

**MINUTES of the ORDINARY MEETING of
The DEVIOCK PARISH COUNCIL held at
THE COASTAL ZONE, DOWDERRY,
at 7.30pm on Thursday, 10th November 2016.**

PRESENT: Parish Cllrs. Mr. D. T. Parry (Chair), Hessenford Ward
Ms. H. M. Brockbank, Dowderry Ward
J.P. Candy, Seaton 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
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

C. Cllr. J. P. Candy declared an interest in any item concerning The Moohey, Lower Trelieve Farm, Dowderry, being a close neighbour of that property.

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 spoke on a variety of matters:-

- a) In objection to a possible bus shelter on Main Road, Dowderry, in the vicinity of St. Nicolas Church. It was stated that a local resident with property adjacent to Main Road, was against the idea for various reasons. The pavement on the south side of the road was too narrow to accommodate a shelter and it had been indicated that this area of pavement adjacent to the properties was actually in private ownership, not that of Cornwall Council. The construction of a bus shelter on the north side of the road would again be problematical not only because of the narrowness of the pavement but also that it would not provide shelter from wind and rain and would also obstruct vision of the road junction. Many people waiting for buses sheltered in the porch of St. Nicolas Church.
- b) Enquired how long the temporary bus stop on Bridge Road, Seaton, would be in place, in light of the fact that no building work was taking place at the site
- c) Deviock Hill: Expressed concern over the removal of Cornish Hedge and requested that the Parish Council take action on this matter.
- d) Deviock Hill Encampment: Expressed the opinion that the Planning Enforcement Dept. sent out the message that people could do as they liked.

There being no other 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. D. E. Foote (family event); Cllr. S. J. Parry (work commitment); Cllr. Ms. M. E. Temlett (work commitment) & Cllr. Mrs A. Thorpe (illness).

It was **proposed** by Cllr. Mrs. A. Robinson; **seconded** by Cllr. Mrs. B. M. Lloyd and **AGREED** unanimously by the Meeting to accept the apologies for absence.

ORDINARY MEETING OF 10th November 2016 (Continued)

4. MINUTES:

4.1. Minutes of the Ordinary Meeting of 13th October 2016

It was **proposed** by C. Cllr. J. P. Candy; **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:

C. Cllr. J. P. Candy referred to item 10.4. of the 13th October 2016 Minutes, suggesting that the letter to the trustees of the St. Barnabas Trust be sent before 31st December because of the forthcoming change in membership of that body.

In response to a question concerning proposed new signage for Trierieve Lane, Donderry, the Clerk stated that he had not yet made contact with Mr. Hoskin in order to request whether a sign could be erected on his land.

6. POLICE MATTERS:

6.1. Donderry Beach Naturists Signs

The Chair reported that there had been reported vandalism to one of the signs. Cllr. Mrs. B. M. Lloyd stated that the signs were in the wrong place. The Clerk stated that the police had insisted that the signs were erected in their current positions. It was agreed that the damaged sign should be replaced but only after the winter. It was requested that this matter should be put on the agenda for the February 2017 meeting.

7. PLANNING:

7.1. PLANNING COMMITTEE:

7.1.1. To approve the Minutes of the Meeting of **20th OCTOBER 2016** as a correct record.

It was **proposed** by Cllr. Ms. H. M. Brockbank; **seconded** by Cllr. Mrs. A. Robinson and **AGREED** by the Meeting to accept the minutes as a correct record. (one abstention).

7.1.2. Matters arising from the minutes (*not appearing elsewhere on the agenda*)

Cllr. D. R. Humphreys referred to item 8.1. of the minutes stating that he had been approached by a near neighbour of The Moohey, Lower Trierieve Farm, Donderry PL11 3DJ, who expressed concerns about Planning application no. PA16/08176 - Construction of a dwelling.

In response to a question concerning the outcome of planning appeals relating to the construction of detached dwellings with garages at Plots 1 & 2 off Trewall Hill, Donderry, the Clerk stated that he had not heard of any conclusion to these appeals.

