

MINUTES ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL ON TUESDAY 19 SEPTEMBER 2017

A Meeting of Poundstock Parish Council was held in Bangors Methodist Hall on Tuesday 19 September 2017 at 7.30 p.m.

Cllr. Stephen Pawley was in the chair also present were Councillors Brenda Alison, Kerensa Cobbledick, Brian Furse, Colin Gilbert, Alison Rowland. Also in attendance were the Clerk Mrs. Lynn Pluess, Cornwall Councillor Nicky Chopak and 3 members of the public.

231/17 Apologies for absence: Received and accepted from Councillors Pamela Idelson-Smith, Kirtsty Philpott, Alistair Rowland and Fred Ward.

232/17 Receipts of 'Declaration of Members' Interests Relating to any Items Appearing on the Agenda:

- (a) Items on the agenda:
 - (1) Cllr. Alison Rowland - PA17/08333
- (b) Gifts over £25.00 – None declared.

233/17 Dispensations: No dispensation requests.

234/17 Minutes of the previous meetings:

- (a) All agreed the minutes of the previous Ordinary Meeting held on Tuesday 25 July 2017 be approved, unanimously agreed.

235/17 Receipt of information on matters arising from the Minutes of previous meetings not covered by the agenda: None.

236/17 Public Participation - Matters raised by Members of the Public on an agenda item:

Members of the public spoke on planning matters.

237/17 Planning Decisions given by Cornwall Council:

24.07.2017 **PA17/01683/PREAPP** Closed - advice given Applicant: Neil Maud Location: Land At Longmoor Field Widemouth Bay Proposal: Pre-application advice for possible residential accommodation. Parish : Poundstock

27.07.2017 **PA17/05093** APPROVED Applicant: Mr Duncan Pennington Location: Palm Villa Crescent Close Widemouth Bay Bude EX23 OAE Proposal: Proposed orangery. Parish : Poundstock

28.07.2017 **PA17/03053** APPROVED Applicant: Ms N Windsor-Clive Location: Barn Adjacent To Downs Barton Poundstock Bude Cornwall EX23 OAX Proposal: Proposed conversion and reinstatement of existing barn to form residential unit. Parish : Poundstock

28.07.2017 **PA17/03054** APPROVED Applicant: Ms N Windsor-Clive Location: Barn Adjacent To Downs Barton Poundstock Bude Cornwall EX23 OAX Proposal: Listed building consent for proposed conversion and reinstatement of existing barn to form residential unit. Parish : Poundstock

31.08.2017 **PA17/06627** APPROVED Applicant: Mr Stephen Pitcher Location: 1 Swelle Cottages Poundstock Bude EX23 ODW Proposal: Proposed extension to rear of property. Parish : Poundstock

11.09.2017 **PA17/04287** APPROVED Applicant: Mrs P Quintanilla Location: Land East Of Long Park Drive Long Park Drive Widemouth Bay Bude Cornwall Proposal: Application for Outline Consent for the Proposed siting of a new single dwelling with some matters reserved (resubmission of previously withdrawn application PA16/10416) Parish : Poundstock

12.09.2017 **PA17/05213** APPROVED Applicant: Widemouth Fields Ltd Location: Widemouth Fields Touring Park Poundstock Bude Cornwall EX23 ONA Proposal: Proposal to regularise the use of land for camping and the siting of up to 10 camping pods, with the provision of ancillary services and the laying out of site access roads. Parish : Poundstock

12.09.2017 **PA17/05709** REFUSED Applicant: Mr And Mrs A Beynon Location: White Cottage Marine Drive Widemouth Bay Bude Cornwall Proposal: Demolition of the existing bungalow and replacement with a two storey dwelling together with parking and associated works Parish : Poundstock

13.09.2017 **PA17/06761** REFUSED Poundstock (Poundstock Electoral Division) 18 Atlantic Close Widemouth Bay Bude EX23 OAP Front terrace and widened access. - Mr & Mrs Green - PA17/06761 (Case Officer - Lorraine Lehan)

PA17/05731 REFUSED Applicant: Mr And Mrs Mike Molloy Location: 5 Atlantic Close Widemouth Bay Bude Cornwall EX23 OAP Proposal: Demolition of garage and proposed two storey extension to include balcony, - - PA17/05731 (Case Officer - Lorraine Lehan)

18.09.2017 **PA17/07031** APPROVED Applicant: Mr Richard Dawson Location: Land North Of Bellair Long Park Drive Widemouth Bay Bude Cornwall EX23 0AN Proposal: Construction of dwelling, garage and single storey annexe building PA17/07031 (Case Officer - Davina Pritchard)

238/17 Planning Applications:

PA17/02413/PREAPP Poundstock (Poundstock Electoral Division) Land North Of Leverlake Cottage Leverlake Road Widemouth Bay Bude Cornwall EX23 0AB Erection of a mobile home - Mr Stephen Morris - PA17/02413/PREAPP (Case Officer - Emily Jones) Closed advice has been given.

