

**MINUTES of the ORDINARY MEETING of
The DEVIOCK PARISH COUNCIL held at
THE COASTAL ZONE, DOWDERRY,
at 7.30pm on Thursday, 8th November 2018.**

PRESENT: Parish Cllrs. Ms. M.E. Temlett (Chair), Dowderry Ward
Mr. D. T. Parry (Vice-Chair), Hessenford Ward
Mr. J. P. Candy, Seaton Ward
Mr. M. Gibbons, Dowderry Ward
Mrs. B. M. Lloyd, Dowderry Ward
Mr. J. London, Dowderry Ward
Mr. S. J. Parry, Seaton Ward
Mrs. A. Robinson, Hessenford Ward
C. Cllr. Richard Pugh
Tim Pullin (Parish Clerk)

**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

No declarations were made.

1.2. To receive requests for dispensations for disclosable pecuniary interests (if any)

No requests were made.

1.3. To grant any requests for dispensations as appropriate

None were made.

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

2.1. The Vice-Chair of the Dowderry & Seaton Residents Association, Mr. D. Gatland, addressed the meeting.

Referring to item 12.3.2. of the Council's minutes for the meeting on 11th October 2018 he stated that the Residents Association had not received an official invitation to address the Parish Council at 19.15 hrs. before the current meeting, this having been agreed at the previous meeting. The Clerk apologised for this oversight.

Mr. Gatland then gave a report on the public consultation meetings organised by Cornwall Rural Housing Association that had taken place in order to gauge public support for the proposed development of affordable housing on land west of Broads Yard car park, Dowderry. Mr. Gatland stated that well over 110 people had attended these events. Having spoken to many local residents at these meetings Mr. Gatland summarised what he felt was the general view that affordable housing in the parish was a good idea but not at the proposed Broads Yard location.

2.2. A member of the public requested information on current progress with the Deviock Neighbourhood Plan and what the Cornwall Council targets for new housing in the parish were. It was stated that in the Liskeard / Looe Community Network Area most new development was associated with the towns but that a quota of 600 was the development target for new housing in the surrounding villages.

There being no other members of the public wishing to address the meeting, the Chair closed the public participation period.

ORDINARY MEETING OF 8th November 2018 (Continued)**3. TO ACCEPT APOLOGIES FOR ABSENCE:**

3.1. Cllrs. Ms. H. M. Brockbank (family commitment) & Mrs. A. Thorpe (illness).

A **proposal to accept** these apologies for absence was made by the Vice-Chair; **seconded** by Cllr. J. London and **agreed** unanimously by the meeting.

3.2. **Resignation of Cllr. David Humphreys (Seaton Ward) Letter received 22nd October 2018**

The Chair read out the letter from Mr. Humphreys and asked for an expression of thanks for this work while on the Council to be recorded in the minutes.

4. MINUTES:

4.1. **Minutes of the Ordinary Meeting of 11th October 2018**

It was **proposed** by Cllr. Mrs. B. M. Lloyd; **seconded** by Cllr. Mrs. A. Robinson and **AGREED** by the Meeting to accept the minutes as a correct record.

5. REPORTS ON MATTERS ARISING FROM THE MINUTES:

5.1. Item 8.1.2. of the 11th October minutes was raised. Information regarding the response from Cornwall Council on action to preserve the permissive paths at Trerieve Farm, Downderry, was requested. The Clerk stated that to date he had not received a response. After discussion it was suggested that the Clerk write directly to the new tenant farmer of Trerieve Farm requesting that he clear the paths and allow public access.

6. POLICE MATTERS:

Cllr. Mrs. B. M. Lloyd informed members that land clearance at Trerieve, Downderry, had been reported to the police as it was thought that this was being carry out without necessary permission.

7. FINANCE:

7.1. **FINANCE & GENERAL PURPOSES COMMITTEE**

7.1.1. **To approve the Minutes of the meeting of 25th OCTOBER 2018 as a correct record**

It was **proposed** by Cllr. Mrs. A. Robinson; **seconded** by Cllr. Mrs. B. M. Lloyd and **AGREED** by the Meeting to accept the minutes as a correct record.

7.1.2. **To ratify the 2019/20 Precept recommendation of the F. & G. P. Committee**

The Clerk referred members to the draft Precept as outlined in the minutes of the 25th Oct 2018 meeting.

Cllr. J. P. Candy informed members that business rates on public toilets had been abolished in the recent Government Budget and therefore the parish precept could be reduced to reflect this. After discussion it was agreed to reduced the recommended 2019/20 Precept figure by £600.00.

