barclays Rate Reward	61,894.38	£0.47
30 Mar 21	Lloyds TSB Current Account*	67,538.58	Fixed Term Deposit matured on 1 st July 2020 (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>
SLCC – Creating Accessible Documents webinar training (inv. BK200658)	6.00	30.00	36.00
CALC – Finance webinar training (inv. 2021-460)	6.00	30.00	36.00
Cormac – Zoono cleansing – Seaton, 19/02/21 (117607)	15.00	75.00	90.00
Cormac – Zoono cleansing – Dowlerry, 19/02/21 (117608)	15.00	75.00	90.00
PWS – toilets cleaning materials (inv. 304000)	22.85	114.24	137.09
Peck Trading – toilets sanitiser (inv. 393700)	8.58	42.90	51.48
CALC – annual membership 2021/2022 (inv. 2122-030)	83.92	508.96	592.88
John Croft – reimbursement for Zoom Pro (01-31/04/21)	0.00	14.39	14.39
DM Payroll Services (inv. 1427)	0.00	100.00	100.00
Total	157.35	920.49	1,147.84

Clerk salary recharge invoice (March) to follow.

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

5.4. Honorarium

An honorarium for the Parish Council's longstanding website support person Mr R Marven was discussed. Mr Marven had supported the Parish Council for over 12 years on a voluntary basis, for which the Parish Council has been extremely grateful. The Clerk added that the existing website had required some additional temporary fixes in the last 18 months over and above the usual support. It was **proposed** by the Chair to give agreement in principle for a £250 honorarium as a gesture of thanks for Mr Marven's longstanding web support. This was **seconded** by Cllr H Brockbank and **agreed unanimously** by the meeting.

Action: The Clerk was asked to look into which part of the budget this payment would come from, also to contact Mr Marven to discuss further in terms of the preferred form the honorarium would take.

5.5. Correspondence

An email of thanks had been received from Mrs C Croft regarding the approved grant of up to £100 for Bridge Road bedding plants. Mrs Croft felt the flowers would bring some much-needed colour after a difficult year for all.

6. HIGHWAYS MATTERS

6.1. St Barnabas Trust meeting

Cllrs J Candy and J Millidge had met on-site with representatives of St Barnabas MAT to discuss the feasibility of a new footpath in Dowlerry between the school and West Camps Bay. The MAT had agreed to the proposal in principle and would move fencing if required to accommodate construction. The next step was a MAT board meeting the following week, after which a site meeting with the new Highways Manager (Will Glassup) would need to be arranged. The community would then be approached.

7. CURRENT / ONGOING BUSINESS

7.1. Elections

Key dates were discussed:

8th April: Closing date for nominations

9th April: List of candidates would be published, including who would be standing as candidates for Cornwall Councillor and Police and Crime Commissioner.

6th May: Election Day

7th May: Declaration of results

7.2. Meetings

Virtual meetings

Virtual meetings were due to end on 7th May, with no legal extension, although a High Court hearing would be taking place on 23rd April which may/may not affect the decision. The Clerk referred Councillors to a letter from Sheryll Murray MP and Parliament on the topic of returning to face-to-face meetings. If Councillors (and the Clerk) were prepared to meet physically from May once restrictions were eased, notification would need to be made as soon as possible to the Zone and a risk assessment written.

May meetings provisionally scheduled:

Annual Parish meeting: it was discussed to postpone this meeting (as in 2020) until such time as a larger gathering of people was safe.

Annual meeting (mandatory): while provisionally set for 13th May, the Zone might require the meeting to be changed to 20th to fit with the proposed easing of restrictions for gatherings. This meeting would include approval of Y/E accounts further to an internal audit. The date would be clarified in due course.

Planning: a face-to-face meeting on the 27th, as planned.

Cllr J Candy **proposed** that two meeting only would go ahead in May. This was **seconded** by the Chair and **agreed unanimously** by the meeting.

7.3. Seaton play area – update

Cllr J Millidge felt that the moving forward with the next phase of works was currently in limbo and a licence was not yet feasible. He stressed that safe maintenance and preventing the risk of degradation of the play park were important.

An option for discussion would be to devolve the play area to the parish, but there would need to be an acceptable package to enable this to happen. The Chair clarified that the Community Link Officer (David Read) had agreed to have a devolution conversation with Cornwall Council, to include receiving some money from the car park. Cllr M Gibbons commented that any devolution would require ongoing high-level investment, with potentially huge liability.

Cllr J Candy **proposed to defer** the discussion for the new Parish Council and Cornwall Councillor to take forward following the Elections in May. This was **seconded** by the Chair and **agreed unanimously** by the meeting.

Action: In the meantime, it was requested that the Clerk asks David Read for costs for the last 3-5 years, to include inspection costs, maintenance, insurance and any other associated costs.

7.4. Public toilets

The Chair thanked Cllr J Millidge for the latest risk assessment carried out for the public toilets.

The Clerk gave feedback from the parish contractor, who felt that opening the Men's toilet at Seaton would help with any queues as the area became busier. He had suggested a 'one in one out' policy for the Men's toilet, a policy currently in place in Liskeard. He felt there was no need to open a second toilet at Downderry at this time, based on the existing queues there.

Cllr Millidge **proposed** that the Men's toilet at Seaton was opened, with a one in one out policy. This was **seconded** by Cllr J Croft and **agreed unanimously** by the meeting.

Action: The Clerk said she would need to book in a Zoono cleanse for the Men's toilet, speak to the parish contractor and prepare new signage, but she hoped the toilet could open for the weekend of 17th April.

7.5. Dog fouling

It was discussed that while the parish had dog waste bins, there had been no enforcement, with only two visits by dog wardens in four years. Cllr Croft felt that residents should be encouraged to report problems with dog fouling and a dog warden requested to make patrols. Also discussed was the use of signage that is educational and informative.

