

**MINUTES of the ORDINARY MEETING of  
The **DEVIOCK PARISH COUNCIL** held at  
**DOWDERRY METHODIST CHURCH**  
at 7.30pm on Thursday, **11<sup>th</sup> April 2019.****

**PRESENT:** Parish Cllrs. Ms. M.E. Temlett (Chair), Dowderry Ward  
Ms. H. M. Brockbank, Dowderry Ward  
Mr. J. P. Candy, Seaton Ward  
Mrs. B. M. Lloyd, Dowderry Ward  
Mr. S. J. Parry, Seaton Ward  
Mrs. A. Robinson, Hessenford Ward  
Mrs. A. Thorpe, Hessenford Ward  
C. Cllr Richard Pugh  
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**

1.1.1. Cllr. S. J. Parry declared a prejudicial interest relating to item 11.6.1. (Land east of Reef Point Cottage, Main Road, Dowderry), the land owner being a client of his business.

**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. The Chair for the Dowderry & Seaton Women's Institute addressed the meeting regarding its request for funding for improvements to the Broads Yard car park garden.

2.2. A member of the public spoke in opposition to PA19/02559 (Land South of 34 Buttlegate, Dowderry) (item 11.1.2.) stating concerns regarding access to the property and the junction with Main Road, Dowderry. Little improvement had been made to the junction since a planning inspector's ruling that it was substandard in 2016. The Buttlegate Steps footpath, (now incorporated into the proposed shared driveway) had been added to the definitive map in 2016 and it was illegal for vehicles to drive over it.

2.3. A representative for the applicant of PA19/02559 from ARCO2 Architecture Ltd. spoke in support of the application stating that Cornwall Council was happy with the application; that further to published advertisements, no one had come forward to claim ownership of the footpath land and that Cornwall Council Highways Dept. deemed the access and junction with Main Road, Dowderry, acceptable.

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

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

3.1. Cllrs. M. Gibbons (prior engagement) & D. T. Parry (family commitment).

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

## ORDINARY MEETING OF 11<sup>th</sup> April 2019 (Continued)

### 4. MINUTES:

#### 4.1. Minutes of the Ordinary Meeting of 14<sup>th</sup> March 2019

It was **proposed** by Cllr. J. P. Candy; **seconded** by Cllr. S. J. Parry and **AGREED** unanimously by the Meeting to accept the minutes as a correct record, subject to minor amendment.

### 5. REPORTS ON MATTERS ARISING FROM THE MINUTES

5.1. Cllr. J. P. Candy referred to item 8.1.1. of the minutes and suggested that recently received aerial photographs of the B3247, showing its close proximity to the coastal cliffs at the east end of Dowderry, should be sent to Mr. N. Blackler (Service Director, Transport & Infrastructure, Cornwall Council), in order to emphasise the vulnerability of the highways serving Dowderry & Seaton.

5.2. Cllr. J. P. Candy then referred to item 8.1.2. (Request for Traffic Management Survey). The Clerk stated that Mr Paul Allen (Highways and Environmental Manager CORMAC) had been unclear as to the kind of survey being asked for and felt that this should be covered under the Deviock Neighbourhood Plan. The only funding available would be through the Community Network Area Highways Scheme and Deviock Parish had already made many requests through this scheme. Cllr. Candy stated that the Clerk should reply stating that CORMAC should not make excuses and get on with the job requested.

5.3. Item 8.1.3. The Clerk had not yet written to the St. Barnabas Trust regarding land for a pavement outside St. Nicolas School, Dowderry.

5.4. Item 12.5.1. Cllr. Candy suggested that it could be sensible to include the requirement for developers to include construction traffic management plans as part of planning applications, in the Deviock Neighbourhood Plan.

### 6. POLICE MATTERS:

The withdrawal of police attendance at parish council meetings and the lack of local crime reports was raised by the Clerk. The Clerk stated that P.C. Steve Wilson (Neighbourhood Beat Manager for the area of Torpoint and surrounding areas), had agreed to attend the Annual Parish Meeting.

Cllr. Mrs. B. M. Lloyd suggested that local crime data may well be available on the Devon & Cornwall Police website.

