

## MINUTES OF ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL ON TUESDAY 28 JANUARY 2020

An Ordinary Meeting of Poundstock Parish Council was held in Bangors Methodist Hall on Tuesday 28 January 2020 at 7.30 p.m.

### 1. To note Councillors present:

**001/20**

Cllr. Stephen Pawley (Chair) opened the meeting at 7:30pm with Councillors present: Alison Rowland, Brenda Alison, Brian Furse, Colin Gilbert, Pamela Idelson.

### 2. Apologies for absence:

**002/20**

Apologies were received and accepted from: -

Cllr. Kerensa Cobbledick

Cllr. Alastair Rowland

Cllr. Fred Ward

### 3. To receive Declaration of Interest and Dispensations:

**003/20**

a) Items on the agenda – None.

b) Gifts over £25.00 – None.

### 4. Public Participation - Matters raised by Members of the Public on an agenda item:

**004/20**

8 members of the public attended. A member of the public spoke about vehicles parking along the road on the corner nearby Wanson.

### 5. Minutes of the previous meetings:

**RESOLVED** to approve the minutes of the Ordinary Meeting held on 26 November 2019 with the following amendments to read:

170/19 9(c) The Parish Council is accountable to the wider community for ensuring that the Plan reflects the public's collective expectations.

183/19 Three applications were received and each applicant was invited to attend the meeting, as they were not all unable to attend resolved to defer to the January meeting.

**005/20 Proposed:** Cllr. Pamela Idelson                      **Seconded:** Cllr. Alison Rowland                      **unanimous**

**RESOLVED** to approve the minutes of the Extraordinary Meeting held on 17 December 2019.

**006/20 Proposed:** Cllr. Colin Gilbert                      **Seconded:** Cllr. Pamela Idelson                      **(4-0) (2 abs)**

(Cllr. Brenda Allison) (Cllr. Brian Furse absent)

### 6. Reports:

**007/20**

#### a) County Councillor's Report:

Cornwall Cllr. Nicky Chopak informed Local Elections are in May 2021. The Dogs on Beaches PSO (Public Spaces Protection Order) Consultation 2019, debated for some time by the Neighbourhoods Overview and scrutiny Committee, was resolved last week. Cornwall Council currently has 48 POS's in place which limit when dogs can be exercised on beaches. In an attempt to bring harmony, the 41 beaches currently with a ban

Chairman's Signature.....

Dated.....

across Cornwall in July and August between the times of 10am to 6pm dogs will be banned, although not applicable to every beach. Blue Flag beaches, including Widemouth Bay will be extended from May to September. New signs are to be put in place.

Biffa has won the new waste, recycling collection and street cleaning tender. Collections will be fortnightly recycling and rubbish collections with weekly food waste collections. Food waste bins will be provided and everyone will be entitled to a wheelie bin or seagull proof bag. The wheelie bins are causing a little concern as Biffa colour is red and probably not appropriate in an area of outstanding natural beauty, conversations are ongoing. They cannot be overloaded and side stacking of rubbish will not be permitted.

Stratton MIU closed overnight on 1 January 2020 for the second time in recent years without any notice. A meeting was held by Cornwall Council with Scott Mann MP and Geoffrey Cox MP to discuss this matter further. The Community Network Meeting held in Kilkhampton discussed the closure at length where assurance was given it would reopen on 1 March 2020. On 4 February 2020 a Public Meeting is to be held in Morwenstow at 10am with Cornwall Partnership NHS Foundation to provide evidence of the need for Stratton MIU and its role as an invaluable service provider going forward. See 9(e) for further comments on planning.

b) Chairman's Report: Cllr. Stephen Pawley advised the minutes published in the Poundstock Packet were not those of the November 2019 meeting but from the November 2018 meeting for which the editor has apologised. Moving forward it was suggested a report is prepared of the two meetings held in-between each publication of the Poundstock Packet, noting full minutes are available on the Councils website.

