

MINUTES of the ORDINARY MEETING of
The DEVIOCK PARISH COUNCIL held at
DOWDERRY METHODIST CHURCH
at 7.30pm on Thursday, 10th October 2019

PRESENT: Parish Cllrs. Ms. M.E. Temlett (Chair), Dowderry Ward
 Mrs. B. M. Lloyd, Dowderry Ward
 Mr. J. P. Candy, Seaton Ward
 Mrs. A. Robinson, Hessenford Ward
 Mrs. A. Thorpe, Hessenford Ward
 Mr. D. Parry, Hessenford Ward
 Mr. M. Gibbons, Dowderry Ward
 Ms. H. Brockbank, Dowderry Ward
 Mr. J Croft, Seaton Ward
 Mr. J Millidge, Dowderry Ward

C. Cllr. R Pugh
 Karen Pugh (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
 None had been received.
- 1.2. To receive requests for dispensations for disclosable pecuniary interests (if any)
 None had been received.
- 1.3. To grant any requests for dispensations as appropriate
 None had been requested.

2. 10-MINUTE PUBLIC PARTICIPATION PERIOD for Public comment on the items below

The Dowderry and Seaton Residents Association (DaSRA) Chair spoke of the Seaton play area as a priority asset and said she looked forward to closer liaison with the Parish Council and continued regular contact with Cornwall Council, who would be providing the funding for the new play area. The resident proposed a working group to discuss the Cornwall Council design proposals, with a nominated Parish Councillor to be part of the group.

A second resident, a parent of a young child with a wheelchair, discussed how Seaton is a draw for families with children with disabilities, as it is flat and accessible. The resident raised the topic of 'Changing Places' toilet and changing facilities, which would further enhance Seaton's reputation as a destination for families with children with disabilities.

A third resident spoke on behalf of the Looe Hill residents present at the meeting with regard to the Neighbourhood Plan. The resident referred to the objectives in the Plan and to an anonymous letter that had been circulated to residents, demanding a change to paragraph 27 of the Plan (which the Parish Council had gone some way to address prior to the meeting). A number of issues were raised, including the managed retreat [realignment] policy, Looe Hill as a vital alternative route and for emergency services, a need for proactive intervention to keep Looe Hill in a good state (to include low-cost 'patching' where needed) and for the B3247 and key roads to receive proactive, sustainable support regardless of county and other policies. The resident asked for the commitment and support of the Parish Council in addressing these concerns.

3. TO ACCEPT APOLOGIES FOR ABSENCE:

Cllr A Thorpe (unwell).

A **proposal to accept** the apology for absence was made by Cllr D Parry, **seconded** by Cllr M Gibbons and **agreed unanimously** by the meeting.

4. MINUTES:

4.1. To approve the Minutes of the Ordinary Meeting of **12th September 2019** as a correct record.

A **proposal to accept** the Minutes as a correct record was made by Cllr J Croft, **seconded** by Cllr D Parry and **agreed unanimously** by the meeting.

5. MATTERS ARISING FROM THE MINUTES: *(Not appearing elsewhere on the agenda)*

The following items from the Minutes of 12th September 2019 were discussed:

8.1. Cllr B Lloyd would be reporting the groundworks on the footpath of the hairpin bend in Downderry to the Planning department in due course.

9.4. Cllr J Candy had taken advice on a planning application for a storage building, seating and parking area at Tanver Yate; the matter is ongoing.

9.5.1. A builder had visited the memorial garden and advised the Council; see Item 9.6 of these Minutes for details.

9.6. There had been no response from Cornwall Council regarding the Trelieve permissive path.

12.1.2. Cllr D Parry had received costings to repair the Millennium benches; see Item 9.7 of these Minutes for details.

12.3.1. SW Ambulance had been booked to deliver defibrillator training on Saturday 16th November at the Smugglers Inn pub, Seaton, at 11am. All were welcome.

6. POLICE MATTERS:

None had been reported.