PA17/05213 Poundstock (Poundstock Electoral Division) Widemouth Fields Touring Park Poundstock Bude Cornwall EX23 0NA Proposal to regularise the use of land for camping and the siting of up to 10 camping pods, with the provision of ancillary services and the laying out of site access roads. - Widemouth Fields Ltd - PA17/05213 (Case Officer - Davina Pritchard) No comment required as decision has been given.

PA17/06627 Poundstock (Poundstock Electoral Division) 1 Swelle Cottages Poundstock Bude Cornwall EX23 0DW Proposed extension to rear of property Mr. Stephen Pitcher PA17/06627 (Case Officer - Lorraine Lehan) No comment required as decision has been given.

PA17/06761 Poundstock (Poundstock Electoral Division) 18 Atlantic Close Widemouth Bay Bude EX23 0AP Front terrace and widened access. - Mr & Mrs Green - PA17/06761 (Case Officer - Lorraine Lehan) No comment required as decision has been given.

PA17/07031 Poundstock (Poundstock Electoral Division) Land North Of Bellair Long Park Drive Widemouth Bay Bude Cornwall EX23 0AN Construction of dwelling, garage and single storey annexe building - Mr Richard Dawson - PA17/07031 (Case Officer - Davina Pritchard) No comment required as decision has been given.

PA17/07572 Poundstock (Poundstock Electoral Division) Creathorne Farm Access to Creathorne Farm Poundstock Bude Erection of a naturally ventilated free range broiler poultry building – Mr. Andrew Nicklen PA17/07572 (Case Officer Emily Jones) It was agreed unanimously to approved the application.

PA17/07796 Poundstock (Poundstock Electoral Division) 33 Atlantic Close Widemouth Bay Bude Cornwall EX23 0AP Non Material Amendment to change window to be made into French doors in the room referred to as bedroom 1 in respect of decision notice PA10/08505 Mr And Mrs Antony and Linda Butcher PA17/07796 (Case Officer Lorraine Lehan) It was agreed unanimously to approve the application.

PA17/07852 Poundstock (Poundstock Electoral Division) Land West Of Stone Park Bude Cornwall New vehicular access - Mr And Mrs D Stevens - PA17/07852 (Case Officer - Emily Jones) It was proposed by Cllr. Brenda Alison to refuse the application being the removal of the existing hedgerow to form a new entrance on the grounds that the existing entrance is fit for purpose seconded by Cllr. Stephen Pawley. Cllrs Kerensa Cobbledick, Brian Furse, Colin Gilbert and Alison Rowland abstained.

PA17/08333 Poundstock (Poundstock Electoral Division) 3 Swelle Cottages Poundstock Bude Cornwall EX23 Change of use of existing garage/store building to dwelling Mr Jonathan Faulkner – PA17/08333 (Case Officer Emily Jones) There was concern regarding the existing foul water drainage and sewage system being incapable of supporting an additional dwelling originally intended as a workshop, furthermore it was noted that the development had commenced without receiving planning permission, Cllr. Colin Gilbert proposed Cllr. Brian Furse seconded that the application be refused on the grounds given agreed unanimously. Cllr. Alison Rowland abstained from the vote.

PA17/08454 Poundstock (Poundstock Electoral Division) Widemouth Fields Touring Park Poundstock Bude Cornwall Certificate of Lawfulness Development for an Existing Use for works commenced within the time limit of three year as per condition 1 under planning permission number PA14/11529 Widemouth Fields Limited – PA17/08454 (Case Officer Emma Venning) Proposed by Cllr. Colin Gilbert, seconded by Cllr. Brian Furse to make no comment in this case, agreed unanimously.

PA17/08734 Poundstock (Poundstock Electoral Division) Conversion and extension to existing gym/store building to from residential annex accommodation for occupancy by dependant relatives Middle Causewell Mr And Mrs R Vincent PA17/08734 (Case Officer Davina Pritchard) It was proposed by Cllr. Colin Gilbert, seconded by Cllr. Kerensa Cobbledick to approve the application, agreed unanimously.

239/17 Planning Enforcement/Appeals: None received to date.