7.2. PLANNING APPLICATIONS: No applications had been received.

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:

7.5.1. 17.10.2016 PA16/07868 APPROVED

Applicant: Mr Graham Hoskin Location: St Winnolls Farm St Winnolls Polbathic Torpoint Cornwall

Proposal: Variation of condition 7 (boundary and enclosure treatment details) in respect of decision notice no. PA10/05300 (agricultural workers dwelling) to enable the creation of a gateway

7.5.2. 17.10.2016 PA16/02987/PREAPP Closed - advice given

Applicant: Dr And Mrs M Davidson Location: 20 Buttlegate Donderry Torpoint Cornwall PL11 3NQ

Proposal: Pre-application advice for conversion and extension of the lower ground floor to provide residential accommodation for holiday letting, enlargement of the first floor balcony and construction of a staircase from the parking area to the garden

ORDINARY MEETING OF 10th November 2016 (Continued)

7.5. PLANNING DECISIONS (continued):

7.5.3. 19.10.2016 PA16/08045 WITHDRAWN

Applicant: Mr and Mrs D Saunders

Location: 11 Buttlegate Downderry Torpoint Cornwall PL11 3NQ

Proposal: Proposed single storey rear extension, new second floor extension including rooms in the roof

7.5.4. 03.11.2016 PA16/08411 APPROVED

Applicant: Mr David Goode Location: Cair Cottage Cair Farm Polbathic Torpoint Cornwall

Proposal: Construction of porch, new windows in south west and north east elevations, new doors in south east elevation. Conversion of double garage and two store rooms to residential accommodation attached to the existing barn conversion.

7.6. PLANNING CORRESPONDENCE:

7.6.1. PA16/08292 1 Channel View, Front Road, Downderry

The Clerk reported that the planning officer Sarah Stevens had contacted the council (*email dated 3rd November 2016*) stating that she was minded to support the application, subject to a change in the roofing materials to slate substitute, and requested a response from the Council to this proposal. Having consulted with the Chair and Vice-Chair a response of acceptance of this proposal had been made.

7.6.2. PA16/08176 The Moohey, Lower Terrieve Farm, Downderry PL11 3DJ Construction of a dwelling.

C. Cllr. J. P. Candy declared an interest and left the meeting.

The Clerk informed members that he had received a letter from a neighbour, objecting to this application (email 10th November 2016). This letter had been circulated to members.

After discussion it was agreed that the Council had only supported this application because it had not received any objections. The Council was now therefore prepared to concur with the planning officer in objecting to the application. The Clerk was instructed to inform the planning officer of this decision.

C. Cllr. J. P. Candy rejoined the meeting.

7.6.3. Planning Protocol for Pre- Applications

The Clerk referred members to this protocol that was being recommended by CALC.

It was agreed to defer this matter to the next Planning Committee meeting.

7.7. PLANNING MATTERS RAISED BY MEMBERS:

7.7.1 Enforcement Action relating to development north of Tanver Yate, Deviock Hill. - Update

The Clerk informed members that he had contacted the Planning Enforcement Officer, Mr. Ben Basset on 9th Nov and had been informed that the landowner had not previously responded to correspondence sent to him and therefore progress had stalled. Further to a recent site visit a written response had now been received and this would be considered on Friday 11th Nov. Originally the officer had been told that only a livestock shed would be erected at the site. The fact that there is evidence of habitation at the site for some months does not impinge on the power of the Enforcement Dept. to demand a cessation of this activity. The Parish Council would be informed when the final decision on the investigation has been made.

The enforcement case in relation to the removal of Cornish hedge had been closed, as it is apparently permissible to remove up to 20m of hedge even in an Area of Great Landscape Value.

The Chair stated that it was unsatisfactory that earlier requests for information made by the Clerk had not been answered. C. Cllr. J. P. Candy stated that the proper protocols for possible evictions had to be followed and this made the process appear slow.

7.7.2 Request to designate Deviock Parish as a Coastal Change Area

Cllr. Mrs. A. Ratsey stated that it was important to have the Parish designated as a Coastal Change Area and that this would then be included in the Neighbourhood Plan in order to help with controlling how future development in the Parish would take place.

