

# *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 14<sup>th</sup> October 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  
Mr. M. Wiseman, Downderry Ward  
Mrs. S England, Downderry Ward  
Mr. D. Cormack  
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  
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 requested.

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

No members of the public wished to speak.

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

Apologies had been received from Cllr H Brockbank (work commitment).  
The Chair advised the meeting that Cllr S Parry had resigned from the Parish Council due to time constraints. The Parish Council thanked Mr Parry for his valuable support over the years.  
Acceptance for apologies for absence was **proposed** by Cllr A Thorpe, **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting.

### **4. MINUTES:**

- 4.1. To approve the Minutes of the Ordinary Meeting of **9<sup>th</sup> September 2021** as a correct record.  
A request was made to remove a name from the Minutes.  
Approval of the Minutes was **proposed** by Cllr J Candy, **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.
- 4.2. Matters arising from the Minutes (*not appearing elsewhere on the agenda*)  
Item 6.2 on speeding, which Cornwall Cllr A Toms would speak about later in the meeting.

### **5. FINANCE:**

#### **5.1. Income & Expenditure**

##### **5.1.1. Income: August & September 2021**

	£
Barclays Bank Interest	1.85
Precept and CTS grant (received 6 <sup>th</sup> Sept)	20,533.29
<b>AUG &amp; SEPT 2021 INCOME TOTALS</b>	<b>20,535.14</b>

Noted.

### 5.1.2. Expenditure August & September 2021

	VAT £	Net £	TOTAL £
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
Viking Payments – stationery + portable hard drive (inv. 7307831)	28.32	70.08	98.40
Cornac – Seaton countryside park inspections (inv. IN122864), Aug 2021	7.65	38.24	45.89
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
PWS – toilets consumables (inv. 325896)	19.43	97.14	116.57
PKF Littlejohn LLP – external audit fees	60.00	300.00	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
Parish Magazine Printing – Nut Tree Newsletter – missed Jul 2020 Edition (6189)	0.00	123.25	123.25
St Germans Group Parish – Vestry rental – May 2021-April 2022 (inv. HB032021)	0.00	1,400.00	1,400
Marie Curie, Cornwall and Isles of Scilly – grant application	0.00	1,000.00	1,000.00
Cornac – Seaton countryside park inspections (inv. IN124253), Sept 2021	7.65	38.24	45.89
Peck Trading – toilets consumables (inv. 398374)	13.24	66.20	79.44
<b>Direct Debit Payments:</b>			
British Gas d/d – Downderry toilets electricity 22/06/21-21/07/21	0.67	13.40	14.07
British Gas d/d – Downderry toilets electricity 22/07/21-21/08/21	0.68	13.78	14.46
Biffa – waste collection, Jul 2021	5.22	26.12	31.34
Biffa – waste collection, Aug + Sept 2021	10.45	52.24	62.69
BT Zone Aug 2021	7.69	38.40	46.09
BT Zone Sept 2021	e10.40	e50.80	61.20
<b>Standing Order Payments:</b>			
MR. J. BIRD – Aug 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	594.90	594.90
MR. J. BIRD – Sept 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	594.90	594.90
<b>AUG &amp; SEPT 2021 EXPENDITURE TOTALS</b>	<b>229.49</b>	<b>7,699.48</b>	<b>7,928.97</b>

The Zone BT monthly payment had increased significantly in percentage terms, most likely due to the end of a two-year introductory price. The Chair (who had introduced broadband to the Zone) would check the BT records.

It was agreed to keep the two BT accounts (relating to the Vestry and the Zone) separate for the time being.

A **proposal to ratify** expenditure was made by Cllr J Millidge, **seconded** by Cllr M Wiseman and **agreed unanimously** by the meeting.