Late planning applications received are causing a great deal of concern, notwithstanding the actions of other Councils or advice given, but in consideration to the applicant who may not be aware their application is to be discussed, and in the interest of clarity and openness Cllr. Pawley suggested late planning applications received after publication of the agenda should not be decided upon.

c) Clerk's Report: All Councils received a Freedom of Information request regarding Climate Change which has since been recalled so no action was needed. A Freedom of Information request has been made to Cornwall Council regarding Malibu Cottage. New website regulations have come into force, NALC has issued some guidance, waiting to see if CALC will be offering any training.

In responding to a 5-Day Protocol it would be helpful if all members responding would send their reply as a new email writing 5-Day Protocol and the Planning Application Number in the subject, without copying every Councillor into the correspondence. A read receipt can be requested to confirm delivery. This is because responses given in the thread are not always being delivered. At the conclusion of the 5-Day Protocol, the majority response could be summarised to all members. It has also been noted some emails are not being received by Members so a read receipt is being requested for emails classified important, being those needing a response.

#### 7. Planning Decisions given by Cornwall Council:

##### **008/20**

12.12.2019 PA19/08982 REFUSED Applicant: Mr And Mrs S Williams Location: Malibu Cottage Widemouth Bay Bude Cornwall EX23 0AG Proposal: Proposed replacement dwelling with variation of condition 2 in respect of decision PA19/03272 dated 11.09.19 Parish: Poundstock.

08.01.2020 PA19/09604 APPROVED Applicant: Mr And Mrs S Williams Location: Malibu Cottage Widemouth Bay Bude Cornwall EX23 0AG Proposal: Replacement dwelling Parish: Poundstock.

16.01.2020 PA19/10149 APPROVED Applicant: Mr And Mrs Wilder Location: Toppesfield House Treskinnick Cross Bude Cornwall EX23 0DT Proposal: Single and two storey side extension - amendments to application PA19/03077 to include a balcony and a Juliet balcony to the south east elevation Parish: Poundstock.

Chairman's Signature.....

Dated.....

Update: PA19/09662 Poundstock (Poundstock Electoral Division) Land North of Trewithian, Poundstock, Bude Proposed residential development of 5 dwellings and new access – Mr. C Gilbert – PA19/09662 (Case Officer – Richard White). Cllr. Nicky Chopack gave an update.

Update: PA19/10143 Poundstock (Poundstock Electoral Division) Land South East Of Trebarfoot Manor Poundstock Bude Cornwall EX23 ODH Outline application with all matters reserved except access for the erection of an agricultural dwelling for a farm manager - Mrs P Idelson - PA19/10143 (Case Officer - Lorraine Lehan). Cllr. Nicky Chopack gave an update.

Update: PA19/10747 Poundstock (Poundstock Electoral Division) Land West Of Polventor Vicarage Lane Poundstock Bude Cornwall Proposed demolition of agricultural store and construction of replacement store building (amendment to PA18/04275) - M And K Sampson - PA19/10747 (Case Officer - Lorraine Lehan). Cllr. Nicky Chopack gave an update.

Planning Applications:

**PA19/10751** Poundstock (Poundstock Electoral Division) Brooklyn Helscott Road Marhamchurch Bude Cornwall EX23 OJE Alterations together with conversion of loft and construction of extension at first floor level (amendment to decision PA18/06741 and NMA PA19/01390) - Mrs S Jose - PA19/10751 (Case Officer - Lorraine Lehan). Following discussions and consideration of the plans, **RESOLVED** to **SUPPORT**.

**009/20 Proposed:** Cllr. Colin Gilbert

**Seconded:** Cllr. Alison Rowland

**(4-1) (1 abs)**

(Cllr. Brenda Alison Against) (Cllr. Pamela Idelson abstained)

**PA19/10873** Poundstock (Poundstock Electoral Division) Outbuilding At Higher Tregole Poundstock Bude Cornwall EX23 OEH Alteration and extension of agricultural buildings to form dwelling (including demolition of single concrete block and corrugated steel shed) that falls within the curtilage of grade 2 listed building - Mr Elliott Willson - PA19/10873 (Case Officer - Richard White). Following discussions and consideration of the plans, **RESOLVED** to **SUPPORT**.

