

DRAFT
MINUTES of the **ORDINARY MEETING** of
The DEVIOCK PARISH COUNCIL held at
THE COASTAL ZONE, DOWDERRY,
at 7.30pm on Thursday, 11th October 2018.

PRESENT: Parish Cllrs. Ms. M.E. Temlett (Chair), Dowderry Ward
 Ms. H. M. Brockbank, Dowderry Ward
 Mr. J. P. Candy, Seaton Ward
 Mrs. B. M. Lloyd, Dowderry Ward
 Mr. J. London, Dowderry Ward
 Mrs. A. Robinson, Hessenford Ward
 Mrs. A. Thorpe, 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. A member of the public addressed the meeting regarding concerns over highway safety on Main Road, Dowderry, between Dowderry Stores and Beach Hill. Vehicle traffic speeds were too high and threatened pedestrian safety.

2.2. A second member of the public drew the attention of councillors to safety issues relating to safe exit of Dowderry Stores when the road was clear of parked vehicles. The fact that there was no pavement in front of the shop meant that pedestrians exited straight onto the road where cars, unaware of the shop entrance, could drive past close to the entrance. Suitable signage to indicate the presence of the shop to passing drivers and possible road markings "Shop Slow", was suggested.

C. Cllr. Richard Pugh stated that the Parish Council was looking into all these highway safety issues and was putting in requests to a co-ordinated umbrella Traffic Regulation Order being undertaken by the Liskeard / Looe Community Network Area Panel.

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. Cllrs. M. Gibbons (family bereavement) D.T. Parry (out of County) & S. J. Parry (RNLI training).

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

4. MINUTES:

4.1. Minutes of the Ordinary Meeting of 13th September 2018

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

ORDINARY MEETING OF 11th October 2018 (Continued)**5. REPORTS ON MATTERS ARISING FROM THE MINUTES:**

5.1. Cllr. J. P. Candy referred to item 8.1.2. of the 13th September minutes, suggesting that a quotation for the installation of traffic speed visors for Hessenford Road, Seaton should be obtained.

5.2. Cllr. Ms. H. M. Brockbank referred to item 9.1. stating that she had contacted Hastoe Housing Association and was waiting for Ms. Karen Hill-House to provide her with an update for affordable housing plans on land west of Treliddon Lane, Downderry. Cllr. Brockbank would chase this up.

5.3. Cllr. Mrs. B. M. Lloyd referred to item 9.3. stating that she was still in the process of drawing up revised plans for allotments at Tanver Yate.

Action By: 5.1. Clerk; 5.2. Cllr. Brockbank; 5.3. Cllr. Lloyd

6. POLICE MATTERS: No matters were raised.**7. FINANCE:****7.1. Income & Expenditure.****7.1.1. INCOME: AUGUST & SEPTEMBER 2018**

Barclays Bank Interest	40.16
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
AUGUST & SEPTEMBER 2018 INCOME TOTALS	Total £ 36,172.39

7.1.2. EXPENDITURE: AUGUST & SEPTEMBER 2018

	VAT £	Nett £	TOTAL £
Parish Magazine Printing – Nut Tree Newsletter – Aug 2018 Edition (invoice 3475)	0.00	90.75	90.75
Cornwall Council – Clerk's salary – June 2018	1.00	1,650.37	1,651.37
Biffa Waste Services Ltd – Seaton Toilets – Sanitary Waste Collection June 2018	9.10	45.52	54.62
Wallgate Ltd – Repairs & Parts to Handwash Units – Seaton Toilets (Inv. 00015009)	137.36	686.82	824.18
South West Water Business – Downderry Public Toilets 19/04/18 – 27/07/18	0.00	126.01	126.01
South West Water Business – Seaton Public Toilets 19/04/18 – 24/07/18	0.00	1,035.59	1,035.59
Cornwall Council – Clerk's salary – July 2018	1.00	1,650.37	1,651.37
P.W.S. – Cleaning materials for public toilets (Inv. No. 192388)	41.43	207.18	248.61
Golden Bank Garden Centre (Inv.13) Plants for Bridge Road, Seaton, Verge	0.00	38.49	38.49
St. Germans Group P.C.C.- Office Rent (Nov. 2017 – Oct. 2018) Inv.61119	0.00	1,300.00	1,300.00
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

Direct Debit Payments:

BT – Office Telephone & Broadband to 20th October 2018 (Quarterly payment)	37.11	185.58	222.69
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Standing Order Payments:

MR. J. BIRD – August 2018 Cleansing Contract Payment (Downderry & Seaton)	0.00	520.00	520.00
MR. J. BIRD – September 2018 Cleansing Contract Payment (Downderry & Seaton)	0.00	520.00	520.00
AUGUST & SEPTEMBER 2018 EXPENDITURE TOTALS	£ 892.73	14,225.46	15,118.19

ORDINARY MEETING OF 11th October 2018 (Continued)**7. FINANCE (continued):****7.1.2. EXPENDITURE: AUGUST & SEPTEMBER 2018 (continued)**

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

Cllr. J. P. Candy asked that Mr. John Bird be asked to record metered water usage at Seaton toilets to identify reduced usage when toilets were closed to the public.