Cllr. Mrs. A. Ratsey **proposed** that the Clerk write to Cornwall Council requesting that Deviock Parish be designated as a Coastal Change Area; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** unanimously by the Meeting.

ORDINARY MEETING OF 10th November 2016 (Continued)**8. FINANCE:**

8.1.1. To approve the Minutes of the meeting of **20th OCTOBER 2016** as a correct record 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. (Two abstentions).

8.1.2. To ratify the 2017/18 Precept recommendation of the F. & G. P. Committee Cllr. Mrs. A. Ratsey **proposed** that the Parish Council accept the recommendation of the Finance and General Purposes Committee and submit a **2017/18 Precept demand of £39,110.00**; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

8.2. Income & Expenditure.**8.2.1. INCOME: SEPTEMBER & OCTOBER 2016**

Barclays Bank Interest	73.39
Cornwall Council - 2016/17 Precept Payment (Second Half-Year) <i>inc. Council Tax Support Grant</i>	20,137.09
Axe Field Rent 2015 /16	200.00
SEPTEMBER & OCTOBER 2016 INCOME TOTALS	Total £ 20,410.48

8.2.2. EXPENDITURE: SEPTEMBER & OCTOBER 2016

	VAT £	Nett £	TOTAL £
Cornwall Council – Clerk’s Salary – August 2016	1.00	1,565.29	1,566.29
Parish Magazine Printing (Inv 1473) Nut Tree Newsletter September 2016 (50% contribution)	0.00	113.50	113.50
P.W.S. (Inv.No. 141167) Cleaning supplies for public toilets	32.95	164.76	197.71
B.E.S. Limited 3 x Vandal proof toilet seats for Downderry Public Toilets	8.65	43.29	51.94
Cornwall Council – Clerk’s Salary – September 2016	1.00	1,565.29	1,566.29
Parish Magazine Printing (Inv 1528) Nut Tree Newsletter October 2016 (50% contribution)	0.00	87.25	87.25
Seymour Signs – Downderry Beach Signs & installation	100.65	503.26	603.91
Viking Direct- Office stationery & black sacks	32.31	6.46	38.77
Launceston Town Council – Clerk’s Training Session on Planning	3.00	15.00	18.00
Viridor Waste Management Ltd (Agreed contributing Third Party Payment – Deviock Innovations Group)	0.00	5,152.52	5,152.52
Victim Support, Cornwall (Agreed Grant)	0.00	50.00	50.00
Royal British Legion Poppy Appeal (2 x Chaplet Wreaths)	0.00	50.00	50.00
Cornwall Council (Planning Training Conference Delegate fee x 2)	0.00	20.00	20.00
Direct Debit Payments:			
None	0.00	0.00	0.00
Standing Order Payments:			
MR. J. BIRD – September 2016 Cleansing Contract Payment (Downderry & Seaton)	0.00	474.00	474.00
MR. J. BIRD – October 2016 Cleansing Contract Payment (Downderry & Seaton)	0.00	474.00	474.00
SEPTEMBER & OCTOBER 2016 EXPENDITURE TOTALS	£ 179.56	10,284.62	10,464.18

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

8.3. Bank Statements & bank account / interest management

Date	Account	Balance £	
28 Oct 16	Barclays Community	1,000.00	
28 Oct 16	Barclays Business Premium	26,361.63	<i>Interest June - September 2016 = £2.07</i>
28 Oct 16	Barclays Base Rate Reward	71,100.53	<i>Interest September & October 2016 = £71.32*</i>
29 Mar 16	Lloyds TSB Fixed Term Deposit	65,437.18	<i>Matures on 29th March 2017 Interest at 1.05% = £687.09</i>

* N/B. As from 5th December 2016 the interest rate is reduced to 0.25% (currently 0.5%)

8.4. LETTERS OF THANKS:

8.4.1. Victim Support Devon & Cornwall (Letter dated 1st November 2016)

8.5. REQUESTS FOR FUNDING:

No requests had been received.