Cllr. Mrs. B. M. Lloyd **proposed** that the Parish Council submit a **2019/20 Precept demand of £40,960.00**; this was **seconded** by Cllr. J. P. Candy and **agreed** by the Meeting (three against and one abstention).

7.2. **Income & Expenditure.**

7.2.1. **INCOME: SEPTEMBER & OCTOBER 2018**

Barclays Bank Interest	46.40
Cornwall Council: Precept 2018/19 - 2 nd Half-Year Payment	20,000.00
Cornwall Council: Council Tax Support Grant - 2 nd Half-Year Payment	451.03
Murex Bake Ltd: Wind Turbine Community Benefit Payment – Year ending 31 st March 2018	3,000.00
Murex/Wilton Ltd: Wind Turbine Community Benefit Payment – Year ending 31 st September 2017	3,000.00
H.M. Revenue & Customs: VAT Reclaim payment – up to 31 st August 2018	4,681.20
Kearn Estates Industrial Holdings Ltd: Donation - Seaton Countryside Park equipment maintenance	5,000.00
SEPTEMBER & OCTOBER 2018 INCOME TOTALS	Total £ 36,178.63

ORDINARY MEETING OF 8th November 2018 (Continued)**7.2. Income & Expenditure (continued).****7.2.2. EXPENDITURE: SEPTEMBER & OCTOBER 2018**

	VAT £	Nett £	TOTAL £
Parish Magazine Printing – Nut Tree Newsletter – Sept. 2018 Edition (invoice 3618)	0.00	90.75	90.75
Cornwall Council – Clerk's salary – August 2018	1.00	1,650.37	1,651.37
K. Johnson – PROW & Small Works 2018 – Invoice for Second Cuts	0.00	600.00	600.00
P.W.S. – Cleaning materials for public toilets (Inv. No. 195048)	19.43	97.14	116.57
Green Scheme Solutions Ltd (Inv.996) Seaton Outdoor Gym Equip. Maintenance Contract	45.00	225.00	270.00
Green Scheme Solutions Ltd (Inv.997) Seaton Outdoor Gym Equip. Parts & installation	156.80	784.00	940.80
Downderry Methodist Church – Meetings Hall Hire (Sept. 2018 – July 2019)	0.00	504.00	504.00
Cormac Solutions Limited – Seaton Park – Outdoor Gym Safety Inspections (2017/18)	14.40	72.00	86.40
PKF Littlejohn LLP – Deviock External Audit (Year Ending 31 st March 2018) Fee	60.00	300.00	360.00
South Western Ambulance Service – Downderry Replacement Defibrillator & Cabinet	360.00	1,800.00	2,160.00
Biffa Waste Services Ltd – Seaton Toilets – Sanitary Waste Collection July 2018	9.10	45.52	54.62
Parish Magazine Printing – Nut Tree Newsletter – Oct. 2018 Edition (invoice 3734)	0.00	90.75	90.75
Biffa Waste Services Ltd – Seaton Toilets – Sanitary Waste Collection Aug. 2018	11.38	56.90	68.28
P.W.S. – Cleaning materials for public toilets (Inv. No. 181167)	24.36	121.82	146.18
Cornwall Council – Clerk's salary – September 2018	1.00	1,650.37	1,651.37
Devon & Cornwall Community Watch Association – Street Signs – Agreed Grant	0.00	100.00	100.00
Direct Debit Payments:			
BT – Office Telephone & Broadband to 20th October 2018 (Quarterly payment)	37.30	186.53	223.83
Standing Order Payments:			
MR. J. BIRD – September 2018 Cleansing Contract Payment (Downderry & Seaton)	0.00	520.00	520.00
MR. J. BIRD – October 2018 Cleansing Contract Payment (Downderry & Seaton)	0.00	520.00	520.00
SEPTEMBER & OCTOBER 2018 EXPENDITURE TOTALS	£ 739.77	9,415.15	10,154.92

Ratification of this expenditure was **proposed** by Cllr. J. P. Candy; **seconded** by Cllr. S. J. Parry and **approved** unanimously by the Meeting.

7.3. Bank Statements & bank account / interest management

Date	Account	Balance £	
30 Oct. 18	Barclays Community	1,000.00	
30 Oct. 18	Barclays Business Premium	26,626.59	Interest 4 th Jun – 2 nd Sep 2018: £5.32
30 Oct. 18	Barclays Base Rate Reward	61,471.65	Sep. & Oct. 2018 interest = £41.08
29 Mar. 18	Lloyds TSB Fixed Term Deposit	66,425.98	Matures on 29 th March 2019 Interest at 0.9% = £597.83

7.4. LETTERS OF THANKS: None had been received.

7.4. Letters of Thanks received by the date of the meeting

7.4.1. Downderry Neighbourhood Watch – Email from Mr. Jack London (Email 7th November 2018)

7.5. REQUESTS FOR FUNDING:-**7.5.1. S.E. Cornwall Surf Club – Funding of public event insurance costs**

The Clerk referred members to an email (7th November 2018), that provided information on this request. After discussion Cllr. S. J. Parry **proposed funding of £200.00** be granted; this was **seconded** by Cllr. M. Gibbons and **agreed** unanimously by the Meeting.