Action by: Clerk

7.2. Bank Statements & bank account / interest management

Date	Account	Balance £	
30 Sep 18	Barclays Community	1,000.00	
30 Sep 18	Barclays Business Premium	32,704.59	Interest 4 th Jun - 2 nd Sep 2018: £5.32
30 Sep 18	Barclays Base Rate Reward	61,452.79	Aug. & Sep. 2018 interest = £34.84
29 Mar. 18	Lloyds TSB Fixed Term Deposit	66,425.98	Matures on 29 th March 2019 Interest at 0.9% = £597.83

7.3. LETTERS OF THANKS: None had been received.**7.4. REQUESTS FOR FUNDING:****7.4.1. Downderry Neighbourhood Watch – Request for funding towards signs**

The Clerk referred members to an emailed submission and completed application form dated 10th September 2018. Cllr. J. London stated that there was evidence to support the case that the display of local Neighbourhood Watch signs helped to reduce levels of crime.

After discussion Cllr. Mrs. A. Thorpe **proposed funding of up to £100.00** be granted; this was **seconded** by Cllr. J. P. Candy and **agreed** by the Meeting (two abstentions).

7.4.2. Mr. Nigel La Lau – Funding towards promotional literature for Downderry & Seaton (in conjunction with Plymouth Citybus) – Additional Information

The Clerk informed members that no additional information had yet been provided. The item was deferred until such time when the information had been made available.

7.4.3. S.E. Cornwall Surf Club – Request for £200.00 for 2018 insurance cover (including Raft Race)

The Clerk informed members that this item had not been advertised on the agenda. It was agreed to defer the request until the November 2018 meeting.

Action by: Cllr. Candy

7.5. FINANCIAL CORRESPONDENCE:**7.5.1 PKF Littlejohn LLP – Deviock Parish Council – Conclusion of External Audit for Year Ending 31st March 2018**

The Clerk referred members to an email dated 10th October 2018 and informed the meeting that this audit had now been concluded. One incorrect figure had been identified (a clerical error).

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

No matters were raised.

7.7. ACCOUNTS TO BE PAID:

	VAT	Nett	<u>TOTAL</u>
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 August 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
Total £	36.74	1,919.84	1,956.58

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

ORDINARY MEETING OF 11th October 2018 (Continued)**8. HIGHWAY MATTERS:****8.1. TRAFFIC & PARKING ISSUES: Downderry, Seaton & Hessenford****8.1 TRAFFIC & PARKING ISSUES: Downderry, Seaton & Hessenford****8.1.1. Request for action to control speeding traffic on Main Road, Downderry, between Beach Hill and Broads Yard**

The Clerk referred members to an email dated 10th October 2018.

After general discussion regarding possible traffic calming measures, the Clerk was instructed to arrange a site meeting with Mr. Paul Allen, Cornwall Council Highways Manager.

Action by: Clerk

8.1.2. Footpath 9 – Obstruction of footpath – To consider action

The Clerk informed members that Cllr. London had reported that access to Footpath 9 had been blocked by a locked gate. The matter had been reported to Cornwall Council Countryside Department and a standard holding reply received on 8th October 2018.

After discussion it was agreed that this matter should be included on the next agenda.

The issue of blocked permissive paths at Trerieve Farm was raised. Funding had been provided to the farm to maintain these paths for public use until 2020. After discussion the Clerk was instructed to contact the Cornwall Council Land Agent on this matter and request that the farm tenant be reminded of his duties to maintain the paths and allow public access.

Action by: Clerk

8.1.3. Seaton Valley Road (B3247) “pinch point” at Keveral Mill

The Clerk reported that a Traffic Regulation Order request for priority signage has been made to Cornwall Council.

