

**MINUTES of the ORDINARY MEETING of  
The **DEVIOCK PARISH COUNCIL** held at  
**DOWDERRY METHODIST CHURCH**  
at 7.30pm on Thursday, **14<sup>th</sup> February 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

**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:**

2.1. A member of the public referred to item 11.2. of the agenda (PA18/07706 Derryden, Front Road, Dowderry) stating that the extra plans submitted had not indicated any reduction in the ridge height of the proposed dwelling, the John Grimes report should be dismissed as the location of the new development was outside the development area as indicated in the Deviock Neighbourhood Plan. A second member of the public stated that the revised plans were not accurate and were misleading. Current activity at the site included the removal of an asbestos roof that contractors had commenced without proper controls being in place.

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 (family commitments); D. T. Parry (travel to Scotland) & Mrs. A. Thorpe (family commitment).

C. Cllr. R. Pugh had made given his apologies for absence.

The Parish Clerk, Tim Pullin had given his apologies for absence because of a commitment to the Dowderry Pantomime.

A **proposal to accept** these apologies for absence was made by Cllr. Mrs. A. Robinson; **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** unanimously by the meeting.

**3.2.** Resignation of Cllr. J. London.

The Chair informed members that Mr. J. London had resigned as a parish councillor on 7<sup>th</sup> February 2019.

## ORDINARY MEETING OF 14<sup>th</sup> February 2019 (Continued)

### 4. MINUTES:

#### 4.1. Minutes of the Ordinary Meeting of 10<sup>th</sup> January 2019

It was **proposed** from the Chair; **seconded** by Cllr. Ms. H. M. Brockbank and **AGREED** 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. The Clerk had reported the following matters arising from the minutes:

**Item 8.1.1.** TRO - Mr David Read had stated that the list for the CNA TRO was officially closed but that he would speak to the Area Highways manager re. the request for a 20-mph limit Downderry to Seaton. (23/01/19) No reply received as yet.

**Item 8.1.2.** Rules relating to 20 mph speed limits – The Clerk had emailed councillors information on this (16<sup>th</sup> January 2019)

**Item 8.1.3.** Email re. highways issues sent to Cornwall Council Highways Dept. (16/01/19) no reply received. Chasing email sent 06/02/19 no reply yet received.

**Item 8.1.4.** New highway to Downderry & Seaton – Letter sent to Nigel Blackler (Transport and Infrastructure/ Karyans hag Isframweyth, Economic Growth and Development/ Tevyans ha Displegyans Erbysek, Cornwall Council/ Konsel Kernow. Acknowledgement email received 07/02/19). Awaiting formal response.

**Item 8.1.5.** Request for second traffic speed survey on Hessenford Road, Seaton, made. No response from Highways Dept. received to date.

**Item 8.1.6.** On-line response to Off-Street Parking Order consultation made requesting a 50% reduction in the proposed parking charges for car parks in Seaton and Downderry. No reply received as at 13/02/19

**Item 8.2.1.** Real time bus timetable signs. Requested these be installed at all bus stops in the parish and also at the St. Nicolas Church porch, Downderry.

Clerk had spoken to Mr. Lee Quinney (Projects Commissioning Officer, Transport & Infrastructure Economic Growth & Development Mob: 07530262149 [lee.quinney@cornwall.gov.uk](mailto:lee.quinney@cornwall.gov.uk))

A survey request of sites in our area was happening in the near future and he would report back. Criteria for installation included access to power and a good mobile phone signal.

**Item 9.1.1.** Affordable Housing Treliddon Lane. No communication from Karen Hillhouse of Hastoe Housing Assoc., but email from Mr. John Jaycock re. land sale negotiations. (Email 07/02/19) It was suggested that another meeting with Hastoe Housing Association be arranged.

**Item 9.7.** Councillor vacancy for Seaton notified to Cornwall Council and official notice requesting election had been displayed. Waiting to hear if an election has been asked for.

