

**MINUTES of the ORDINARY MEETING of
The DEVIOCK PARISH COUNCIL held at
THE COASTAL ZONE, DOWDERRY,
at 7.30pm on Thursday, 9th June 2016.**

PRESENT: Parish Cllrs. Mr. D. T. Parry (Chair), Hessenford Ward
Ms. M. E. Temlett (Vice-Chair), Dowderry Ward
J.P. Candy, Seaton Ward*
D.E. Foote, Dowderry Ward
D. R. Humphreys, Seaton Ward
Mrs. B. M. Lloyd, Dowderry Ward
Mrs. A. Ratsey, Dowderry Ward
Mrs. A. Robinson, Hessenford Ward
* Also Cornwall Councillor, Trelawny Division

The Clerk being absent, C. Cllr. J. P. Candy proposed that Cllr. D. E. Foote and the Vice-Chair take minutes of the meeting; this was seconded by the Chair and agreed 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:

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

3. TO ACCEPT APOLOGIES FOR ABSENCE:

3.1. The following apologies for absence had been given:-
Cllr. Ms. H. M. Brockbank: Sporting commitments
Cllr. S. J. Parry: Work commitments
Cllr. Mrs. A. Thorpe: Illness

It was **proposed** by Cllr. Mrs. A. Robinson; **seconded** by C. Cllr. J. P. Candy and **AGREED** unanimously by the Meeting to accept the apologies for absence.

4. MINUTES:

4.1. Minutes of the Annual Meeting of 12th May 2016

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. (One abstention).

5. REPORTS ON MATTERS ARISING FROM THE MINUTES:

There were no matters arising.

ORDINARY MEETING OF 9th June 2016 (Continued)**6. POLICE MATTERS:**

No matters had been received from the police for consideration. It was noted that there had been reports of nudists using Donderry beach to the east of the Bass Rock. It was agreed that this information should be passed onto the police.

7. PLANNING:**7.1. PLANNING APPLICATIONS:**

7.1.1. PA16/03731 Mr. Robert Hocking WAVECREST, LOWER ROAD, DONDERRY
Certificate of Lawfulness for proposed use to replace an existing structure with a more secure permanent building on the side of the house (*Case Officer – Sarah Stevens*)

Cllr. Mrs. A. Robinson **proposed** support of the application, subject to the replacement being of the same footprint and height as that being replaced; this was **seconded** by Cllr. Mrs. A. Ratsey and **agreed** by the meeting (one abstention).

7.1.2. PA16/04474 David Ryan 30 BUTTLEGATE, DONDERRY
Construction of detached dwelling with integral garage (*Case Officer – Rosilyn Baker*)
After discussion Cllr. Mrs. B. M. Lloyd **proposed support** of the application, subject to a condition regarding landscaping being imposed, in order to reduce the impact of development on the street scene; **seconded** by Cllr. Mrs. A. Ratsey and **agreed** by the meeting (one abstention).

7.2. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

None had been received.

7.3. PLANNING APPEALS:

No planning appeals had been received.

7.4. PLANNING DECISIONS:**7.4.1. 11.05.2016 PA16/03233 APPROVED**

Applicant: Ms Nicola Waters Location: Land At Wilton Farm Trerulefoot Cornwall
Proposal: Non-material amendment for installation of additional supporting post to existing mono-post solar panel supporting structures, replacement of broken/damaged panels/supports and the erection of four additional anemometers to decision PA12/11941 (Installation of solar farm and associated infrastructure)

7.4.2. 18.05.2016 PA16/00498 REFUSED

Applicant: Mr D Bishop
Location: Land At Keveral Gardens Seaton Cornwall
Proposal: Reserved matters application following outline approval 60/08425 for details of appearance and scale in respect of 11 dwellings (Plots 2-12) and shared private driveway to Plots 10, 11 & 12.

7.5. PLANNING CORRESPONDENCE:

None had been received.

7.6. MATTERS RAISED BY MEMBERS:

7.6.1 The Shore line management plan was discussed with regard to how it would influence planning decisions. The document stated that the authorities would “hold the line” until 2025 and then instigate a policy of “managed retreat”. Cllr. Mrs. A. Ratsey expressed concern that this issue was not included in the draft Cornwall Local Plan and suggested that the Parish Council write to Cornwall Council requesting what support would be available to “areas of coastal change”. Cllr. Mrs. A. Robinson **proposed** that this letter be sent; this was **seconded** by the Vice-Chair and **agreed** unanimously by the Meeting. Cllr. Ratsey agreed to liaise with the Clerk on this matter.

