

**DRAFT**  
**MINUTES** of the **ORDINARY MEETING** of  
**The DEVIOCK PARISH COUNCIL** held at  
**THE COASTAL ZONE, DOWNDERRY,**  
**at 7.30pm on Thursday, 9<sup>th</sup> November 2017.**

**PRESENT:** Parish Cllrs. Ms. M. E. Temlett (Chair), Downderry Ward  
 D. T. Parry (Vice-Chair), Hessenford Ward  
 Ms. H. M. Brockbank, Downderry Ward  
 Mr. J. P. Candy, Seaton Ward  
 Mr. M. Gibbons, Downderry Ward  
 Mrs. B. M. Lloyd, Downderry Ward  
 Mr. J. London, Downderry Ward  
 Mr. S. J. Parry, Seaton Ward  
 Mrs. A. Robinson, Hessenford Ward  
 Mrs. A. Thorpe, Hessenford Ward

C. Cllr. R. 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**

Cllr. J. P. Candy declared a personal interest in item 10.4. being married to the Chair of the Downderry & Seaton Village Hall Committee.

**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:**

A member of the public referred to item 7.6.2. (PA17/06500 Hunros an Mor, 7 Buttlegate, Downderry), stating that the amended plans complied with all the planning guidance he had been given. There being no other members of the public wishing to address the meeting, the Chair closed the public participation period.

**3. TO ACCEPT APOLOGIES FOR ABSENCE:**

**3.1. Cllr. D. R. Humphreys (family commitments)**

A **proposal to accept** these apologies for absence was made by Cllr. Mrs. A. Thorpe; **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the meeting.

**4. MINUTES:**

**4.1. Minutes of the Ordinary Meeting of 12<sup>th</sup> October 2017**

It was **proposed** by Cllr. S. J. Parry; **seconded** by Cllr. Mrs. A. Robinson and **AGREED** by the Meeting to accept the minutes as a correct record subject to minor amendment.

**5. REPORTS ON MATTERS ARISING FROM THE MINUTES:**

5.1. Cllr. J. P. Candy referred to item 9.1.1. of the 12<sup>th</sup> October 2017 minutes requesting to know if the Clerk had written to C. Cllr. Pugh on the subject of highway safety issues and responsibilities relating to the roadside at Rocknose corner, Downderry. The Clerk replied that he had communicated with to C. Cllr. Pugh on this matter. C. Cllr. Pugh was in turn going to contact Mr. Paul Allen (Highways East, Manager).

## ORDINARY MEETING OF 9<sup>th</sup> November 2017 (Continued)

### 5. REPORTS ON MATTERS ARISING FROM THE MINUTES (continued):

5.2. Cllr. J.P. Candy referred to item 9.1.2. stating that the road signage for the current closure of the B3247 was inadequate and misleading. It was suggested that the diversion route via Craffhole was unnecessary and should be via the Polbathic road.

5.3. The Clerk referred to item 10.7. reminding members that they had been sent an email from Miss Heather Blacker suggesting that there would be support from user groups for the installation of Wi-Fi at the Coastal Zone, Dowederry. Discussion took place during which it was suggested that the Coastal Zone would need to be the named account holder for the telephone and Broadband contract.

Cllr. D. Gibbons **proposed that the Council agree in principle to the funding of a telephone and Wi-Fi service at the Coastal Zone, Dowederry, up to a maximum of £500.00 and that this should be for an initial period of one year; this was seconded by Cllr. J. P. Candy and agreed unanimously by the Meeting.**

The Clerk was asked to contact Miss Blacker in order to ask for suitable quotations for this project to be obtained and to then bring back matter back for consideration at the January 2018 Council meeting. Cllr. M. Gibbons offered to provide help with this.

<i>Action by: Clerk &amp; Mark Gibbons</i>
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### 6. POLICE MATTERS:

No matters were raised

### 7. PLANNING:

#### 7.1. PLANNING COMMITTEE:

##### 7.1.1. Minutes of the Meeting of 26<sup>th</sup> October 2017

It was **proposed** by Cllr. Mrs. A. Thorpe; **seconded** by Cllr. J. P. Candy and **AGREED** by the Meeting to accept the minutes as a correct record subject to minor amendment.