7. FINANCE:**7.1. Income & Expenditure****7.1.1. INCOME: AUGUST & SEPTEMBER 2019**

	£
Barclays Bank Interest	20.95*
Lloyds TSB Fixed Term Deposit (30 Sept 2019)	252.99
Precept (9 Sept 2019)	20,480.00
CTS Grant (9 Sept 2019)	416.47
<i>* Nb. End Sept. statement not yet received for Rate Reward account</i>	
AUGUST & SEPTEMBER 2019 INCOME TOTALS	21,170.41

7.1.2. EXPENDITURE: AUGUST & SEPTEMBER 2019

	VAT £	Net £	TOTAL £
Clerk SLCC membership (inv. MEM22533?) Aug 2019	0.00	136.00	136.00
P.W.S. – Public Toilets – Cleaning Materials (Inv. 230638)	10.13	50.67	60.80
DSC Electrical Services – labour charge Seaton defib housing change (inv. 285), Aug 2019	0.00	40.00	40.00
Timothy Pullin – Parish Council Administration Services (inv. 004) Jul 2019	0.00	221.00	221.00
Cornwall Council Recharge – Clerk's salary (Jul 2019)	1.00	820.84	821.84
South West Water Business – Downderry Toilets (1 May-26 Jul)	0.00	116.11	116.11
South West Water Business – Seaton Toilets (1 May-26 Jul)	0.00	325.89	325.89
Cornac Solutions – Seaton play area inspection (inv. IN089484), Jul-Sept 2019	10.78	53.92	64.70
Barry Jolliff – internal auditor – May 2019	0.00	85.00	85.00
Parish Magazine Printing – Nut Tree Newsletter – Sept 2019 Edition (invoice 5096)	0.00	117.00	117.00
P.W.S. – Public Toilets – Cleaning Materials (inv. 232781)	18.91	94.53	113.44
P.W.S. – Public Toilets – Cleaning Materials (inv. 234799)	13.51	67.56	81.07
P.W.S. – Public Toilets – Cleaning Materials (inv. 233621)	10.18	50.88	61.06
Viking – Stationery (inv. 158649)	2.37	34.90	37.27
Cornwall Council recharge – Clerk's salary (Aug 2019)	1.00	820.84	821.84
SLCC iLCA qualification	19.80	99.00	118.00

Printerland – Laser printer toner cartridge for office (invoice SSINV580133)	17.60	88.00	105.60
DM Payroll Services – Aug (inv. 561) 2019-2020	0.00	100.00	100.00
British Gas	1.06	21.39	22.45
Green Scheme Solutions – maintenance check and report (inv. SI-188)	45.00	225.00	270.00
Duchy Defibrillators – Annual monitoring fee	32.00	160.00	192.00
Direct Debit Payments:			
None	0.00	0.00	0.00
Standing Order Payments:			
MR. J. BIRD – July 2019 Cleaning Contract Payment (Downderry & Seaton)	0.00	556.28	556.28
MR. J. BIRD – August 2019 Cleaning Contract Payment (Downderry & Seaton)	0.00	556.28	556.28
AUGUST&SEPTEMBER 2019 EXPENDITURE TOTALS	£ 183.34	4,841.09	5,023.63

Ratification of this expenditure was **proposed** by Cllr J Croft, **seconded** by Cllr B Lloyd and **agreed unanimously** by the meeting.

7.2. Bank Statements & bank account / interest management

Date	Account	Balance £	
27 Sept 19	Barclays Community	1,000.00	
27 Sept 19	Barclays Business Premium	26,440.20	
20 Aug 19	Barclays Base Rate Reward	61,676.74	August 2019 interest = £20.95; September 2019 interest to follow
30 Sept 19	Lloyds TSB Fixed Term Deposit	67,278.59	Matures on 30 th March 2020 Interest at 0.75% = £252.99

The Lloyds Bank account had been extended for a further 6 months until 30th March 2020, at the same interest rate as previously.

7.3. Letters of Thanks received by the date of the meeting

None had been received.

7.4. Requests for funding

Some forthcoming training for the Clerk and a Planning Conference for Councillors was noted.

7.5. Financial Correspondence

The Conclusion of Audit form and the External Auditor Report and Certificate had been received from PKF Littlejohn, later than anticipated. There had been a delay as correspondence had been sent to a non-existent clerk email address.

7.6. Financial Business received after Publication of the Agenda

None had been received.