ORDINARY MEETING OF 9th June 2016 (Continued)

7.6. MATTERS RAISED BY MEMBERS (continued):

7.6.2. Land north of Tanver Yate Field, Downderry.

Concern was expressed regarding recent possible permanent habitation of a field east of Deviock Hill, above Tanver Yate Field. It was reported that caravans / motorhomes were on site. It was suggested that Cornwall Council Planning Enforcement Dept. be notified. In the absence of the Clerk, C. Cllr. J. P. Candy agreed to contact Cornwall Council Planning Enforcement Dept. on this matter.

8. FINANCE:

8.1. Income & Expenditure.

8.1.1. INCOME: APRIL & MAY 2016

Barclays Bank Interest		61.19
Cornwall Council - 2016/17 Precept Payment (First Half-Year)		20,137.09
Murex Bake Ltd. – Bake Wind Turbine Community Benefit Payment (Year Ending 31/03/2016)		3,000.00
APRIL & MAY 2016 INCOME TOTALS	Total £	23,137.09

8.1.2. EXPENDITURE: APRIL & MAY 2016

	VAT £	Nett £	TOTAL £
Cornwall Council: Public Toilets, Downderry - Business Rates 2016/2017	0.00	641.30	641.30
Cornwall Council: Clerk's Salary - February 2016	1.00	1,523.86	1,524.86
Parish Magazine Printing: Nut Tree Newsletter - April 2016 Issue	0.00	112.10	112.10
Just Rods: Seaton Public Toilets – Drain clearing	0.00	70.00	70.00
Cornwall Association of Local Councils: Annual Subscription	43.21	378.52	421.73
Cornwall Association of Local Councils: 2016 Good Councilor Guides x 12 copies	0.00	24.00	24.00
British Gas – Downderry Public Toilets – Electric Supply (8 th Jan – 7 th April 2016)	1.67	33.42	35.09
South West Water – Seaton Public Toilets – Water supply (16 th Jan – 14 th April 2016)	0.00	668.07	668.07
South West Water – Downderry Public Toilets – Water supply (20 th Jan – 14 th April 2016)	0.00	212.06	212.06
South and West Internal Audit – Deviock P.C. Internal Audit 2016	0.00	225.00	225.00
Wallgate Limited – Seaton Public Toilets – Servicing and repairs to hand washer units	148.02	740.10	888.12
Cornwall Council: Clerk's Salary - March 2016	1.00	1,523.86	1,524.86
Cormac Solutions – Seaton Outdoor Gym Safety Inspections (April – June 2016)	7.20	36.00	43.20
Parish Magazine Printing: Nut Tree Newsletter - May 2016 Issue	0.00	123.20	123.20
St. Germans Parish Council – Reimbursement of payment contribution for colour component of the May 2016 Nut Tree Newsletter	0.00	11.10	11.10
PWS – Cleaning supplies for public toilets (Inv. A133752)	17.39	86.96	104.35
Timothy Pullin – Clerk's Mileage Expenses (June 2015 – April 2016: 301 miles @ 60.1p per miles + £1 parking)	0.00	181.90	181.90
St. Germans Group Parish – Office Rent Nov. 2015 – April 2016	0.00	650.00	650.00
Direct Debit Payments:			
BT Group PLC – Office Phone & Broadband to 20 th July 2016	31.65	158.29	189.94
Standing Order Payments:			
MR. J. BIRD – April 2016 Cleansing Contract Payment (Downderry & Seaton)	0.00	474.00	474.00
MR. J. BIRD – May 2016 Cleansing Contract Payment (Downderry & Seaton)	0.00	474.00	474.00
APRIL & MAY 2016 EXPENDITURE TOTALS	£	251.14	8,347.64

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

8.2. BANK STATEMENTS & BANK ACCOUNT / INTEREST MANAGEMENT:

Date	Account	Balance £	
27 May 16	Barclays Community	1,000.00	
27 May 16	Barclays Business Saver	22,973.29	
27 May 16	Barclays Base Rate Reward	70,973.29	Interest April & May 2016 = £61.19
29 Mar 16	Lloyds TSB Fixed Term Deposit	65,437.18	Matures on 29 th March 2017 Interest at 1.05% = £687.09

ORDINARY MEETING OF 9th June 2016 (Continued)

8.3. LETTERS OF THANKS:

None had been received.