ORDINARY MEETING OF 10th November 2016 (Continued)

8.6. FINANCIAL CORRESPONDENCE:

8.6.1. Election Costs

The Clerk reported that he had received **emails** from Mr. Raymond Olver (Cornwall Council, Electoral Services Officer) 7th November 2016 of estimated costs of Parish Council Elections – May 2017 as set out below:-

	Downderry	Hessenford	Seaton
Contested election:	£2,127.85	£1,673.63	£1,728.46
Uncontested election:	£ 274.98	£ 244.99	£ 244.99

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

None had been received.

8.8. ACCOUNTS TO BE PAID:

	<u>VAT £</u>	<u>Nett £</u>	<u>TOTAL £</u>
PWS – Cleaning supplies for public toilets (Inv. 144089)	22.55	112.72	135.27
Cornac Solutions Limited: Outdoor Gym Safety Inspections (2016-17)	7.20	36.00	43.20
Parish Magazine Printing – Nut Tree Newsletter – Nov 16 Issue (Inv. 1602) 50% Contribution	0.00	87.25	87.25
Cornwall Council – Clerk's Salary – Oct 2016 (Inv.98213053)	1.00	1,565.29	1,566.29
South West Water Ltd. – Seaton Public Toilets – 28/7/16-20/10/16 (Inv.7055571369)	0.00	442.73	442.73
South West Water Ltd. – Downderry Public Toilets – 29/7/16-20/10/16 (Inv.7055571191)	0.00	164.25	164.25
British Gas – Downderry Public Toilets – Electricity – April – October 2016	1.58	64.79	66.37
Timothy Pullin – Clerk's Mileage Expenses – May – Sept.2016 (191 miles + £3 parking)	0.00	117.79	117.79
TOTAL: £	32.33	2,590.82	2,623.15

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

9. HIGHWAY MATTERS:

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

9.1 Traffic and parking issues Downderry, Seaton & Hessenford

9.1.1. To consider a Traffic Regulation Order for Deviock Parish

C. Cllr. J. P. Candy suggested various items that could be included in a new Traffic Regulation Order for Deviock Parish, including an area of double yellow lines opposite housing in Tregunnick Lane, Seaton; possible restrictions to parking on the Seaton Triangle; restrictions to parking at the junction of Keval Gardens with Keval Lane and on Main Road, Downderry west of Threeways.

It was agreed that a **Working Party** consisting of Cllrs. D.T. Parry, J. P. Candy, D. R. Humphreys and Mrs. B. M. Lloyd be set up to take this project forward.

It was suggested that a request for local traffic issues be made in the Nut Tree Newsletter.

9.1.2. Seaton Hill (B3247) Rocknose Corner - Road Side Walkway – Update

The Clerk informed members that he was waiting on costs for partial clearance from Oak Johnson.

C. Cllr. J. P. C. Cllr. J. P. Candy expressed disappointment that this work had not yet taken place.

9.1.3. Toms Steps, Downderry – Loose Railings – To determine action

The Clerk informed members that he had been contacted by a local resident regarding of loose railings at Toms Steps. Parish Council was officially only responsible for clearance of vegetation. Ownership of path was not known.

After discussion Cllr. Mrs. A. Ratsey **proposed funding of up to £1,000.00** to allow for appraisal and renewal of the railings as required; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the meeting.

9.2. PUBLIC TRANSPORT ISSUES:

9.2.1. Bus Shelter for Main Road, Downderry (St. Nicolas Church) – To consider this request

Cllr. Ms. Helen Brockbank informed the Meeting that a bus shelter was required in order to provide shelter from rain for those waiting for bus services. The school children waiting in the mornings were particularly affected.

ORDINARY MEETING OF 10th November 2016 (Continued)

9.2. PUBLIC TRANSPORT ISSUES (continued):

9.2.1. Bus Shelter for Main Road, Donderry (St. Nicolas Church) – To consider this request (continued)

Cllr. Brockbank continued that it was difficult to see the buses arriving when sheltering in the church porch. C. Cllr. J. P. Candy stated that he had previously looked at this issue with Mr. Adrian Drake (Cornwall Council, Highways Manager, East) and they had determined that the pavement on the south side was too narrow and that a shelter would obstruct traffic vision if installed on the north side of the road. After discussion Cllr. Mrs. B. M. Lloyd **proposed** that a letter be sent to St. Germans Group Parish requesting formalisation of use of the St. Nicolas Church porch for use as a shelter; this was **seconded** by C. Cllr. J. P. Candy and **agreed** unanimously by the Meeting.

