

Deviock Parish Council

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MINUTES of the ORDINARY MEETING of DEVIOCK PARISH COUNCIL held at the METHODIST CHURCH, MAIN ROAD, DOWNDERRY at 7.30pm on Thursday 15th July 2021

PRESENT: Parish Cllrs. Mr. M. Gibbons (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
Mrs. S. England, Downderry Ward
Mr. M. Wiseman, Downderry Ward
Karen Pugh (Parish Clerk)
Cornwall Cllr Armand Toms

The Chair welcomed the two new co-opted Councillors, Cllrs S England and M Wiseman, to their first Parish Council meeting.

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
The Chair declared an interest in Item 10.1.3. (business connection).
- 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 requested.

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

A resident spoke on planning application PA21/05268, objecting to the application on a number of grounds. As a direct neighbour, she said she was shocked at the size of the proposed balcony of the holiday home, feeling that it was overbearing and intrusive and would look directly into her living area, impacting on privacy, view and light. There was also a concern about potential increased noise from holidaymakers using the balcony.

The resident had a particular structural concern about water ingress due to a shared waterproof membrane and would fear future potential issues as a result.

The resident had tried to speak to the applicant at their main residence to discuss how the plans could be made less intrusive, but was told there would be no change. She felt there had been no empathy or consideration for permanent residents living at Trerose Coombe, many of whom had made their objections known on the Planning site, and that the proposed balcony was not in keeping with the intended design of these homes, nor with the look of the street.

The resident finished by saying that as a tight local community, she felt a stand needed to be made against the plans and the precedent it may set, and urged the Parish Council to refer to the original planning application for these properties, when the addition of balconies was rejected for the reasons given above.

3. TO ACCEPT APOLOGIES FOR ABSENCE:

Apologies had been received from Cllrs D Cormack (holiday) and S Parry (family commitment).

Cllr H Brockbank was not in attendance at the meeting; apologies had not been received.

Acceptance for apologies for absence was **proposed** by Cllr A Thorpe, **seconded** by Cllr A Robinson and **agreed** by the meeting.

4. MINUTES:

4.1. To approve the Minutes of the Ordinary Meeting of **10th June 2021** as a correct record. Approval of the Minutes was **proposed** by Cllr J Millidge, **seconded** by Cllr J Croft and **agreed** by the meeting. There were three abstentions.

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

A sentence in Item 9.1.1. of the Minutes was requested to be changed.

4.3. To approve the Minutes of the Extraordinary Meeting of **24th June 2021** as a correct record. Approval of the Minutes was **proposed** by Cllr A Robinson, **seconded** by Cllr J Croft and **agreed** by the meeting. There were three abstentions.

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

None.

5. FINANCE:

5.1. Income & Expenditure

5.1.1. Income: May & June 2021

	£
Barclays Bank Interest	1.88
MAY & JUNE 2021 INCOME TOTALS	1.88

Public toilets tax relief was due in shortly: £1,472.06 (two years' business rates).

Noted.

