

Deviocck 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 9th September 2021

PRESENT: Parish Cllrs. Mr. M. Gibbons (Chair), Downterry Ward
Mr. J. Candy, Seaton Ward
Mrs. A. Thorpe, Hessenford Ward
Mrs. A. Robinson, Hessenford Ward
Mr. J. Croft, Seaton Ward
Mr. J. Millidge, Downterry Ward
Ms. H. Brockbank, Downterry Ward
Mr. M. Wiseman, Downterry Ward
Karen Pugh (Parish Clerk)
Cornwall Cllr Armand Toms

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 Candy declared an interest in Item 7.7, but requested to provide some background information before leaving the room for the item.
- 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

The Chair of DASRA (Downterry and Seaton Residents Association) spoke on behalf of the Seaton play area (Item 7.2) steering group and updated the meeting about the play park appeal and progress, which had been delayed due to Covid and a different fundraising environment. The appeal's success would depend on the active engagement of the Parish Council, local residents, visitors and businesses in supporting the investment. The steering group was actively committed to launching a community-led fundraising programme to raise circa £45,000, but would await the outcome of the Parish Council's devolution discussions with Cornwall Council before taking any action.

On a separate note, the DASRA Chair confirmed the Association's full support for the proposal of a 20mph speed limit in Downterry and Seaton (Item 6.2).

A second resident spoke on the topic of Keval Lane bridleway and the deterioration of the lane (Item 6.1). He had spoken with Cornwall Cllr A Toms, who had contacted Cormac. The resident urged the Parish Council to keep this issue in front of Cornwall Council.

3. TO ACCEPT APOLOGIES FOR ABSENCE:

Apologies had been received from Cllr D Cormack (prior commitment).

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

Cllrs S Parry and S England were not in attendance at the meeting; apologies had not been received.

4. MINUTES:

4.1. To approve the Minutes of the Ordinary Meeting of **15th July 2021** as a correct record.

Approval of the Minutes was **proposed** by Cllr M Wiseman, **seconded** by Cllr J Croft and **agreed** by the meeting.

4.2. Matters arising from the Minutes (*not appearing elsewhere on the agenda*)
None.

5. FINANCE:**5.1. Income & Expenditure****5.1.1. Income: July & August 2021**

	£
Barclays Bank Interest	1.05
Two years' business rates relief (public toilets)	1,472.06
JUL & AUG 2021 INCOME TOTALS	1,473.11

Precept and CTS grant received 2nd Sept, total £20,533.29.

Noted.

5.1.2. Expenditure: Jul & Aug 2021

	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) – Seaton 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
Source for Business (SWW) – Downderry 23/04-06/07/21	0.00	275.81	275.81
Reimbursement to J. Bird – wood for benches and annual insurance	0.00	206.15	206.15
Duchy Defibrillators – annual monitoring fee, Hessenford cabinet	32.00	160.00	192.00
Came & Company – local council annual insurance 01/08/21-31/07/22	0.00	878.78	878.78
Reimbursement to C. Hirst – shotblasting of Millennium benches	0.00	778.00	778.00
J.W. Croft – reimbursement for MUGA netting materials repair	0.00	11.99	11.99
Cormac – Zoono cleansing – Seaton, 09/07/21 (122425)	15.00	75.00	90.00
Cormac – Zoono cleansing – Downderry, 09/07/21 (122426)	15.00	75.00	90.00
Peck Trading – sanitiser (inv. 396912)	5.69	28.45	34.14
Councillor allowances (2020/21) and expenses (2021/22):			
Ms. H. Brockbank	0.00	25.00	25.00
Mr. J. W. Croft	0.00	190.44	190.44
Mrs. B. Lloyd	0.00	87.72	87.72
Mr. J. Millidge	0.00	126.50	126.50
Mrs. A. Robinson	0.00	25.00	25.00
Ms. M. Temlett	0.00	298.79	298.79
Mrs. A. Thorpe	0.00	235.53	235.53
HMRC – tax from Cllr payroll	0.00	78.60	78.60
Parish Magazine Printing – Nut Tree Newsletter – Aug 2021 Edition (invoice 7520)	0.00	123.25	123.25
Clerk salary recharge to Cornwall Council (inv. 8100157506), Jul 2021	1.00	1,369.06	1,370.06
PWS – toilets consumables (inv. 323274)	29.60	148.02	177.62
Reimbursement to J. Bird for materials to repair public toilet door	0.00	11.17	11.17
J.W. Croft – reimbursement for Zoom Pro (01-31/08/21)	0.00	14.39	14.39
Cormac – Seaton countryside park inspections (inv. IN122864), Aug 2021	7.65	38.24	45.89
Direct Debit Payments:			
British Gas d/d – Downderry toilets electricity 22/05-21/06/21	0.68	13.78	14.46
British Gas d/d – Downderry toilets electricity 22/06/21-21/07/21	0.67	13.40	14.07
Biffa – waste collection, May and Jun 2021	10.45	52.24	62.69
Biffa – waste collection, Jul 2021	5.22	26.12	31.34
BT Zone Jul 2021	7.60	37.99	45.59
BT Zone Aug 2021	7.69	38.40	46.09
BT Vestry Qtr to 29/07/21	38.81	194.05	232.86
Standing Order Payments:			
MR. J. BIRD – Jul 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	594.90	594.90
MR. J. BIRD – Aug 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	594.90	594.90
JUL & AUG 2021 EXPENDITURE TOTALS	232.19	12,341.21	12,573.40