**010/20 Proposed:** Cllr. Brenda Alison

**Seconded:** Cllr. Brian Furse

**Unanimous**

**PA19/10874** Poundstock (Poundstock Electoral Division) Outbuilding At Higher Tregole Poundstock Bude Cornwall EX23 OEH Listed building consent for alteration and extension of agricultural buildings to form dwelling (including demolition of single concrete block and corrugated steel shed) that falls within the curtilage of grade 2 listed building - Mr Elliott Willson - PA19/10874 (Case Officer - Richard White).

Late Applications received: -**PA20/00328** Poundstock (Poundstock Electoral Division) Proposed extension including rooflights At 9 Atlantic Close Widemouth bay Bude Cornwall EX23- Mr John Pearson -PA20/00328 (Case Officer – Lorraine Lehan). It was **RESOLVED** to defer discussion and decision to the next meeting, Clerk to advise the planning officer and request an extension of time.

**011/20 Proposed:** Cllr. Stephen Pawley

**Seconded:** Cllr. Colin Gilbert

**Unanimous**

8. Council's Representatives to Outside Bodies:

**012/20** No reports.

9. Portfolio Reports:

**013/20**

a) Cemetery and Closed Churchyard: Lead Member Cllr. Brenda Alison followed up on an enquiry from the Parochial Church Council regarding the new Church gate being made by Mr. Philip Marshall. The timber has been purchased and the gate will be completed in due course. Cllr. Brenda Alison will advise the Parochial Church Council.

b) Emergency Procedure: No report.

Chairman's Signature.....

Dated.....

c) Footpaths: PROW's are currently in order. The Local Maintenance Partnership (LMP) 2020 offer of £1,160.05 has been received. The South West Coast Path (SWCP) 2020 offer of £808.15 has also been received, for continuation with both schemes formal acceptance is required. **RESOLVED** to accept the offers for both schemes.

**014/20 Proposed:** Cllr. Alison Rowland                      **Seconded:** Cllr. Brenda Alison                      **Unanimous**

d) Highways: It was noted potholes are being repaired across the parish road network. Cllr. Alison Rowland voiced concerns at the folding across both carriageways of the road from the A39 Coppathorne to Widemouth Bay, Cllr. Nicky Chopak will investigate further. Also see agenda item 11(a).

e) Planning: Cornwall Councillor Nicky Chopak spoke her concerns about the 5-Day Protocol. Following recent problems with planning applications reaching this stage the wording will be altered. In addition, she spoke generally of her concerns when a planning application is discussed at a Council meeting and Parish Councillor then puts additional or opposing comments on Cornwall Council's website without disclosing they are a Parish Councillor which then causes problems for a Planning Officer. For clarity and transparency, it has been firmly suggested when a Parish Councillor wishes to make comment as a private individual they should disclose this fact in the first paragraph of the written text, without which a Council could be considered predisposed. She urged Councillors to respond when a 5-Day Protocol is presented.

f) Public Toilets: Lead Member Colin Gilbert reported the lock on the outside door of the gentlemen's toilet is broken. The Chairman asked for the donation and shower boxes to be emptied.

#### 10. Working Group Reports:

##### **015/20**

a) Neighbourhood Development Plan Steering Group: Cllr. Alison Rowland reported, further to the letter from the Parish Council Chairman regarding the Pumpkin Festival in October it was decided that only the questionnaires would be used and other information gathered would be disregarded in the preparation of the Neighbourhood Development Plan.