5.1.2. Expenditure: May & Jun 2021

	VAT £	Net £	TOTAL £
Cormac – Seaton countryside park inspections (inv. IN116655), March	7.65	38.23	45.88
Peck Trading – toilets soap (inv. 394034)	2.80	14.00	16.80
Parish Magazine Printing – Nut Tree Newsletter – May 2021 Edition (invoice 7154)	0.00	131.75	131.75
PWS – toilets rolls (inv. 307749)	19.43	97.14	116.57
John Croft – reimbursement for Zoom Pro (01-31/05/21)	0.00	14.39	14.39
HMRC – councillor's tax 20/21	0.00	99.60	99.60
Clerk salary recharge to Cornwall Council (inv. 8100091637), March 2021	1.00	1,369.75	1,370.75
Cormac – Seaton countryside park inspections (inv. IN118558), Apr-May 2021	15.30	76.48	91.78
Viking Payments – consumables for face-to-face meetings (inv. 429533)	14.25	71.25	85.50
Mrs C Croft - grant payment reimburse. - plants for Seaton bridge car park verge	0.00	93.75	93.75
The Zone licence (20 th May 2021-13 th May 2022)	0.00	291.50	291.50
SLCC – Clerk membership renewal (June 2021-June 2022)	0.00	166.00	166.00
Parish Magazine Printing – Nut Tree Newsletter – June 2021 Edition (invoice 7270)	0.00	131.75	131.75
Wallgate – parts to repair Seaton toilets' washer-dryers	37.42	187.12	224.54
Cormac – Zoono cleansing – Seaton, 14/05/21 (119227)	15.00	75.00	90.00
Cormac – Zoono cleansing – Downderry, 14/05/21 (119228)	15.00	75.00	90.00
John Croft – reimbursement for Zoom Pro (01-30/06/21)	0.00	14.39	14.39
Direct Debit Payments:			
British Gas d/d – Downderry toilets electricity 21/03/21-21/04/21	0.73	14.68	15.41
British Gas d/d – Downderry toilets electricity 22/04/21-22/05/21	0.67	13.57	14.24
BT May 2021	7.60	37.99	45.59
BT Jun 2021	7.60	37.99	45.59
MR. J. BIRD – Apr 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	594.90	594.90
MR. J. BIRD – May 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	594.90	594.90
Standing Order Payments:			
MR. J. BIRD – Jun 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	594.90	594.90
MAY & JUNE 2021 EXPENDITURE TOTALS	144.45	4,836.03	4,980.48

To note: Due to Barclays not setting up renewed standing order as requested, direct payment had been made on presentation of a cheque covering the two months of April and May. The correct standing order started from June 2021.

A **proposal to ratify** expenditure was made by Cllr A Thorpe, **seconded** by Cllr A Robinson and **agreed** by the meeting. There were three abstentions.

5.2. Bank Statements & bank account / interest management

Date	Account	Balance £	Interest
29 Jun 21	Barclays Community	1,000.00	£0.00
29 Jun 21	Barclays Business Premium	35,138.09	£0.85
29 Jun 21	Barclays Rate Reward	61,895.94	£0.47
29 Jun 21	Lloyds TSB Current Account*	67,548.42	£0.00

* Funds held in current account from 1st July 2020

Noted.

5.3. Accounts to be paid

	VAT £	Net £	TOTAL £
CPRE annual membership 17/07/21-16/07/22	0.00	36.00	36.00
Parish Magazine Printing – Nut Tree Newsletter – July 2021 Edition (invoice 7419)	0.00	123.25	123.25
Peck Trading – toilets soap (inv. 395828)	14.98	74.90	89.88
PWS – toilets consumables (inv. 316211)	22.85	114.24	137.09
Clerk salary recharge to Cornwall Council (inv. 8100125214), Apr 2021	1.00	1,369.06	1,370.06
Clerk salary recharge to Cornwall Council (inv. 8100141043), May 2021	1.00	1,369.06	1,370.06
Clerk salary recharge to Cornwall Council (inv. 8100147445), Jun 2021	1.00	1,369.06	1,370.06
Cormac – Seaton countryside park inspections (inv. IN119956), Jun 2021	7.65	38.24	45.89
Cormac – Seaton countryside park inspections (inv. IN121607), Jul 2021	7.65	38.24	45.89
Downderry & Seaton village hall – grant reimbursement (bunting)	0.00	200.00	200.00
Barry Jolliff – honorarium – internal audit	0.00	100.00	100.00
J.W. Croft – reimbursement for Zoom Pro (01-31/07/21)	0.00	14.39	14.39
Source for Business (SWW) – 22/04-05/07/21	0.00	554.80	554.80
D. T. Parry – reimbursement for Millennium bench paint purchase	0.00	112.30	112.30
Direct Debit Payments:			
British Gas d/d – Downderry toilets electricity 22/05/21-21/06/21	0.68	13.78	14.46
Biffa – Seaton sanitary waste, Feb-Apr 2021 (inv. 660C68542)	15.27	76.36	91.63
Total	72.08	5,603.68	5,675.76

The insurance renewal had been received for 2021/22 for approval (£878.78); it is a flexible policy, should changes/additions be required during the year (for example due to devolution of assets).