9.2.2. Broads Yard Bus Shelter – To approve necessary repairs

The Clerk stated that he had received a report from Mr. John Bird that the wooden frames of the shelter were rotting. Mr. Bird had suggested that replacement with single glazed wood effect UPVC panels would be appropriate, helping to minimise future maintenance requirements. After discussion it was agreed that because of its prominent position in the village the shelter should be repaired using wood. The clerk was instructed to obtain quotations for the repair work.

10. CURRENT / ONGOING BUSINESS:-

10.1. AFFORDABLE HOUSING:

10.1.1. Email from Mr. Andrew George (Director C.C.L.T.) dated 24th October 2016 regarding the Treiliddon Lane site.

The Clerk directed members to this email. C. Cllr. J. P. Candy informed members that he intended to write a letter of complaint to Mr. George regarding the long delays and lack of commitment by C.C.L.T. to the project. The fact that C.C.L.T. was pulling out meant that considerable time had been wasted. Cllr. Mrs. B. M. Lloyd suggested that an alternative Housing Association be considered. C. Cllr. Candy stated that he had already been in contact with a Housing Association that had agreed to take the project forward.

10.2. NEIGHBOURHOOD PLAN - Update:

Cllr. Mrs. A. Ratsey informed members that the latest draft of the Neighbourhood Plan was nearly complete. The next steps would be the Community Consultation followed by an environmental impact assessment of the plan.

10.3. TANVER YATE – UPDATE: No report was made.

10.4. DONDERRY PUBLIC TOILETS: To approve required maintenance:

The Clerk reported that Mr. John Bird had indicated that internal redecoration of the toilets was required and that he was happy to carry out this work. The Clerk also informed members that repairs to the west end of the roof were required and that a section of the holly tree needed to be removed. C. Cllr. J. P. Candy **proposed** that this required maintenance be carried out; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** unanimously by the meeting.

The Chair **proposed** a meeting time extension until 21.45 hrs; this was **seconded** by Cllr. Mrs. A. Ratsey and **agreed** unanimously by the Meeting.

11. REPORT BY CORNWALL COUNCILLOR:-

C. Cllr. J. P. Candy reported that:-

- 1) Footpath 6: He was continuing to press for repairs to be carried out
- 2) Seaton: Two engineering solutions for dealing with foul water and fresh water flooding had been produced. One design option incorporated a new drain across the park to a river outlet and the second included the creation of a new wetland area on the old pond area in the park. C. Cllr. Candy asked for support of the second design option by the Parish Council.
- 3) Repairs following land slip onto Seaton Hill at Far Horizon: Repairs would take place from January 2017 until the Spring Half Term and would require the Closure of Seaton Hill / Brenton Road to through traffic.

ORDINARY MEETING OF 10th November 2016 (Continued)**12. NEW BUSINESS:-****12.1. CORNWALL COUNCIL / NALC / CALC, ETC DOCUMENTS:**

12.1.1. No documents had been received

12.2. NEWSLETTERS / REPORTS / BROCHURES, ETC:

The War Memorials Trust Bulletin – November 2016 was available for inspection.

12.3. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA

12.4.1. The Clerk referred members to a recent email seeking support for a bid to hold a stage of the Tour of Britain Cycling Race in Cornwall. Members supported this bid.

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

12.4.1. Cllr. Mrs. B. M. Lloyd requested that disabled access to the Downderry Memorial Gardens be an agenda item

12.4.2. Cllr. Mrs. A. Ratsey requested that the designation of Deviock Parish as a Coastal Change Area be an agenda item and also grass management at Tanver Yate field.

12.4.3. Cllr. D. R. Humphreys asked that required repairs to the car park at Seaton Countryside Park be put on the agenda.

12.4.4. Cllr. Ms. H. M. Brockbank requested that a sign for Tanver Yate field be an agenda item

There being no further business, the Chair closed the meeting at 21.45 hrs.

FROM THE PARISH MEMBERS SITE