

DRAFT
MINUTES of the **ORDINARY MEETING** of
The DEVIOCK PARISH COUNCIL held at
THE COASTAL ZONE, DOWDERRY,
at 7.30pm on Thursday, 12th October 2017.

PRESENT: Parish Cllrs. Ms. H. M. Brockbank, Dowderry Ward
 Mr. J. P. Candy, Seaton Ward
 Mr. M. Gibbons, Dowderry Ward
 Mr. D. R. Humphreys, Seaton Ward
 Mrs. B. M. Lloyd, Dowderry Ward
 Mr. J. London, Dowderry Ward
 Mr. S. J. Parry, Seaton Ward
 Mrs. A. Robinson, Hessenford Ward
 Ms. M. E. Temlett (Chair), Dowderry Ward (from 19.50 hrs)

C. Cllr. R. Pugh
 Tim Pullin (Parish Clerk)

ELECTION OF CHAIR FOR THE MEETING:

The Chair and Vice-Chair both being absent at 19.30 hrs Cllr. Mrs. A. Robinson **nominated Cllr. Mrs. B. M. Lloyd as Chair for the meeting** until such time as the Chair arrived; this was **seconded** by Cllr. D. R. Humphreys. There being no other nominations, this was **agreed** unanimously by the meeting.

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:

The applicant for PA17/07742 Kenwyn, Brenton Road, Dowderry PL11 3JA (item 5.) informed the meeting that Cornwall Council Planning Dept. had stated that his application was invalid and that he would need to reapply stating that the proposed development was "a new dwelling" when in reality it was an extension to the existing house. It was suggested that the applicant consult C. Cllr. R. Pugh on this matter. There being no other members of the public wishing to address the meeting, the Vice-Chair closed the public participation period.

3. TO ACCEPT APOLOGIES FOR ABSENCE:

3.1. Cllr. D. T. Parry (previous engagement); Cllr. Mrs. A. Thorpe (illness) and Cllr. Ms. M. E. Temlett (apologies for possible late arrival because of work commitments).

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

4. MINUTES:

4.1. Minutes of the Ordinary Meeting of 14th September 2017

It was **proposed** by Cllr. J. London; **seconded** by Cllr. J. P. Candy and **AGREED** by the Meeting to accept the minutes as a correct record (one abstention).

ORDINARY MEETING OF 12th October 2017 (Continued)

5. REPORTS ON MATTERS ARISING FROM THE MINUTES:

5.1. Cllr. J. P. Candy referred to item 5.1. of the 14th September 2017 minutes (PA17/04940 Land at Keveral Gardens), asking if details of the proposed drainage system had been finalised. The Clerk replied that no details had yet been notified.

6. POLICE MATTERS:

6.1. Cllr. J. P. Candy raised the issue of policing naturism on DOWNDERRY beach and suggested that the Parish Council should adopt a policy statement on this matter.

7. PLANNING:

7.1. PLANNING COMMITTEE:

7.1.1. Minutes of the Meeting of 28th September 2017

It was **proposed** by Cllr. D. R. Humphreys; **seconded** by Cllr. J. London and **AGREED** by the Meeting to accept the minutes as a correct record (three abstentions).

7.1.2. Matters arising from the minutes:

7.1.2.1. Cllr. S. J. Parry requested information on whether Cornwall Council Planning Dept. took the recommendations made in the local Shoreline Management Plan seriously when deciding on planning applications. C. Cllr. R. Pugh stated that he had had discussions with the Planning Dept. on this issue and had been assured that the Shoreline Management Plan was consulted during the application determination process.

Cllr. Ms. M. E. Temlett (Chair) joined the meeting at 19.50 hrs and took over chairmanship of the meeting from Cllr. Mrs. B. M. Lloyd

7.2. PLANNING APPLICATIONS:

7.2.1. PA17/08935 Mr Stuart Fitz-Barton – THE RED HOUSE, BRENTON ROAD, DOWNDERRY Construction of a new infill dwelling

Cllr. J. P. Candy **proposed** that consideration of the application be **deferred** until the next Planning Committee meeting in order to allow adequate time for public comments to be submitted; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

7.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

7.3.1. PA17/09543 Mrs Janet Stuart-White – SEAWINDS, TRERIEVE ESTATE, DOWNDERRY

Three story extension to the rear elevation of an existing dwelling situated on a on a steep slope. Other works include new rear conservatory below the existing balcony which is to be extended along the length of the new extension; and an altered stepped access at the front of the property from the parking area down to the front door level.