**7.1.2. Matters arising from the minutes:** There were no matters arising.

#### 7.2. PLANNING APPLICATIONS:

##### 7.2.1. PA17/07845 Mr and Mrs S. R. Carr

##### **LAND BETWEEN MOUNT ARTHUR AND HILLCROFT, KEVERAL LANE, SEATON**

Proposal Erection of 1 no three bedroom house

Cllr. S. J. Parry **proposed support** of the application, subject to a suitable construction traffic management plan being submitted and approved by Cornwall Council; this was **seconded** by Cllr. Mrs. A. Thorpe and **agreed** by the Meeting (2 abstentions).

#### 7.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

None had been received.

**7.4. PLANNING APPEALS:** None had been received.

**7.5. PLANNING DECISIONS:** None had been received.

#### 7.6. PLANNING CORRESPONDENCE:

**7.6.1. PA17/04940** Reserved matters application following outline approval 60/08425 for details of appearance, layout and scale in respect of 10 dwellings - Land At Keveral Gardens, Seaton  
5 Day protocol request. Michelle Billing

Clerk informed the meeting that the planning officer was minded to approve this application subject to imposed conditions and referred members to the email sent on 7<sup>th</sup> November 2017.

After discussion Cllr. J. P. Candy **proposed** that the Parish Council's response should be that it should "**agree to disagree**" with the planning officer's decision; this was **seconded** by Cllr. Mrs. A. Thorpe and **agreed** by the Meeting (2 abstentions).

C. Cllr. R. Pugh then informed the Meeting that the developer would be making a donation to the Parish Council of £5,000.00.

## **ORDINARY MEETING OF 9<sup>th</sup> November 2017 (Continued)**

### **7.6. PLANNING CORRESPONDENCE (continued):**

**7.6.2. PA17/06500** Maintaining the existing footprint, a first floor is to be added with a shallow mono-pitched roof, a new internal staircase built into the hillside from the lower ground floor level and the main ground floor storey opened up creating a large living/kitchen space and separate study. The new first floor will contain the bedrooms and bathrooms. | Hunros An Mor 7 Buttlegate Downderry PL11 3NQ

The Clerk informed members that the planning officer had extended the deadline for determination of this application. The applicant had revised the application. The Parish Council had previously supported this application, subject to there being no objections submitted from residents of adjacent properties.

After discussion Cllr. J. P. Candy **proposed support** of the application; this was **seconded** by the Vice-Chair and **agreed** by the meeting (one against).

### **7.7. PLANNING MATTERS RAISED BY MEMBERS:**

**7.7.1.** Planning Process Review – Invitation to Davina Pritchard & Team to attend the November 2017 Planning Committee Meeting.

It was agreed that members of the Planning Process Review Team should be invited to attend the next Planning Committee meeting.

**7.7.2.** Cornwall Council Planning Conference

The Clerk reminded members about this conference.

**7.7.3.** Cllr. J. P. Candy requested that the Cornwall Council Planning Enforcement Dept. should be contacted regarding a possible breach of planning permission at Seaton House, Seaton, where a sedum roof should have been installed. Cllr. Candy also requested that a new objection to unauthorised development at the lay-by to the north side of the A387 west of Hessenford should be reported.

## **8. FINANCE:**

### **8.1. FINANCE & GENERAL PURPOSES COMMITTEE**

**8.1.1.** To approve the Minutes of the meeting of **26<sup>th</sup> OCTOBER 2017** as a correct record

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

**8.1.2.** To ratify the 2018/19 Precept recommendation of the F. & G. P. Committee

The Clerk referred members to the minutes of 26<sup>th</sup> October 2017 Finance and General Purposes Committee meeting for details.

Cllr. S. J. Parry **proposed** that the Parish Council accept the recommendation of the Finance and General Purposes Committee and submit a 2018/19 Precept demand of £40,000.00; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** by the Meeting (one abstention).