7.5.2. Cruse Bereavement Care – Request for funding

The Clerk referred members to an email / letter (7th Nov. 2018)

Cllr. M. Gibbons **proposed funding of £50.00** be granted; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

ORDINARY MEETING OF 8th November 2018 (Continued)**7.6. PARISH LOAN FUND:**

Cllr. S. J. Parry suggested that this fund needed to be advertised as most parishioners were not aware of it. It was agreed that the fund should be advertised in the Nut Tree Newsletter on a regular basis.

7.7. SEATON COUNTRYSIDE PARK FUND:

Cllr. S. J. Parry suggested that the £5,000.00 received from Kern Estates Industrial Holdings Ltd. should be held in a fund and used for improvements at Seaton Countryside Park.

After discussion it was agreed that the funding should be used for maintenance of parish owned recreational equipment at the park.

7.8. FINANCIAL CORRESPONDENCE:

None had been received.

7.9. FINANCIAL BUSINESS RECEIVED AFTER THE PUBLICATION OF THE AGENDA:

No matters were raised.

7.10. ACCOUNTS TO BE PAID:

	VAT	Nett	TOTAL
Parish Magazine Printing – Nut Tree Newsletter – Oct. 2018 Edition (invoice 3833)	0.00	117.00	117.00
Biffa Waste Services Ltd – Seaton Toilets – Sanitary Waste Collection Sept. 2018	9.10	45.52	54.62
British Royal Legion Poppy Appeal (2 x chaplet wreaths)	0.00	50.00	50.00
Cornwall Council – Clerk's Salary – October 2018	1.00	1,650.37	1,651.37
Total £	10.10	1,862.89	1,872.99

It was **proposed** by Cllr. J.P. Candy; **seconded** by Cllr. Mrs. A. Robinson and **RESOLVED** by the Meeting to ratify the Accounts to be Paid expenditure.

8. HIGHWAY MATTERS:**8.1. TRAFFIC & PARKING ISSUES: DOWDERRY, SEATON & HESSENFORD****8.1 TRAFFIC & PARKING ISSUES: DOWDERRY, SEATON & HESSENFORD****8.1.1. Traffic Site Meeting 31st October 2018 - Report**

The Clerk reported that Mr. Paul Allen (Cornwall Council Highways Manager) and his assistant plus 2 councillors and the Clerk had attended. A walk through from east of Buttlegate to Three Ways, west of Broads Yard, Dowderry had taken place with the following issues noted:-

- 1) Looked at new entrance south of the Main Road, east of Buttlegate. Enforcement have visited site and a planning application will be submitted.
- 2) Requested speed monitoring on the Main Road near the school. Told long waiting list for this. Was there really a problem?
- 3) Considered traffic calming measures between junction with Beach Hill and the shop. Told that speed humps (cushions) could be an option but cost is approx. £5k plus cost of illuminated signage.
- 4) Looked at access to Dowderry Stores and stated that only a short piece of double yellow line required in front of the entrance.
- 5) Looked at proposed yellow lining between Three Ways and Westwinds. No problem seen with implementing this

Cllr. J. P. Candy stated that most of the items requested by the Parish Council for inclusion on the list for Traffic Regulation Order being submitted by the Liskeard / Looe Community Network Panel, had been accepted.

After discussion it was agreed that a complete list of T.R.O. items should be presented at the next meeting.

8.1.2. Footpath 9 – Obstruction of footpath – Update

The Clerk informed members that no update had been received from Cornwall Council Countryside Department. After discussion Cllr. S. J. Parry suggested that he should visit the landowner to see if the matter could be resolved and this was agreed by the meeting.

ORDINARY MEETING OF 8th November 2018 (Continued)

8.2. PUBLIC TRANSPORT ISSUES:

8.2.1. Bus Shelter provision at St. Nicolas Church, Main Road, Downderry - Update

The Clerk reported that he had received a letter from Mr. James Church, Commercial Manager, Plymouth Citybus Ltd (15th October 2018) stating that the bus company was not responsible for bus stops or shelters which were managed by Cornwall council, but did have the designated bus stops at Main Road, Downderry, on all its electronic databases. Mr. Church had contacted the depot manager at Liskeard with a request that all drivers are made aware of customers waiting at the St. Nicolas Church porch.