8.2. PUBLIC TRANSPORT ISSUES:**8.2.1. Bus Shelter provision at St. Nicolas Church, Main Road, Downderry - Update**

The Clerk reported that the further to a request from the Parish Council the St. Germans Group P.P.C. had formally voted to approve the Church Porch be designated as a Bus Shelter. The Clerk had also been informed that the P.C.C. stated the church porch was open at all times and that the road was clearly visible in both directions. The church building was open during day light hours and the church welcomed anyone to come and wait inside and use the refreshment tray and toilets if they had any sort of wait.

Cllr. J. P. Candy suggested that a letter be sent to Citybus requesting that drivers check for passengers waiting at the church porch when they pass the church.

Cllr. Ms. H. M. Brockbank reported on the public meeting organised by Citybus at Seaton to discuss local services. This meeting had been well attended by regular passengers and provided valuable feedback to Citybus. Concerns were expressed regarding the timing bus connections to Plymouth and the protracted route to Liskeard which took too long.

Action by: Clerk

9. CURRENT / ONGOING BUSINESS:**9.1. STARTER HOMES (previously Affordable Housing):**

Cllr. Ms. H. M. Brockbank stated she was hoping to set up a meeting with the new Hastoe Housing Association project manager, Ms. Hill-House on her return from holiday after 9th October 2018.

Action by: Cllr. Brockbank

9.2. NEIGHBOURHOOD PLAN:**9.2.1. Deviock Neighbourhood Plan Update**

Cllr. Mrs. B. M. Lloyd reported that the Cornwall Council Neighbourhood Plan team had now sent comments back on the draft Deviock plan. A re-draft would be produced including format changes. Suitable pictures would be included.

ORDINARY MEETING OF 11th October 2018 (Continued)

9.2. NEIGHBOURHOOD PLAN (Continued):

9.2.2. Crantock Parish Council – Neighbourhood Plan Challenge

The Clerk referred members to a forwarded email of 3rd October 2018) requesting financial support to Crantock Parish Council to fund a Judicial Review in relation to a Cornwall Council planning decision that appeared to disregard the Crantock Neighbourhood Plan.

The Clerk also highlighted an email that had been received from Cornwall Association of Local Councils alerting parish councils to a potential risk of providing financial support to Crantock Parish Council because of possible later liability for a proportion of costs if the judgement were awarded against Crantock Parish Council.

After discussion it was decided to make no contribution.

9.3. TANVER YATE – Update

Cllr. Ms. H. M. Brockbank presented a letter from the previous owners of Tanver Yate which stated that the covenant only applied to Tanver Yate and no other adjacent land. Because of this letter Cllr. Brockbank proffered the view that agreement to amend the covenant by other parties was not required. After discussion Cllr. J. P. Candy **proposed funding of up to £500.00** in order to obtain legal advice; this was **seconded** by Cllr. Mrs. Angela Thorpe and **agreed** unanimously by the Meeting.

Action by: Clerk &
Cllr. Candy

9.4. ROCKNOSE ROADSIDE VERGE – To consider further improvements

The Clerk referred members to an email (19th September 2018) received a from local resident expressing concerns about safety on the Rocknose verge.

After discussion Cllr. J. P. Candy **proposed** that updated quotations for safety improvements including fencing be obtained; this was **seconded** by Cllr. J. London and **agreed** unanimously by the Meeting.

Action by: Clerk & Cllr. Candy

9.5. BIKE RACKS – Update

The Clerk informed members that as the proposed locations for bike racks at Seaton were on Cornwall Council owned land a licence would be required before installation could take place. The cost of the licence for the location in front of the Seaton public toilet block would be £100.00 plus an annual charge of £1.00. The Clerk stated that he would investigate if a separate licence would be required for the Seaton Beach carpark location.

Cllr. Mrs. A. Thorpe **proposed expenditure of £100.00 for the licence plus the annual fee of £1.00;** this was **seconded** by Cllr. Mrs. A. Robinson and **agreed** unanimously by the Meeting.

9.6. BEACH PLASTIC WASTE – To consider ways to manage this waste

Cllr. Mrs. Angela Thorpe drew the attention of members to the problems of beach plastic waste and asked for suggestions on how to deal with it. Local beach cleans were organised by Clean Cornwall and other groups. C. Cllr. Richard Pugh agreed to provide contact details Mr. Peter Blenard, the new Cornwall Council Waste and Recycling officer.

Action by: All members

10. REPORT BY CORNWALL COUNCILLOR: -

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

- a) The recent Seaton bus meeting had been a useful exercise and it was good to see Citybus being pro-active
- b) The Hessenford village roadside on the A387 would be reinstated on its posts
- c) Seaton Beach Access - Contact had been made with Donald Martin (Countryside Team Leader, Cornwall Council) who had stated that improvements to the beach access were dependent on funding which was currently limited.
- d) Cornwall Council Planning Enforcement Dept. had recently imposed a fine of £6,500 for rebuilding of a cottage at Terras Crossing, Looe, without permission, and had demanded that it be taken down.
- e) a £400.00 Community Chest fund was being held for allocation to Deviock Parish.