A proposal to ratify expenditure was made by Cllr M Wiseman, **seconded** by Cllr A Thorpe and **agreed** by the meeting. There was one abstention.

5.2. Bank Statements & bank account / interest management

Date	Account	Balance £	Interest
27 Aug 21	Barclays Community	1,000.00	£0.00
27 Aug 21	Barclays Business Premium	26,045.07	£0.00
27 Aug 21	Barclays Rate Reward	61,896.99	£0.54
27 Aug 21	Lloyds TSB Current Account*	67,548.42	£0.00

* Funds held in current account from 1 July 2020

Noted.

5.3. Accounts to be paid

	VAT £	Net £	TOTAL £
PWS – toilets consumables (inv. 320808), Jul	22.59	112.95	135.54
Clerk salary recharge to Cornwall Council (inv. 8100171853), Aug 2021	1.00	1,369.06	1,370.06
Viking Payments – stationery + portable hard drive (inv. 7307831)	28.32	70.08	98.40
PWS – toilets consumables (inv. 325896)	19.43	97.14	116.57
PKF Littlejohn LLP – external audit fees	0.00	0.00	360.00
Peck Trading – toilets consumables (inv. 397859)	3.90	19.50	23.40
J.W. Croft – reimbursement for Zoom Pro (01-30/09/21)	0.00	14.39	14.39
Total	75.24	2,043.12	2,118.36

A **proposal to accept** the accounts to be paid was made by Cllr M Wiseman, **seconded** by Cllr H Brockbank and **agreed unanimously** by the meeting.

5.4. Standing Orders – payment thresholds

There was currently a £500 threshold up to which the Clerk could approve payment, with no further thresholds between £500 and £10,000.

The Clerk suggested an introduction of an additional threshold of £1,000 (for Councillors to approve), after which Councillor approval plus three quotes would be required.

It was discussed that while best practice was three quotes, it was sometimes difficult to secure three depending on the project and level of interest from potential contractors; in these cases, two quotes would be considered.

Cllr J Croft **proposed** to introduce a £1,000 threshold, after which three quotes (if possible) should be sought. This was **seconded** by Cllr J Candy and **agreed** by the meeting. There was one abstention.

5.5. Grant request

A grant request for £1,000 had been received from Marie Curie (Cornwall and the Isles of Scilly), with the number of service users within Deviock provided as part of the application. The funds would be used to provide an overnight nursing service in Cornwall.

Councillors felt the statistics showed the hidden work being done by Marie Curie.

Cllr A Thorpe **proposed** that the Parish Council grant £1,000 to Marie Curie to support its overnight service in Cornwall. This was **seconded** by Cllr M Wiseman and **agreed unanimously** by the meeting.

6. HIGHWAYS MATTERS

6.1. Keveral Lane bridleway

Councillors had viewed the emails and letters that had come through to the Parish Council and Cornwall Cllr Toms. The Chair invited Cllr Toms to speak on the matter, who said the lane could be brought up to standard once monitoring was complete.

[Standing Orders were suspended temporarily to allow one of the residents to speak briefly about monitoring timescales.] There had been no movement in 12 months and an additional 6 months' monitoring was in progress.

Councillors questioned if the lane was actually safe for pedestrians (or horses) and agreed that action was needed, as the bridleway links sections of the community and delivery trucks may refuse to use the bridleway.

It was **proposed** by Cllr J Candy that the Clerk writes to Cornwall Council officers to ask that the lane be brought up to bridleway standard as soon as possible once monitoring has been completed and to request an idea of expected timelines, including for any necessary essential repairs to ensure stability of the lane. Cornwall Council officers should liaise with residents of the lane before any new surfaces are laid, to enable a collaborative solution to the long-term sustainability of the surface of the lane. This was **seconded** by Cllr M Wiseman and **agreed** by the meeting. There was one abstention.

6.2. Speeding – 20mph zone

In the light of the '20's Plenty' campaign, Cllr J Candy suggested a residents survey would be useful on this topic. Cllr Toms clarified that individual emails can be even more effective as surveys and petitions count as one piece of feedback. He further noted that decisions are evidence-based.