With regard to "real time" bus stop displays, there was a plan to implement them in East Cornwall, but this again was down to Cornwall Council.

After discussion the Clerk was instructed to contact Cornwall Council on these matters. It was also suggested that the bus stop sign be moved to nearer the church porch.

8.2.2. Parish bus shelters & noticeboards maintenance

Cllr. S. J. Parry requested that a replacement noticeboard for Bridge Road, Seaton be installed. After discussion Cllr. S. J. Parry **proposed expenditure up to £1,250.00 + VAT** for the noticeboard; this was **seconded** by Cllr. J. P. Candy and **agreed** unanimously by the Meeting. Cllr. Candy agreed to source a galvanised metal design noticeboard.

Cllr. S. J. Parry also suggested that repairs to the bus shelter at Bridge Road, Seaton were required. The Clerk was instructed to obtain quotations for necessary repairs.

9. CURRENT / ONGOING BUSINESS:

9.1. STARTER HOMES (previously Affordable Housing):

9.1.1. Treliddon Lane – Update from Hastoe Housing Association

The Clerk informed members that no report had yet been received on the Treliddon Lane, Downderry site from Ms. Hill-House, Project Manager, Hastoe Housing Association. The Clerk was requested to chase this up.

9.1.2. Land west of Broads Yard car park – Public Consultation by Cornwall Rural Housing Assoc. "Drop in" Community Consultation / Information Events – 6th November & 15th November 2018

Cllr. J. London suggested that the Parish Council should write to Cornwall Rural Housing Association to request that it hold a public meeting for discussion of proposed development at the land west of Broads Yard car park. Cllr. J. P. Candy stated that the Parish Council should wait until a planning application had been submitted before requesting a public meeting.

Cllr. London informed members that he had written to Mr. Alyn Shott requesting information (under the Freedom of Information Act), on how a grant of £315,340.00 from Cornwall Council was being used, a breakdown of all expenses incurred to date and future plans for use. (email 8th November 2018).

Councillors were surprised that Cllr. London had written to Mr. Shott without prior discussion by the Council on this matter. Cllr. Mrs. B. M. Lloyd suggested that it was normal for Housing Associations to receive grants from Local Authorities.

The Chair reminded Cllr. London that he should not be seen to be representing the Parish Council as a lone councillor without prior permission and that having signed the email to Mr. Shot as a councillor it could give the impression that he was acting on behalf of the Council.

9.2. NEIGHBOURHOOD PLAN:

9.2.1. Deviock Neighbourhood Plan Update

The Clerk informed members that there had been a request by a local resident for an update on the status of the Neighbourhood Plan. The Clerk had stated that the plan was in its second draft stage that would be resubmitted to Cornwall Council in the near future.

ORDINARY MEETING OF 8th November 2018 (Continued)

9.2. NEIGHBOURHOOD PLAN (Continued):

9.2.1. Deviock Neighbourhood Plan Update (continued)

Cllr. Mrs. B. M. Lloyd reported that a graduate was being employed to make required amendments to the plan. The Deviock plan would be the first to include coastal change management policies.

Dr. David Watkins (Cornwall Council) would be helping to draft these policies.

No identified site allocations for affordable housing were being included in the plan because the public meetings held had shown there was no consensus on where they could be located. All suggested sites had objectors.

9.3. TANVER YATE – Update

Cllr. J.P. Candy was seeking advice on the implications of the covenant pertaining to the Tanver Yate field. After discussion it was agreed that a solicitor should be consulted. The Clerk was instructed to arrange a meeting to present the details of the matter. Funding up to £500.00 for this had already been agreed.

9.4. ROCKNOSE ROADSIDE VERGE – To consider further improvements:

Cllr. J. P. Candy informed members that he was awaiting updated quotations that should be available by the next meeting.

9.5. BIKE RACKS – Update:

The Clerk informed members that it had been determined that one licence of the bike racks could include more than one location (for the same cost). Mr. Paul Allen was requesting information on the exact location and type of bike rack being requested for Seaton Beach Car park (opposite Waves Wine Bar) before permission was granted and a licence then issued. The Council needed to determine what racks were required bearing in mind the coastal location.

The Clerk presented designs of various bike racks. It was suggested that the installation of bike racks made from recycled plastic should be investigated.

