

# *Deiock Parish Council*

The Vestry, St Nicolas Church,  
Main Road, Downderry, Torpoint, Cornwall PL11 3LE  
Tel: 01503 250052  
E-mail: [clerk.deiockpc@btinternet.com](mailto:clerk.deiockpc@btinternet.com)

## **MINUTES of the ORDINARY MEETING of DEIOCK PARISH COUNCIL held virtually at 7.30pm on Thursday 12<sup>th</sup> NOVEMBER 2020**

**PRESENT:** Parish Cllrs. Ms. M.E. Temlett (Chair), Downderry Ward  
Mr J. Candy, Seaton Ward  
Mrs. A. Thorpe, Hessenford Ward  
Mrs. A. Robinson, Hessenford Ward  
Mr. J Croft, Seaton Ward  
Mr. J Millidge, Downderry Ward  
Ms. H. Brockbank, Downderry Ward  
Karen Pugh (Parish Clerk)  
Cornwall Cllr Richard Pugh

### **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 were received.
- 1.2. To receive requests for dispensations for disclosable pecuniary interests (if any)  
None were received.
- 1.3. To grant any requests for dispensations as appropriate  
None were granted.

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

Two members of the public spoke on the subject of two separate planning applications. The first resident had lived in Downderry for 40 years and spoke extensively in strong objection to application PA20/09484 (Land east of Reflections), stating that the applicant was "riding roughshod over the regulations" and had put forward an application for development that was five times larger than the footprint of the existing building, with no consideration for water run-off and no plan for safety requirements in relation to sewerage, which would allow water to seep into the ground. The resident urged support from the Parish Council in objecting to the application. The second resident spoke on the subject of the 5-day protocol for application PA20/06491 (The Red House), requesting that the proposal is rejected. The resident again highlighted surface water as a real problem and was of the opinion that the applicant's intention was to exploit the site, with the design not an "honest" one.

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

Apologies had been received from Cllr D Parry (widespread internet issues in Hessenford, so no access to the meeting) and Cllr M Gibbons (family commitment). Acceptance for apologies for absence was **proposed** by Cllr A Thorpe, **seconded** by Cllr J Candy and **agreed unanimously** by the meeting.

### **4. MINUTES:**

- 4.1. To approve the Minutes of the Ordinary Meeting of 8<sup>th</sup> October 2020 as a correct record. Approval of the Minutes was **proposed** by Cllr J Croft, **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

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

Cllr J Candy stated that he would rather have longer to view the Minutes in advance of the meeting. The Clerk asked the Chair for permission to respond, saying that she hoped the situation would resolve itself in due course further to the outcome of Item 7.4. on the Agenda.

**6. FINANCE:****6.1. Income & Expenditure****6.1.1. INCOME: SEPTEMBER & OCTOBER 2020**

	£
Barclays Bank Interest	3.51
Business Rates Relief Grant (4 <sup>th</sup> Sept 2020)	10,000
Precept and CTS grant (16 <sup>th</sup> Sept 2020)	20,605.90
<b>SEPTEMBER &amp; OCTOBER 2020 INCOME TOTALS</b>	<b>£30,609.41</b>

Noted.

**6.1.2. EXPENDITURE: SEPTEMBER & OCTOBER 2020**

	VAT £	Net £	TOTAL £
John Croft – reimbursement for Zoom Pro (01-31/08/20)	0.00	14.39	14.39
John Croft – reimbursement for Zoom Pro (01-30/09/20)	0.00	14.39	14.39
Biffa – sanitary waste collection (inv. 660C62030) (August)	7.54	37.68	45.22
PWS – Cleaning materials – disabled toilets (inv. 276679)	22.85	114.24	137.09
PWS – Cleaning materials – Seaton disabled toilet (inv. 268600), delayed from July)	9.90	49.48	59.38
Cormac – Seaton countryside park inspections (September)	6.32	31.59	37.91
Tim Pullin – Training and admin services (inv. 006), Nov 2019-Aug 2020	0.00	238.00	238.00
Downderry toilets business rates – 01/04/20-31/03/21	0.00	736.03	736.03
British Gas – Downderry – electricity (Aug 2020)*	0.53	10.61	11.14
Viking Payments – soap for Seaton disabled toilet (inv. 944406)	13.17	65.84	79.01
Peck Trading – sanitiser unit and sanitiser (inv. 387926)	7.10	35.50	42.60
C. Hirst – repairs to Downderry toilets roof, Sept	0.00	140.00	140.00
Aubergine – 1st 50% new website development (inv. AUB8462)	119.80	599.00	718.80
John Croft – reimbursement for Zoom Pro (01-31/10/20)	0.00	14.39	14.39

**Direct Debit Payments:**

BT	37.58	187.93	225.51
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**Standing Order Payments:**

MR. J. BIRD – September 2020 Cleaning Contract Payment (Downderry & Seaton)	0.00	574.05	574.05
MR. J. BIRD – October 2020 Cleaning Contract Payment (Downderry & Seaton)	0.00	574.05	574.05
<b>SEPTEMBER &amp; OCTOBER 2020 EXPENDITURE TOTALS</b>	<b>224.79</b>	<b>3,437.17</b>	<b>3,661.96</b>

\* British Gas (public toilets electricity) monthly payments paid by direct debt from October.