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

Date	Account	Balance £	Interest
29 Sept 21	Barclays Community	1,000.00	£0.00
29 Sept 21	Barclays Business Premium	41,654.39	£0.80
29 Sept 21	Barclays Rate Reward	61,897.50	£0.51
29 Sept 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 £
Reimbursement to Clerk – Brother drum unit for printer (Cartridge World)	0.00	75.39	75.39
CALC Chair training	4.00	20.00	24.00
Parish Magazine Printing – Nut Tree Newsletter – Oct 2021 Edition (invoice 7763)	0.00	147.63	147.63
J.W. Croft – reimbursement for Zoom Pro (01-31/10/21)	0.00	14.39	14.39
Clerk salary recharge to Cornwall Council (inv. 8100176924), Sept 2021	1.00	1,369.06	1,370.06
<b>Total</b>	<b>5.00</b>	<b>1,626.47</b>	<b>1,631.47</b>

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

#### **5.4. New bank – transfer of funds**

The Clerk clarified that Unity Bank's Current Switch facility would automatically empty and then close the Barclays current account and requested Councillors to approve the switching of the two day-to-day accounts from Barclays to Unity.

A **proposal** to switch two accounts from Barclays to Unity Bank (online banking) was made by Cllr J Candy, **seconded** by Cllr M Wiseman and **agreed unanimously** by the meeting.

#### **5.5. Notification of forthcoming budget process 2022/23**

This item was for information purposes only, requesting that Councillors consider new cost centres to be included in this precept, to include costs relating to devolution and Changing Places Toilets (CPT).

It was agreed that information discussions would take place over Zoom and figures would be given to the Clerk for inclusion in the overall precept for 2022/23.

#### **5.6. Armistice Day wreaths**

Approval was requested for the payment of £50 for two wreaths for Downderry and Hessenford memorials.

A **proposal** to pay £50 for the two wreaths was made by Cllr J Croft, **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

It was agreed that the Chair would wear the chains of office and lay the wreath at Downderry and that Cllr Robinson would lay the Hessenford wreath.

### **6. HIGHWAYS AND FOOTPATHS**

#### **6.1. Working party – Highways projects**

The working party had discussed the six primary highways projects: three were considered deliverable, two were short term and one was medium term. Maps had been made available that would provide an overview of all highways within the parish.

A contractor had been contacted regarding Rocknose, but there had been no progress so far.

#### **6.2. Footpaths – update**

Three footpaths were discussed: Deviock Hill, Buttlegate and the path below Downderry Lodge on the hairpin bend. It was reported that CC had recommended that an Order be made for Deviock Hill path (WCA 544).

It was agreed to request a site meeting with Highways (Will Glassup).

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

#### **7.1. Devolution (Downderry and Seaton assets) – update**

The Chair updated the meeting: Cornwall Council are aware of what the Parish Council wishes to achieve and there is agreement in principle on both the Downderry and Seaton assets. An initial proposal document had been sent through; the next stage is to look at the numbers.

Devolution documents were currently still 'controlled circulation', but would be circulated to Councillors as soon as possible.

#### **7.2. Affordable housing – update**

The Parish Council is in contact with several land owners within the parish with a view to identifying opportunities for affordable housing. The Neighbourhood Development Plan (NDP) will be considered as part of this process.

#### **7.3. Changing Places Toilets – Expression of Interest update**

The Clerk confirmed that the Parish Council's application to Cornwall Council had been successful and would be one of three councils to receive funding for Changing Places Toilets at Seaton, further to Cornwall Council successfully securing funding from central government. The Government's decision was expected to be made during November.

#### **7.4. Tanver Yate – update**

Phase 1 update: Costings had been received from one contractor, but it is difficult getting quotes in the current climate, with many contractors booked up for the next six months. This would suggest a timeline of spring 2022 for Phase 1.

The Chair noted there was a lot of interest for various facilities, such as youth facilities and allotments, but this needed to be a phased approach, inviting responses from the community and asking for proposals. It was discussed there should be a holistic view, incorporating the Seaton play park and Tanver Yate, and that the ecological aspect should be considered.

#### **7.5. Assets – update**

Tank traps: still no planning agreement in principle from Cornwall Council

Millennium benches and memorial corner: materials to be ordered. Suggestions for bench locations should be sent to Cllr J Croft.

