

**MINUTES of the ORDINARY MEETING of  
The DEVIOCK PARISH COUNCIL held at  
THE COASTAL ZONE, DOWNDERRY,  
at 7.30pm on Thursday, 13<sup>th</sup> October 2016.**

**PRESENT:** Parish Cllrs. Mr. D. T. Parry (Chair), Hessenford Ward  
Ms. M. E. Temlett (Vice-Chair), Downderry Ward (from 19.35 hrs)  
Ms. H. M. Brockbank, Downderry Ward  
J.P. Candy, Seaton Ward\*  
D.E. Foote, Downderry Ward  
D. R. Humphreys, Seaton Ward  
Mrs. B. M. Lloyd, Downderry Ward  
S. J. Parry, Seaton 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**

No requests 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 resident of the Old Dairy, Main Road, Downderry addressed the Council regarding item 7.2.1. (PA16/08292: Channel View, Main Road, Downderry), stating that the financial constraints imposed by an insurance claim relating to the site, had a bearing on the design proposals being presented; there were "party wall" issues with the design and how these would affect the Old Dairy, which would need to be resolved; the proposed roof would be a much more dominating feature when viewed from Main Road, Downderry, and the use of corrugated profile roof sheeting would be out of keeping with the street scene; a tiled roof would be more appropriate.

2.2. A second member of the public spoke in objection to the proposed roofing included in the PA16/08292: Channel View, Main Road, Downderry, application, stating that the roof material should be slate tiles or composite slate.

2.3. The owner of land, north of Tanver Yate Field, Deviock Hill, Downderry, stated that he had sought advice from Cornwall Council Planning Dept., Highways Dept. and the Divisional Member before undertaking work to remove a length of Cornish Hedge in order to make a new access from his land on to Deviock Hill. He had been advised that he was entitled to remove up to 20m and that this was not a Planning Enforcement Dept. issue. He had actually only removed 13m of the hedge and had incorporated a roadside passing place where his new gates had been installed. It was probable that he would be applying for planning permission to erect an agricultural shed at the site.

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

**ORDINARY MEETING OF 13<sup>th</sup> October 2016 (Continued)**

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

3.1. The following apologies for absence had been given:-

Cllr. Mrs. A. Ratsey: Family Event

Cllr. Mrs A. Thorpe: Illness

It was **proposed** by C. Cllr. J. P. Candy; **seconded** by Cllr. Ms. H. M. Brockbank and **AGREED** unanimously by the Meeting to accept the apologies for absence.

**4. MINUTES:**

**4.1. Minutes of the Ordinary Meeting of 8<sup>th</sup> September 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 8.3.1. of the 8<sup>th</sup> September 2016 Minutes, stating that the Council had agreed to provide Third Party funding of £5,000.00 for a Viridor Credits application being made by Deviock Innovations Group for a MUGA at Seaton Countryside Park. A short fall between this and the total required amount of Third Party funding was at present being met by that group. C. Cllr. Candy suggested that an additional amount of funding up to £152.00 be granted by the Parish Council. Cllr. Mrs. B. M. Lloyd **proposed that funding up to £152.00** be made for the required Viridor Credits Third Party Contribution; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** by the Meeting (one abstention).

**6. POLICE MATTERS:**

6.1. Downderry Beach Naturists Signs

The Clerk reported that the Duchy of Cornwall had agreed to pay £200.00 towards the cost of installation of the signs.

**7. PLANNING:**

**7.1. PLANNING COMMITTEE:**

7.1.1. To approve the Minutes of the Meeting of 22<sup>nd</sup> SEPTEMBER 2016 as a correct record.

It was **proposed** by the Vice Chair; **seconded** by Cllr. Mrs. A. Robinson and **AGREED** by the Meeting to accept the minutes as a correct record. (two abstentions).

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

There were no matters arising.

**7.2. PLANNING APPLICATIONS:**

7.2.1. **PA16/08292 Mr. Roger Carloss CHANNEL VIEW, MAIN ROAD, DOWNDERRY**

Proposed rebuild of garage/outbuilding including part demolition of the existing

(Case Officer – Sarah Stevens)

After discussion, Cllr. Mrs. B. M. Lloyd **proposed objection** to the application for the following reasons:-

- 1) The proposed roof covering of profile 3 roof sheeting would have an adverse impact on the street scene. It is suggested that the roof covering should be of slate or slate substitute to be in keeping with nearby properties.
- 2) The proposed structure is set at 90 degrees to the existing building and therefore the new roof will be a much more dominant feature on the road side, forming a continuous expanse of roof, without allowing the current partial views of the sea from Main Road, Downderry, which will be to the detriment of the local environment.