7.7. Accounts to be paid

	VAT	Net	TOTAL
Parish Magazine Printing – Nut Tree Newsletter – Oct 2019 Edition (invoice 5251)	0.00	90.75	90.75
P.W.S. – Public Toilets – Cleaning Materials (inv. 237404)	20.27	101.34	121.61
Cornwall Council recharge – Clerk's salary (Sept 2019)	1.00	968.21	969.21
South West Water Business – Downderry Toilets (27 Jul-4 Oct)	0.00	90.80	90.80
South West Water Business – Seaton Toilets (26 Jul-4 Oct)	0.00	446.43	446.43
PFK Littlejohn LLP – Annual return to year end 31 Mar 2019 (inv SB20191308)	60.00	300.00	360.00
Biffa Waste Services– Seaton toilets sanitary waste collection (inv. 660C51609) Aug 2019	9.57	47.84	57.41
Green Scheme Solutions – replacement sliding seat (inv. SQ-282)	48.24	241.19	289.43
Total	£: 139.08	2,286.56	2,425.64

A **proposal to accept** the accounts to be paid was made by Cllr B Lloyd, **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

8. HIGHWAY MATTERS:

8.1. Traffic and parking issues Downderry, Seaton & Hessenford

8.1.1 It was noted that there are new double yellow lines in the middle of the road in Downderry due to hedgerows on the side of the road being significantly overgrown. Cornwall Council had asked the Parish Council to ask residents to cut back their hedgerows, but the Parish Council had responded that this was for Cornwall Council to arrange. Cllr H Brockbank advised that she had recently seen Cornwall Council representatives in the area talking to residents.

The Clerk was asked to email Kevin Bryant (Highways, Cornwall Council) regarding the yellow lines and what the TRO indicated. C. Cllr Richard Pugh said he would also speak to Paul Allen.

8.1.2. Cllr. M Gibbons raised an item from a previous meeting with regard to the new yellow lines outside Downderry shop and whether the Council had any plans to ask for the length of the lines to be reduced to that indicated in the TRO.

8.1.3. The Councillors discussed the number plate recognition (ANPR) cameras that Punch Taverns had installed at the entrance to the Inn on the Shore car park. Not only was it considered a strange time of year to install cameras (after the busy summer season), but there had been no community discussion or prior notice of installation. Of particular note was that one of the cameras pointed down the main road, which was of concern to the Council and some residents who had been in contact.

Cllrs M Gibbons and J Candy agreed to investigate the matter further.

8.2. Public Transport issues

Cllr. J Candy had attended the latest Rame Peninsula Passenger Transport Users Group (RPTUG) meeting. Bus routes are out to tender, but the likelihood for Rame (including Deviock) was that bus services would remain as they are currently.

8.3. Coastal protection works to safeguard highway infrastructure

It was discussed that the Neighbourhood Plan needs to conform with the local plan and the shore management plan (of 'managed realignment' in the cases of west of Downderry and Looe Hill). However, it was clear that the section of cliff to the west of Seaton would benefit from closer protection and that there is no current active intervention between River Seaton and Millendreath. It was felt that with hindsight, Looe Hill should have been looked at more closely. However, there is an option to carry out some coastal protection on a short piece of coast/Looe Hill.

Cllr M Gibbons reassured the Looe Hill residents present at the meeting that Looe Hill had not been singled out, but that the concerns relating to Looe Hill did not sit within the vehicle of the Neighbourhood Plan. He further stated that Cornwall Council were responsible for shoreline management designations according to a national policy and as a result the Parish Council may have little influence.

However, the Parish Council stated its commitment to preserve roads as much as possible.

Further to a meeting in June 2019 between Parish Councillors, Kevin Bryant and Richard Hocking (geologist), Mr Bryant had said he would investigate the matter and provide the Council with any suggestions. The Clerk was therefore asked to write a letter to Mr Bryant to request a geological survey to be undertaken on the stretch of Looe Hill most at risk.

Cllr S Parry further added that a survey to assess the Seaton Valley Road had been undertaken in Spring 2018. However, Cllr Parry noted that the road appears to be in a worse condition and requested that the Clerk asks Mr Bryant for an update.