### 7. FINANCE:

#### 7.1. Income & Expenditure.

##### 7.1.1. INCOME: FEBRUARY & MARCH 2019

Barclays Bank Interest	49.62
Cornwall Council – PROW L.M.R. Grant 2018	458.80
Lloyds Fixed Term Deposit Interest (29 <sup>th</sup> March 2019)	597.83
<b>FEBRUARY &amp; MARCH 2019 INCOME TOTALS</b>	<b>Total £ 1,106.25</b>

##### 7.1.2. EXPENDITURE: FEBRUARY & MARCH 2019

	<b>VAT £</b>	<b>Nett £</b>	<b>TOTAL £</b>
K. Johnson – PROW & Small Works 2018 – Final cuts and extras Invoice	0.00	600.00	600.00
PWS – Inv. 210915 Public Toilets Cleaning Materials	6.48	32.38	38.86
Parish Magazine Printing – Nut Tree Newsletter – Feb. 2019 Edition (invoice 4186)	0.00	90.75	90.75
Biffa Waste Services Ltd – Seaton Toilets – Sanitary Waste Collection Dec. 2018	6.83	34.14	40.97
DM Payroll Services Ltd. – Payroll Admin Services 2018/19 2nd Half Year (Inv. 269)	0.00	50.00	50.00
Cornwall Council – Clerk's salary – January 2019	1.00	1,650.37	1,651.37
Cormac Solutions Ltd. – Seaton Outdoor Gym Safety Inspections Jan – Mar 2019	10.78	53.92	64.70
Cornwall Council – Clerk's salary – November 2018 (Inv. 98263672)	1.00	1,650.37	1,651.37
Cornish Times Limited – Advertisement of Deviock Clerk Job – 1 <sup>st</sup> Mar. 2019 (Inv. 156322)	63.20	316.00	379.20
Parish Magazine Printing – Nut Tree Newsletter – Mar. 2019 Edition (invoice 4328)	0.00	90.75	90.75
Cornwall Council – Clerk's salary – February 2019 (Inv. 98268419)	1.00	1,650.37	1,651.37
Timothy Pullin – Mileage Expenses – July 2018 to March 2019 (131 miles @ 60.1p)	0.00	78.31	78.31

**ORDINARY MEETING OF 11<sup>th</sup> April 2019 (Continued)****7. FINANCE (continued):****7.1.2. EXPENDITURE: FEBRUARY & MARCH 2019 (continued)**

Biffa Waste Services Ltd – Seaton Toilets – Sanitary Waste Collection Jan. 2019	11.38	56.90	68.28
Cornish Times Limited – Advertisement of Deviock Clerk Job – 8 <sup>th</sup> Mar. 2019 (Inv. 156556)	31.60	158.00	189.60
Quickstore (Saltash) Limited – Security Shredding (Inv. 90781202) 19/03/19	3.50	17.50	21.00
Cornwall Council – Planning Training 28/02/19 – Delegate Fee x 1	0.00	12.00	12.00
Cornwall Council – Downderry toilets – Non-Domestic Rates 2019/20 (Ref:802354416)	0.00	724.23	724.23

**Direct Debit Payments:**

None	0.00	0.00	0.00
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**Standing Order Payments:**

MR. J. BIRD – February 2019 Cleansing Contract Payment (Downderry & Seaton)	0.00	520.00	520.00
MR. J. BIRD – March 2019 Cleansing Contract Payment (Downderry & Seaton)	0.00	520.00	520.00
<b>FEBRUARY &amp; MARCH 2019 EXPENDITURE TOTALS</b>	<b>£ 136.77</b>	<b>8,305.99</b>	<b>8,442.76</b>

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

Cllr. J. P. Candy suggested that meter readings for water consumption at Seaton toilets could be reviewed to determine what savings had been made by the winter closure of the facilities.

**7.2. Bank Statements & bank account / interest management**

Date	Account	Balance £	
29 Mar. 19	Barclays Community	1,000.00	
29 Mar. 19	Barclays Business Premium	11,409.78	
29 Mar. 19	Barclays Base Rate Reward	61,573.43	Feb. & Mar. 2019 interest = £39.12
29 Mar. 19	Lloyds TSB Fixed Term Deposit	67,023.81	Matures on 30 <sup>th</sup> September 2019 Interest at 0.75% = £254.78

**7.3. LETTERS OF THANKS:****7.3. Letters of Thanks received by the date of the meeting**

7.3.1. Claire Croft: Email 15<sup>th</sup> March 2019 – Thanks for funding towards planting at Seaton Bridge Road, car park verge.