Expression of Interest to Groundworks UK/Locality has been accepted so an application for additional grant funding has been made. The £1,000 initially awarded has been used and the End of Grant completed to allow a new application to be made. The Steering Group made a decision, based on costs to complete the Neighbourhood Development Plan, that it would be advisable to apply for the remaining £8,000. The grant application has been made and further to answering some queries £3,760 has been offered up to 31 March 2020. Any monies remaining will need to be repaid, the End of Grant then completed following which a new application can be made. The basis of this amount includes data analysis and report writing by the NDP consultant appointed. **RESOLVED** to accept the grant offer.

**016/20 Proposed:** Cllr. Alison Rowland                      **Seconded:** Cllr. Stephen Pawley                      **Unanimous**

The Steering Group did not meet in December, but the Lead-Members of each sub-group met in Bodmin with the Cornwall Council NDP contact Imogen Day. It was a constructive meeting; she gave reassurance that the programme is on track and the consultation already done had clearly demonstrated community engagement. Now to take the overall vision, make objectives and streamline into policy, now underway with the consultant, giving consideration what objectives are needed; what is to be achieved; protection of spaces etc., Imogen Day gave a brief summary of the next stage. The Draft Plan goes through a 6-week pre-submission consultation period, reviewed by various departments within Cornwall Council, strategic environment assessments need to be carried out, Cornwall Council can help with the policy writing. Draft Plan to referendum is about a 26-week period.

The last Steering Group meeting was held on 16 January 2020 in the Gildhouse as the Chapel Hall was already booked. Feedback was received from the Landscape & Environment sub-group. They attended the AONB Conference and a report was given. The production of the calendar has been a great success with only 3 remaining. Development & Industry and Amenity sub-group have not met as the data analysis of the questionnaires is still being collated. The NDP consultant attended the last meeting and gave a presentation of findings so far. It still very much work in progress. It was agreed by the Steering Group that the report be

Chairman's Signature.....

Dated.....

published in the next edition of the Packet, as previously circulated to councillors and steering group members. Should be close to a final draft report by the end of February.

The Mission statement is still a work in progress that will evolve as the work continues. Two versions of the Logo have been produced, one for use with the Neighbourhood Development Plan which is hoped meets with the approval of the Parish Council and the second is for Poundstock Parish which moving forward could be used by the Parish Council. A new member has been co-opted to the Steering Group.

The Terms of Reference have been reviewed and amended as follows: -

Section 9 Conduct amended at the previous meeting were reviewed, amended and approved at the November meeting of the Parish Council were re-presented with Section 4 Membership as follows: -

9(b) Whilst Members as individuals will be accountable to their parent organisations, the Steering Group as a whole is accountable to the Parish Council.

9(c) The Parish Council is accountable to the wider community for ensuring that the Plan reflects the public's collective expectations.

*4(b) 3.2 Membership of the Steering Group will be open to the public indefinitely. The Steering Group will consist of 2 members of the Parish Council, with a total of 6-10 max in the Steering Group.*

To read: -

4(b) 3.2 Membership of the Steering Group will be open to the public indefinitely. The Steering Group will consist of 2 members of the Parish Council, with a total of 6-12 max in the Steering Group at the discretion of the Chairman.

**RESOLVED** to adopt the revised Terms of Reference.

**017/19 Proposed:** Cllr. Alison Rowland

**Seconded:** Cllr. Stephen Pawley

**Unanimous**

Expenditure presented for approval: -

Cornwall Wildlife Trust £330.00

Gildhouse Hire £35.00

Unique Calendar £210.00

Income from Calendar Sales £270.00 (to date)

Estimated forthcoming expenditure: -

Data analysis and report by NDP Consultant

Data analysis and report invoice from NDP consultant £3,500-£4,000

Hall hire for February and March – £40-70 (depending on venue)

**RESOLVED** to approve items of expenditure presented.

**018/20 Proposed:** Cllr. Alison Rowland

**Seconded:** Cllr. Pamela Idelson

**Unanimous**

The Parish Councillor vacancy on the NDP Steering Group to be considered at the next meeting.

b) Parish Hall Working Group:

Cllr. Stephen Pawley gave a report from the Working Group. A local private partnership enquired whether the parish hall site could be available with the view to establishing a facility for nursery and pre-school care.