8.4. REQUESTS FOR FUNDING:

8.4.1. CHAT Directory 2016 (Community Health Around Torpoint)

Request for contribution towards publication costs (letter received 29th April 2016)

After discussion Cllr. D.E. Foote **proposed that the Council grant funding of £50.00**; this was **seconded** by Cllr. Mrs. A. Ratsey and **agreed** unanimously by the Meeting.

8.5. FINANCIAL CORRESPONDENCE:

8.5.1. 4th round of the Coastal Communities Fund in England – To consider any suitable projects for grant funding and how to finalise any application by 30th June 2016

The Clerk had previously informed members of this grant funding and this was noted by members.

8.5.2. To confirm acceptance of licence agreement with the Saltash Methodist Circuit Meeting for hire of the Donderry Methodist Church in 2016 /2017

The Clerk had previously informed members that the terms of this licence for hiring the Zone meeting room would be as per the current licence. The licence needed to be renewed on an annual basis.

The new licence would commence on 1st September 2016. The charge per session would be £18.00.

It was **proposed** by C. Cllr. J. P. Candy; **seconded** by Cllr. Mrs. B. M. Lloyd and **AGREED** unanimously by the Meeting to confirm acceptance of the 2016/17 Licence Agreement.

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

None had been received.

8.7. ACCOUNTS TO BE PAID:

	<u>VAT £</u>	<u>Nett £</u>	<u>TOTAL £</u>
PWS – Cleaning supplies for public toilets (Inv. 135583)	35.19	175.98	211.17
Cornwall Council: Clerk's Salary - April 2016	1.00	1,549.19	1,550.19
S.L.C.C. – 2016 Annual Subscription (<i>Society of Local Council Clerks</i>)	0.00	149.00	149.00
Donderry Methodist Church – Hire of Coastal Zone June 2016 – May 2017	0.00	486.00	486.00
Devioc Parish Council – Petty Cash	0.00	50.00	50.00
Ms. H. M. Brockbank - Devioc P.C. Allowances 2015/16 & Printer Expenses 2016/17	0.00	157.80	157.80
Mr. D. E. Foote – Devioc P.C. Allowances 2015/16 & Printer Expenses 2016/17	0.00	157.80	157.80
Mr. D. R. Humphreys - Printer Expenses 2016/17	0.00	25.00	25.00
Mrs. B. M. Lloyd – Devioc P.C. Printer Expenses & Nut Tree Newsletter Editor Expenses 2016/17	0.00	75.00	75.00
Mr. S. J. Parry – Devioc P.C. Allowances 2015/16 & Printer Expenses 2016/17	0.00	157.80	157.80
Mrs. A. Robinson – Devioc P.C. Printer Expenses 2016/17	0.00	25.00	25.00
Mrs. M. E. Temlett – Devioc P.C. Allowances 2015/16 & Printer Expenses 2016/17	0.00	124.60	124.60
Mrs. A. Thorpe – Devioc P.C. Allowances 2015/16 & Printer Expenses 2016/17	0.00	191.00	191.00
H.M.R.C. – PAYE Tax on councillors allowances 2015/16	0.00	166.00	166.00
TOTAL: £	36.19	3,490.17	3,526.36

It was **proposed** by Cllr. Mrs. A. Ratsey; **seconded** by C. Cllr. J. P. Candy and **RESOLVED** by the Meeting to ratify the above expenditure.

It was noted that most meeting attendees had a non-pecuniary interest in items on the accounts to be paid.

9. HIGHWAY MATTERS:

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

9.1.1. Report on highways issues at Narkurs

The Chair had circulated a written report. After discussion it was agreed that Cornwall Council Highways Dept. be requested to carry out a second traffic speed monitoring test at a different location in Narkurs.

ORDINARY MEETING OF 9th June 2016 (Continued)

9.2. NEW SIGNAGE (children playing in street) FOR TREROSE COOMBE AND SEATON PARK, SEATON – UPDATE:

The Clerk had reported that Downderry Group had agreed to the installation of signs at Trerose Coombe, Downderry. Regarding signs for Seaton Park, Mr. Adrian Drake (Highways Manager, Cornwall Council) was not convinced that they were required and that regulation did not allow him to approve the request for these signs on the highway.

Cllr. D. R. Humphreys had obtained quotations for the supply of suitable signs (500 x 500cm) and posts. The installation of the signs would be carried out at no charge to the Council. Cllr. Humphreys agreed to consult local residents regarding the best size for the signs and C. Cllr. Candy suggested that reference to the “manual for Streets” would provide guidance as to where the signs could be legally located.