**7.4. REQUESTS FOR FUNDING: -****7.4.1. Downderry & Seaton Women's Institute – Broads Yard Car Park Garden**

After discussion Cllr. J. P. Candy **proposed funding of up to £250.00**; this was **seconded** by Cllr. S. J. Parry and **agreed** unanimously by the Meeting.

**7.4.2. CHAT Directory 2019 (Community Health Around Torpoint) Letter dated 19<sup>th</sup> March 2019**

After discussion Cllr. J. P. Candy **proposed a grant of £50.00**; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** by the Meeting (one against).

**7.5. FINANCIAL CORRESPONDENCE:**

None had been received.

**7.6. FINANCIAL BUSINESS RECEIVED AFTER THE PUBLICATION OF THE AGENDA:**

No matters were raised.

**ORDINARY MEETING OF 11<sup>th</sup> April 2019 (Continued)****7. FINANCE (continued):****7.7. ACCOUNTS TO BE PAID:**

	<b>VAT</b>	<b>Nett</b>	<b>TOTAL</b>
Biffa Waste Services Ltd – Seaton Toilets – Sanitary Waste Collection Feb. 2019	9.10	45.52	54.62
Cornwall ALC Limited – CLAC Annual Membership Subscription 2019/20	55.45	457.54	512.99
Cornwall Council – Clerk's salary – February 2019 (Inv. 98270063)	1.00	2,581.17	2,582.17
Tom Cox – Tom Cox Tree Surgery – Tree work at Hessenford Hall	0.00	280.00	280.00
Deviocck Parish Council - Petty Cash	0.00	50.00	50.00
Parish Magazine Printing – Nut Tree Newsletter – Apr. 2019 Edition (invoice 4453)	0.00	117.00	117.00
<b>Total £</b>	<b>65.55</b>	<b>3,531.23</b>	<b>3,596.78</b>

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

**8. HIGHWAY MATTERS:****8.1. TRAFFIC & PARKING ISSUES: Downderry, Seaton & Hessenford****8.1.1. Requests for items to be included in the 2019 C.N.A. Umbrella T.R.O.**

Councillors did not suggest new items to be included but Cllr. J. P. Candy asked if the request for yellow lines on the junction of Bridge Road and Keval Lane, Seaton had been included in the 2018 C.N.A. Umbrella T.R.O. The Clerk agreed to get confirmation of this.

**8.1.2. Speed monitoring – Seaton Valley Road - Update**

C. Cllr. Richard Pugh stated that he was chasing up this matter with Mr. Paul Allen (CORMAC).

**8.2. STREET LIGHTING: – Update further to request to Cornwall Council to amend lighting**

The Clerk referred members to a forwarded email (10<sup>th</sup> April 2019) from Ms. Amy Looker, (Highway Technology Manager Cornwall Council). It was agreed that the response from Ms. Looker had been negative. The Clerk was instructed to reply requesting specific street lights be shrouded and point out that it was thought that all street lights in the parish were LED and could therefore be switched off during the night. It was suggested that mention be made of Cornwall Council's resolution to declare a climate change emergency.

**8.3. 2019 OFF-STREET PARKING ORDER:****To consider the response by Cornwall Council re. Downderry car park**

The Clerk referred members to a letter received 25<sup>th</sup> March 2019 from Simon Clark – Parking Services C.C. It was suggested that the Clerk respond by sending pictures of the empty Broads Yard, Downderry, car park and on street parking to show the effect of the high current parking charges.

C. Cllr. Richard Pugh requested that the Clerk contact Mr. David Read ( ) in order to chase up the process for devolution of Broads Yard car park, Downderry, to the Parish Council.

**8.4. PUBLIC TRANSPORT ISSUES:**

Cllr. J. P. Candy reported that he had attended a recent meeting of the Rame Peninsula Public Transport Users Group. Because of the absence of Cornwall Council officers from the Passenger Transport Unit, the meeting was inconclusive.

## ORDINARY MEETING OF 11<sup>th</sup> April 2019 (Continued)

### 9. CURRENT / ONGOING BUSINESS:

#### 9.1. AFFORDABLE HOUSING:

##### 9.1.1. Treliddon Lane – Update

The Clerk referred members to a forwarded email (10<sup>th</sup> April 2019) from Mr. Javed Ditta, Regional Development Manager, Hastoe Group. This email had stated that no progress regarding the site had been made. Mr. Ditta also stated that he would be handing over management of the site to Ms. Caroline White.