### **8.2. Income & Expenditure.**

#### **8.2.1. INCOME: SEPTEMBER & OCTOBER 2017**

Barclays Bank Interest	30.27
Cornwall Council – Local Devolution Fund Grant	8,700.00
Cornwall Council - 2017/18 Precept Payment (Second Half-Year)	19,555.00
Cornwall Council – 2017/18 CTS Grant (Second Half-Year)	594.36
Lloyds Bank Fixed Term Deposit Interest (29 <sup>th</sup> September 2017)	183.34
Mr. J. P. Candy – Axe Field Rent 2017	200.00
<b>SEPTEMBER &amp; OCTOBER 2017 INCOME TOTALS</b>	<b>Total £ 29,262.97</b>

**ORDINARY MEETING OF 9<sup>th</sup> November 2017 (Continued)****8.2.2. EXPENDITURE: SEPTEMBER & OCTOBER 2017**

	<b>VAT £</b>	<b>Nett £</b>	<b>TOTAL £</b>
Parish Magazine Printing – Nut Tree Newsletter – June & Sept 2017	0.00	200.75	200.75
PWS – Cleaning materials for Public Toilets (Inv. 162714)	25.97	129.82	155.79
Cornwall Council – Clerk’s Salary – August 2017	1.00	1,645.89	1,646.89
Seymour Signs (Inv. 4156) Seaton Duck Signs	77.80	389.00	466.80
Grant Thornton UK LLP – External Audit Fee 2017	40.00	200.00	240.00
K. Johnson – Work at Seaton Butterfly Garden and Broads Yard Car Park	0.00	370.00	370.00
Mr. J. Bird – (Inv. 75) Replacement door lock for Seaton Public Toilets	0.00	33.78	33.78
PWS – Cleaning materials for Public Toilets (Inv. 164571)	19.22	96.10	115.32
Parish Magazine Printing – Nut Tree Newsletter – October 2017	0.00	87.25	87.25
Cornwall Council – Clerk’s Salary – September 2017	1.00	1,580.97	1,581.97
Timothy Pullin – Mileage Expenses (Nov. 2016 – Sept 2017 -210 miles @ 60.1p per mile)	0.00	126.21	126.21
Golden Bank Nursery – Plants for Bridge Road, Seaton, Grass Verge ( <i>agreed grant</i> )	0.00	85.03	85.03
Deviocck Parish Council – Petty Cash	0.00	50.00	50.00
British Gas – Downderry Public Toilets – Electric Charges 7 <sup>th</sup> July – 5th October 2017	1.86	37.26	39.12
Just Rods – Inv.2276 – Seaton Public Toilets – Drain clearance	0.00	70.00	70.00
PWS – Cleaning materials for Public Toilets (Inv. 166384)	8.82	44.08	52.90
Cornwall ALC Limited – CALC Conference Delegate Fee	2.00	10.00	12.00
<b><u>Direct Debit Payments:</u></b>			
BT – Office Telephone & Broadband to 20 <sup>th</sup> January 2018 (Quarterly payment)	35.42	177.15	212.57
<b><u>Standing Order Payments:</u></b>			
MR. J. BIRD – September 2017 Cleansing Contract Payment (Downderry & Seaton)	0.00	493.75	493.75
MR. J. BIRD – October 2017 Cleansing Contract Payment (Downderry & Seaton)	0.00	493.75	493.75
<b>SEPTEMBER &amp; OCTOBER 2017 EXPENDITURE TOTALS</b>	<b>£ 213.09</b>	<b>6,320.79</b>	<b>6,533.88</b>

Ratification of this expenditure was **proposed** by the Vice-Chair, **seconded** by Cllr. Mrs. A. Thorpe and **approved** unanimously by the Meeting.

**8.3. Bank Statements & bank account / interest management**

<b>Date</b>	<b>Account</b>	<b>Balance £</b>	
30 Oct. 17	Barclays Community	1,000.00	
29 Oct. 17	Barclays Business Premium	28,727.47	
29 Oct. 17	Barclays Base Rate Reward	71,306.80	<i>Aug &amp; Sept 2017 interest = £29.28</i>
29 Sept.17	Lloyds TSB Fixed Term Deposit	66,307.61	<i>Matures on 29<sup>th</sup> March 2018 Interest at 0.36% = £118.37</i>

**8.4. LETTERS OF THANKS:**

None had been received.

**8.5. REQUESTS FOR FUNDING:**

None had been received.

**8.6. FINANCIAL CORRESPONDENCE:**

None had been received.