Seaton BT kiosk: the Clerk had sent a request to the Beach Café owner for the Parish Council to erect fencing around the BT kiosk in order that work may begin safely. A few suggestions for kiosk use had been received (such as a lost and found), but ideas were still being requested.

#### **7.6. Neighbourhood Development Plan – update**

The latest draft incorporating amendments from the draft consultation stage and Cornwall Council feedback had been received from the NDP lead. The Chair would forward the NDP to Councillors after a thorough read through.

Consideration should be given as to how the NDP can be viewed safely by the public. The Clerk was requested to contact Electoral Services for an indication of next steps and timescales.

#### **7.7. New website – update**

Councillors viewed the new website on the big screen prior to the forthcoming launch. The statutory content had been made accessible to comply with the Accessibility Regulations and there were various new pages that residents would find particularly useful, such as the report a problem pages, FAQs and venue bookings.

Councillors' comments were encouraging (the site was clear and easy to follow), and Cllr J Candy thanked the Chair and the Clerk for their hard work.

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

Cornwall Cllr Toms updated the meeting with the following:

- a. A suggestion for Councillors in working groups to have Zoom meetings with portfolio holders direct.
- b. Issues with the delivery of domiciliary care due to the shortage of carers impact on the area. Cllr Toms is working with others on finding extra funding.
- c. Tamar Bridge Committee: The current works on the bridge could be completed by the end of the month, which would ease congestion on the bridge at peak times. There have been discussions about the funding of the bridge and the Committee requested additional government support, which was refused. The Committee Chairman is gathering support for the bridge and ferry service.
- d. On a recent trip to London, Cllr Toms noted the following: the use of street lighting to accommodate electric charging systems, and the police in London successfully enforcing 20mph limits where they exist.
- e. At county level, there have been meetings about the A38 and planning (including doctors, dentists and housing). The closure of leisure centres has also been high on the agenda, with the possibility of the closure of four leisure centres across Cornwall. Also, the budget-setting process has started and some details will be out soon for consultation with the public.
- f. Cllr Toms is working with issues relating to social care and housing, with the numbers of residents being issued with a Section 21 notice increasing. It is noticeable that people are increasingly worried about housing and the ability to live within the area they work.
- g. The Highways winter season of works had started, which would include hedge cutting and road closures.
- h. Cllr Toms will be arranging to meet with Councillors to become more familiar with issues within each ward.

### **9. NEW BUSINESS:**

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

Signage was required to highlight that the access to the beach for those in wheelchairs and pushchairs was at the western end.

Cllr J Candy requested that sewage overflows into the Seaton River, which affect water quality for surfers and sea swimmers, be added to the next Agenda.

#### **9.2. Hessenford drainage**

Cllr A Thorpe discussed historical drainage issues in Hessenford and recent surveys undertaken by South West Water (SWW), indicated by paint markings on the roads in Hessenford.

A survey had been undertaken in 2012 to investigate the feasibility of installing mains drainage in the village. A more recent survey carried out on the drainage outside the Hessenford Institute building prompted SWW to revisit the larger drainage issues, and it has been suggested that a pumping station/treatment centre could potentially be installed in Hessenford on the green space next to Hessenford Church Hall. There is currently a borehole on the land taking recordings.

Councillors discussed that while the Parish Council understood the requirement for drainage issues to be addressed due to pollution levels, there were two concerns: 1. the Church Hall green space is the only green space in the community and is used frequently for community and private events, and 2. the land is on a flood plain and so flooding in winter is a regular occurrence. It was also questioned whether a pumping station might exacerbate flooding problems for properties adjacent to the Church Hall.

Cllr J Candy **proposed** that the Parish Council writes to SWW to ascertain what their intention is, to reinforce that the land floods on a regular basis, and to raise the concern about potentially losing much-needed green space in the village. This was **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting.