9. CURRENT / ONGOING BUSINESS

9.1. Affordable Housing– Update

9.1.1. Housing Needs Survey

The Council referred to an example Housing Needs Survey and letter that had been sent by Cornwall Council to the Clerk for Councillors' review. While the survey had been developed for another parish, it was felt that the questions were applicable to Deviock and that the cost provided of c. £1,020 was acceptable.

The Clerk was asked to request additional cost information from Cornwall Council for a hard copy survey to be made available to residents, up to a maximum of £500.

A proposal to accept the survey circulated and to allow £500 for hard copies was made by Cllr J Candy, **seconded** by Cllr S Parry and **agreed unanimously** by the meeting.

9.2. Neighbourhood Plan – Update

Cllr B Lloyd advised that the open meetings had all taken place and that there would be a closed meeting for the Neighbourhood Plan steering group only on Thursday 7th November. During this meeting, all comments received from statutory bodies, residents and other parties would be reviewed and responses recorded by the Clerk. An update would be made available in the Nut Tree newsletter at a later date. The next stage after the closed meeting would be a final draft consultation.

9.3. Seaton Play Area

The Councillors referred to the consultation results and manufacturers' equipment brief emailed prior to the meeting.

Referring to the public participation period, Cllr B Lloyd agreed that Seaton is a prime location for disabled access, but that more funding would be needed. Cllr Lloyd further supported the idea of a 'Changing Places' facility.

The Councillors discussed the funding of £50,000 to be provided by Cornwall Council, with £20,000 earmarked for clearance of the existing play area and an estimated £30,000 to be spent on Phase 1 of new equipment. The question was asked as to how much more money could be raised and who are the local stakeholders outside of DaSRA and the Parish Council.

Cllr J Millidge agreed that he would represent the Parish Council as part of the Seaton play area working group.

9.4. Climate Change Emergency Plan

The Council proposed to adopt the Plan as a draft plan, as it is a living document that would evolve over time. The **proposal to adopt** the Plan was made by Cllr J Candy, **seconded** by Cllr M Gibbons and **agreed unanimously** by the meeting.

9.5. Tanver Yate – Update

The proposed planning application for a storage building, seating and parking area at Tanver Yate is currently on hold, as the advisor to the application is on leave.

9.6. Memorial garden

9.6.1. Disabled access – update

Cllr J Candy had spoken with the building contractor agreed in the previous Parish Council meeting, who advised moving the step in the memorial garden in order to provide disabled access. While the contractor was not available to do the work himself, he had suggested two other builders who could be approached to do the work. An estimate of £300-£400 was given for the work.

A **proposal to provide a budget** of up to £500 (incl. VAT) for disabled access was made by Cllr. M Gibbons. This was **seconded** by Cllr B Lloyd and **agreed unanimously** by the meeting.

9.7. Millennium benches – Update

(Cllr B Lloyd left the meeting at 8.40pm due to a prior commitment.)

The Councillors discussed the work required to renovate the Millennium benches (with an estimate of £2,700 to sandblast and spray paint all the benches) and the ideal location for the benches (on the east side of the sea wall).

It was further suggested that the Clerk asks permission from Cornwall Council to site the benches on either side of the square concreted area on the sea wall.

9.8. Seaton beach entrance – Update

A summer season update had been received by the RNLI in an email dated 9th October 2019, part of which referred to the Seaton beach entrance and a risk assessment that had taken place during the season.

Cllr. J Candy referred to a gap that needs concreting and stabilising, and a possible slipway for vehicular access.

Cllr J Millidge suggested that the Council contacts the RNLI site supervisor to discuss further; Cllr Millidge said he would provide contact details.

9.9. Trierieve permissive path – Update

A letter had been written to the Cornwall Council land agent involved with Trierieve Farm with a request for a progress report, but no response had been received as yet.

9.10. Axe field – maintenance of woodland and pond areas

No further progress was reported.