(Planning officer: George Shirley)

It was agreed that this recently received application also be deferred until the next Planning Committee meeting.

7.4. PLANNING APPEALS: None had been received.

7.5. PLANNING DECISIONS:

7.5.1. PA17/06494 26.09.2017 APPROVED

Applicant: Mr Chris Knipe

Location: Eddystone Seaton Park Seaton PL11 3JF

Proposal: Alterations including balcony to front elevation, raised terrace to rear, addition of porch, changes to fenestrations and internal alterations.

7.5.2. PA17/07650 28.09.2017 APPROVED

Applicant: Mr And Mrs Purvis

Location: Tamarisk 2 Trerieve Estate DOWNDERRY Torpoint Cornwall

Proposal: Retrospective Planning Application for erection of front raised deck with storage under.

ORDINARY MEETING OF 12th October 2017 (Continued)**7.6. PLANNING CORRESPONDENCE:**

None had been received.

7.7. PLANNING MATTERS RAISED BY MEMBERS:

7.7.1. Cllr. M. Gibbons reminded members of the unlawful development at 1 Tregunnick Lane, Seaton, requesting information as to what action was being taking by the Planning Enforcement Dept. C. Cllr. R. Pugh stated that he understood that the developer would be putting in a planning application for the current changes to the property.

8. FINANCE:**8.1. Income & Expenditure.****8.1.1. INCOME: AUGUST & SEPTEMBER 2017**

Barclays Bank Interest	29.28
Murex Wilton Ltd – Wilton Wind Turbine – Community Benefit Payment 2017	3,000.00
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 th September 2017)	183.34
AUGUST & SEPTEMBER 2017 INCOME TOTALS	Total £ 32,061.98

8.1.2. EXPENDITURE: AUGUST & SEPTEMBER 2017

	<u>VAT £</u>	<u>Nett £</u>	<u>TOTAL £</u>
Cornwall Council – Clerk's Salary – June 2017	1.00	1,564.74	1,565.74
Duchy Defibrillators – Annual monitoring charge (Hessenford Defibrillator)	32.00	160.00	192.00
Cornwall Council – Clerk's Salary – July 2017	1.00	1,564.74	1,565.74
South West Water Business – Downderry Public Toilets – (Balancing payment 28 th July 2017)	0.00	21.51	21.51
South West Water Business – Seaton Public Toilets – 22 nd April – 31 st July 2017	0.00	1,342.48	1,342.48
PWS – Cleaning materials for Public Toilets (Inv. 161927)	29.98	149.90	179.88
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

Direct Debit Payments:

None	0.00	0.00	0.00
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Standing Order Payments:

MR. J. BIRD – August 2017 Cleansing Contract Payment (Downderry & Seaton)	0.00	493.75	493.75
MR. J. BIRD – September 2017 Cleansing Contract Payment (Downderry & Seaton)	0.00	493.75	493.75
AUGUST & SEPTEMBER 2017 EXPENDITURE TOTALS	£ 227.97	8,856.21	9,084.18

Ratification of this expenditure was **proposed** by Cllr. Mrs. A. Robinson, **seconded** by Cllr. Mrs. B. M. Lloyd and **approved** unanimously by the Meeting.

8.2. Bank Statements & bank account / interest management

<u>Date</u>	<u>Account</u>	<u>Balance £</u>	
29 Sept. 17	Barclays Community	1,000.00	
29 Sept. 17	Barclays Business Premium	33,712.01	
29 Sept. 17	Barclays Base Rate Reward	71,291.66	<i>Aug & Sept 2017 interest = £29.28</i>
29 Sept. 17	Lloyds TSB Fixed Term Deposit *	66,307.61	<i>Matures on 29th March 2018 Interest at 0.36% = £118.37</i>

ORDINARY MEETING OF 12th October 2017 (Continued)

8.3. LETTERS OF THANKS: None had been received.

8.4. REQUESTS FOR FUNDING:

8.4.1. Quay Lane Surgery Patient Participation Group: Request for funding towards local First Aid training

The Clerk informed members that this request had now been deferred until the outcome of the First Aid Training to take place at St. Germans had been assessed.

