

MINUTES OF AN ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL ON TUESDAY 31 JULY 2018

An Ordinary Meeting of Poundstock Parish Council was held in Bangors Methodist Hall on Tuesday 31 July 2018 at 7.30 p.m. Councillors present were Stephen Pawley, Alison Rowland, Brenda Alison, Kerensa Cobbledick, Colin Gilbert, Pamela Idelson, Alistair Rowland and Fred Ward. Also, in attendance were Cornwall Councillor Nicky Chopak and the Clerk Mrs. Lynn Pluess.

Apologies for absence:

126/18

Apologies were received and accepted from Cllr. Kirsty Philpott. Cllr. Brian Furse was absent.

2. To receive Declaration of Interest and Dispensations:

127/18

(a) Items on the agenda: -

Cllr. Alison Rowland – Agenda item 9 - Parish Hall.

Cllr. Kerensa Cobbledick – Agenda Item 9 – Parish Hall.

(b) Gifts over £25.00 – None.

(c) Dispensations – None.

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

128/18

With phase one of the development at Buttercup Fields complete Mr. Peter Moore from Cornwall Housing Association (CRHA) addressed the meeting regarding phase two affordable housing scheme at Buttercup Fields. A pre-application recently submitted to Cornwall Council was for 15 mixed properties although at this stage CRHA are seeking views and support on the likely numbers and mix so that the development would be better tailored to suit the needs of the community. Further comments were made on the Neighbourhood Plan, Public Rights of Way and Planning.

4. Minutes of the previous meetings:

129/18

It was **resolved** to approve the minutes of the last Ordinary Council Meeting held on 26 June 2018 proposed Cllr. Pamela Idelson seconded Cllr Colin Gilbert (**7-1 decision carried**) Cllr. Kerensa Cobbledick abstained as she was not present at the meeting.

5. Reports:

County Councillor's Report:

130/18

Cllr. Nicky Chopak supported both Expression of Interest (EOI) applications for Bangors and Widemouth and explained the type of funding each scheme would attract. Improvement on the A39 at Bangors is a road safety issue and therefore will be funded by Cornwall Council's capital budget. Two major alterations have been suggested for Bangors; an increase in the size of the traffic island with secure railings; flashing road safety signs of school children crossing to be working at school times, both necessary requirements. She therefore asked the Council for its support to prioritize the EOI application for Widemouth Bay through local funding. Following Cllr. Nicky Chopack's comments it was **resolved** to email Cllr. Chopak requesting the changes relating to Bangors to be dealt with urgently as a matter of road safety, proposed Cllr. Steve Pawley seconded Cllr. Kerensa Cobbledick, **unanimous**.

In conversation with people concerned about the dogs on the beaches it has been suggested an 'A' Board be positioned daily by the lifeguards to inform people of the dog restrictions on the beach. Clerk offered a temporary 'A' Board to be used for the purpose.

Chairman's Report:

The Chairman reminded Councillors under standing orders they are required to attend Code of Conduct training.

Clerk's Report: No report.

6.1 Planning Decisions given by Cornwall Council:

131/18

25.06.2018 PA18/01049/PREAPP Closed - advice given Applicant: Cornwall Rural Housing Association Location: Land North of Buttercup Field Buttercup Field Poundstock Bude Cornwall Proposal: Pre-application advice for affordable homes Parish: Poundstock

28.06.2018 PA17/03404/PREAPP Closed - advice given Applicant: Select Villages Ltd Location: Kennacott Court Bude Cornwall EX23 0ND Proposal: PPA to expand and upgrade existing holiday complex. To add a new centre-piece leisure building incorporating restaurant, bar, Spa, 30 double-bedroom suites and 80 new block-built holiday letting homes. Parish: Poundstock

05.07.2018 PA18/04275 APPROVED Applicant: Mr Steve Trace Location: Land West of Polventor Vicarage Lane Poundstock Bude EX23 0AU Proposal: Knock down existing leaking old agricultural store approx. 5m x 4m and build a new

Chairman's Signature.....