10. REPORT BY CORNWALL COUNCILLOR:

C. Cllr Richard Pugh raised the following points:

- a) Public Transport in Cornwall has had a promise of £23.5m over the next four years to reduce bus fares in a pilot scheme as a commitment by Cornwall Council to improving bus and rail travel for its residents. Last year, 19.2 million journeys were made on public transport in Cornwall.
- b) Cornwall Council's target of providing 1,000 affordable homes for the life of this Council has achieved to date 355 homes completed, 291 homes being built and 35 with approval to be built.
- c) The play area in Seaton. Cornwall Council will circulate the design options after 25th October and then a second survey will be set up.
- d) Cornwall Council has welcomed the Prime Minister's promise to replace EU funding in Cornwall with like-for-like funding worth up to £600 million over the next decade.
- e) Possible road closure in Deviock Hill from the 11th to 22nd November (7.30 am to 18.00 pm), although the closure had not yet been officially sanctioned.
- f) Revocation of a tree preservation order at Warleigh, Lower Trierieve, Downderry, as the trees were no longer in existence.
- g) Referring back to Item 8.3 on coastal protection works, C. Cllr Pugh felt that residents should be able to protect their own homes.

11. PLANNING:

11.1. PLANNING COMMITTEE:

11.1.1. To approve the Minutes of the Planning Meeting of 26th September 2019 as a correct record.

A **proposal to approve** the Minutes of 26th September 2019 was made by Cllr J Croft, **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

11.1.2. Matters arising from the Minutes (*not appearing elsewhere on the agenda*)

There were no matters arising.

11.2. PLANNING APPLICATIONS:

11.2.1. PA19/08055 Glyn Chambers and Anita Kania Treyone Cottage, Polbathic, Torpoint
PL11 3HE

Use of Land for Stationing of Self-Catering Holiday Lodge

(Planning Officer: George Shirley)

After a discussion of where the lodge would be sited, a **proposal to support** the application on condition of a holiday let was made by Cllr H Brockbank, **seconded** by Cllr D Parry and **agreed** by the meeting. There was one abstention.

11.2.2. PA19/08056 Glyn Chambers and Anita Kania Treyone Cottage, Polbathic, Torpoint
PL11 3HE

Construction of Menage

(Planning Officer: George Shirley)

A **proposal to support** the application was made by Cllr D Parry, **seconded** by Cllr H Brockbank and **agreed** by the meeting. There was one abstention.

11.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

None had been received by the date of the meeting.

11.4. **PLANNING APPEALS:** Received by date of the meeting

None had been received by the date of the meeting.

11.5. PLANNING DECISIONS: Received by the date of the meeting
01.10.2019 PA19/06843 APPROVED

Applicant: Mr N Jones

Location: The Gundeck Top Road Downterry PL11 3LZ

Proposal: Garage conversion

The planning decision was noted.

11.6. PLANNING CORRESPONDENCE:

As noted by C. Cllr. Pugh, a Revocation Order for Warleigh, Lower Trierieve, Downterry, Tree Preservation Order 1982 had been received. The Order had been revoked as the trees that were the subject of it were no longer in existence.

11.7. PLANNING MATTERS RAISED BY MEMBERS:

No planning matters were raised.

12. NEW BUSINESS:

12.1. Cornwall C.C. / NALC / CALC, etc. Documents received by the date of the meeting.

12.2. Newsletters / Reports, etc. received by the date of the meeting.

12.2.1. Seaton public toilets handwash units maintenance

The Council was asked to consider a possible maintenance contract with Wallgate for handwash units due to very high usage in 2018/1019 and a previous costly callout.

In August 2018, the Council had been charged £824.18 to fix one handwash unit (callout cost and parts).

A one-year maintenance contract would cost £945 + VAT (£315 per handwash unit) and would include two full-service visits during the year, labour and parts. (Nb. There are some exclusions such as environmental damage.)

After a discussion about maintenance and the age of the handwash units, the Clerk was asked to contact Wallgate for further information regarding callouts and any charges that may apply *between* scheduled services.

12.3. New Business received after Publication of the Agenda.

12.3.1. Water butt for Downterry toilets run-off water

Further to Cllr John Croft's research into appropriate water butts for the location, the Councillors agreed to proceed with Cllr Croft's suggestion. (The purchase of a water butt had previously been ratified.)

12.4. Matters raised by members for possible inclusion on the next agenda.

No matters were raised.

There being no further business, the Meeting closed at 9.05pm.