This proposal was **seconded** by the Vice Chair and **agreed** by the meeting (one against and one abstention).

## **ORDINARY MEETING OF 13<sup>th</sup> October 2016 (Continued)**

### **7.2. PLANNING APPLICATIONS (continued):**

#### **7.2.2. PA16/08411 Mr. David Goode CAIR COTTAGE, CAIR FARM, DEVIOCK**

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. (Case Officer – Sarah Stevens)

Cllr. D.E. Foote **proposed support** of this application; this was **seconded** by Cllr. S. J. Parry and **agreed** by the Meeting (two abstentions).

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

None had been received.

### **7.4. PLANNING APPEALS:**

#### **7.4.1. Plot 1 Off Trewall Hill Downderry Cornwall**

DCLG ref: APP/D0840/W/16/3152447 Cornwall Council ref: PA15/11477

Appeal start date: 19 September 2016

Proposal: Outline application for the construction of a detached dwelling with garage (all matters reserved).

Appellant: Mr G Marshall

Cornwall Council decision: REFUSED

#### **7.4.2. Plot 2 Off Trewall Hill Downderry Cornwall**

DCLG ref: APP/D0840/W/16/3152452 Cornwall Council ref: PA15/11488

Appeal start date: 19 September 2016

Proposal: Outline application for construction of detached dwelling with garage (all matters reserved)

Appellant: Brison Estates Ltd

Cornwall Council decision: REFUSED

Representations to be made by 24<sup>th</sup> October 2016

After discussion it was agreed to defer this item until the next Planning Committee in order that the Cornwall Council reasons for refusal could be considered.

### **7.5. PLANNING DECISIONS:**

#### **7.5.1. 16.09.2016 PA16/04449 APPROVED**

Applicant: Mrs Kerry Lake

Location: The Cottage Main Road Downderry Torpoint Cornwall

Proposal: 5m x 2.5m extension to existing 6.5m x 3m elevated deck area, to include installation of frosted privacy glass screen.

#### **7.5.2. 27.09.2016 PA16/06395 WITHDRAWN**

Applicant: Dr And Mrs M Davidson

Location: 20 Buttlegate Downderry Torpoint Cornwall PL11 3NQ

Proposal: 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

#### **7.5.3. 04.10.2016 PA16/06680 APPROVED**

Applicant: Mr D Cotton Location: Tradewinds 18 Buttlegate Downderry Torpoint Cornwall

Proposal: Enlargement of existing second floor conservatory and balcony

**ORDINARY MEETING OF 13<sup>th</sup> October 2016 (Continued)****7.6. PLANNING CORRESPONDENCE:****7.6.1. Seaton Beach Cafe – Planning Enforcement issues**

The Clerk informed members that he had received an email from a resident of Seaton who was concerned that no action had yet taken place by the Planning Enforcement Dept regarding the unauthorised buildings at the Seaton Beach Cafe. The Clerk continued that he had contacted the architect who had drawn up plans for the Pre-Application submission to ask when further action would be taken. The architect apologised for the delay and stated that a planning application would be forthcoming in the near future.

C. Cllr. J. P. Candy stated that he had spoken with the owner of the Seaton Beach Café, who would be taking the matter forward.

**7.6.2. Planning Training - Local Town and Parish Council Planning training conferences**

The Clerk informed members that two councillors were invited to attend from each parish.

Cllrs. Mrs. B. M. Lloyd and Ms. H. M. Brockbank expressed an interest in attending.

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

No matters were raised.