A proposal to ratify expenditure was made by Cllr J Candy, **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

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

Date	Account	Balance £	Interest
30 Oct 20	Barclays Community	1,000.00	£0.00
30 Oct 20	Barclays Business Premium	45,088.83	£3.51
30 Oct 20	Barclays Rate Reward	61,891.83	£0.51
30 Oct 20	Lloyds TSB Current Account*	67,538.58	Fixed Term Deposit matured on 1 <sup>st</sup> July (interest 0.1% = £16.84)

\* Funds held in current account from July.

Noted.

**6.3. Accounts to be paid**

	VAT £	Net £	TOTAL £
Parish Magazine Printing – Nut Tree Newsletter – Oct 2020 Edition (invoice 6461)	0.00	90.75	90.75
SLCC – Planning White Paper training	6.00	30.00	36.00
PWS – Cleaning materials – disabled toilets (inv. 281027)	3.86	19.32	23.18
Cormac – Seaton countryside park inspections (inv. IN108946), October	6.32	31.59	37.91
Biffa – sanitary waste collection (inv. 660C63030) (September)	12.56	62.80	75.36
Viking Payments – soap for disabled toilets (inv. 257041)	8.69	43.44	52.13
Viking Payments – soap for disabled toilets (inv. 250973)	1.27	23.29	24.56
John Croft – reimbursement for Zoom Pro (01-30/11/20)	0.00	14.39	14.39
B.F.C. Carpet World – Downderry surgery carpet (grant payment)	166.67	833.33	1,000
Reimbursement to K Pugh for urgent payment to Viking (antibacterial handwash for toilets) (missed invoice from July)	0.00	23.82	23.82
British Gas – Downderry – electricity (Sept 2020)*	0.48	9.60	14.04
British Gas – Downderry – electricity (Oct 2020)*	0.66	13.38	10.08
<b>Total</b>	<b>206.51</b>	<b>1,195.71</b>	<b>1,402.22</b>

Invoices to follow include clerk salary recharge, public toilet cleansing (Cormac) and South West Water (c. £4,000 total).

A **proposal to accept** the accounts to be paid was made by Cllr J Candy, **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

#### **6.4. Ratify amendment to Standing Orders to allow electronic banking**

After a discussion on procedure for online banking, it was requested that the Clerk speak to other local clerks as to how they proceed with online payments.

It was therefore **proposed** by Cllr J Candy that the item be differed to the next meeting on 26<sup>th</sup> November. This was **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

### **7. CURRENT / ONGOING BUSINESS**

#### **7.1. Seaton play area – update**

Cllr J Millidge updated the meeting further to a meeting of the working group earlier in the week.

It was anticipated that community-based fundraising would run from 1<sup>st</sup> December for a period of four months, enabling Phase 2 delivery for the 2021 summer holidays. Phase 2 would amount to c. £25,000, although there were options to remove individual items. A Facebook page would be set up to facilitate fundraising, with monies ringfenced by DaSRA. A £2,000 pledge had already been gifted by a local business, which paid for a substantial item. Cllr Millidge expressed his thanks for the donation. Cllr Millidge asked if the Parish Council would be contributing, although a response was not yet required. Councillors discussed a number of points, including the amount of mud in the play area (viewed by Cornwall Council as a compromise that enabled the play area to be opened by half term) and whether the latest equipment items are disability-friendly.

Returning to the level of mud in the play area, Councillors questioned why there would be grass in a play area on a flood plain rather than a safety surface covering the whole site.

Given the risk of slips, trips and falls (and potential sewerage issue too), it was **proposed** by Cllr M Temlett to ask Cornwall Council to rectify the problem (for both phases). This was **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting.

Cornwall Cllr R Pugh said he would speak to Stuart Wallace (Cornwall Council) to request that the mud issue is resolved.

#### **7.2. Tanver Yate – update**

The Councillors discussed the drawings produced for the planning application. There would be the same access points as currently, but wider, with no need to reverse out onto the road.

The barn would be low profile, with a shallow pitch roof backing onto the hedge. The structure would have a cricket pavilion feel, with double doors allowing large pieces of kit to be moved in and out. There would be no power or water.

The next stage would be to put in a planning application. The Planning Statement would refer to exercise rather than leisure, in order to be compliant with the covenant.