ORDINARY MEETING OF 11th October 2018 (Continued)**10. REPORT BY CORNWALL COUNCILLOR (Continued): -**

f) The Liskeard / Looe Community Network Panel meeting on 29th October 2018 would be considering funding requests from local parish councils for Traffic Regulation Order works. It would be good if Deviock Parish Council could be represented at that meeting.

11. PLANNING:**11.1. PLANNING APPLICATIONS:****11.1.1. PA18/0866 Mr. Richard Roseveare LAND ADJACENT TO 34 BUTTLEGATE, DOWNDERRY**

Construction of new dwelling

(planning officer: George Shirley)

After discussion Cllr. Ms. H. M. Brockbank **proposed objection** to the application for the following reasons: -

- 1) Over development.
- 2) Highway safety as dangerous access onto Trewall Lane at junction with Main Road, Downderry.
- 3) At odds with the emerging Deviock Neighbourhood Plan which advocates the development of smaller size dwellings for local need.

This proposal was **seconded** by Cllr. Mrs. A. Thorpe and **agreed** by the Meeting (Two abstentions)

11.1.2. To ratify decision of support submitted regarding:-**PA18/08209 Mr Ian Brewis COBLAND MILL, COBLAND HILL, EGLAROOZE**

Change of use of winery and machinery store to residential dwelling house

(application no. E201/00620/FUL relates).

The Clerk informed members that the majority decision of support for the application concluded as a result of email voting by councillors required ratification by the Meeting.

Cllr. J. P. Candy **proposed** ratification of the decision of support for the application; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

11.2. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

None had been received.

11.3. PLANNING APPEALS: None had been received.**11.4. PLANNING DECISIONS:****11.4.1. 11.09.2018 PA18/06644 APPROVED**

Applicant: Mr & Mrs Williams

Location: 43 Trierieve Estate Downderry PL11 3LY

Proposal: Proposed modifications and extensions to dwelling.

11.4.2. 12.09.2018 PA18/06796 APPROVED

Applicant: Mr Robert Mann

Location: Morledan Top Road Downderry Torpoint Cornwall

Proposal: New dwelling

11.4.3. 27.09.2018 PA18/07167 APPROVED

Applicant: Mr Roy Nash

Location: Silver Seas Top Road Downderry Torpoint Cornwall

Proposal: Extension to entrance porch with balcony above

11.4.4. 02.10.2018 PA18/02149/PREAPP Closed - advice given

Applicant: Mr Dennis Venn

Location: Brinkburn Barn (Mobile Home At) Treliddon Lane Downderry Torpoint Cornwall

Proposal: Pre application advice for extension to the Piggery, providing a car port and change of use to a dwelling,
lifting the tie to Brinkburn Barn and the holiday restriction

ORDINARY MEETING OF 11th October 2018 (Continued)**11. PLANNING (Continued):****11.5. PLANNING CORRESPONDENCE:**

None had been received.

11.6. PLANNING MATTERS RAISED BY MEMBERS:

11.6.1. It was reported that groundworks were being carried out to the sea side of Main Road, Downderry, east of Buttlegate. The Clerk was instructed to report this activity to Cornwall Council, Planning Enforcement Dept.

Action by: Clerk

12. NEW BUSINESS:-**12.1. CORNWALL COUNCIL / NALC / CALC, ETC DOCUMENTS:**

No documents had been received.

12.2. NEWSLETTERS / REPORTS / BROCHURES, ETC:

None had been received.

12.3. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA**12.3.1. Vacancy for Parish Councillor to represent Seaton Ward**

The Clerk reported that Cllr. D.R. Humphreys had indicated that he would be resigning from the Council in the near future.

12.3.2. Downderry and Seaton Residents Association

The Clerk informed members that The Downderry and Seaton Residents Association had requested an opportunity to address councillors about various matters. The Clerk was instructed to invite a representative of that organisation to address the Council before the start of the next Council meeting on 8th November 2018 at 19.15 hrs.

Action by: Clerk

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

12.4.1. Cllr. Mrs. B. M. Lloyd requested two agenda items:

- a) Nut Tree Newsletter. To discuss future editorship and distribution
- b) Affordable Housing

There being no further business, the Chair closed the meeting at 21.19 hrs.

FROM THE PARISH MEMBERS SITE