**8. FINANCE:****8.1. Income & Expenditure.****8.1.1. INCOME: AUGUST & SEPTEMBER 2016**

Barclays Bank Interest		62.39
HM Revenue & Customs – Devoick P.C. VAT reclaim 2015/16		2,490.68
Cornwall Council - 2016/17 Precept Payment (Second Half-Year) <i>inc. Council Tax Support Grant</i>		20,137.09
<b>AUGUST &amp; SEPTEMBER 2016 INCOME TOTALS</b>	<b>Total £</b>	<b>22,690.16</b>

**8.1.2. EXPENDITURE: AUGUST & SEPTEMBER 2016**

	<b>VAT £</b>	<b>Nett £</b>	<b>TOTAL £</b>
Cornwall Council – Clerk's Salary – July 2016	1.00	1,565.29	1,566.29
Cormac Solutions Limited – Seaton Outdoor Gym Safety Inspections	7.20	36.00	43.20
NALC – LCR Magazine Subscription 2016-17	0.00	34.00	34.00
Parish Magazine Printing – Nut Tree Newsletter – August 2016 (50% contribution)	0.00	87.25	87.25
South West Water (Inv 7051739055) Seaton Public Toilets – 15/04/16 – 27/07/16	0.00	321.63	321.63
South West Water (Inv 7051787177) Downderry Public Toilets – 15/04/15 – 28/07/16	0.00	152.79	152.79
Timothy Pullin – Reimbursement for purchase of office Laptop (P.C. World 16/08/16)	0.00	263.92	263.92
Parish Magazine Printing (Inv 1299) Nut Tree Newsletter June 2016 (50% contribution)	0.00	112.10	112.10
P.W.S. (Order No. 21983WT) Cleaning supplies for public toilets	19.43	97.14	116.57
Grant Thornton UK LLP (Inv. 8582053) Devoick P.C. External Audit Fee 2016	60.00	300.00	360.00
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
<b>Direct Debit Payments:</b>			
None	0.00	0.00	0.00
<b>Standing Order Payments:</b>			
MR. J. BIRD – August 2016 Cleansing Contract Payment (Downderry & Seaton)	0.00	474.00	474.00
MR. J. BIRD – September 2016 Cleansing Contract Payment (Downderry & Seaton)	0.00	474.00	474.00
<b>AUGUST &amp; SEPTEMBER 2016 EXPENDITURE TOTALS</b>	<b>£</b>	<b>130.23</b>	<b>5,804.96</b>
			<b>5,935.19</b>

Ratification of this expenditure was **proposed** by the Vice Chair, **seconded** by C. Cllr. J. P. Candy and **approved** unanimously by the Meeting.

**ORDINARY MEETING OF 13<sup>th</sup> October 2016 (Continued)****8. FINANCE (continued):****8.2. Bank Statements & bank account / interest management**

Date	Account	Balance £	
30 Sept 16	Barclays Community	1,000.00	
30 Sept 16	Barclays Business Premium	11,780.11	<i>Interest June - September 2016 = £2.07</i>
30 Sept 16	Barclays Base Rate Reward	71,069.38	<i>Interest August &amp; September 2016 = £60.32*</i>
29 Mar 16	Lloyds TSB Fixed Term Deposit	65,437.18	<i>Matures on 29<sup>th</sup> March 2017 Interest at 1.05% = £687.09</i>

\* N.B. As from 5<sup>th</sup> December 2016 the interest rate would be reduced to 0.25% (currently 0.5%)

**8.3. LETTERS OF THANKS:**

**8.3.1. Community Health Around Torpoint** (Letter dated 16<sup>th</sup> September 2016)

**8.4. REQUESTS FOR FUNDING:****8.4.1. Victim Support Devon & Cornwall**

Cllr. S. J. Parry **proposed** that no grant be made. This proposal was not seconded.

C. Cllr. J. P. Candy **proposed that a grant of £50.00** be made; this was **seconded** by Cllr. D. E. Foote and **agreed** by the meeting (two against and one abstention).

**8.5. FINANCIAL CORRESPONDENCE:****8.5.1. Cornwall Council Local Devolution Fund**

The Clerk informed members that the Council had been successful in its application and would receive a grant of £8,700.00.

