

# *Deviocck Parish Council*

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## **MINUTES of the ORDINARY MEETING of DEVIOCK PARISH COUNCIL held virtually at 7.30pm on Thursday 8<sup>th</sup> OCTOBER 2020**

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

The meeting commenced at 7.36pm once IT problems had been resolved.

### **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  
Cllr J Millidge declared an interest in planning application PA20/07769 (slipway).  
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**

No members of the public were present.

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

All Councillors were present.

### **4. MINUTES:**

- 4.1. To approve the Minutes of the Ordinary Meeting of 10<sup>th</sup> September 2020 as a correct record.  
Approval of the Minutes was **proposed** by Cllr D Parry, **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

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

There were no matters arising.

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

	£
Barclays Bank Interest	15.80
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>AUGUST &amp; SEPTEMBER 2020 INCOME TOTALS</b>	<b>£30,621.70</b>

Further to a previous discussion about moving to electronic payments, it was noted that a Parish Council debit card would be required to pay monthly domain fees for the new website.

The Chair **proposed** that the Clerk writes to Barclays to request a debit card and the ability to make electronic payments. This was **seconded** by Cllr M Gibbons and **agreed unanimously** by the meeting.

**6.2. Bank Statements & bank account / interest management****6.1.2. EXPENDITURE: AUGUST & SEPTEMBER 2020**

	VAT £	Net £	TOTAL £
Councillors' allowances:			
M.E. Temlett – Deviock PC allowance (less tax) + printing expenses	0.00	174.40	174.40
H. Brockbank – Deviock PC allowance + printing expenses	0.00	191.00	191.00
B. Lloyd – Deviock PC allowance + printing expenses	0.00	191.00	191.00
A. Thorpe – Deviock PC allowance + printing expenses	0.00	191.00	191.00
Duchy Defibrillators – Annual monitoring fee	32.00	160.00	192.00
Parish Magazine Printing – Nut Tree Newsletter – Aug 2020 Edition (invoice 6244)	0.00	90.00	90.00
Viking Payments – stationery and toner (inv. 717656)	12.49	79.39	91.88
Viking Payments – soap for Seaton disabled toilet (inv. 728056)	4.85	24.26	29.11
John Bird – reimbursement for hand sanitiser for Seaton disabled toilet	0.00	26.99	26.99
Cormac – Seaton countryside park inspections (August)	6.32	31.59	37.91
B Joliffe – Honorarium for internal audit for 2019/20 (August)	0.00	100.00	100.00
Peck Trading – PPE (inv. 386832)	8.60	60.00	68.60
British Gas – Downderry – electricity (July 2020)	0.56	11.39	11.95
South West Water Business – Seaton public toilets 21/04-31/07/20	0.00	445.80	445.80
South West Water Business – Downderry public toilets 21/04-31/07/20	0.00	81.33	81.33
PWS – Cleaning materials – Seaton disabled toilet (inv. 274399)	12.95	64.76	77.71
Viking Payments – soap for Seaton disabled toilet (inv. 815770)	4.85	24.26	29.11
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), July (delayed invoice)	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
<b>Direct Debit Payments:</b>			
None	0.00	0.00	0.00
<b>Standing Order Payments:</b>			
MR. J. BIRD – August 2020 Cleaning Contract Payment (Downderry & Seaton)	0.00	574.05	574.05
MR. J. BIRD – September 2020 Cleaning Contract Payment (Downderry & Seaton)	0.00	574.05	574.05
<b>AUGUST &amp; SEPTEMBER 2020 EXPENDITURE TOTALS</b>	<b>129.76</b>	<b>4,341.68</b>	<b>4,471.44</b>

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

The Clerk noted there was still a backlog of clerk recharge payments due to a delay by Cornwall Council in issuing invoices.

A **proposal to ratify** expenditure was made by Cllr D Parry, **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

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

Date	Account	Balance £	Interest
29 Sep 20	Barclays Community	1,000.00	£0.00
29 Sep 20	Barclays Business Premium	48,011.23	£3.51
29 Sep 20	Barclays Rate Reward	61,891.32	£12.29
1 Jul 20	Lloyds TSB Fixed Term Deposit*	67,538.58	<i>Matured on 1<sup>st</sup> July Interest at 0.1% = £16.84</i>

\* Funds held in current account from July while interest rates are low during the pandemic; investment options will be considered in due course and as part of a new council in May 2021.

## 6.3. Accounts to be paid

	VAT £	Net £	TOTAL £
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 – 1 <sup>st</sup> 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
Parish Magazine Printing – Nut Tree Newsletter – Oct 2020 Edition (invoice 6461)	0.00	90.75	90.75
<b>Total</b>	<b>140.07</b>	<b>945.48</b>	<b>1,085.55</b>

Invoices to follow include clerk salary recharge, plus possible grant payment for Downderry surgery floorcovering (fitting delayed due to pandemic).

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

## 7. CURRENT / ONGOING BUSINESS

### 7.1. Land for allotments

Cllr H Brockbank asked if there were any other options for land, given the covenant issues with Tanver Yate. Cllr J Candy suggested the Parish Council first revisits a previous list of residents interested in an allotment before considering possible land.

It was **proposed** by Cllr Candy that the Clerk contacts residents on the existing list and places an article in the Nut Tree to gauge interest. This was **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

### 7.2. Opening up the country park for emergency parking (summer)

This item was raised further to cars accessing the country park (through an open gate) on a busy day in August. Cornwall Councillor R Pugh had asked if the Parish Council wished to open up the park to ad hoc parking, if required, to ease capacity.