Cllr. S. J. Parry referred to item 9.4. requesting that Cornwall Council be notified of rockfalls adjacent to the sea wall footpath at Rocknose Corner and that signs be erected.

### 6. POLICE MATTERS:

No matters were raised.

### 7. FINANCE:

#### 7.1. Income & Expenditure.

##### 7.1.1. INCOME: DECEMBER 2018 & JANUARY 2019

Barclays Bank Interest	55.21
Cornwall Council – Cornwall Councillor Community Chest Grant (Bike Racks)	400.00
<b>DECEMBER 2018 &amp; JANUARY 2019 INCOME TOTALS</b>	<b>Total £ 455.21</b>

**ORDINARY MEETING OF 14<sup>th</sup> February 2019 (Continued)****7. FINANCE (continued):****7.1. Income & Expenditure continued).****7.1.2. EXPENDITURE: DECEMBER 2018 & JANUARY 2019**

	<b>VAT £</b>	<b>Nett £</b>	<b>TOTAL £</b>
Biffa Waste Services Ltd – Seaton Toilets – Sanitary Waste Collection Oct. 2018	11.38	56.90	68.28
Parish Magazine Printing – Nut Tree Newsletter – Dec. 2018 Edition (invoice 4004)	0.00	90.75	90.75
Camilla Curry – Neighbourhood Plan Admin. Inv. 16/12/18	0.00	267.31	267.31
Ross Marven – Parish Website hosting charges 2019 Inv. 0139	0.00	35.00	35.00
DSC Electrical Services – Install replacement Defib. Cabinet at Downderry	0.00	40.00	40.00
Parish Magazine Printing – Nut Tree Newsletter – Jan. 2019 Edition (invoice 4123)	0.00	90.75	90.75
Biffa Waste Services Ltd – Seaton Toilets – Sanitary Waste Collection Nov. 2018	6.83	34.14	40.97
DM Payroll Services Ltd. – Payroll Admin Services 2018/19 Half Year (Inv. 143)	0.00	50.00	50.00
Cornwall Council – Clerk's salary – December 2018	1.00	1,650.37	1,651.37
EJFP Planning Ltd – Planning Advice PA17/08935 Inv. 2019-002 9/1/19	20.00	100.00	120.00
British Gas – Downderry Public Toilets – Electricity 07/07/18 – 03/01/19	1.73	70.05	71.78
PWS – Inv. 202881 – Public Toilets Cleaning Materials	27.53	137.65	165.18
South West Water Business – Seaton Public Toilets 01/11/18 – 09/01/19	0.00	488.71	488.71
South West Water Business – Downderry Public Toilets 01/11/18 – 15/01/19	0.00	94.73	94.73

**Direct Debit Payments:**

BT – Office Telephone & Broadband to 20th April 2019 (Quarterly payment)	38.03	190.18	228.21
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**Standing Order Payments:**

MR. J. BIRD – December 2018 Cleansing Contract Payment (Downderry & Seaton)	0.00	520.00	520.00
MR. J. BIRD – January 2019 Cleansing Contract Payment (Downderry & Seaton)	0.00	520.00	520.00

<b>DECEMBER 2018 &amp; JANUARY 2019 EXPENDITURE TOTALS</b>	<b>£ 106.50</b>	<b>4,436.54</b>	<b>4,543.04</b>
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Ratification of this expenditure was **proposed** by Cllr. Mrs. B. M. Lloyd; **seconded** by Cllr. Ms. H. M. Brockbank and **approved** unanimously by the Meeting.