**8.7. FINANCIAL BUSINESS RECEIVED AFTER THE PUBLICATION OF THE AGENDA:**

None had been received.

**ORDINARY MEETING OF 9<sup>th</sup> November 2017 (Continued)****8.8. ACCOUNTS TO BE PAID:**

	<b>VAT</b>	<b>Nett</b>	<b>TOTAL</b>
DM Payroll Services Ltd – PAYE Administration Fee – Half-Year 2017	0.00	50.00	50.00
Parish Magazine Printing – Nut Tree Newsletter – November 2017	0.00	87.25	87.25
South West Water Business – Seaton Public Toilets (1 <sup>st</sup> Aug – 24 <sup>th</sup> Oct 2017)	0.00	960.93	960.93
South West Water Business – Donderry Public Toilets (29 <sup>th</sup> Sept – 24 <sup>th</sup> Oct 2017)	0.00	134.37	134.37
Printerland.co.uk – Office photocopier replacement drum and toner cartridge	41.28	206.38	247.66
Cornwall Council – Clerk’s Salary – October 2017	1.00	1,580.97	1,581.97
R.B. L. Poppy Appeal – 2 x Chaplet Wreaths	0.00	50.00	50.00
<b>Total £</b>	<b>42.28</b>	<b>3,069.90</b>	<b>3,112.18</b>

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

**9. HIGHWAY MATTERS:****9.1. TRAFFIC & PARKING ISSUES: Donderry, Seaton & Hessenford****9.1 Traffic and parking issues Donderry, Seaton & Hessenford****9.1.1. Rocknose Corner, Brenton Road, Donderry – To consider quotations for works**

The Clerk stated that it was necessary to determine exactly what option of works was to be instigated and to re-consult with Cornwall Council Highways Dept. regarding possible funding.

Cllr. J. P. Candy informed members that he had now received quotations from contractors for various site works including the provision of bollards, kerbing, path surfacing and a back fence to the south side.

The Vice-Chair stated the urgent work to install oak posts was required because of the highway safety issues and that therefore other options should not be considered at this time.

After protracted discussion Cllr. J. London **proposed** that as a temporary solution the quotation for the supply and installation of oak posts as received by the Vice-Chair should be accepted and that Cllr. Candy should carry out further investigation of improvements to provide a safe off-road path for implementation at a later date; this was **seconded** by Cllr. Mrs. A. Thorpe and **agreed** by the Meeting (three against).

Cllr. Mrs. B. M. Lloyd expressed concern regarding the heated exchange of views and personal comments made during the debate of this item.

**9.1.2. To consider public response to questionnaire concerning street lighting on Main road, Donderry.**

The Clerk informed the meeting that only a relatively small number of questionnaire responses had been received and that they the numbers in favour or against were evenly matched.

After discussion Cllr. Mrs. B. M. Lloyd **proposed** that the Council **take no further action** on the matter; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** unanimously by the Meeting.

**9.2. PUBLIC TRANSPORT ISSUES:**

9.2.1. The Clerk referred members to the reply recently received from Mr. Stevens of Plymouth Citibus, in response to the council’s letter requesting improved bus services for Deviock Parish.

Cllr. Ms. H. M. Brockbank stated that the response received was unsatisfactory as it did not address the points made. Cllr. Brockbank agreed to draft a reply.

<i>Action by: Helen Brockbank</i>
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**10. CURRENT / ONGOING BUSINESS:****10.1. STARTER HOMES (previously Affordable Housing):**

The Clerk referred members to a recent communication from Ms. Jo Flint of Hastoe Housing Association in which she had requested confirmation that the Parish Council was still happy to proceed with the project for affordable housing on land west of Treliddon Lane, Donderry.

The Clerk had replied to Ms. Flint that the Parish Council had always supported development of this site and that it would be included in a Neighbourhood Plan housing sites allocation public consultation meeting to take place in early December 2017.

## **ORDINARY MEETING OF 9<sup>th</sup> November 2017 (Continued)**

### **10.2. NEIGHBOURHOOD PLAN - Update:**

10.2.1. Cllr. Mrs. B. M. Lloyd reminded members that a public meeting would be held on Thursday 7<sup>th</sup> December 2017 in order to consider site allocations in Deviock Parish for inclusion in the Neighbourhood Plan.