Councillors agreed that this was unsatisfactory. Hastoe Housing Association appeared to give the development very low priority and it was wondered if the Association really intended to take the project forward. The Clerk was instructed to request another meeting within the next few weeks so that the position could be clarified. Alternative options might need to be considered. Cllr. J. P. Candy asked if his offer to research use of a Community Land Trust should be taken up, but it was agreed to wait until the position with Hastoe Housing Association was confirmed.

Cllr. Ms. H. M. Brockbank stated that she had access to a list of recommended Housing Associations that could be approached.

#### 9.2. NEIGHBOURHOOD PLAN:

##### 9.2.1. Deviock Neighbourhood Plan Update

Cllr. Mrs B. M. Lloyd informed members that the Deviock Neighbourhood Plan was with Cornwall Council for consideration and that there was no update to report.

#### 9.3. TANVER YATE – Update

The Clerk informed members that a report from Mark Grassam Solicitors regarding covenant commitments relating to the field should be received before the Easter weekend.

#### 9.4. ROCKNOSE – Update:

Cllr. J. P. Candy stated that he was not yet in possession of quotations for required works but suggested that roadside kerbs should be included and that Mr. Paul Allen (CORMAC Highways Manager) be contacted to request this.

#### 9.5. BIKE RACKS – Update:

The Clerk reported that final licence agreement was due back from Cornwall Council shortly. Once this had been received installation work could commence. It was thought that widening of the pavement at the beach car park would not impact on this installation.

#### 9.6. REPLACEMENT DEFIBRILLATOR FOR SEATON (S.W. Ambulance Service): To agreed funding

The Clerk reported that Mr. Stephen Matthews (SW Ambulance Service) has flagged up the need to replace the defibrillator at Seaton as it is now over four years old. He has offered the Parish Council as special deal to replace it for £1,000 including a combined training session for the one at Donderry.

After discussion Cllr. Mrs. A. Thorpe **proposed funding of up to £1,000.00**; this was **seconded** by Cllr. S. J. Parry and **agreed** unanimously by the Meeting.

#### 9.7. PARISH COUNCIL VACANCIES: Seaton and Donderry

The Clerk informed members that no request for an election to fill the vacancy for Donderry Ward had been requested and therefore it was now up to the council to instigate a co-option process for the vacancies in both Donderry and Seaton Wards.

Cllr. Mrs. A. Robinson **proposed that the process of co-option instigated, and the vacancies advertised**; this was **seconded** by Cllr. J. P. Candy and **agreed** unanimously by the Meeting.

## ORDINARY MEETING OF 11<sup>th</sup> April 2019 (Continued)

### 9. CURRENT / ONGOING BUSINESS (continued):

#### 9.8. PARISH CLERK & R.F.O. – Appointment Process - Update:

Mr. Pullin informed members that the person selected as replacement Clerk could not take up her position until the end of May 2019. Mr. Pullin had officially retired as Clerk and R.F.O. on 31<sup>st</sup> March 2019 having served the required three months' notice period.

The Chair suggested that Mr. Pullin continue in post on a consultancy basis until the new Clerk was in post and had a suitable hand-over period.

Mr. Pullin stated that he agreed to continue on a consultancy basis for the existing number of hours per week (23) at a rate of £17.00 per hour.

Mr. Pullin left the meeting.

The Chair **proposed that Mr. Pullin be employed as acting Clerk & R.F.O. on the above agreed consultancy basis from 1<sup>st</sup> April 2019 until such time as it was deemed that the new Clerk could work alone**; this was **seconded** by Cllr. Mrs. A. Robinson and **agreed** unanimously by the Meeting. Mr. Pullin re-joined the meeting.

#### 9.9. A.P.M. – Thursday 16<sup>th</sup> May 2019:

The Clerk informed members that the original date agreed for the Annual Parish Meeting was 2<sup>nd</sup> May 2019. Unfortunately, this now clashed with the St. Germans & District Twinning weekend when members would be away. After discussion it was agreed to re-schedule the meeting for Thursday 16<sup>th</sup> May 2019.