It was **proposed** by Cllr H Brockbank that the documents are forwarded to Councillors and the item deferred until the next meeting on 26<sup>th</sup> November. (This would be an Extraordinary meeting in order to discuss the precept, Tanver Yate and electronic banking.) This was **seconded** by Cllr J Candy and **agreed unanimously** by the meeting.

#### **7.3. Memorial garden works – update**

Cllr J Croft updated the meeting.

Shelter roof: three quotes had been received. It was discussed to proceed with the spec and quote from a contractor the Parish Council had previously used (cost £1,680 inclusive of materials and labour).

Ramp: it was discussed to proceed with the quote for £679.20 plus VAT.

Plaques: on completion of the shelter roof, rails would be erected at the back of the shelter, on which to position memorial garden plaques. The parish contractor had previously expressed an interest in undertaking this work.

It was **proposed** by Cllr Croft that the works proceed on this basis. This was **seconded** by Cllr J Candy and **agreed** by the meeting. There was one abstention.

#### **7.4. Clerk part-time hours**

[The Clerk asked to leave the meeting for this item.]

The Chair updated the meeting to say the Clerk has made a request to increase her working hours from 17.5 to 20 per week (and for an increase on the spinal column point) in order for her to fulfil the tasks required of the role.

The Appointments Committee had met and agreed with the request, with the proposal that the hours are increased until May 2021, at which time the new Council can make a decision going forward that will meet with the requirements at that time. There was also a recommendation to agree to the increase in pay scale on the basis of experience and time served; this would usually be subject to an appraisal process which had not occurred to date this year. The Committee agreed to meet with the Clerk before the end of the year to undertake an appraisal to enable evidence of progression. The Councillors discussed the Clerk's current hours and asked if this should be similar to that of the previous Clerk (23 hours). However, it was pointed out that the previous Clerk's hours were increased to enable completion of a diploma and that the current Clerk felt 20 hours each week would be sufficient to enable her to undertake all duties required.  
[The Clerk returned to the meeting at the end of the discussion.]

## **8. REPORT BY CORNWALL COUNCILLOR:**

Cornwall Cllr R Pugh discussed the following points:

- a. Downderry Lodge. Cllr Pugh reminded the Parish Council that this had previously been discussed by Councillors and asked if they wished to move forward on this item.
- b. An emergency food assistance fund had been given to Cornwall Council from Defra (£678,000).
- c. New yellow lines would be implemented as advertised at the following locations - the junction of Top Road and Trierieve Downderry, the junction of Broads Yard and Main Road and the junction of Hessenford Road and Keval Lane.

Cllr J Candy proposed that the Parish Council asks for the footpath from the beach to the existing coastal path to be instated as a public right of way. Cornwall Cllr Pugh said he would forward Cornwall Council's input on this item to date.

## **9. PLANNING:**

### **9.1. PLANNING COMMITTEE:**

**9.1.1.** To approve the Minutes of the Planning Committee Meeting of **22<sup>nd</sup> October 2020** as a correct record. A **proposal to approve** the Minutes of 22<sup>nd</sup> October was made by Cllr A Thorpe, **seconded** by Cllr A Robinson and **agreed** by the meeting.

**9.1.2.** Matters arising from the Minutes (*not appearing elsewhere on the agenda*)  
No matters were raised.

### **9.2. PLANNING APPLICATIONS:**

**9.2.1. PA20/08682 Ms F Kaikobad St Hilarion, Brenton Road, Downderry PL11 3JA**  
Proposed extension and alterations

*(Planning Officer: Josep Sandercock)*

While no relationship drawings had been provided as part of the application, a photo was viewed. Cllr J Croft **proposed to support** the application, **seconded** by Cllr J Millidge and **agreed** by the meeting. There was one abstention.

**9.2.2. PA20/08648 Mrs Jyoti Evans Inn on the Shore, Downderry PL11 3JY**

Proposal to retain two Automatic Number Plate Recognition (ANPR) cameras for the purposes of managing and enforcing parking at the site.

*(Planning Officer: Josep Sandercock)*

A number of objections from residents had been posted on the Planning site.

Councillors felt a camera was unnecessary for a village pub and that the pole and camera would be obtrusive and spoil the look of the village. It was also discussed that limited parking in the pub car park would increase volume of traffic in the village and be counterproductive to traffic flow.

Cllr H Brockbank **proposed to object** to the application, **seconded** by Cllr J Croft and **agreed** by the meeting. There was one abstention.

The grounds given for objection:

The planning application contains incorrect drawings and information.

Overdevelopment – the poles and cameras are obtrusive for a village location.

Impact on street scene.

Traffic on the road would be exacerbated.

**9.2.3. PA20/08649 Mrs Jyoti Evans Inn on the Shore, Downderry PL11 3JY**

Advertisement consent for signs for purpose of direction and Terms & Conditions for parking.