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

A **proposal to accept** the insurance payment was made by Cllr A Robinson, **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

5.4. Banking

Bank mandate: A new Barclays bank mandate was in the process of being completed.

Online banking: The Clerk said that Barclays were able to provide dual authorisation online banking, whereby the Clerk plus one member could approve electronic payments. However, three signatories was not possible.

After a discussion, and taking into account that funds in Barclays accounts were over a certain threshold amount, Cllr J Candy **proposed** that the Parish Council opens a Unity Bank account and to start the online banking process with Unity, a bank with a good reputation for dealing efficiently with the requirements of parish councils. This was **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

It was further clarified that to begin with, no Barclays accounts would be closed.

5.5. External audit

External audit documentation had been completed and sent to auditors on 1st July before the due deadline.

5.6. Allowances

The Clerk updated the meeting with the new allowance rates released by CALC, the first rate increase since 2012, for approval.

A **proposal to accept** the new allowance rates was made by Cllr A Thorpe, **seconded** by Cllr J Candy and **agreed unanimously** by the meeting.

While CALC guidance was that co-opted Councillors were not eligible for an allowance, Councillors discussed that as co-opted Councillors do the same work as elected Councillors, then they should also be eligible for an allowance (after their first year).

Cllr M Wiseman **proposed** that co-opted Councillors should be eligible for an allowance after their first year. This was **seconded** by Cllr J Candy and **agreed unanimously** by the meeting.

5.7. Vestry broadband

There had been a discussion between the Church and the Clerk regarding the extension of the Parish Council's broadband to incorporate the Church Hall above the Vestry and for the possibility of electric used in the Vestry (currently paid for by the Parish Council via electric meter) to be included within the annual Vestry rental fee. The latter would allow the Parish Council to remove the need for petty cash. The Chair **proposed approval** of the sharing of services as above, should this be agreeable to the Church. This was **seconded** by Cllr J Candy and **agreed unanimously** by the meeting.

6. HIGHWAYS MATTERS

6.1. Highways

Cllr J Candy summarised the six Highways projects that had previously been agreed. There had been agreement in principle by the CEO of St Barnabas MAT for a pavement to be constructed between St Nicolas School and West Camps Bay in Downderry.

The Chair **proposed** that a working party be set up in order to make a start on prioritising the projects. This was **seconded** by Cllr M Wiseman and **agreed unanimously** by the meeting.

7. CURRENT / ONGOING BUSINESS

7.1. Devolution – update

The Chair updated Councillors further to an encouraging meeting with Cornwall Council on 5th July, at which two devolution items were discussed:

- (i) the three original assets (Broads Yard car park, memorial garden, Downderry beach slipway)
- (ii) the Seaton play area (and other play assets such as the MUGA, gym equipment and possibly the boules piste – the latter to be confirmed further to a discussion with the Twinning Association).

More detail would be forthcoming in terms of parking income, play area maintenance costs, etc.

The Chair **proposed to progress** with (i) the original devolution package, which would require a confirmation email to be sent to Cornwall Cornwall. This was **seconded** by Cllr A Thorpe and **agreed** by the meeting. There was one abstention.

The Chair **proposed to progress** with (ii) the Seaton play area and related assets, which would require a confirmation email to be sent to Cornwall Cornwall. This was **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting.

7.2. Seaton play area – update

Funding was still on hold (see Devolution above).

Essential repairs were needed to the MUGA netting.

Cllr A Thorpe **proposed** that £75 was made available to repair the netting. This was **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting.

7.3. Youth facilities

The Parish Council was aware of a requirement for youth facilities in the parish.

While a covenant was still in place on Tanver Yate, the issue could be revisited and an indemnity considered.