### **9.3. Relocation of Dowederry defibrillator**

There had been ongoing problems with the Dowederry defibrillator at its current location outside the surgery. If approved by Councillors, it would be moved to the Dowederry public toilets block, where it should be less vulnerable to the elements. A sign would be erected by the surgery to advise of the defibrillator's new location. South West Ambulance Service had given their support to this proposal. The Chair **proposed** that the Dowederry defibrillator be moved as discussed. This was **seconded** by Cllr J Candy and **agreed unanimously** by the meeting.

### **9.4. Dog waste bins and collections**

The Clerk had been in contact with Biffa. Should the Parish Council wish to purchase dog waste bins, these requests should go through Biffa's commercial waste division, who would provide a quote for bins and a service to empty them on a regular basis.

### **9.5. Flagpoles**

Cllr J Candy requested that the existing flagpoles at Seaton be replaced by those with ground-level access for hoisting and to fly at half-mast.

Cllr A Toms would put forward a request.

### **9.6. Housing Strategy Survey**

It was agreed that Councillors should respond individually.

### **9.7. Correspondence received**

Emails had been received from:

A Narkurs resident, who was concerned that issues in Narkurs were not addressed to the same level as other villages. The Clerk had asked the resident to send through any particular issues and she would forward to Councillors for their attention, as the Parish Council was there for all residents within the parish.

E-chargers and whether these would be available locally in the future. Cornwall Council had been contacted for a response, as any e-chargers would most likely be situated in car parks.

Cycle route: Cllr J Candy would like to be more involved in this project. Councillors agreed that Cllr Candy should progress this.

Free parking in Cornwall Council car parks on 4<sup>th</sup> Dec.

### **9.8. Clerk notifications**

Training had been completed by the Chair and the Clerk.

The Vestry no longer had an electric meter and electricity costs were now included as part of the Vestry rental fee. Users of St Nicolas Church now have access to Parish Council BT wifi.

## **10. PLANNING:**

### **10.1. Planning Committee:**

**10.1.1.** To approve the Minutes of the Planning Committee Meeting of **23<sup>rd</sup> September 2021** as a correct record.

Approval of the Minutes was **proposed** by Cllr M Wiseman, **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

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

There were no matters arising.

### **10.2. Forthcoming applications for discussion at next Planning meeting (28<sup>th</sup> Oct)**

For reference only:

**PA21/08786 Mrs J Ball Treloar Warren, Looe Hill, Seaton PL11 3JQ**

Alterations and extension to domestic garage to form annexe. Extension to car parking area.

**PA21/08658 Mr and Mrs R Keeling 4 Beechfield, Main Road, Dowederry PL11 3JX**

Proposed conversion and extension of dwelling to form 2no. 2-bedroom self-contained units.

**PA21/08599 Mr Ross Winmil Land North East Of Shalom, Seaton Park, Seaton PL11 3JF**

Proposed new dwelling within land to the rear of Shalom, Seaton Park, Seaton, PL11 3JF, accessed from Tregunnick Lane.

A non-material amendment application had come through shortly before the meeting. This was related to a recent Beach House application that had been approved by the Parish Council.

### **10.3. Any urgent planning matters to address before next Planning meeting**

**10.3.1.** It was agreed that the Clerk no longer needed to provide Briefing Notes for Planning meetings. This would mean moving Decisions to the Agenda.

**10.3.2.** It was **proposed** by Cllr J Candy that Councillors discuss a commercially sensitive item that had very recently come to the attention of the Parish Council. This was **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting.

It was therefore resolved that under the Public Bodies (Admission to Meetings) 1960, the Council excludes the press and public due to the confidential nature of the business to be transacted.

The Chair requested that the member of public present leave the meeting.

Councillors discussed the land that had come up for sale in Seaton, to be auctioned in two Lots on Thursday 28<sup>th</sup> October. After reading through the available particulars, concerns were raised as to the designations on the land, including invasive species, and flood risk should the land be developed.

Cllr Candy **proposed** that the Parish Council writes to the agent to advise of the designations on the land, and that a working party be formed with immediate effect to investigate options for a protective bid on the land. This was **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

An Extraordinary Meeting could be called in the next two weeks, if required.

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