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

<b>Date</b>	<b>Account</b>	<b>Balance £</b>	
30 Jan. 19	Barclays Community	1,000.00	
30 Jan. 19	Barclays Business Premium	19,012.88	<i>Interest 3 Sep. '18 – 2 Dec. '19 £13.43</i>
30 Jan. 19	Barclays Base Rate Reward	61,534.31	<i>Dec. '18 &amp; Jan. '19 interest = £41.78</i>
29 Mar. 18	Lloyds TSB Fixed Term Deposit	66,425.98	<i>Matures on 29<sup>th</sup> March 2019 Interest at 0.9% = £597.83</i>

**7.3. LETTERS OF THANKS:** None had been received.**7.3. Letters of Thanks received by the date of the meeting**

7.3.1. South East Cornwall Surf Club (Letter dated 8<sup>th</sup> February 2019)

**7.4. REQUESTS FOR FUNDING: -**

7.4.1. Hessenford Hall: Funding request for tree felling

After discussion Cllr. S. J. Parry **proposed funding of up to £350.00**; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** by the Meeting (one against and one abstention)

7.4.2. Request for hall hire funding for CPR training sessions

The Clerk had reminded councillors that a decision to support this request had been made at the January 2019 meeting. Agreement to ratify that decision and decide on a level of funding needed to be made.

Cllr. J. P. Candy **proposed funding of up to £100.00**; this was **seconded** by Cllr. S. J. Parry and **agreed** unanimously by the Meeting

**ORDINARY MEETING OF 14<sup>th</sup> February 2019 (Continued)****7. FINANCE (continued):****7.5. FINANCIAL CORRESPONDENCE:**

None had been received.

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

No matters were raised.

**7.7. ACCOUNTS TO BE PAID:**

	<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
<b>Total £</b>	<b>27.83</b>	<b>1,925.26</b>	<b>1,953.09</b>

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

Cllr. Candy requested information regarding water usage expenditure at the public toilets further to the winter closure period.

**8. HIGHWAY MATTERS:****8.1. TRAFFIC & PARKING ISSUES: DOWDERRY, SEATON & HESSENFORD****8.1.1. Current roadworks at Hessenford and resulting congestion on Church Hill, Hessenford**

The Clerk had referred members to an email from a local resident (13<sup>th</sup> February 2019)

After discussion it was decided that the Clerk be instructed to send a letter of complaint to Cornwall Council Highways Dept. regarding the poor diversion signing of the roadworks.

**8.1.2. Other current issues**

Cllr. S.J. Parry suggested that that the Clerk be instructed to write to Cornwall Council Highways Dept. to request that rubble / debris be removed from Treliddon Lane, Dowderry and that local residents be contacted to ensure that vehicles are removed before work commences. This was agreed by the meeting.

**8.2. PROW & Small Works Contract 2019: To appoint contractor for this contract**

Cllr. J. P. Candy **proposed** that Mr. K. Johnson be appointed contractor for the PROW & Small Works Contract 2019; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** by the Meeting (one abstention).

**8.3. STREET LIGHTING: To consider possible changes to local street lighting provision**

Cllr. S. J. Parry informed members that the street light at Seaton Bridge car park was too bright and required shrouding. After discussion it was agreed an article be placed in the Nut Tree Newsletter asking for the views of local residents regarding changes to local street light provision.

**8.4. PUBLIC TRANSPORT ISSUES:**

Cllr. Ms. H. M. Brockbank informed members that she had attended a recent meeting of the Rame Transport Users Group and reported that Citybus would be trailing a bus designed with easy access for elderly / disability users to test out.

**ORDINARY MEETING OF 14<sup>th</sup> February 2019 (Continued)****9. CURRENT / ONGOING BUSINESS:****9.1. AFFORDABLE HOUSING:****9.1.1. Treliddon Lane – Update**

Further recent emails received from the landowner concerning negotiations for the sale of land to Hastoe Housing Association, the Chair recommended that a further meeting of the Parish Council with Hastoe Housing Association and Mr. Prendergast of Cornwall Council, Affordable Housing Dept., be set up. This was agreed by the Meeting.

**9.2. NEIGHBOURHOOD PLAN:****9.2.1. Deviock Neighbourhood Plan Update**

Cllr. Mrs B. M. Lloyd informed members that she had attended a meeting about local climate change issues and that an organisation called "ICARUS" had carried out a survey in Downderry relating to this matter.

