

Deviock Parish Council

The Vestry, St Nicolas Church,
Main Road, Downderry, Torpoint, Cornwall PL11 3LE
Tel: 01503 250052
E-mail: clerk.deviockpc@btinternet.com

MINUTES of the ORDINARY MEETING of DEVIOCK PARISH COUNCIL held at the METHODIST CHURCH, MAIN ROAD, DOWNDERRY at 7.30pm on Thursday 11th November 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
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.

REPORT BY CORNWALL COUNCILLOR:

[Cornwall Cllr A Toms' report was brought forward on request. The related Minutes appear under Item 8, as per the Agenda.]

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

A resident commented on the Neighbourhood Development Plan and his belief that to support the need for more affordable 2/3-bedroom homes, more should be done via covenants to control new development with regard to second homes and holiday lets. Referring to the Shoreline Management Plan, the resident also discussed recent protection work undertaken by property owners on the seaward side of Brenton Road and Main Road in Downderry that would prevent much of the current erosion caused by water run-off.

3. TO ACCEPT APOLOGIES FOR ABSENCE:

Apologies had been received from Cllrs D Cormack (away for Remembrance) and M Wiseman (ill). Acceptance for apologies for absence was **proposed** by Cllr A Thorpe, **seconded** by Cllr J Candy and **agreed unanimously** by the meeting.
Cllr H Brockbank was not present.

4. MINUTES:

- 4.1. To approve the Minutes of the Ordinary Meeting of 14th October 2021 as a correct record. Approval of the Minutes was **proposed** by Cllr J Millidge, **seconded** by Cllr J Croft and **agreed unanimously** by the meeting.

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

Item 5.4: Transfer of current account funds to a new bank (Unity) following Seaton land completion.

Item 5.6: Consider a Remembrance display in 2022.

Item 9.1: Signage, including a request to Cornwall Council for a sign at the eastern end of Seaton beach signposting a wheelchair-friendly ramp at the western end.

Item 9.2: The Clerk updated Councillors on information received via South West Water Estates department regarding a potential pumping station on the green space next to Hessenford Church Hall.

4.3. To approve the Minutes of the Extraordinary Meeting of **25th October 2021** as a correct record. These Minutes had previously been approved at the 27th Oct meeting.

4.4. Matters arising from the Minutes (*not appearing elsewhere on the agenda*)
There were no matters arising.

4.5. To approve the Minutes of the Extraordinary Meeting of **27th October 2021** as a correct record. It was proposed and agreed to accept two sets of Minutes together.

Cllr J Candy **proposed** to approve the Extraordinary Meeting Minutes of both 27th October and 3rd November 2021. This was **seconded** by Cllr A Robinson and **agreed** by the meeting. There was one abstention.

4.6. Matters arising from the Minutes (*not appearing elsewhere on the agenda*)
There were no matters arising.

4.7. To approve the Minutes of the Extraordinary Meeting of **3rd November 2021** as a correct record. Approved under Item 4.5.

4.8. Matters arising from the Minutes (*not appearing elsewhere on the agenda*)
There were no matters arising.

5. FINANCE:**5.1. Income & Expenditure****5.1.1. Income: September & October 2021**

	£
Barclays Bank Interest	1.82
Precept and CTS grant (received 6 th Sept)	20,533.29
SEPT & OCT 2021 INCOME TOTALS	20,535.11

Noted.

5.1.2. Expenditure: September & October 2021

	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
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
Cormac – 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
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
CALC Budgeting for Clerks training	6.00	30.00	36.00
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
Peck Trading – toilets consumables (inv. 399457)	14.25	71.25	85.50
H.R. Marven – honorarium for upkeep of old website on voluntary basis	0.00	250.00	250.00
Direct Debit Payments:			
British Gas d/d – Downderry toilets electricity 22/07/21-21/08/21	0.68	13.78	14.46
British Gas d/d – Downderry toilets electricity 22/08/21-21/09/21	0.69	13.95	14.64
Biffa – waste collection, Aug + Sept 2021	10.45	52.24	62.69
Biffa – waste collection, Oct 2021	5.22	26.12	31.34
BT Zone Sept 2021	10.20	51.00	61.20
BT Zone Oct 2021	10.20	51.00	61.20
BT Vestry, quarter to 21/10/21	38.81	194.05	232.86
Standing Order Payments:			
MR. J. BIRD – Sept 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	594.90	594.90
MR. J. BIRD – Oct 2021 Cleaning Contract Payment (Downderry & Seaton)	0.00	594.90	594.90
SEPT & OCT 2021 EXPENDITURE TOTALS	229.31	8,110.39	8,339.70

A **proposal to ratify** expenditure was made by Cllr J Croft, **seconded** by Cllr S England and **agreed unanimously** by the meeting.