7.4. Tanver Yate – update

Planning permission had been received.

Councillors discussed there being two phases, the first phase being a car park and storage.

Cllr J Candy suggested securing quotes for groundworks, hopefully for the next meeting in September.

A permissive path up from Treliddon Lane had previously been discussed. A question about safety was raised.

7.5. Tank traps – update

The Parish Council was still waiting for agreement in principle from Cornwall Council to be able to re-site the tank traps from the beach to the green.

7.6. Memorial plaques – update

The Parish Council had received permission from Cornwall Council to create a memorial corner in a particular location in the memorial garden. The volunteer gardening group would take planting into account for this corner.

The next step would be to buy materials such as battens on which to secure plaques. Given the new location and requirement for additional materials, the Chair **proposed** that up to £500 be made available for the memorial corner. This was **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

7.7. Assets – update

Millennium benches: The next stage would be to purchase plastic wood slats. Location of the benches would be discussed at a later date.

Seaton BT kiosk: A usage for the kiosk had yet to be determined.

7.8. Boules piste

The parish contractor had advised the Clerk that it was difficult to stay on top of the weeds by removing them manually (a more robust treatment had not been approved), adding that there used to be a person via the Twinning Association who looked after the piste.

It was discussed that adding more sand (fine gravel) might help reduce the rate of weed growth. Cllr J Candy agreed to speak to the Twinning Association and assess the situation.

7.9. Seaton country park – works / benches

Cllr S Parry was not in attendance, but an update would be provided by Cornwall Cllr A Toms.

7.10. Neighbourhood Development Plan – update

It was agreed to defer this item until the September meeting.

7.11. New website – update

There had been a delay on the project due to more urgent commitments (parish accounts), but the website was progressing and documentation was being added.

8. REPORT BY CORNWALL COUNCILLOR:

Cornwall Cllr Toms said there had been a number of complaints/issues reported:

- a. A fence owned by Cornwall Council that Cornwall Housing would repair.
- b. Mesh tripping hazards on the sea wall, to be addressed by Cormac.
- c. Blocked drain in Seaton bridge car park.
- d. Complaint about shooting on farmland in Hessenford; the Parish Council was investigating.

Other points raised:

- e. The no access sign on Looe Hill had been dealt with.
- f. Awaiting decision on moving the tank traps and related insurance.
- g. Cornwall Cllr Toms and Cllr J Croft had walked through Seaton country park photographing all the seats and infrastructure with a view to a report going to Cornwall Council to request maintenance. Cllr Toms noted that it might also be worth setting up a 'friends group' of local residents to help with maintenance.
- h. There had been repeated requests for a 20mph zone on Brenton Road. Cllr Toms asked the Parish Council to consider this before the request was taken further.

Cllr Toms also reported that:

- i. he had been voted as Chair of the Cornwall Council Audit Committee and Shadow Cabinet member for Adult Social Care;
- j. he had joined a group about supporting families;
- k. he had been involved in work regarding the housing crisis;
- l. he had attended a Cornwall Council meeting with the Chair, Clerk and Cllr J Croft to discuss two potential devolution packages for the parish.

9. NEW BUSINESS:**9.1. Matters raised by members for possible inclusion on the next Agenda**

Plastic slats for Millennium benches.

9.2. To discuss quorum for full council meetings

It was agreed to defer this item until the September meeting.

9.3. Correspondence received

Anti-social behaviour in Hessenford. A resident had been in contact with Cllr A Thorpe and Cornwall Cllr Toms regarding inconsiderate bird scaring noises and shooting activity on farmland in Hessenford. It was hoped an update would be available at the next meeting.

A request had been received from a resident regarding memorial bench repairs and clearance of paths. The bench repairs had already been planned and had since been completed and the public right of way contractor had been contacted about the two paths in question.

The RPPTUG (transport user group) had advised that Go Cornwall Bus and City Bus, etc. intended to continue with the need to wear face masks on buses.