**9.3. TANVER YATE – Update**

The clerk had informed members that Mark Grassam Solicitors had reviewed the various titles obtained but needed sight of the original deeds in order to research the matter further. The Clerk was to be instructed to make these deeds available.

**9.4. ROCKNOSE ROADSIDE VERGE – Update:**

Cllr. S. J. Parry reminded members that there had been a small rock fall near to the sea wall footpath at Rocknose Corner and that he had requested action at the last meeting. Cllr. S. J. Parry **proposed** that the Clerk be instructed to inform Cornwall Council, investigate liabilities and request that appropriate signage be put in place; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** unanimously by the Meeting.

**9.5. BIKE RACKS – Update:**

A revised quotation for the supply and installation of bike racks at three locations in the parish, plus one bollard, had been received from Green Scheme Solutions Ltd. for the total sum of £2,025.00 + VAT After discussion Cllr. S. J. Parry **proposed** that the council grant the contract to Green Scheme Solutions Ltd. this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

**9.6. OUDOOR GYM, Seaton Countryside Park – To award contract for Monthly Safety Checks:**

The Clerk had provided details of a contract from CORMAC Solutions Ltd. for this work (January to December 2019).

Cllr. J. P. Candy **proposed** that the Parish Council award this contract to CORMAC Solutions Ltd. for the sum of £215.66 +VAT; this was **seconded** by Cllr. S. J. Parry and **agreed** unanimously by the Meeting

**9.7. SEATON PUBLIC TOILETS: To debate the possible installation of solar panels:**

Cllr. S. J. Parry suggested that the installation of solar panels at the public toilets could help to offset ongoing running and maintenance costs of the facilities. Cllr. Parry requested that the matter be investigated further including whether there would be any legal implications and what the likely installation costs would be.

**9.8. PARISH COUNCIL VACANCIES: Seaton and Downderry**

The Clerk had informed members that the deadline for a request for an election for the Seaton vacancy was Friday 15<sup>th</sup> February 2019. Cornwall Council would then inform the Parish Council if any request had been made. The new vacancy for Downderry would be reported to Cornwall Council.

**ORDINARY MEETING OF 14<sup>th</sup> February 2019 (Continued)****9. CURRENT / ONGOING BUSINESS (continued):****9.9. PARISH CLERK & R.F.O. – Appointment Process - Update:**

The Chair informed members that an advertisement for the position had been agreed. It was possible that there could be some flexibility on the number of hours offered for the post. The pay scale range would be based on NALC recommendations.

**9.10. COUNCIL STANDING ORDERS – To adopt revised / updated Standing Orders (January 2019):**

The Clerk had previously provided councillors with copies of the draft revised Standing Orders. The following changes had been indicated: -

- a) With the changes to how planning applications were now received from Cornwall Council an updated procedure to deal with this by the clerk was included. (page 18 standing order No. 77).
- b) A General Data Policy Statement was also included (Appendix K pages 44-47)

Discussion took place regarding the need for councillors to arrive in time for the start of the meeting, to direct points through the Chair and respect others when they were talking.

Councillors considered the advisability of including a statement on how Deviock Parish Council expected its councillors to use their title of councillor when dealing with the public. The following statement for inclusion in the January 2019 Standing Orders was agreed: -

“No Councillor should sign any correspondence, either email or letter, or act as a representative of the Parish Council, without the express permission of the whole Council. However the Chair may act as a representative of the Council when there is no opportunity to consult the whole Council.”

The Chair **proposed** adoption of the January 2019 Standing Orders, including inclusion of the above statement; this was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** unanimously by the Meeting.