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store further back the field slightly higher and larger to house tools and machinery for maintaining the field. Parish:
Poundstock

6.2 Planning Applications:

132/18

PA18/05494 Poundstock (Poundstock Electoral Division) Brocks Moor Poundstock Coast Road Bude Cornwall EX23 0DF Demolition of veranda area, creation of terrace and new roof over games room - Mr L Causey - PA18/05494 (Case Officer - Emily Jones). No comment required, decision has been given by Cornwall Council prior to meeting.

PA18/05538 Poundstock (Poundstock Electoral Division) Widemouth Manor Hotel Road from Marine Drive To Coppathorne Bude EX23 0DE Erection of a sun room with balcony above - Mr & Mrs Kevin Seabourne - PA18/05538 (Case Officer - Emily Jones). Following consideration of the plans and discussions Cllr. Kerensa Cobbledick proposed Cllr. Pamela Idelson seconded and it was **resolved** to recommend approval, **unanimous**.

PA18/05871 Poundstock (Poundstock Electoral Division) Pendragon Madeira Drive Widemouth Bay Bude EX23 0AJ Proposed alterations and additions to the existing dwelling including replacement roof, solar panels, velux window, new windows, reconfiguration of existing layout, external cladding and minor extension. - Mr Jason Noon - PA18/05871 (Case Officer - Lorraine Lehan). Following examination of the plans and a short discussion it was **resolved** to recommend approval, proposed by Cllr. Brenda Alison, seconded Pamela Idelson, **unanimous**.

PA18/06535 Poundstock (Poundstock Electoral Division) The Breakers Madeira Drive Widemouth Bay Non-Material Amendments in respect of decision PA16/12128 – Mr Dominic and Claire Stokes PA18/06535 (Case Officer Lorraine Lehan). Following examination of the plans and a short discussion it was **resolved** to recommend approval, proposed by Cllr. Colin Gilbert, seconded Cllr. Alistair Rowland, **unanimous**.

PA18/06741 Poundstock (Poundstock Electoral Division) Brooklyn Helscott Road Marhamchurch Bude Proposed alterations together with conversion of the loft and construction of an extension at first floor level - Mrs S Jose PA18/06741 (Case Officer Lorraine Lehan). Following examination of the plans and a discussion it was **resolved** to recommend approval, proposed by Cllr. Brenda Alison, seconded Fred Ward, **unanimous**.

PA18/04956 Marhamchurch (Poundstock Electoral Division) Salt House Cottage Marine Drive Widemouth Bay Bude Cornwall EX23 0AW Proposal Construction of an outbuilding for use in conjunction with the dwelling and dwelling annex – PA18/04956. Following consideration of the plans and a lengthy discussion the following it was agreed to make the following comments; members considered this proposal to be an inappropriate development in an unsuitable location, it neither reflects or respects the distinct character of the area. The size and bulk of the proposal would have a negative impact on the character of the surrounding area.

7. Council's Representatives to Outside Bodies:

133/18

(a) Bude Community Network Meeting: Council's representative Cllr. Brenda Alison gave a verbal report of the meeting held on 9 July 2018. Expression of Interest forms have been submitted. Oliver Jones will look what has been submitted and will be attending the next Network Panel Meeting on 8 October 2018 to give feedback regarding his recommendations and indicative costs. There was a discussion regarding Neighbourhood Development Plans and it was agreed it would be useful for the parishes to get together, 25 September 2018 has been suggested prior to the next Community Network Meeting. Cllr. Nicky Chopak gave an update on Stratton Medical Health Centre; there is a new Doctor joining the practice; blood tests will revert back to the practice; home visits will now start at 9.00am. Future updates will be received on how the practice will serve the community.