8.5. FINANCIAL CORRESPONDENCE:

8.5.1. Appointment of Internal Auditor to Deviock Parish Council for Year ending 31st March 2018

The Clerk informed members that Mr. Barry Jollie was prepared to continue as the Internal Auditor to Deviock P.C. and was requesting an honorarium of £85.00

Cllr. J. P. Candy **proposed** that Mr. B. Jollie be appointed as Internal Auditor to the Parish Council for the year ending 31st March 2018 and that an honorarium of £85.00 be approved; this was **seconded** by Cllr. Mrs. A. Robinson and **agreed** unanimously by the Meeting.

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

None had been received.

8.7. ACCOUNTS TO BE PAID:

	VAT	Nett	TOTAL
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 (agreed grant)	0.00	85.03	85.03
Deviock Parish Council – Petty Cash	0.00	50.00	50.00
	Total £	1,929.46	1,930.46

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

8.8. FINANCE AND GENERAL PURPOSES COMMITTEE:

To agree a date and time for the 2018 Precept setting meeting

The Clerk suggested that this meeting take place on 26th October immediately following the Planning Committee scheduled for 6.30 pm, this suggestion was then **proposed** by Cllr. S. J. Parry; **seconded** by Cllr. D. R. Humphreys and **agreed** unanimously by the Meeting.

9. HIGHWAY MATTERS:

9.1. TRAFFIC & PARKING ISSUES: Downderry, Seaton & Hessenford

9.1 Traffic and parking issues Downderry, Seaton & Hessenford

9.1.1. Rocknose Corner, Brenton Road, Downderry – To consider quotations for roadside posts

The Clerk stated that one quotation had been received from a licensed contractor.

Cllr. J. P. Candy informed members that he was awaiting quotations for this work from contractors.

Discussion took place as to the responsibility of Cornwall Council to ensure the safety of the highway.

Cllr. S. J. Parry **proposed** that a letter be sent to C. Cllr. R. Pugh regarding these issues with the Highways Dept.; this was **seconded** by Cllr. D. R. Humphreys and **agreed** unanimously by the Meeting.

Action by: Clerk

9.1.2. B3247 (Seaton Valley Road) proposed road closure for repair work (30th October – 22nd December 2017) – Update on arrangements

C. Cllr. R. Pugh informed the meeting that he had now arranged negotiated for additional bus services to be run during the period of the road closure. The bus company had only intended to provide a minimal service which C. Cllr Pugh thought inadequate and he had therefore put pressure on the Passenger Transport Unit to demand increased services.

Road Closure notification and diversion signs would be put up in good time. A request regarding roadside hedge cutting had been made.

ORDINARY MEETING OF 12th October 2017 (Continued)

10.1. STARTER HOMES (previously Affordable Housing):

Cllr. Ms. H. M. Brockbank informed members that no new information regarding this had been received but that she would chase up Hastoe Housing Association about progress on the Treliddon Lane project.

Action by: Helen Brockbank

10.2. NEIGHBOURHOOD PLAN - Update:

Cllr. Mrs. B. M. Lloyd informed members that a public meeting would be held on Thursday 1st December 2017 in order to consider site allocations in Deviock Parish for inclusion in the Neighbourhood Plan.

A **proposal** by Cllr. D. R. Humphreys that a flyer advertising this meeting be delivered with copies of Nut Tree Newsletter in Deviock Parish was made; this was **seconded** by Cllr. J. London and **agreed** unanimously by the Meeting.

Action by: Biddy Lloyd

Cllr. Mrs. Lloyd then **proposed funding up to £100.00** for data process on information relating to the plan; this was **seconded** by Cllr. J. P. Candy and **agreed** unanimously by the Meeting. Mrs. Amanda Ratsey would be investigating additional grant funding towards the Plan.

10.3. LOCAL DEVOLUTION PACKAGE - Update:

The Clerk reported that he had contacted Mr. David Read regarding process with the Deviock Devolution Package and had been told that it could take another three months before being brought back to the Parish Council for further negotiation.