*(Planning Officer: Josep Sandercock)*

A number of objections from residents had been posted on the Planning site.

It was discussed that this application goes against community spirit, given the car park is a rare flat space within the village that has been used in the past as a community space.

Cllr H Brockbank **proposed to object** to the application, **seconded** by Cllr J Croft and **agreed** by the meeting. There was one abstention.

The grounds given for objection:

The planning application contains incorrect drawings and information.

Overdevelopment – signage obtrusive for a village location.

Impact on street scene.

Traffic on the road would be exacerbated.

**9.2.4. PA20/08883 Mr Bernard Lofts Brambles, Keveral Lane, Seaton PL11 3JJ**

Formation of off-street car parking space.

*(Planning Officer: Shauna Vandermeulen)*

After a short discussion, Cllr J Millidge **proposed to support** the application on condition that the blockwork is made to look less detrimental to street scene. This was **seconded** by Cllr J Candy and **agreed** by the meeting. There was one abstention.

**9.2.5. PA20/08969 Mr Mathew Neville Mount Arthur, Keveral Lane, Seaton PL11 3JJ**

Formation of car parking space.

*(Planning Officer: Josep Sandercock)*

After a short discussion, Cllr J Millidge **proposed to support** the application on condition that the blockwork is made to look less detrimental to street scene. This was **seconded** by Cllr J Candy and **agreed** by the meeting. There was one abstention.

**9.2.6. PA20/09484 Mr Trevor Farrell Land east of Reflections, Brenton Road, Downderry**

Construction of dwelling with garage and parking spaces.

*(Planning Officer: George Shirley)*

Councillors discussed the immense scale of the proposed development (from boundary to boundary), with concerns about water run-off. It would also be a difficult site to develop, with excavation particularly challenging logistically and the issue of access vehicles servicing the site.

It was noted that Reflections had previously gone to appeal.

Cllr J Millidge **proposed to object** to this application, **seconded** by Cllr H Brockbank and **agreed unanimously** by the meeting.

The grounds given for objection:

Immense scale of proposed development - gross overdevelopment of the plot.

Impact on street scene.

Impact on water run-off.

Overlooking of properties below.

Proposed development contrary to the Neighbourhood Development Plan.

[At 9.25pm, the Chair requested a ten-minute extension to the meeting, seconded by Cllr Brockbank.]

**9.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:****9.3.1. PA20/09163 Mr R Bullough Land off Trierieve Estate Downderry**

Construction of seven dwellings with integral parking areas including associated landscaping works with variation of condition 2 in respect of decision notice PA18/04907 Cornwall

*(Planning Officer: Tracy Young)*

**9.3.2. PA20/09636 Mr D Champion An Palmek, Looe Hill, Seaton PL11 3JQ**

Extension to house.

*(Planning Officer: Shauna Vandermeulen)*

It was agreed to defer the above two late applications to the meeting on 26<sup>th</sup> November.

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

None had been received.

**9.5. PLANNING DECISIONS: Received by the date of the meeting****27.10.2020 PA20/08295 APPROVED**

**Applicant:** Mr Nigel Jones

**Location:** The Gundeck Top Road Downderry Torpoint Cornwall

**Proposal:** Non-material amendment for amendments to the roof material of the carport (Application number PA19/06843 dated 1st October 2019 relates)

**05.11.2020 PA20/07769 APPROVED**

**Applicant:** Donald Martin

**Location:** Land South East Of The Pavillion Bridge Road Seaton Cornwall

**Proposal:** Construction of beach access slipway for emergency, lifeguard and public use from Highway to Seaton beach.

**9.6. PLANNING CORRESPONDENCE:****9.6.1. PA20/06491: The Red House: 5-DAY PROTOCOL**

A 5-day protocol had been received from the Planning Officer on 2<sup>nd</sup> November. The Parish Council returned a response on 9<sup>th</sup> November: Option 2 – Agree to disagree.

It was noted that unusually, no third option (Disagree) had been offered on this application. Cornwall Cllr R Pugh explained that the application was considered to be a householder application, so the third option of disagreeing with the Planning Officer's recommendation (i.e. continued objection to the application) had not been given to the Parish Council by the Senior Planning Officer.

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

None were raised.

**10. NEW BUSINESS:****10.1. Matters raised by members for possible inclusion on the next agenda (December meeting).**

Ratify precept.

10.2. Replacement hand dryer required for Seaton disabled toilet at a cost of approximately £225, inclusive of an electrician to test (the parish contractor can fit the unit).

Cllr J Candy **proposed** to replace the hand dryer, **seconded** by Cllr H Brockbank and **agreed unanimously** by the meeting.

**There being no further business, the Meeting closed at 9.30pm.**