9.4. Clerk notifications

The Clerk would need to be 'out of office' for two days over the next two weeks to concentrate on preparing website files for accessibility.

10. PLANNING:**10.1. PLANNING APPLICATIONS:****10.1.1. PA21/05101 Mr & Mrs Buttall Threeways, Gwel An Mor, Main Road, Downderry PL11 3JX**

Extend the depth of the existing first floor balcony, replace timber handrail and balustrade with stainless steel handrail and posts with cable wire balustrade.

(Planning Officer: Helen Trebilcock)

No comments had been posted on the Planning site.

Having looked at the drawings, Cllr A Thorpe **proposed to support** the application. This was **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting.

10.1.2. PA21/05353 Mr Ben Rumble 8 Trerose Coombe, Downterry PL11 3LA

Addition of an inward opening rear access gate in the existing wall and two-tier decking extension with steps.

(Planning Officer: Josep Sandercock)

Eight comments had been posted on the Planning site – one question; the rest in support.

Councillors viewed the drawings, noting the large decking and impact on street scene.

After further discussion, Cllr J Candy **proposed to object** to the application on a number of grounds: flood risk resulting from enclosing Treliddon stream; impact on street scene and the appearance of the area; the setting of a precedent. This was **seconded** by Cllr J Croft and **agreed** by the meeting. There was one abstention.

10.1.3. PA21/05268 Mr Jonathan Sims 35 Trerose Coombe, Downterry PL11 3LA

Addition of first floor level balcony and addition of bi fold doors in place of existing window.

(Planning Officer: Ellen Lawrence)

Nine comments in objection had been posted on the Planning site.

[The Chair left the room for this application. Vice Chair Cllr J Candy chaired the item.]

Councillors noted the full-width balcony, which was extremely prominent and would impact on light in the winter months. Further concerns were raised.

Cllr A Thorpe **proposed to object** to the application on a number of grounds: design and appearance of the balcony, considered too large and prominent for the location; impact on street scene and appearance of the area; effect on the level of daylight and privacy of the neighbouring property; potential for increased noise pollution.

This was **seconded** by Cllr J Millidge and **agreed** by the meeting. There was one abstention.

10.1.4. PA21/05922 Mr and Mrs S Parry Hillside Seaton Park Seaton PL11 3JF

Proposed partial demolition with construction of replacement thermally robust structure and extension.

(Planning Officer: Josep Sandercock)

No comments had been posted on the Planning site.

After a short discussion, Cllr J Millidge **proposed to support** the application. This was **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

10.2. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

None received.

10.3. PLANNING APPEALS: received by date of the meeting

None received.

10.4. PLANNING DECISIONS: received by the date of the meeting**30.06.2021 PA21/04677 APPROVED**

Applicant: Mr P Green

Location: Trewan East Camps Bay Downterry Torpoint Cornwall

Proposal: Removal of existing defective front balcony area and extension to balcony to form larger usable area with small side balcony area. Page 8 of 44 Removal of existing defective aluminium sliding windows and replacement with new upvc windows and doors

13.07.2021 PA21/02290 APPROVED

Applicant: K. Pugh (for Deviock Parish Council)

Location: Tanver Yate Field Deviock Hill Downterry

Proposal: Change of use of a 2175m² part of site for the erection of a storage barn, hardstanding for parking area and removal of 2.5m of hedgebank to create a wider access

Noted.

10.5. PLANNING CORRESPONDENCE:

The Clerk had received confirmation that the Planning Committee meeting could take place at the Zone on 22nd July, if required: in the smaller room, with access via the back door.

The room had been risk-assessed by the Clerk and Cllr J Croft and was considered to be safe for nine people (Planning Committee, Clerk, Cornwall Councillor and one member of the public) with social distancing.

10.6. PLANNING MATTERS RAISED BY MEMBERS:

A survey was expected from Cornwall Council on the stability of Keveral Lane.

There being no further business, the Meeting closed at 9.25pm.