10.2.2. Cllr. Mrs. B. M. Lloyd asked members to consider a request from the Neighbourhood Plan committee for additional funding of up to £1,000.00 for consultancy work in order to prepare the draft Neighbourhood Plan for submission.

Cllr. S. J. Parry **proposed funding up to £1,000.00** for the procurement of consultancy services in connection with the Deviock Parish Plan development; this was **seconded** by the Vice-Chair and **agreed** unanimously by the Meeting.

### **10.3. PICNIC BENCHES FOR SEATON PROJECT: To award contracts for work**

Cllr. S. J. Parry informed members that after considerable difficulty in obtaining quotations for this work he had reviewed the quotations for the two phase project from Green Scheme Ltd. and recommended that the contracts be awarded to this supplier, which had a good track record of working with the Council on previous projects. After discussion Cllr. S. J. Parry **proposed** that the two contracts be awarded to Green Scheme Ltd. for up to a total value of **£14,485.00**, this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

A grant from Tesco for £2,000.00 had been secured for this project.

<i>Action by: Clerk &amp; Scott Parry</i>
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### **10.4. CHERRY TREE, OUTSIDE THE DOWNDERRY & SEATON VILLAGE HALL:**

#### **To discuss a request for pruning of this tree**

The Clerk informed members that had been approached again by a member of the Downderry & Seaton Village Hall Committee regarding this matter and stating that the tree was the responsibility of the Parish Council.

After discussion Cllr. Mrs. B. M. Lloyd **proposed funding up to £250.00**, this was **seconded** by Cllr. J. London and **agreed** unanimously by the Meeting.

### **10.5. ROS'S BENCH, Ros's OUTSIDE THE DOWNDERRY & SEATON VILLAGE HALL:**

#### **To discuss maintenance**

Cllr. S. J. Parry explained to members that he had recently noticed that this public bench was in need of maintenance. He had spoken to Mr. J. Toms regarding this matter, the bench being in memory of his wife. Mr. Toms had indicated that he would be grateful for assistance in the maintenance of the bench.

After discussion Cllr. S. J. Parry **proposed funding up to £250.00**, this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

## **11. REPORT BY CORNWALL COUNCILLOR:-**

C. Cllr. R. Pugh reported that:-

- 1) Cornwall Council was consulting on "Pop-up" sites for Seaton beach
- 2) The public footpath adjacent to St. Nicolas School, Downderry, had been reinstated, although the path now used part of the school grounds that was not what had been originally agreed.
- 3) Boundary Commission – A meeting was being held at Liskeard on Monday 13<sup>th</sup> November 2017 to discuss the Division proposals.
- 4) Cornwall Council had agreed £20,000.00 funding for the "Case for Action" campaign in favour of duelling of the A38.
- 5) Flooding and coastal erosion report. To be emailed to the Clerk.
- 6) C. Cllr. Pugh reminded members that he had £400.00 in his Community Chest for Deviock Parish, to be allocated before February 2018.
- 7) A "No Exit" sign had been painted at Broads Yard Car Park, Downderry
- 8) Cornwall Council would be instigating a public consultation of local domestic waste collections and proposed to collect recyclable waste every week and non-recyclable waste every other week.

**ORDINARY MEETING OF 9<sup>th</sup> November 2017 (Continued)****12. NEW BUSINESS:-****12.1. CORNWALL COUNCIL / NALC / CALC, ETC DOCUMENTS:****12.1.1. Boundary Commission: Electoral Review of Cornwall Division Arrangements  
Public Meeting, Liskeard - 13<sup>th</sup> November 2017**

The Clerk reminded members that the closing date for responses to this consultation was 19<sup>th</sup> February 2018.

**12.2. NEWSLETTERS / REPORTS / BROCHURES, ETC:**

The following publication was available for inspection:-

War Memorials Bulletin – Winter 2017

**12.3. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA**

There was no new business.

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

12.4.1. Cllr. J. P. Candy requested that the issue of Naturism on Donderry Beach be an agenda item.

12.4.2. Cllr. J. London requested that site meetings relating to Planning Applications be an agenda item.

The Chair reminded members that politeness and respect of other members during meetings was required at all times.

There being no further business, the Chair closed the meeting at 21.30 hrs.