It was **proposed** by Cllr Candy to consult with residents first, followed by registering an interest with Cormac. This was **seconded** by Cllr J Millidge and **agreed** by the meeting. There were two abstentions.

6.3. Working party – Highways projects

Three Councillors volunteered to be on the working party: Cllrs J Candy, J Millidge and M Wiseman. Cllr Candy discussed progress on three of the six projects previously shortlisted: quotes for work on Rocknose were being requested; a site meeting with the Highways officer would be requested to ask for advice on designs for a feasibility study for a pavement outside the school; and a quote for mains electric was due for the Seaton speed visor. (A two-direction speed visor was also raised as a point.) Cllr J Millidge said the working party would work on a strategy and begin prioritising highways projects within the parish.

7. CURRENT / ONGOING BUSINESS

7.1. Devolution – update

The Parish Council was waiting on agreement in principle for Seaton and Downderry assets, with further information on Seaton car park having been requested from Cornwall Council.

7.2. Seaton play area – update

Cllr J Croft confirmed that Covid and devolution discussions had temporarily derailed the project, but he hoped the project could move forward once the prospect of devolution of the Seaton assets became clearer.

7.3. Changing Places Toilets – Expression of Interest

Cornwall Council had requested Expressions of Interest from any councils in Cornwall who wished to install Changing Places Toilets (CPTs) – facilities that would be accessible to severely disabled people and their carers. The Parish Council had previously agreed that Seaton would be suitable for such a facility due to its topography and proximity to a large population in Plymouth

Councillors thanked Cllr J Croft for his hard work in pulling together a comprehensive application form, including capital and ongoing running costs. If agreed by Councillors, the Clerk would finalise the application and email it to Cornwall Council the following day.

Cllr J Croft **proposed** that the Parish Council submits an Expression of Interest for a CPT facility in Seaton. This was **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting.

7.4. Tanver Yate – update

Two local contractors would soon be meeting on-site to quote for the work required. Residents had made positive comments about the field after it had been mowed by Cllr J Candy.

7.5. Assets – update

Tank traps: agreement in principle for planning permission to move the traps from the beach to the green had yet to be received.

Millennium benches: additional supports for the benches would be required to ensure they would not sag in the centre (given their length). Location of the benches would be discussed at the next meeting.

Cllr J Candy **proposed** up to an additional £500 for the bench supports. This was **seconded** by Cllr J Croft and **agreed unanimously** by the meeting. An order would be placed.

Memorial plaques: location had been agreed and an order for materials would be placed.

BT kiosk: the kiosk would need to be fenced off (Heras fencing) in order for any work to take place. The Clerk was requested to contact the owner of Seaton beach café for permission to erect a fence.

7.6. Neighbourhood Development Plan – update

The NDP lead would be attending the September Planning Committee meeting to discuss how the NDP can be used when deliberating on planning applications. She would then attend the October meeting and update Councillors on the Plan.

7.7. Anti-social behaviour – update

Shoots had been taking place on farmland in Hessenford, the noise from which had raised concern from a resident.

Cllr J Candy requested to be able to inform Councillors of the reason for the shooting before he left the room due to a declared interest. He advised that the fields had broccoli in them, and it was the norm to use shooting to scare pigeons while the plants were small. Cllr Candy then left the room.

Cllr A Thorpe had spoken to Cornwall Council and had been told that there were strict rules about shoots. Based on the information provided by Cllr Candy, Councillors felt it should follow that the shoots would cease as the plants grew bigger. Cllr Thorpe would monitor the situation.

8. REPORT BY CORNWALL COUNCILLOR:

Cornwall Cllr Toms updated the meeting with the following:

- a. The high number of Covid cases in Cornwall.
- b. Cornwall Council had offered to do a presentation to the community on sea defences.
- c. Cornwall Council would repair country park benches in a phased approach.
- d. South West Water would be continuing with works in Seaton in the near future.
- e. The '20s plenty' 20mph campaign.
- f. Keval Lane bridleway (discussed in Item 6.1).
- g. Public toilets and water costs.
- h. Changing Places Toilets – applications had been requested from any councils wishing to install such a facility.
- i. Fire in Deviock – Cllr Toms and the Parish Council had been made aware and had expressed their sympathies.

9. NEW BUSINESS:

9.1. Matters raised by members for possible inclusion on the next Agenda

Location of Millennium benches, Hessenford drainage, affordable housing.

9.2. Planning pilot scheme

The Chair requested that Cllr J Candy present the idea behind the scheme.

Cllr Candy put forward the idea of planning matters to be considered by the Planning Committee only, where possible. This would enable greater focus in full council meetings on other important parish business. In doing so, the Parish Council would need to request extensions to any applications with expiry dates falling before the next Planning Committee meeting.