Personal details of the applicants were withheld for commercial reasons at the request for the applicants.

\* Standing Orders suspended to allow public engagement.

\*\* Standing Orders reinstated.

DISCUSSED and **RESOLVED** that the Council is interested to be part of ongoing discussions.

**019/20 Proposed:** Cllr. Stephen Pawley

**Seconded:** Cllr. Colin Gilbert

**(5-0) (1 abs)**

(Cllr. Alison Rowland)

11. Correspondence: None.

**020/20**

12. Agenda items:

**021/20**

a) EDG1634 Bude Community Network TRO's Consultation Report RECEIVED and DISCUSSED: -

Chairman's Signature.....

Dated.....

Widemouth Bay Parking Restrictions – Adjustments made in light of public comments.

Bangors Speed Reduction – As given.

**RESOLVED** to approve as above.

**022/20 Proposed:** Cllr. Stephen Pawley                      **Seconded:** Cllr. Pamela Idelson                      **Unanimous**

b) Financial Regulations – Having been previously circulated.

**RESOLVED** to adopt as above.

**023/20 Proposed:** Cllr. Brenda Alison                      **Seconded:** Cllr. Pamela Idelson                      **Unanimous**

\* Standing Orders suspended to allow public engagement.

c) AED (Defibrillator) – Public Toilets at Widemouth Bay.

Information RECEIVED as above.

\*\* Standing Orders reinstated.

DISCUSSED and **RESOLVED** to accept the offer of a Defibrillator, Parish Council to cover the cost of installation, in agreement with Cornwall Council.

**024/20 Proposed:** Cllr. Alison Rowland                      **Seconded:** Cllr. Pamela Idelson                      **Unanimous**

AED (Defibrillator) – Treskinnick Cross – Possibility of installing a defibrillator at Treskinnick Cross is being investigated further.

d) V.E. Day Commemoration Celebrations on the Bank Holiday – Friday 8 May 2020. Chairman’s report in The Packet invites public input.

e) Consideration of the Lease Agreement with Cornwall Council for the Public Toilets. Item deferred.

f) Councillors understanding of the administration and funding of NDP Steering Group DISCUSSED and NOTED.

### 13. Finance:

**025/20** Bank accounts update, previously circulated.

RECEIVED as above.

**026/20** Schedule of payments, previously circulated.

**RESOLVED** to ratify payments made in December totalling £1,407.97 and approve January payments totalling £2,920.40 (Appendix A - Financial Statement).

**027/20 Proposed:** Cllr. Colin Gilbert                      **Seconded:** Cllr. Colin Gilbert                      **Unanimous**

**028/20** Schedule of income received, previously circulated.

RECEIVED as above.

**029/20** Gildhouse grant application. Item deferred.

### 14. Suggested items for agenda 25 February 2020:

**030/20** NOTED suggested items for the next Council meeting: Lease of Public Toilets, update Clerk’s reference books, Website Training Events.

### 15. Date of next meeting:

**031/20**

The date of the next Ordinary Poundstock Parish Council on Tuesday 25 February 2020 to commence at 7:30pm subject to matters requiring urgent attention.

### 16. Casual Vacancy:

Three applications were received each applicant was invited to address the Council.

Following formal voting procedure **RESOLVED** Mr. Paul Curtis be co-opted to the vacancy.

**032/20 Proposed:** Cllr. Stephen Pawley                      **Seconded:** Cllr. Colin Gilbert                      **Unanimous**

Chairman’s Signature.....

Dated.....

17. Meeting Closed:

**033/20**

The Chairman closed the meeting at 21:55 hrs.

Chairman's Signature.....

Dated.....