8. Portfolio Reports:

134/18

(a) Cemetery and Closed Churchyard: Lead Member Cllr. Brenda Alison circulated information to members on closed churchyards. A meeting is being arranged with the Parochial Church Council to discuss the churchyard maintenance going forward in light of legislation restricting Council expenditure in this matter. She is also gathering more information on the War Memorial.

(b) Emergency Procedure: No report.

(c) Footpaths: Lead Member Cllr. Alison Rowland has received a report of Japanese Knotweed from the Contractor which has been reported to Cornwall Council.

(d) Highways: Lead member Cllr. Kerensa Cobbledick has not received reports of any issues.

(e) Planning: Lead Member Cllr. Stephen Pawley gave a follow up on Rural Exception Sites and the concerns raised by North Cornwall Cluster Groups whereby Cornwall Council is accepting rural exception sites in excess of parish requirements if a previously approved project has not commenced. He referred to a previously circulated email received from North Cornwall Cluster Group whereby a new Neighbourhood Plan has been overridden by a rural exception site application at planning committee. Concerned that this now sets a precedent to allow continuous rural exception sites to be granted on green field land, even though there is sufficient planned (and granted) housing to cater for the local housing register families. Furthermore, there has been an overspill of requirements moved into a neighbouring

Chairman's Signature.....

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parish giving a more than acceptable number of development approvals. NCCG is asking for a letter of support from Parish and Town Councils, he urged members to read the email for further consideration. For information regarding PA18/002543 Land at Longmoor Field, Cllr. Stephen Pawley reported there has been a question of Western Powers easement of the site with concern being expressed about the access. Planning Newsletter reports there has been a significant increase in the number of appeals being dismissed since the adoption of the Local Plan.

(f) Public Toilets: Lead Member Cllr. Colin Gilbert reported repairs have been carried out to the drainage system and the signs have been fitted. A meeting with the plumber has been held and agreement reached to improve the finish around the Wallgates. The cleaners are continuing to close the toilets overnight. The showers are not functioning efficiently, Cllr. Colin Gilbert is to ask maintenance to take a look. Re-painting the building internally is to be left until after the summer season. Cllr. Nicky Chopak has requested Cornwall Council seal the third drain cover to prevent removal. Regarding the expenses incurred due to the drain blockages she has received confirmation by email these expenses will be covered in due course. **Cllr. Colin Gilbert to action.**

9. Working Group Reports:

135/18

(a) Parish Hall & New Community Building – Chairman Cllr. Stephen Pawley circulated a written report. Support from the community is essential before substantial sums of money can be allocated for re-building the Parish Hall. Three potential sites have been identified in outline only - the existing site, land south of Bangors House, and land to the north of the junction of the A39 and the road to Widemouth Bay. A comprehensive comparison of suitability, access, and costs involved for each site will be prepared to provide a clearer picture to put to the public for an informed decision. A Valuation Report has been prepared by Underwood Wright under instruction from the Parish and a full copy has been circulated by e-mail to the Council - July 2018. A quotation for a Demolition Asbestos Survey has been received amounting to £380 + VAT for a survey and certification. The Parish Council has made three requests for ideas and comments through the *Poundstock Packet* regarding the siting and uses for a new building but there has been no response. A sizeable group of Widemouth residents at a public meeting discussing planning issues whilst accepting the need for a community hall were adamant that they would not want it in that locality. Informal approaches have been made to approximately 40 members of the public over the last four months, and these have resulted in 24 favouring the present site, 12 for an alternative and 4 denying the need for a hall. A written report on 28 of these anonymous responses is available. Activities in the existing hall have been very limited for some time because of the state of the building, but there are a number of potential uses for a modern replacement which would make this a viable proposition and a valuable asset for the community. Further detailed consultation will have to be carried out to determine the needs and aspirations of the parish.

(b) Neighbourhood Development Plan – Cllr. Alison Rowland reported the expression of interest funding application has been submitted. She is confident they will be ready to proceed with the Steering Group in September.