Cllr A Thorpe said she was strongly against the proposal because she felt the more Councillors involved in planning, the better.

Cllr Candy **proposed** that planning applications were discussed in Planning Committee meetings only. This was **seconded** by Cllr J Millidge. Councillors were reminded that the Agenda item was to approve a three-month trial, after which the item would return to the Agenda with a view to extending the scheme. A three-month trial was **agreed** by the meeting. There was one abstention.

9.3. Approval of co-opted Councillor to join the Planning Committee

Cllr M Wiseman had expressed his interest in joining the Planning Committee.

Cllr J Candy **proposed** that Cllr Wiseman be admitted to the Planning Committee. This was **seconded** by Cllr A Thorpe and **agreed** unanimously by the meeting.

9.4. Dog waste bins

This item had been proposed by Cllr S England, who was not at the meeting.

Cllr A Thorpe explained that based on the situation in Hessenford, Biffa did not empty dog waste bins that were not on main routes and residents had to move the waste to a larger waste bin at the Hessenford entrance to the country park on the valley road. Cllr A Toms said he would contact Biffa, copied to the Clerk, to see if anything could be done to remove the need for residents to move dog waste.

9.5. Correspondence received

The Clerk updated the meeting with correspondence/requests received, including emails from: the RNLI with regard to slipway signage; Bodmin Town Council requesting other councils' responses to the Planning White Paper, South West Water with an update on works (the Clerk would forward); and St Martin by Looe Clerk, who had requested access to Looe Hill structural survey information that would be of interest to his Councillors.

Councillors approved sending a copy of the Parish Council's response to Bodmin TC and for any Looe Hill survey information to be forwarded to St Martin by Looe Parish Council.

9.6. Clerk notifications

The Clerk advised that training had been booked for herself (finance), the Chair (Chair training), Cllr A Thorpe (Code of Conduct) and Cllr M Wiseman (climate).

The Clerk had also received notice of the external audit having been approved.

10. PLANNING:

10.1. PLANNING APPLICATIONS:

10.1.1. PA21/07609 Mr M Shipman Hillslie Keval Lane Seaton PL11 3JJ

To erect a tiled roof extension to the rear of the property.

(Planning Officer: Ellen Lawrence)

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

10.1.2. PA21/07709 Mr and Mrs Doyle Dar Gwenen and Oak Bee, Brenton Road, Downderry PL11 3JA

Protection to toe of cliff to southwest boundary of properties.

(Planning Officer: Josep Sandercock)

[At 9.25pm, a request to extend the meeting by 10 mins was approved.]

After a short discussion, Cllr J Candy **proposed to support** the application. This was **seconded** by Cllr M Wiseman and **agreed** by the meeting. There was one abstention.

10.1.3. PA21/08594 Mr T Farrell Reflections, Brenton Road, Downderry PL11 3JA

Extension to rear of dwelling house which includes a double garage.

(Planning Officer: George Shirley)

[Cllr J Candy requested to leave the meeting as he felt unwell; he left the meeting at 9.27pm.]

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

10.2. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

10.2.1. PA21/08498 Mr and Mrs Lowey 34 Terrieve Estate, Downderry PL11 3LYXX

Full house renovation and extension works to existing dwelling.

(Planning Officer: Josep Sandercock)

The Chair **proposed to defer** the application until the next Planning Committee meeting. This was **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

PA21/08139 Mr and Mrs A and K Hemming Woodview Looe Hill Seaton PL11 3JQ

Replacement dwelling with integrated garage and associated works.

(Planning Officer: George Shirley)

The Chair **proposed to defer** the application until the next Planning Committee meeting. This was **seconded** by Cllr J Croft and **agreed unanimously** by the meeting.

10.3. PLANNING APPEALS: received by date of the meeting

None.

10.4. PLANNING DECISIONS: received by the date of the meeting

23.08.2021 PA21/05922 APPROVED

Applicant: Mr And Mrs S Parry

Location: Hillside Seaton Park Seaton Torpoint Cornwall

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

Noted.

10.5. PLANNING CORRESPONDENCE:

10.5.1. PA21/05268 35 Trerose Coombe, Downderry: 5-day Protocol

A response had been sent to the Planning Officer on 7th Sept: Option 3: Maintain position of objection and go to Committee. Cllr A Toms was in support of the Parish Council's response.

10.6. PLANNING MATTERS RAISED BY MEMBERS:

Approval of Planning Minutes had not appeared earlier in the Agenda. It was requested that Councillors view and approve the Planning Committee Minutes of 19th August 2021.

Approval of the Minutes was **proposed** by Cllr J Croft, **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting. There were no matters arising.

There being no further business, the Meeting closed at 9.34pm.