It was agreed that an article would be written for the Nut Tree, encouraging residents to report dog fouling on the Cornwall Council website. DaSRA was also asked if they might publicise the need to pick up dog mess.

Councillors suggested a two-stage process might make a difference: 1. Spread the word about the problem of dog fouling and 2. Signage.

Action: The Clerk was asked to request the attendance of a dog warden to patrol the key areas of concern in Downderry and Seaton.

7.6. Tank traps – update

The Parish Council had been trying to obtain agreement in principle to move the tank traps from the beach to the triangle at Seaton. The Cornwall Council officer had asked about insurance; the Parish Council would cover this cost.

7.7. Millennium benches – update

Councillors were referred to Cllr J Croft's email of 6th April, outlining the costs for refurbishing the benches (two doubles with central supports and one single), in particular the immediate costs for shot blasting. The first step would be to put in an order for shot blasting the 'ends' at a cost of £95 per end (total £760), after which they would need priming/painting as quickly as possible.

Cllr D Parry, who was not standing for re-election as a Councillor, offered to do the painting for the Parish Council, as he would enjoy the work and was keen to see the project come to fruition. The Parish Council thanked him for the kind offer, which was accepted.

Action: It was agreed to proceed with the order for shot blasting and the purchase of primer.

7.8. Tanver Yate – update

The Parish Council's planning application had been posted on the Planning site. There had been no comments so far.

7.9. Neighbourhood Development Plan and Referendum – update

Cllr M Gibbons had been in contact with the NDP working group, and the final file was still too large to process. Until such time as the file problem was resolved, the NDP could not go to Cornwall Council. An email had been received from a resident requesting additional material to be added to the NDP. Given the extensive consultation period had ended in October 2019, it was felt no further changes could be made at this point and a pity the feedback was not received during the consultation window.

7.10. New website – update

The web developer had started uploading archive documentation. The Clerk had begun the process of making files 'accessible', working back in time from current files to the end of 2018. These files would then be forwarded to the developer for uploading.

8. REPORT BY CORNWALL COUNCILLOR:

Cornwall Cllr Richard Pugh discussed the following points:

- a. Cornwall Cllr Pugh felt that while there had been some delay, the play area was in good hands.
- b. Restart grants had gone out on the day of this meeting.
- c. It was free to park in Cornwall Council car parks until 18th May.
- d. Locks had been put on the slipway gate.
- e. Cornwall Cllr Pugh had requested that the broken barriers in Seaton car park be fixed; a response from Parking had been received to say that an alternative to wooden barriers may be approved instead, such as shrubbery.

Cornwall Cllr Pugh said this had been his final report as Cornwall Councillor. He had enjoyed his four years in post and wished everyone the best in the future. Parish Councillors thanked Cornwall Cllr Pugh for his commitment and support of the parish.

After saying goodbye, Cornwall Cllr Pugh left the meeting.

On the topic of the slipway, Cllr M Gibbons advised that the slipway in Dowlunderry had been unlocked and that the harbour master had tried to resolve this. Cllr H Brockbank added that there were some sharp pieces on the hitching rail. It was noted that Mike Hill would be the person to speak to about this; the Clerk would forward his contact details to Cllr Brockbank if she did not have them already.

9. PLANNING:

9.1. Planning Committee:

9.1.1. To approve the Minutes of the Planning Committee Meeting of **25th March 2021** as a correct record. A **proposal to approve** the Minutes of 25th March was made by Cllr D Parry, **seconded** by Cllr A Thorpe and **agreed** by the meeting. There was one abstention.

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. PA21/02249 Mr and Mrs Scott Parry Bon Accord, Keveral Lane, Seaton PL11 3JJ
Proposed Annex known as the Bathing Hut.

(Planning Officer: Josep Sandercock)

Councillors discussed that the plans were extensive and a detached structure rather than an annex. It was felt, however, that the building would sit in the hill and be reasonably sympathetic, with chalet-like materials to be used. There had been no objection from the neighbour, nor any comments posted on the Planning site.

Cllr A Thorpe **proposed to accept** the application. This was **seconded** by Cllr J Croft and **agreed** by the meeting. There were two abstentions.

9.2.2 PA21/02290 Karen Pugh (Devioc PC) Tanver Yate Field Devioc Hill Dowlunderry
Change of use of a 2,175m² part of site for the erection of a storage barn, hardstanding for parking area and removal of 2.5m of hedgebank to create a wider access.

(Planning Officer: Jonathan Luker)

Devioc Parish Council would not be consulting on this application.

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**06.04.2021 PA20/11466 WITHDRAWN**

Applicant: Donderry Const Ltd

Location: Land Pt Os 8720 Treliddon Lane Donderry Cornwall

Proposal: Residential development for eight, 3-bedroom semi-detached dwellings

01.04.2021 PA21/01243 APPROVED

Applicant: Dr Rebecca Jones

Location: The Pines Seaton Park Seaton Torpoint Cornwall

Proposal: Proposed first floor rear extension and internal alterations.

Noted.

9.6. Planning correspondence:**9.6.1. Adoption Draft European Sites Mitigation Supplementary Planning Document (SPD)**

The SPD (linked to Policy 22 of the Cornwall Local Plan) had been published by Cornwall Council for a 4-week consultation period 26th March-23rd April 2021. The Clerk asked if Councillors wished to comment. Given the size of the document, the Chair suggested that Councillors read the document for discussion at the Planning meeting on 22nd April.

9.7. Planning matters raised by members:

No matters were raised.

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

Security of Donderry slipway gate (e.g. signage/temporary lock).

There being no further business, the Meeting closed at 9.20pm.