10. Correspondence:

136/18

(a) Overnight Parking Widemouth Bay Car Park – Cllr. Nicky Chopak agreed the signage in Widemouth Bay is misleading and open to interpretation, however the signage is to be altered to explain the increase in parking fees is mainly to assist with the grant payment for the public toilets. Cllr. Kerensa Cobbleddick left the meeting.

Cllr. Nicky Chopak asked if the Council had considered allowing camper vans to park overnight on a restricted section of the car park at a premium cost. Cornwall Council is conducting a general survey of all Cornwall Council in order to regulate parking. It was thought a watching brief throughout the season would be beneficial for future discussions, residents in attendance were asked to participate.

(b) Traffic Cones in Leverlake Road – In response to correspondence received it was noted the use of traffic cones along Leverlake Road to restrict parking was done in the interest of the local community and has made a significant difference to the residents. **Clerk to action.**

(c) Parking on the verge of the A39 – In response to correspondence received it was reported by Cllr. Nicky Chopak this matter has already been reported to planning enforcement. **Clerk to action.**

(d) Applications to erect memorial from H.G. Stacey Ltd and Arthur W. Bryant Funeral Services were circulated. It was **resolved** to recommend approval, proposed by Cllr. Colin Gilbert, seconded Fred Ward, **unanimous.** Cornwall Councillor Nicky Chopak left the meeting.

11. Agenda Items:

137/18

11.1 Planning Local Council 5 Day Protocol – Council Policy for responding to the Planning Officer's proposals on applications as set out in within the Protocol for Local Councils. Item moved to the next meeting.

11.2 Closed Churchyard – Work to the pathway on highway land West of Poundstock Church should be undertaken by the Parish Council. Item moved to the next meeting.

11.3 Local Maintenance Partnership and South West Coast Path – It was **resolved** to accept the quote from S.B. Garden

Services of £900.00 for South West Coast Path (SWCP) proposed by Cllr. Pamela Idelson, seconded Alistair Rowland, **unanimous.**

11.4 Public Toilets – Following a meeting with Chairman Stephen Pawley, Lead Member Cllr. Colin Gilbert, Cllr. Fred Ward And the contractor it was agreed remedial work to the panelling and trim for the Wallgates is to be carried out to a satisfactory standard early in August at no extra cost. Filling in the open channel below the urinals was not considered a plumbing job. Cllr. Colin Gilbert to speak to T.J. Maintenance for a quote. **Cllr. Colin Gilbert to action.**

11.5 GOV.UK – Following a brief discussion it was **resolved** to purchase gov.uk domain name at a cost of £48.00 and registration for two years for poundstock-pc.gov.uk at a cost of £213.60. Plus, re-building the website at an approximate cost of £350.00 plus vat to be invoice and paid upon completion, proposed by Cllr. Alison Rowland seconded Cllr. Pamela Idelson, **unanimous.** It was **resolved** to make immediate payment to Seiretto for the new domain name and £213.60 for the domain registration 2 years, proposed Cllr. Stephen Pawley seconded Cllr. Brenda Alison, **unanimous.**

11.6 GDPR - The Privacy Statement and Information Data Protection Policy previously circulated were discussed following discussion it was **resolved** to adopt The Privacy Statement and Information Data Protection Policy proposed by Cllr. Brenda Alison seconded Alison Rowland, **unanimous.** Cllr. Kerensa Cobbledick returned to the meeting.

11.7 Public Toilets – Winter Cleaning Schedule to be considered at the next meeting after investigating an opening Timetable with the cleaning contractor, Cllr. Colin Gilbert to liaise with contractor. **Cllr. Colin Gilbert to action.**

12. Finance:

138/18

12.1 Annual Audit 2017/18: -

(a) Internal Audit Report: -

Section F Petty Cash, it was noted there is no petty cash all payments are operated through the bank account.

Section H Asset Register, it was noted the asset register has not been prepared. Controls, recommend a control is put in place to record and check water usage at the public toilets.