240/17 Planning Correspondence:

- (a) PA17/04287 Application for outline consent for the proposed sitting of new single dwelling with some matters reserved (resubmission of previously withdrawn application Land East of Long Park Drive Widemouth Bay for Mrs P Quintanilla reported to the planning committee to decide, Cllr. Stephen Pawley attended (11/09/2017)

- (b) PA17/05709 Demolition of the existing bungalow and replacement with a two storey dwelling together with parking and associated works at White Cottage, Marine Drive, Widemouth Bay for Mr. and Mrs. A Benyon, Cllr. Stephen Pawley attended (11/09/2017)

241/17 Verbal of reports from meetings attended by Members, or the Clerk: None received to date.

242/17 To receive any reports from committees and/or organizations:

Notes from the Bude Community Network Meeting held on 10 July 2017.

243/17 CALC – Articles for Information:

- (a) Boundary Review Local Government Boundary Commission for England (LGBCE) Timetable
- (b) CALC Hosting an Event on Saturday 14 October 2017 at New County Hall, Truro (10:00 – 16:00) cost per delegate £10.00 plus vat
- (b) A Code of Conduct Meeting is proposed to be held on Monday 9 October 2017 for Poundstock Parish Councillors, it was agreed to confirm this event with CALC.
- (d) Public Toilets: Cornish Town & Parish Council Experiences was considered to be very interesting reading.
- (e) Policy Consultation PC05-17 Lords Select Committee on Citizenship and Civic Engagement: call to evidence.
- (f) Policy Co 06-17 Broadband Universal Service Obligation: consultation on design.
- (g) NALC Future of Localism Call for Evidence Consultation.
- (h) NALC Legal Briefing LO5-17 General Data Protection Regulation – summary of main provisions.
- (i) Views from a Local Council perspective represented by CALC Chairman Paul O'Brien attending Cornwall Council 'Neighbourhoods Overview and Scrutiny Committee Waste Collection and Cleansing Contract Inquiry' on Friday 29 September 2017.

244/17 Public Toilets in Widemouth Bay:

- (a) Lead Member Cllr. Colin Gilbert reported that it has been a very busy summer having been called to make repairs to the public toilets when necessary. Several complaints have been received from members of the public about the poor state of the toilets; Cornwall Council has been notified on each occasion. The disabled toilet door has been broken.
 - 1. There has been interest in the cleaning tender of the public toilets for the winter period which is to be pursued for consideration at the next meeting. Cllr. Alison Rowland proposed the toilets be locked during the weekdays opening over the weekends, leaving the disabled toilet open at all times from 1 October 2017 until 1 March 2018 excluding school holidays, seconded by Cllr. Brian Furse, all agreed. Letters are to be sent to the businesses advising them of the change. The cleaning schedule for the winter period is to clean the disabled toilet daily and the ladies and gentlemen's toilets daily over the weekend for the period 1 October 2017 to 1 March 2018.
 - 2. Quotation to repair the disabled toilet door was given of £50.00 from Nigel Hoskin, Cllr. Brian Furse proposed this be accepted and the work carried out immediately, seconded by Cllr Alison Rowland, carried unanimously. Furthermore the grilled door at the entrances of both gender toilets are to be relocated at the entrance securing the porch area behind, lead member to ask Nigel Hoskin to make this alteration.
- (b) It was reported that a meter has been fitted to the RNLI building.
- (c) Signs to encourage donations were circulated and a heavy duty box has been purchased for donations. A further sign to advise the public toilets are in the care of the parish council and please do not dispose of chemical toilets in the public toilets are to be used.
- (d) The costs of a defibrillator and training were discussed, it was noted the RNLI building has a defibrillator which may already be for public use, to be investigated further.
- (e) The damaged and redundant BT phone box alongside the public toilets was discussed whereby it was decided to ask BT for a quote to remove the phone box. Cllr. Nicky Chopak gave an alternative use for the phone box as a tourist information centre of leaflets, it was suggested BT be asked to repair the door and what the cost would be to keep the phone box and the cost of remove the phone box.
- (f) To consider lease and associated documents relating to Public Toilets at Widemouth Bay as follows;
 - (i) HM Land Registry official copy of the register of title.
 - (ii) HM Land Registry official copy of the plan.
 - (iii) BT Wayleave Agreement for Telecommunication Apparatus on Private Land (Dated 19/10/1998)
 - (ii) BT Wayleave Agreement No. 181200-w (Dated 31/12/2000)Following discussion and considering all the issues with the public toilets this summer it was decided to maintain the current arrangement of a 'Tenancy at Will' and take no further action.