5.2. Bank Statements & bank account / interest management

Date	Account	Balance £	Interest
29 Oct 21	Barclays Community	1,000.00	£0.00
29 Oct 21	Barclays Business Premium	37,883.48	£0.00
29 Oct 21	Barclays Rate Reward	61,898.01	£0.51
29 Oct 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 £
Aubergine – final 50% payments for website setup, hosting and quarterly accessibility compliance scans (inv. AUB9477)	159.80	799.00	958.80
J Bird – reimbursement for purchase of public toilets door furniture	0.00	18.98	18.98
Parish Magazine Printing – Nut Tree Newsletter – Nov 2021 Edition (invoice 7873)	0.00	127.50	127.50
Cormac – Seaton countryside park inspections (inv. IN126573), Oct 2021	7.65	38.24	45.89
J.W. Croft – reimbursement for Zoom Pro (01-31/11/21)	0.00	14.39	14.39
Clerk salary recharge to Cornwall Council (inv. 8100188121), Oct 2021	1.00	1,369.06	1,370.06
Source for Business (SWW) – Seaton public toilets, 6/7-28/10/21	0.00	521.06	521.06
Source for Business (SWW) – Donderry public toilets, 7/7-22/10/21	0.00	197.96	197.96
Seaton land:			
Stags – purchaser's fee and admin fee for Lots 1 and 2	600.00	3,000	3,600
Reimbursement of 10% deposit to M Gibbons	0.00	8,500	8,500
Total	768.45	14,586.19	15,354.64

Payments to secure land and associated expenditure to follow in November and December:

Purchase of land:

£85,000 purchase price to be met by crowdfunding, direct donations and Parish Council land reserves.

Associated costs of c. £9,300 to be met by the Parish Council.

A **proposal to accept** the accounts to be paid, including payments relating to the purchase of land at Seaton, was made by Cllr J Candy, **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting.

5.4. Transfer of funds between Barclays accounts

The Clerk requested approval to transfer £25,000 from the third Barclays account (savings) to the everyday Business Premium account (the savings account that feeds the current/community account) to ensure that a good amount of funds are held in the Business Premium account prior to the switch to the new bank.

A **proposal** to transfer the funds as suggested was made by Cllr J Candy, **seconded** by Cllr S England and **agreed unanimously** by the meeting.

5.5. Grant applications

5.5.1. St Germans & Area Public Transport Group

Background was provided to the request for £200: that there was a lack of transport running from South to North, for example to St Germans, and there were various suggestions as to what type of transport was required, which would need further research. Bus, coach and train companies had already been approached for support with funding.

Cllr J Croft raised a concern about the legality of paying volunteers, which the application referred to. After further discussion on this point, it was **proposed** by Cllr J Candy to defer the application for funding in order to look further into the volunteer aspect of the research to be undertaken. This was **seconded** by Cllr J Croft and **agreed unanimously** by the meeting.

5.5.2. DasRA noticeboard

After a discussion on which noticeboard the application referred to and frequency of use by residents, it was agreed that the Parish Council would contribute £500 to the purchase of the noticeboard. One of the Councillors suggested that the Parish Council could purchase the noticeboard on behalf of DaSRA and DaSRA make a contribution towards the cost (as this would enable the VAT to be recovered). This was queried and the Clerk was asked to consider this option and advise accordingly.

The Chair **proposed** that the Parish Council contribute £500 towards the full cost of the noticeboard. This was **seconded** by Cllr J Millidge and **agreed** by the meeting. There was one against.

5.6. Zoom subscription

Councillors discussed upgrading the Zoom Pro account from a monthly to an annual subscription, given regular use by working groups.

Monthly subscription: cost £14.39 (= £172.68 pa).

Annual subscription: cost £11.99 pcm (= £143.88 pa), although a further discount may be available.

Cllr J Candy **proposed** to change to the annual Zoom subscription. This was **seconded** by Cllr S England and **agreed unanimously** by the meeting.

6. HIGHWAYS AND FOOTPATHS

6.1. Working party – Highways projects

There was no further progress on projects, although an update should be available in December. Councillors commented that hedging needed addressing in parts of Downterry.

6.2. Footpaths – update

No update was reported.

7. CURRENT / ONGOING BUSINESS

7.1. Seaton land purchase

The Chair updated the meeting with progress, from the initial stage of being made aware of a forthcoming land auction, to the setting up of a campaign to purchase the land and to the ultimate successful bid to purchase the land prior to auction.

The Councillors expressed their thanks to the community for such an encouraging response to the crowdfunding campaign and to the purchase of the land.

Cllr J Candy **proposed** that letters of thanks were sent to all major donors, Cornwall Council officers and the Crowdfunding team on behalf of the Parish Council. This was **seconded** by the Chair and **agreed unanimously** by the meeting. The Clerk would be provided with contact details.

7.2. Devolution (Downterry and Seaton assets) – update

There had been no progress with Cornwall Council.

7.3. Changing Places Toilets – update

Cornwall Council had not yet heard from central government, but was hoping to hear by the end of November.

7.4. Tanver Yate – update

A wildflower meadow and habitat management were discussed, in addition to potential future uses for the site at a later phase.

The Clerk was asked to include a habitat study item in the March 2022 Agenda.

7.5. Assets – update

Tank traps – still no response from Cornwall Council for agreement in principle to move the tank traps from the beach.