9.6. NUT TREE NEWSLETTER – To discuss future editorship and distribution:

Issues regarding the future editorship and distribution of the newsletter were discussed. Cllr. Mrs. B. M. Lloyd had previously indicated that she wished to step down from being editor and that Mrs. J. Daniel should be relieved of the ongoing task of organising the local distribution. The Vice-Chair stated the both aspects required a lot of work on as a monthly commitment. Regarding distribution it was suggested that there may be new and different ways of getting the newsletter to residents, including centralised distribution points e.g. local shops. The newsletter was now on-line. Cllr. M. Gibbons suggested that assessment of current readership would be useful.

Cllr. Mrs. Lloyd stated that she was happy to continue as editor in the short term but that the matter of distribution was more urgent.

Cllr. J. P. Candy suggested that a meeting of the Joint Nut Tree Editorial Committee be held and that the roles be advertised in the next edition.

9.7. WI-FI PROVISION AT THE ZONE, DOWNDERRY – Update:

Cllr. M. Gibbons stated that a meeting with representatives of the Methodist Church was required. The Clerk agreed to organise a meeting in the near future.

10. REPORT BY CORNWALL COUNCILLOR: -

C. Cllr. R. Pugh informed members of the following:-

a) Land west of Broads Yard car park, Downderry had be devastated by the landowner. Cornwall Rural Housing Association had not been involved with this land clearance work.

ORDINARY MEETING OF 8th November 2018 (Continued)

10. REPORT BY CORNWALL COUNCILLOR (Continued): -

- b) The current 75 bus route was not working out and it was likely to revert to the original route in May 2019
- c) Flooding at Bridge Road, Seaton, car park: The stream would be dredged
- d) The Hessenford village road sign on the A387 had been reinstated on its posts
- e) Notification of the application process for "pop-up sites" at Seaton Beach by Cornwall Council had been published.

11. PLANNING:

11.1. PLANNING COMMITTEE:

11.1.1. To approve the Minutes of the Meeting of 25th OCTOBER 2018 as a correct record. It was **proposed** by Cllr. S. J. Parry; **seconded** by Cllr. Mrs. B. M. Lloyd and **AGREED** by the Meeting to accept the minutes as a correct record.

11.1.2. Matters arising from the minutes (*not appearing elsewhere on the agenda*)
No matters were raised.

11.2. PLANNING APPLICATIONS:

No planning applications had been received.

11.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

11.3.1. PA18/10146 Inn On The Shore Downderry Torpoint Cornwall

Mr Miles Chapman Punch Taverns
Proposed two storey extension Location Applicant

It was noted that this application had been received and agreed to defer consideration until the November 2018 Planning Committee.

11.4. PLANNING APPEALS: None had been received.

11.5. PLANNING DECISIONS: None had been received.

11.6. PLANNING CORRESPONDENCE:

11.6. Request from member of the public that the Parish Council hold a public meeting to seek views on possible development of affordable housing on land west of Broads Yard, Downderry (CRHA proposal).

After discussion it was agreed to consider this matter if and when a planning application was forthcoming.

11.7. PLANNING MATTERS RAISED BY MEMBERS:

11.7.1. Cllr. S. J. Parry informed members that a new coastal erosion report had been produced for the Far Horizon planning application and that this report challenged the findings of previous reports in terms of the scale and timing of likely coastal erosion at that location.

12. NEW BUSINESS:-

12.1. CORNWALL COUNCIL / NALC / CALC, ETC DOCUMENTS:

12.1.1. Pop Up Sites Seaton Beach – Trade Concessions on Cornwall Council owned assets.

The Clerk drew the attention of members to a new term for concessions from 5th April 2019 – (email forwarded on 7th November 2018). It was suggested that this information should be published in the Nut Tree Newsletter.

ORDINARY MEETING OF 8th November 2018 (Continued)**12.2. NEWSLETTERS / REPORTS / BROCHURES, ETC:**

The Cinnamon Trust Newsletter – Christmas 2018 was available for inspection.

12.3. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA**12.3.1. Act of Remembrance 11th November 2018.**

It was agreed that the Vice-Chair would represent the Parish Council at Hessenford and that Cllr. Mrs. B. M. Lloyd would do likewise at Downderry.

12.3.2. Letter regarding an accident at Seaton Countryside Park

The Chair informed members that she had received a letter (dated 2nd November 2018) from a lady who stated that she had been injured by a kicked ball from the MUGA at Seaton Countryside Park. The Clerk stated that the MUGA was the responsibility of Cornwall Council.

12. 4. MATTERS RAISED BY MEMBERS FOR POSSIBLE INCLUSION ON THE NEXT AGENDA:

No matters were raised.

There being no further business, the Chair closed the meeting at 21.29 hrs.

FROM THE PARISH