245/17 Highways Matters:

- (a) Lead member Cllr. Kerensa Cobbleddick reported concerns about traffic congestion on the road to Tregole and the lack of suitable passing places. A site meeting to investigate the possibility of additional passing

places is to be held. A 'Give Way' sign at the junction onto the A39 from Poundstock Church has been damaged and fallen which has been reported.

- (b) Report - Speed date collection at Bangors (emailed to Cllrs.)
- (c) Request to adopt roads 'The Crescent and Crescent Close' in Widemouth Bay – This matter to be looked into further by Cornwall Council.
- (d) RTA Act 1984 S.14 Temporary Prohibition of Traffic Road from New Mills to Waxhill, week St. Mary on 30 October 2017 to 30 March 2018 – Intention Notice and as yet an Order has not been issued.
- (e) Yellow Lines in Leverlake Road – Cllr. Nicky Chopak gave an update on progress having met with Oliver Jones on several occasions through the summer period. Oliver Jones has suggested a parking scheme similar to the scheme operated in Perranporth this summer, potentially meaning there will be no parking in Marine Drive, Leverlake Road and all of Widemouth between 01 May until 31 October. Double yellow lines will be put down and there will be no parking in this area. Cllr. Nicky Chopak is waiting for more information on this suggested scheme and will keep members informed.

246/17 Parish Hall and New Community Building:

- (a) The Chairman gave a report from the working party whereby the structural survey was received. Discussion followed on the next steps to be taken and the various options available. A public consultation was suggested through the website and the Packet. A note has been drafted for inclusion in the next Poundstock Packet inviting people to contact the chairman with any responses to then be considered at the next meeting.
- (b) Report of Structural Survey (emailed to Cllrs.) advised complete demolition of the building and in the interest of health and safety the building is made secure and not used until demolition works can be commenced. The survey has been sent to the insurance company who have offered cover on the building for the removal of debris in the event of fire but would not rebuild and have advised to turn off all the mains systems except electricity, drain down the water system, remove waste where necessary, seal letter boxes and secure the building against unlawful entry. It was noted the external kitchen and storeroom doors need to be secured, quote for these works to be obtained. The cost of site clearance was discussed the figure of £150,000 was proposed by Cllr. Colin Gilbert, seconded by Brian Furse, carried unanimously.
- (c) Emergency Buildings Database – The parish hall can no longer be used in emergencies the list to be updated removing the parish hall and replacing with Bangors Methodist Hall.

247/17 Cemetery:

- (a) Gravel Pathway – The contractors have been delayed due to weather conditions and services held in the Cemetery, work to be carried out in due course.
- (b) Enquiry regarding exhumation – Advice has been given.
- (c) Request to plant a Grenadier Apple Tree in the cemetery to commemorate Capt Dennis Randell M.B.E. Following discussion it was agreed to grant this request and the most favourable location was considered to be between end of the gravel footpath and the hedge, proposed by Cllr. Brenda Alison seconded by Cllr. Colin Gilbert, all agreed.
- (d) Application to erect a memorial Denise Wellington Funeral Services in Memory of Mr. Robert Thomas Carroll (06/01/2017) was received. The chairman proposed acceptance of the memorials seconded by Cllr. Alison Rowland, all agreed. Subject to the following Condition (c) A minimum period of 11 months must elapse between the burial of a person to be commemorated and the erection of the Headstone. This condition will not apply to the Headstone for cremated remains.
- (e) Application to erect a memorial Denise Wellington Funeral Services in Memory of Mrs. Elaine Peaple (04/06/2017) was received. The chairman proposed acceptance of the memorials seconded by Cllr. Alison Rowland, all agreed. Subject to the following Condition (c) A minimum period of 11 months must elapse between the burial of a person to be commemorated and the erection of the Headstone. This condition will not apply to the Headstone for cremated remains.

248/17 PROW:

- (a) Lead Member Report Cllr. Alison Rowland – Reported the contractor SB Garden Services having signed the contract has begun work and good reports have been received.
- (b) Donation of a replacement 5-bar Gate opposite the junction of Leverlake Road and Marine Drive – Chairman advised this matter has been dealt with.
- (c) Damage to gate on bridleway 28 (Higher Widemouth to Combe Lane) Lead Member will visit the site.

249/17 Policing Matters:

- (a) Register interest in attending presentations and seminars to provide cyber security awareness with Cyber Protect Officer from Devon & Cornwall Police. – No further action.