After a lengthy discussion by Councillors, it was considered that opening up the country park to a high volume of visiting traffic on odd days during the summer would create a greater problem with overcapacity in Seaton rather than ease the situation. It was also discussed that beaches have a 'carrying capacity', which factors in transport routes and parking, and that the ground is often wet in the country park and would not be able to dry out sufficiently for parking. Councillors felt that the numbers of visitors needed to be managed and enforcement used where necessary.

It was **proposed** by Cllr M Gibbons to refuse the opening up of the country park to parking; this was **seconded** by Cllr J Candy and **agreed unanimously** by the meeting.

### 7.3. The Government's Planning White Paper

It was agreed that Councillors would read through the questionnaire and respond as a Parish Council. Further discussion would take place at the next Planning meeting.

### 7.4. Registering River Seaton as a bathing river

Cllr J Candy felt that the Parish Council should emphasise to Defra the popularity of the River Seaton and the number of children who swim in the river, despite concerns about water quality.

Cllr Candy **proposed** that the Clerk emails Defra to start the process to designate the River Seaton as a bathing river. This would involve a survey during the summer and would provide a report of water quality that could be passed on to South West Water for their attention. The proposal was **seconded** by Cllr M Gibbons and **agreed unanimously** by the meeting.

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

Cornwall Cllr Pugh discussed the following points:

- a. A survey had been circulated relating to dogs on beaches.
- b. 14<sup>th</sup> October: leisure centres would be opening again; Cornwall Council had received funding in order to do so.
- c. Looe Valley trails: Looe to Liskeard and Looe to Cremyll.
- d. Go Cornwall buses a part of a new contract in Cornwall – cleaner, more environmentally friendly buses.
- e. There had been a resident complaint about the works being carried out on Hessenford valley road. A Cornwall Council officer had provided a very thorough response to the resident, addressing any concerns.

## **9. PLANNING:**

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

**9.1.1.** To approve the Minutes of the Planning Committee Meeting of **24<sup>th</sup> September 2020** as a correct record. **A proposal to approve** the Minutes of 24<sup>th</sup> September was made by Cllr D Parry, **seconded** by Cllr J Croft 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. PA20/07802 Mr and Mrs P Giles Ocean View, Looe Hill, Seaton, Cornwall PL11 3JQ**

Alterations and extension to dwelling, with associated works, including roof alterations, installation of swim-spa and alterations to rear parking area and the retention of existing deck area.

*(Planning Officer: Shauna Vandermeulen)*

A number of emails had been received by Looe Hill residents in advance of the meeting.

After a long discussion considering the planning drawings, Cllr J Millidge **proposed to support** the application on conditions of a construction traffic management plan and a method of controlling water discharge.

The proposal was **seconded** by Cllr J Croft and **agreed** by the meeting. There were three in support, two objections and four abstentions.

**9.2.2. PA20/07769 Donald Martin Land South East of the Pavillion Bridge Road, Seaton, Cornwall**  
Construction of beach access slipway for emergency, lifeguard and public use from Highway to Seaton beach.

*(Planning Officer: Josep Sandercock)*

Assured of locked access to prohibit unauthorised access, Cllr M Gibbons **proposed to support** the application, **seconded** by Cllr D Parry and **agreed** by the meeting. There was one abstention (a previously declared interest).

**9.2.3. PA20/08044 Mr M Thomas Peri Silva, Main Road, Donderry, Cornwall PL11 3JX**  
Extensions to house.

*(Planning Officer: Josep Sandercock)*

As the property was not overlooked and was set back and elevated, Cllr D Parry **proposed to support** the application, **seconded** by Cllr A Thorpe and **agreed** by the meeting. There was one abstention.

### **9.3. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:**

None had been received.

### **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****22.09.2020 PA20/05184 APPROVED****Applicant:** Sandra Miles-Taylor**Location:** Rockley Front Road Downderry PL11 3LL**Proposal:** Domestic garage conversion to annex**21.09.2020 PA20/05767 APPROVED****Applicant:** Mr J Pluck**Location:** Far Horizon Brenton Road Downderry Torpoint Cornwall**Proposal:** The addition of a first-floor gym to an existing single-storey detached garage.**9.6. PLANNING CORRESPONDENCE:**

A number of objections to PA20/07802 had been received by email. The Clerk had encouraged residents to post their comments on the Planning site in order that other residents and Cornwall Council could view them.

**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 (November meeting).**

None were raised.

**10.2. Clerk hours**

The Chair advised that increasing the Clerk's part-time hours would be discussed first by the Appointments Committee before returning the item to the November meeting for ratification.

**10.3. Co-option/elections**

The Chair opened the discussion by saying that the Parish Council was down two councillors, one being the Vice Chair. However, she felt that not having a Vice Chair until the next elections would not be detrimental and there is also no statutory obligation to have a Vice Chair (although having one was extremely valuable in the early days of the pandemic).

One Councillor would have preferred for there to be a Vice Chair, but accepted that as it was not a statutory requirement, he would support a new Vice Chair starting afresh in May.

Cllr M Temlett (Chair) **proposed** that the Parish Council remains at nine members to allow a new council to be formed in May. This was **seconded** by Cllr M Gibbons and **agreed** by the meeting.

**10.4. Training**

A number of forthcoming training dates were discussed, with the following agreed: New website training – how to upload files and update the site (Clerk), Code of Conduct training (Cllr J Millidge); Planning White Paper – What Clerks Need to Know (Clerk).

**10.5. Remembrance Sunday**

Protocol and safety (social distancing) was discussed for the forthcoming Remembrance Day, taking into account guidance from official sources and the Church.

Cllr J Candy **proposed** the payment of £50 for two wreaths from the British Legion. This was **seconded** by Cllr M Gibbons and **agreed unanimously** by the meeting.

**There being no further business, the Meeting closed at 9.07pm.**