**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>
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 – Dowderry 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
<b>TOTAL: £</b>	<b>136.96</b>	<b>2,177.26</b>	<b>2,314.22</b>

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

**9. HIGHWAY MATTERS:****9.1. TRAFFIC & PARKING ISSUES: Dowderry, Seaton & Hessenford****9.1 Traffic and parking issues Dowderry, Seaton & Hessenford****9.1.1. Report on Site meeting (28<sup>th</sup> September 2016) with Mr. Adrian Drake (Cornwall Council Highways Manager) and to consider a Traffic Regulation Order for Deviock Parish**

The Clerk made the following report:

Mr. Adrian Drake (Cornwall Council Highways Manager East Area), C. Cllr. Jim Candy, Cllr. David Humphreys, Cllr. Dan Foote and the Clerk were in attendance. Considering the various issues drawn to his attention Mr. Drake stated:-

- 1) No new signage at the “pinch point” on the B3247 at Keveral Mill possible although because of the present land slips the entire road at that location may be widened in the future by digging into the west bank.
- 2) Upgrading of yellow lines on Tregunnick Lane (opposite houses) would be possible as part of a new T.R.O. The T.R.O. would need to encompass all local works required. Cornwall Council officer would need to draft a scheme for the Parish Council. Public consultation would be required. Costs to the P.C. likely to be in the region of £6,000.



## ORDINARY MEETING OF 13<sup>th</sup> October 2016 (Continued)

### 9.1. TRAFFIC & PARKING ISSUES: Downderry, Seaton & Hessenford (continued)

#### 9.1 Traffic and parking issues Downderry, Seaton & Hessenford

##### 9.1.1. Report on Site meeting (28<sup>th</sup> September 2016) with Mr. Adrian Drake (*Cornwall Council Highways Manager*) and to consider a Traffic Regulation Order for Deviock Parish

- 3) A roadside foot path up the western side Seaton Hill (B3247) at Rocknose Point might be possible if roadside land allowed. If the path was separated from the road (on private parish owned land) then Highways regulations would not apply and the path could be to a lower standard. Highways would be prepared to install a proper roadside curb. Any path would need to comply with normal H & S requirements. Suggested that trial cutting back of vegetation at various points be carried out to establish ground levels and stability. Also suggested that a zig-zag path from road to the sea wall could be considered from west of Nafford House.
- 4) Would not authorize Highways signage at bottom of Trierieve Lane but would allow an "unofficial" advisory sign to be installed and paid for by the P.C. on private land, if this could be agreed with a local land owner.

Cllr. S. J. Parry suggested that some of the problems of land slippage on the B3247 Seaton Valley Road were caused by a lack of maintenance of the road drains.

C. Cllr. J. P. Candy informed members that the entire length of the B3247 Seaton Valley Road would be checked for weak points and road strengthening considered where required.

It was agreed that a list of local traffic issues be compiled that could form the basis of a Traffic Regulation Order. It was suggested that the T.R.O. be an agenda item for a future meeting.

##### 9.1.2. Seaton Hill (B3247) Rocknose Corner - To explore the possibility of a road side walkway

Cllr. D. R. Humphries proposed that expenditure of up to £250.00 be approved for exploratory clearance of vegetation on land south of Brenton Road at Rocknose Corner in order to establish the ground levels and stability; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the meeting.

##### 9.1.3. Trierieve Lane, Downderry – To consider a request for the installation of a sign stating "unsuitable for long or wide vehicles", at the junction with Main Road, Downderry. – Update

After discussion Cllr. S. J. Parry proposed that the clerk be instructed to investigate the cost of signage and a suitable location for the sign on private land; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the meeting.

##### 9.1.5. To debate a request for a new access road to Downderry and Seaton

Cllr. Mrs. Ann Robinson stated that long term the current highways providing access to Seaton and Downderry were threatened by the issues of climate change and coastal erosion. It made sense to flag up this potential problem at an early stage and suggest that an alternative route be created.

Cllr. Robinson proposed that a letter be sent to Cornwall Council requesting discussions on a possible new road to Seaton and Downderry: this was **seconded** by the Vice-Chair and agreed by the Meeting (one abstention).

### 9.2. PUBLIC TRANSPORT ISSUES:

No matters were raised.

## 10. CURRENT / ONGOING BUSINESS:-

### 10.1. AFFORDABLE HOUSING:

#### 10.1.1. Hessenford – Possible sites for development

Cllr. Mrs. A. Ratsey being absent from the meeting, no report was made.

Cllr. Ms. H. M. Brockbank stated that no progress appeared to being made with the Treliddon Lane, Downderry site; that smaller schemes for development at the site and alternative contractors to undertake the project should be sought.