(b) Annual Audit Section 1 - Annual Governance Statement 2017/18. Each Councillor received a copy of Section 1.

Following discussion, it was **resolved** to record yes to numbers 1-8 and not applicable to number 9 proposed Cllr. Pamela Idelson seconded Cllr. Colin Gilbert, **unanimous.** Section 1 was then duly signed by the Chairman and Clerk.

(c) Section 2 – Accounting Statement 2017/18. Each Councillor received a copy of Section 2. It was **resolved** to approve the figures proposed Cllr. Pamela Idelson seconded Cllr. Brenda Alison, **unanimous.** Section 2 was then duly signed by the Chairman and Clerk.

(d) Bank Reconciliation – Each Councillor received a copy of the bank reconciliation. It was **resolved** to approve the Bank Reconciliation figures, proposed Cllr. Colin Gilbert Seconded Cllr. Pamela Idelson, **unanimous.**

(e) Explanation of Variances – Each Councillor received a copy of the explanation of variances. It was **resolved** to approve the explanation of variances of more that 15% between 2016/17 and 2017/18 boxes 2, 3, 4 and 6 proposed by Cllr. Pamela Idelson seconded Alistair Rowland, **unanimous.**

(f) Asset Register – In view of the Internal Auditors report it was **resolved** the Financial Lead Member Cllr. Stephen Pawley work with the Clerk to bring the Asset Register up to date, proposed by Cllr. Colin Gilbert seconded Cllr. Fred Ward, **unanimous.**

12.2 Balances as at 21 June 2018:

Statement Date:	Account:	Amount:
21 June 2018	Current Account	£151,777.46
20 July 2018	Savings Account	£80,436.24
	Total Amount	£235,411.20

12.3 Income duly noted:

Cr. No.	Payment from:	Description:	Amount:
Cheque	Arthur W Bryant	Memorial	£70.00
		Total Income	£70.00

12.4 Expenditure duly noted:

It was **resolved** to authorise payment of accounts outstanding as tabled with the exception of cheque number 101058 Bay Plumbing and Heating to be carried forward to the next meeting and South West Water cheque number 101065 to be discussed separately, proposed Cllr. Colin Gilbert seconded Cllr. Pamela Idelson carried **unanimously.** Following lengthy

Chairman’s Signature.....

Dated.....

discussions, it was **resolved** to pay a proportion of South West Water invoice number 9061492060 of £3,000.00 and ask for leak allowance and reduction in sewage charges in view of the water leakage, proposed Cllr. Stephen Pawley seconded Cllr. Colin Gilbert (**carried 5-3**). Regular reading of the meter is to be carried out.

No.	Payment to:	Description:	Amount:
101058	Bay Plumbing	Replacement of three Wallgates (Inv.1587)	c/fwd
101062	Cornwall ALC Limited	Annual Membership Subscription 2018-19	£301.78
101063	Bangors Methodist Church	Hall Hire July-September 2018	£60.00
101064	British Gas	Electricity Supply at Conveniences Widemouth Bay	£338.95
101065	South West Water	Services at Conveniences Widemouth Bay £9,120.79	£3,000.00
101066	EDF Energy	Electricity Supply at Parish Hall	£4.97
101067	T.J. Cleaning	Public Toilets 01-31 July 2018 (19/06/18)	£1,100.00
101068	Mrs. Lynn Pluess	Wage Month 4	£733.50
101069	HMRC	PAYE & NIC Contributions Month 4	£9.24
Total Expenditure			£5,548.44

13. To note items for Agenda: **139/18**
 Planning Local Council 5 Day Protocol. Review of Cemetery Charges and Conditions.

14. Date of next meeting: **140/18**
 The date of the next Ordinary Meeting of Poundstock Parish Council on Tuesday 04 September 2018.

15. Meeting Closed: **141/18**
 The meeting was closed at 22:42.

Chairman's Signature.....

Dated.....