Cllr. Mrs. A. Ratsey **proposed expenditure for signs and posts up to £350.00**; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

9.3. PUBLIC TRANSPORT ISSUES: No matters were raised.

10. CURRENT / ONGOING BUSINESS:-

10.1. AFFORDABLE HOUSING:

C. Cllr. J. P. Candy informed members that he had contacted Mr. Andrew George (Director of Cornwall Community Land Trust) regarding the Trelidon Lane, Downderry site. Mr. George had suggested that a topographical survey of the site should be carried out, but that would need to be paid for by the Parish Council. After discussion Cllr. Mrs. A. Ratsey **proposed expenditure up to £600.00** to commission a topographical survey, subject to that survey remaining the property of the Parish Council; **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

10.2. NEIGHBOURHOOD PLAN - Update:

Cllr. Mrs. A. Ratsey informed members that a public meeting to discuss the draft Neighbourhood Plan would be required in July 2016. Local land owners were to be consulted. The issue of coastal erosion and flooding needed to be included.

10.3. TANVER YATE – TO CONSIDER FUTURE ACTION:

C. Cllr. J. P. Candy informed members that a site meeting at Tanver Yate had been arranged for 7pm on Wednesday 15th June 2016.

10.4 DEVOLUTION OF ASSETS FROM CORNWALL COUNCIL TO DEVIOCK PARISH COUNCIL – UPDATE:

The Clerk had informed members that Mr. David Read (Cornwall Council Liskeard / Looe Community Network Area Link Officer) was requesting to know if the Parish Council had questions for Cornwall Council, further to the response received (10th May 2016) from Cornwall Council relating to earlier queries. A grant application to the Cornwall Council Devolution Fund for £7,000 to help with possible devolution transfers to Deviock Parish Council had been applied for. The outcome of the application should be known in early July 2016. Members noted this information.

10.5. ST NICOLAS SCHOOL, DOWNDERRY – PUBLIC ACCESS TO SCHOOL FIELD UPDATE:

The Clerk had informed members that a negative response had been received from Mrs. Julie Simpson (Academy Principal, St. Barnabas Multi Academy Trust) in reply to the letter sent on 7th April 2016 regarding continued public access to the school field. C. Cllr. J. P. Candy **proposed** that a letter be sent to the Chair of the board expressing disappointment, offering to pay public liability insurance costs and requesting a site meeting; a copy of this letter to be sent to Mr. Colin Breed.

This proposal was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

ORDINARY MEETING OF 9th June 2016 (Continued)

10.6. NATURIST SIGNS FOR DOWNDERRY BEACH - UPDATE:

The Clerk had previously informed members that he had chased up The Duchy and Cornwall Council regarding proposed wording for these signs but had not yet received a response.

10.7. PAPERLESS PLANNING – UPDATE:

The Clerk had provided estimates for the purchase of equipment to assist councillors in viewing planning application plans at meetings. After discussion Cllr. Mrs. A. Ratsey **proposed expenditure up to £2,500.00** for a 65" H.D. Television plus associated works and a suitable laptop computer; this was **seconded** by Cllr. D.E. Foote and **agreed** by the Meeting (one objection).

10.8. TO CONSIDER THE OPTION OF CHARGING FOR THE USE OF PUBLIC TOILETS IN THE PARISH:

This item had been requested by Cllr. S. J. Parry. As Cllr. Parry was absent from the meeting Cllr. D. R. Humphreys **proposed** that the item be deferred until the next meeting; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** by the meeting (Two against).

11. REPORT BY CORNWALL COUNCILLOR:-

C. Cllr. J. P. Candy reported that Cornwall Council was upbeat about the recent Kelly's Ice Cream T.V. advertisement as it had helped to increase interest in visitors to Cornwall.

C. Cllr. Candy gave a brief update on the Cornwall Local Action Group for Small Businesses.

12. NEW BUSINESS:-

12.1. CORNWALL COUNCIL / NALC / CALC, ETC DOCUMENTS: None had been received.

12.2. NEWSLETTERS / REPORTS / BROCHURES, ETC: None had been received.

12.3. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA

No new business had been received.

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

12.4.1. Cllr. Mrs. B. M. Lloyd requested two items: 1) dog fouling 2) damage caused by construction traffic.

12.4.2. Cllr. D. R. Humphreys requested that the possible painting of red road markings on Seaton Hill at Rocknose Corner be an agenda item.

12.4.3. C. Cllr. J. P. Candy requested that Tanver Yate Field be an agenda item.

12.4.4. Cllr. Mrs. A. Ratsey requested that beach slipway signage be an agenda item.

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