### 10. REPORT BY CORNWALL COUNCILLOR: -

C. Cllr. R. Pugh made the following points: -

- 1) Prosecution proceeding against the occupants of The Coombe, Deviock Hill, Downderry, were being instigated by Cornwall Council.
- 2) Clearance of road drains on the B3247 Seaton Valley Road was scheduled for May 2019.
- 3) An overnight closure of Brenton Road, Downderry, 14<sup>th</sup> to 20<sup>th</sup> May 2019 had been authorised.
- 4) Deviock Parish had failed to be selected for a climate change project by ICARUS (*Initiative on Climate Adaptation Research and Understanding through the Social Sciences*)
- 5) Cornwall Council had agreed budget funding of £4 million for S.E. Cornwall including £2 million for Looe flood protection measures and redevelopment of Liskeard Cattle Market area.
- 6) A date from the parish council for a visit by Mr. Mark Andrews to speak on planning matters was requested. Mr. Andrews was unable to attend on Thursday evenings.
- 7) Cllr. Pugh was awaiting a response from Mr. Ken Polmounter (Operations Manager, Parking, Cornwall Council), to a letter sent regarding possible improvements to the Bridge Road, Seaton, car park, in order to prevent flooding there.

### 11. PLANNING:

#### 11.1. PLANNING APPLICATIONS:

##### 11.1.1. PA19/02790 – Mr. Ian Brewis COBLAND MILL, COBLAND HILL, EGLAROOZE. PL11 3DY

Non material amendment for alterations to doors and windows; retention of roof lights as existing alterations to the proposed south porch (Application number PA18/08209 dated 30<sup>th</sup> January 2019 relates) | Cobland Mill Cobland Hill, Eglarooze, Torpoint, Cornwall. PL11 3DY (Planning Officer: James Hills)

Cllr. Ms. H. M. Brockbank **proposed support** of the application; this was **seconded** by Cllr. S. J. Parry and **agreed** unanimously by the meeting.

**ORDINARY MEETING OF 11<sup>th</sup> April 2019 (Continued)****11. PLANNING (continued):****11.1.2. PA19/02559 Mr. Richard Roseveare LAND SOUTH OF 34 BUTTLEGATE, DOWNDERRY**

Construction of new dwelling.

**PL11 3NQ** (Planning Officer: George Shirley)After discussion Cllr. J. P. Candy **proposed support** of the application subject to the following conditions being imposed: -

1) A satisfactory construction traffic management plan with a requirement that no construction traffic use Trewall Hill except for immediate access to the property driveway.

Trewall Hill is not suitable for heavy traffic.

2) No construction vehicles to block Trewall Hill at any time.

This proposal was **seconded** by Cllr. S. J. Parry and **agreed** by the Meeting (one against and two abstentions)**11.2. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:**

None had been received.

**11.3. PLANNING APPEALS:**

None had been received.

**11.4. PLANNING DECISIONS:****11.4.1. 20.03.2019 PA18/11996 APPROVED**

Applicant: Mr Simon Bennett

Location: Land Adjoining Brannys Looe Hill Seaton Torpoint Cornwall

Proposal: Construction of new dwelling and changes to garage roof previously approved under PA16/11208

**11.4.2. 25.03.2019 PA19/01436 APPROVED**

Applicant: Mr Roy Davey

Location: The Coach House Bake Lane Trerulefoot Saltash Cornwall

Proposal: Retrospective planning application for a purpose built container to house a 99kw Froling biomass pellet , which is used to heat the workshops and dwellings.

**11.5. PLANNING CORRESPONDENCE:****11.5.1. PA19/01081 - Trevarno, Keveral Lane, Seaton – 5 DAY PROTOCOL REQUEST**The Clerk referred members to a forwarded email from Davina Pritchard (5<sup>th</sup> April 2019).Following discussion Cllr. Mrs. A. Thorpe **proposed that the council agree with the planning officer's recommendation of support** of the application; this was **seconded** by Cllr. S. J. Parry and **agreed** unanimously by the meeting.**11.5.2. Land Adjacent to Reef Point Cottage, Main Road, Downderry**The Clerk referred members to an email received (11<sup>th</sup> April 2019) from a local resident requesting investigation of new access, ground works and other activities at the site.

The Clerk was instructed to report the matter to Cornwall Council Planning Enforcement Dept.

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

No matters were raised.

**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.

**ORDINARY MEETING OF 11<sup>th</sup> April 2019 (Continued)****12. NEW BUSINESS (continued):-****12.3. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA**

None 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:

- a) To consider action regarding poor play equipment provision at the Seaton Countryside Park, Play Park
- b) To consider action to provide disabled access to Downderry Memorial Gardens

There being no further business, the Chair closed the meeting at 21.10 hrs.

FROM THE PARISH

WEB SITE