Millennium benches / memorial corner – materials were about to be ordered. There would be a ten-week delay on materials for the memorial garden.

BT kiosk – ideas for use were still being considered. A request to erect fencing around the kiosk had still not received a response.

7.6. Flagpoles

No response had been received as yet from Cornwall Council.

7.7. Neighbourhood Development Plan – update

The Chair would be meeting with the NDP lead to discuss next steps. The Clerk was asked to look into timescales via Electoral Services.

7.8. New website – update

The new website was up and running. Early feedback had been positive for the site being clear and easy to view.

8. REPORT BY CORNWALL COUNCILLOR:

Cornwall Cllr Toms updated the meeting [after Item 1 in the meeting] with the following:

- a. The SW Ambulance Trust (which covers 20% of the mainland in England) responded to over 18% more incidents from October 2020 to 2021, against the backdrop of lost hours due to handover delays at hospital, equivalent to huge losses in ambulance shifts. This would be discussed at the Adult Social Care Scrutiny Committee the following week.
- b. Potholes – please report using the ‘report something’ page on the Cornwall Council website.
- c. Cornwall Council had begun looking at its budget for the following year. It was known that Adult Social Care had significantly overspent and it appeared there may also be a number of job losses in the Council.

d. Cllr Toms had met with Councillors in Hessenford. The walk about of the village raised several issues, which Cllr Toms hoped to help address via contact with the relevant officers at Cornwall Council. A walk about with Seaton Councillors would be next.

e. Cllr Toms congratulated the Chair for his efforts in securing the land at Seaton for the parish. He had spoken to many residents, who appeared very supportive and delighted to have secured the land for the future.

The Chair gave his thanks to the working group involved and noted the team effort to secure the land for the community.

9. NEW BUSINESS:

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

Combined sewer overflows (CSOs) and how many discharges were made into Seaton river over the last year, causing risks to bathing water users, especially in the winter months. The Clerk was asked to secure this data from the Environment Agency.

9.2. Casual vacancy – Seaton ward

Notices had been put on noticeboards on Monday 8th November.

9.3. Finance & General Purposes (F&GP) Committee membership

Cllr M Wiseman had requested to join this Committee.

Cllr J Candy **proposed** that Cllr Wiseman join the Committee with immediate effect. This was **seconded** by Cllr J Croft and **agreed unanimously** by the meeting.

9.4. Narkurs defibrillator

Councillors discussed the potential purchase of a defibrillator to go in the empty BT kiosk next to the Parish noticeboard in Narkurs.

The Chair **proposed** to install a defibrillator in the Narkurs BT kiosk. This was **seconded** by Cllr J Millidge and **agreed unanimously** by the meeting. The Clerk was asked to research models and prices.

9.5. Decarbonisation initiative

Cllr M Wiseman wished to bring this potential initiative to Councillors' attention. The item was deferred as Cllr Wiseman was not present.

9.6. Queen's Platinum Jubilee

It was discussed that there would likely be requests for funding.

The Chair **proposed** that £1,000 goes forward to the precept meeting for discussion. This was **seconded** by Cllr J Candy and **agreed** by the meeting.

9.7. Covid risk assessment review

After input from all Councillors, it was agreed to retain the existing risk assessment and meetings procedure, erring on the side of caution to allow for vulnerable members and those in higher-risk occupations.

The Chair **proposed** to retain the existing Covid protocols. This was **seconded** by Cllr J Croft and **agreed unanimously** by the meeting.

9.8. Correspondence received

A number of residents had been in touch to thank the Parish Council for buying the land at Seaton.

A resident had raised the topic of setting up a residents parking scheme in Downderry and Seaton. It was noted by the Highways working group that this topic had already been identified as a forthcoming topic for discussion.

Downderry surgery notification of recruitment and training currently being undertaken.

9.9. Clerk notifications

Various training booked in for the month for two Councillors and the Clerk.

10. PLANNING:

10.1. PLANNING COMMITTEE:

10.1.1. To approve the Minutes of the Planning Committee Meeting of **28th October 2021** as a correct record.

Approval of the Minutes was **proposed** by Cllr A Thorpe, **seconded** by Cllr J Croft 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 (25th Nov)

None received as yet.

10.3. PLANNING DECISIONS**02.11.2021 PA21/10224 APPROVED**

Applicant: Mr Ross Winmil

Location: The Beach House Bridge Road Seaton PL11 3JD

Proposal: Non-material amendment (NMA1) in relation to decision PA20/10578 for internal 2nd floor layout revisions and additional dormer windows

03.11.2021 PA21/08139 APPROVED

Applicant: Mr and Mrs Andrew and Kate Hemming

Location: Woodview Looe Hill Seaton Torpoint Cornwall

Proposal: Replacement dwelling with integrated garage and associated works

04.11.2021 PA21/08786 APPROVED

Applicant: Mrs J Ball

Location: Trelowarren Looe Hill Seaton Torpoint Cornwall

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

10.4. ANY URGENT PLANNING MATTERS TO ADDRESS BEFORE NEXT PLANNING MEETING

None.

There being no further business, the Meeting closed at 9.28pm.