10.4. TANVER YATE: Update on project:

Cllr. J. P. Candy **proposed** that a letter be hand delivered to all the covenant holders with an interest in the land at Tanver Yate requesting their consent to amend the covenant; this was seconded by Cllr. D. Gibbons and agreed by the Meeting. The Chair agreed to deliver the letters in order to provide an opportunity to speak to the covenant holders.

Action by Chair and Clerk

10.5. WINTER PUBLIC TOILET PROVISION IN THE PARISH:

The Clerk read out a letter from Mr. John Bird regarding possible changes to public toilet provision for the winter period. After discussion as to the advisability of closing the ladies toilets at Seaton it was agreed to support Mr Bird's recommendations.

10.6. TO CONSIDER SUGGESTED IMPROVEMENTS TO SEATON COUNTRYSIDE PARK:

10.6.1. The Clerk informed members that this item as at the request of the Vice-Chair. In his absence it would be best to defer this item until the next meeting. This was agreed by the councillors.

10.6.2. Cllr. S. J. Parry updated councillors on the project to provide additional picnic benches for Seaton, informed the Meeting that a grant had been secured from Tesco and asked for permission to progress the project by requesting further quotations. Councillors supported Cllr. Parry in proceeding with the project.

10.6.3. Cllr. J. P. Candy requested funding to refurbish the Seaton Millennium benches that were still on his property and also help to move them. The Chair **proposed** that **funding of up to £500.00** be granted for this work; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** unanimously by the Meeting.

The time being 21.30 hrs Cllr. J. P. Candy **proposed a meeting time extension** until 21.45 hrs; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** unanimously by the Meeting.

10.7. TO CONSIDER THE PROVISION OF WI-FI FOR THE ZONE (METHODIST CHAPEL), DOWNDERRY:

10.7.1. The Clerk informed members that Miss Heather Blacker was making enquiries with the Methodist Church regarding how to proceed. It was thought that a legal contact / agreement would be required between Parish Council and Church. The Church / Zone would need to be the subscriber and would require the installation of a land line. The Parish Council could agree to either reimburse invoices or be the bill payer. The Chair suggested that more information regarding how many users of the Zone would actually use the Wi-Fi if made available was required.

ORDINARY MEETING OF 12th October 2017 (Continued)**11. REPORT BY CORNWALL COUNCILLOR:-**

C. Cllr. R. Pugh reported that:-

- 1) Layby on A387 west of Hossenford: Cornwall Council Enforcement Dept. had deemed that no change of use of this land had taken place and that therefore no action would be taken.
- 2) Footpath adjacent to St. Nicolas School, Downderry: Work to repair this path would take place over the autumn school half-term week.
- 3) A "No Exit" road marking will be painted west of the entrance to Broads Yard Car Park, Downderry
- 4) C. Cllr. Pugh is dealing with the issue of overhanging trees at Keveral Gardens, Seaton
- 5) Broads Yard Car Park: Street lights to be repaired on 13th October 2017
- 6) A38 – A case for action is being prepared with the help of £100K funding in connection with a campaign to secure the upgrading of this road to continuous dual carriageway.
- 7) Under recent proposals for changes to the Cornwall Division areas, Deviock Parish would become part of the East Looe, Morval and St. Martins Division in 2021.

Referring to item 1 of C. Cllr. Pugh's report, Cllr. J. P. Candy stated that Deviock Parish Council should not accept the decision of Cornwall Council Enforcement Dept. on this matter and that a letter should be sent to Mr. Ben Bassett the officer on this case expressing objection to the decision.

12. NEW BUSINESS:-**12.1. CORNWALL COUNCIL / NALC / CALC, ETC DOCUMENTS:****12.1.1. Boundary Commission: Electoral Review of Cornwall Division Arrangements****Public Consultation 26th September 2017 to 19th February 2018**

Cllr. J. P. Candy informed members that a series of Roadshows on this subject was being rolled out by Cornwall Council in November 2017 and that this item should be put back on the agenda for discussion after this had occurred.

12.2. NEWSLETTERS / REPORTS / BROCHURES, ETC:

The following publications were available for inspection:-

- 1) LCR Autumn 2017
- 2) The Cinnamon Trust Newsletter – Christmas 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:

12.6.1. Cllr. S. J. Parry requested that the picnic benches project for Seaton be an agenda item. There being no further business, the Chair closed the meeting at 21.44 hrs.

FROM THE PUBLIC OFFICE