C. Cllr. J. P. Candy stated that Cornwall Community Land Trust had now been given a deadline for starting the project and that he would give a report at the next meeting.

## **ORDINARY MEETING OF 13<sup>th</sup> October 2016 (Continued)**

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

Cllr. Mrs. B. M. Lloyd informed member that the next meeting of the Neighbourhood Plan Working Party would be in November 2016.

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

### **10.4. ST NICOLAS SCHOOL, DOWDERRY – PUBLIC ACCESS TO SCHOOL FIELD UPDATE:**

Cllr. Mrs. B. M. Lloyd informed members that no action had yet been taken regarding writing another letter to the St. Barnabas Academy Trust on this matter.

### **10.5. TO RECEIVE A REPORT ON THE CONDITION OF BENCHES, PICNIC TABLES AND OTHER COMMUNITY ASSETS FOR SEATON COUNTRYSIDE PARK:**

Cllr. S. j. Parry informed members that he had looked at the benches and picnic tables at the park and that 4 tables needed to be replaced. Another eight tables were required in the park along with a new park bench. Cllr. Parry stated that he would obtain quotations for supplying and installing these items. The Clerk agreed to forward details of suitable suppliers.

Cllr. Mrs. B. M. Lloyd suggested that sponsorship of benches and tables could be considered.

C. Cllr. J. P. Candy stated that the millennium benches, in store with CORMAC had not yet been delivered to Trierieve Farm and that he would chase up this matter.

Cllr. Ms. H. M. Brockbank left the meeting at 21.25 hrs.

### **10.6. TO CONSIDER OPTIONS FOR THE MAINTENANCE OF THE GRASS VERGE ADJACENT TO BRIDGE ROAD CARP PARK:**

The Clerk directed members to an email (22<sup>nd</sup> July 2016) from Mr. Adrian Drake (Cornwall Council, Highways Manager, East) regarding possible options for the future maintenance of this area.

The Clerk suggested that the verge could be added to the Parish Council's Small Works contract.

After discussion the Vice-Chair **proposed** that the Clerk be instructed to request a Planting Licence from Cornwall Council so that the Parish Council could take over management of the verge; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the meeting.

### **10.7. PARISH DOG POO STATIONS - UPDATE:**

Cllr. D. E. Foote stated that he had spoken to Cllr. Chris Kennedy of Sheviok Parish Council regarding installation of the stations and possible sponsorship of them.

The Chair **proposed** a meeting time extension until 21.45 hrs; this was **seconded** by Cllr. D. E. Foote and **agreed** unanimously by the meeting.

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

C. Cllr. J. P. Candy reported that the ground water drainage project at Seaton Countryside Park was ongoing with Cornwall Council Highways Dept. C. Cllr. Candy had also been in discussions with Ms. Jenny Heskett (Park Ranger) regarding the project. Ms. Heskett had stated that her department had no funds to put towards the proposed scheme. Other sources of funding for the project would be required. The Parish Council might be asked to contribute, if funding from other sources proved unsuccessful.

## **12. NEW BUSINESS:-**

### **12.1. CORNWALL COUNCIL / NALC / CALC, ETC DOCUMENTS:**

#### **12.1.1. Precept Capping of Parish Councils.**

The Clerk reported that Cornwall Association of Local Councils had informed Parish Councils that the Government was reconsidering the proposal that the Precept of Parish Councils should be capped. It had been suggested that all Parish Councils write to their respective M.P.s to make them aware of this matter and to inform them of the possible consequences.

Members agreed that a letter to Sheryl Murray M.P. should be sent.

**ORDINARY MEETING OF 13<sup>th</sup> October 2016 (Continued)****12.2. NEWSLETTERS / REPORTS / BROCHURES, ETC:**

The Cinnamon Trust Autumn Newsletter was available for inspection.

**12.3. COMMUNITY EMERGENCY PLAN:**

The Clerk directed members to an email (27<sup>th</sup> September 2016) from Cornwall Council that provided details on local Community Emergency Plans and how to set one up. Members noted this information.

**12.4. 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:**

Cllr. Ms. H. M. Brockbank requested that a bus shelter for Main Road, Downderry, near to the junction with Treliddon Lane, be an agenda item.

There being no further business, the Chair closed the meeting at 21.43 hrs.

FROM THE PARISH WEBSITE