**10. REPORT BY CORNWALL COUNCILLOR: -**

C. Cllr. R. Pugh being absent, no report was made.

**11. PLANNING:****11.1. PLANNING COMMITTEE:**

11.1.1. To approve the Minutes of the Meeting of **24<sup>th</sup> JANUARY 2019** as a correct record.

It was **proposed** by Cllr. S. J. Parry, **seconded** by Cllr. Mrs A. Robinson and **AGREED** by the Meeting to accept the minutes as a correct record.

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

No matters were raised.

**11.2. PLANNING APPLICATIONS:****11.2. PA18/07706 Mr. David Ham DERRYDEN, FRONT ROAD, DOWNDERRY**

Demolish existing 1920's bungalow and construct a replacement dwelling (dormer bungalow) with associated ramped paths, patio, balustrade, planters, planting and access steps. (Garage remains as existing but with new side door.)

(Planning Officer: Jonathan Luker)

(RE-CONSULTATION: NEW DOCUMENTS ADDED 4<sup>th</sup> February 2019)

Cllr. Mrs. B. M. Lloyd **proposed** that the Council maintain its objections to the application, being: -

- 1) Street scene: The proposed design in modern style is out of keeping with neighbouring properties.
  - 2) Over development: The proposed dwelling of two storeys will create a dominating feature in a row of bungalows
  - 3) Roof ridge height: The proposed roof ridge height is approx. 1.5m higher than the present building.
- Previous building alterations to properties on the south side of Front Road have always maintained the existing roof ridge heights.

**ORDINARY MEETING OF 14<sup>th</sup> February 2019 (Continued)****11.2. PLANNING APPLICATIONS (continued):****11.2. PA18/07706 Mr. David Ham DERRYDEN, FRONT ROAD, DOWNDERRY**

4) Loss of light: Adjacent properties Rockley and Glen Roy will suffer from loss of light as a result of the increased roof height of the new development.

5) A traffic construction management plan is required by condition of any permissions granted because of the narrowness and poor surface of Front Road.

This proposal was **seconded** by Cllr. Ms. H. M. Brockbank and **agreed** by the Meeting (Two abstentions: Cllr. J. P. Candy wished to have his name recorded in the minutes as having abstained).

**11.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:**

The Chair informed members that one late application could be dealt with at the February 2019 Planning Committee meeting.

**11.4. PLANNING APPEALS:** None had been received.**11.5. PLANNING DECISIONS:****11.5.1. 23.01.2019 PA18/10994 APPROVED**

Applicant: Mr M Chapman

Location: Up-Along Top Road Trierieve Estate Downderry Torpoint

Proposal: Proposed reconstruction of sunroom with balcony over, extension of garage with workshop over and alterations to parking

**11.5.2. 04.02.2019 PA18/11298 APPROVED**

Applicant: Mr And Mrs J Richardson

Location: Higher Treyone Farmhouse Polbathic Torpoint Cornwall PL11 3HE

Proposal: Two storey extension to side and single storey to the rear.

**11.6. PLANNING CORRESPONDENCE:** None had been received.**11.7. PLANNING MATTERS RAISED BY MEMBERS:**

It was requested that recent activities at The Coombe, Deviock Hill, Downderry, including groundworks and the addition of a caravan on site should be reported to Cornwall Council Planning Enforcement Dept.

**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. BRIEF OF BELLS: To consider possible application for inclusion in this project:**

The Clerk had provided councillors with information on this national arts project. After discussion Cllr. Mrs. A. Robinson **proposed** that the Parish Council ask to be included as a location for a Tide Bell; this was **seconded** by Cllr. Mrs. B. M. Lloyd and **agreed** unanimously by the Meeting.

**12.4. NEW BUSINESS RECEIVED AFTER PUBLICATION OF THE AGENDA**

12.4.1. Cllr. Mrs. B. M. Lloyd alerted councillors to the felling of trees in the Old Hessenford Valley.

**12.5. MATTERS RAISED BY MEMBERS FOR POSSIBLE INCLUSION ON THE NEXT AGENDA:** No matters were raised.

There being no further business, the Chair closed the meeting at 21.12 hrs.