250/17 Neighbourhood Plan:

- (a) Report from Neighbourhood Plan Working Group was given by Cllr Alison Rowland. A first draft of a questionnaire is being considered and when complete will be distributed with The Poundstock Packet at a cost of £87.00. The Working Group will attend the Pumpkin and Craft Festival on 21

& 22 October in the Gildhouse to promote public interest and canvass for members of the public to join the working group in forming the Neighbourhood Plan for Poundstock.

- (b) Newsletter - Neighbourhood Planning Update August 2017 (emailed to Cllrs)
- (c) Poundstock Parish Neighbourhood Plan – First Draft Questionnaire (August 2017)

251/17 Parish Matters:

- (a) Notice Boards: Replies have been received from three companies of various designs and costs, the Parish Notice Board Company being the most favourably priced with aluminium Notice Boards are required for Treskinnick Cross (freestanding on posts colour matched to the notice boards) Bangors (wall mounted) and Widemouth Bay (wall mounted) approx size of 900 x 650. Wording on the top 'Poundstock Parish Notices'. Quotation to be got for the next meeting.
- (b) Dogs on Beaches: Black Road and Widemouth Beaches become one when the tide goes out making it difficult to mark the boundary between the beaches but there are now increased patrols are being carried out by the dog warden.

252/17 Finance:

- (a) Monthly Bank Statements: Viewed, circulated and duly signed by Cllr. Alison Rowland.
- (b) To conduct the monthly check of all money received by the Council:
 - 1. R.J. Sargent & Son Funeral Services – Internment (Mr. R. Blake) £185.00 (2523410847)
 - 2. David Gynn Memorials – Memorial (Mr. B. Mitchell) £10.00 (2523410846)
 - 3. HMRC VAT Repayment 010416 to 310317 of £1,783.78 (BACS)
- (c) To authorise payment and sign cheques for the following accounts:

Cllr. Colin Gilbert proposed, Cllr. Brian Furse seconded that following payments be made, carried unanimously.

 - 1. Mr. Fred Ward – Reimburse paint for public toilets £118.90 (100982)
 - 2. Bay Plumbing & Heating – Invoice 1209 for emergency repairs to public toilets £126.00 (100983)
 - 3. Foulkes, Jackson & Fewings – Structural Survey of Parish Hall £414.00 (100984)
 - 4. CALC – Invoice 1718-367 for Good Councillors booklets £83.54 (100985)
 - 5. EDF Energy – Invoice T28843607003 for parish hall supply £121.62 (100986)
 - 6. South West Water Invoice 8058266830 for public toilets £2,430.02 (100987)
 - 7. Mrs. Lynn Pluess – Clerks Wage April-September 2017 £3,210.46 (100989)
 - 8. HMRC PAYE & NIC Liability 475/PW/00475931 £1,733.40 (100990)
- (d) To consider grant payment to the following: None received to date.
- (e) Correspondence: None received to date.

253/17 Correspondences & Notices:

- (a) Safety Awareness Events taking place in Cornwall.
- (b) Age UK Cornwall & the Isles of Scilly – Our Transport Services and What they can do for patients and clients.
- (a) AGM CRHA Invitation – The Pavilion Centre, Royal Cornwall Showground on Friday 29th September 2017 at 10:45am.
- (b) Cornwall ANOB Partnership 'Our Maritime History, Hidden Pointers' Thursday 21 September 2017 at 7:30pm National Maritime Museum, Falmouth.

254/17 Staffing Matters:

- (a) The Contract of Employment was circulated and read to member, salary £8,853.54 per annum being the current salary point 26 within the 23 - 27 range as set out in the 2004 National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales. Salary to be paid by cheque or bank transfer monthly (£12.161 per hour £737.80 per month) backdated to 01 April 2017 and to be reviewed annually. Hours of work 14 hours per week. Office hours from 10 00 am to 3.00 pm on Tuesday and Thursday. The chairman proposed the contract be implemented with immediate effect and the payment be made seconded by Cllr. Colin Gilbert, agreed unanimously (ref 252/17). A mobile phone contact, facilities allowance and reimbursement of internet costs to be considered at a later date. In view of the contact the Pension Regulator to be advised circumstances have changed.

255/17 Items for Information:

- 1. Code of Conduct Training Sessions (FOC) on 25 September 2017 between 2-4pm in Room 2/3, Parkhouse Centre, Ergue-Gaberic Way, Bude, EX23 8LD.

256/17 Suggestions for Future Agenda Items: To adopt CALC Model Handling of Complaints Procedure.

257/17 Date of next meeting:

The date of the next Ordinary Meeting of Poundstock Parish Council on Tuesday 31 October 2017 to be confirmed.

258/17 Meeting Closed:

The meeting was closed at 10:36 pm