

Deviock 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 10th June 2021

PRESENT : Parish Cllrs. Mr. M. Gibbons (Chair), Downderry Ward
Mrs. A. Thorpe, Hessenford Ward
Mrs. A. Robinson, Hessenford Ward
Mr. J. Croft, Seaton Ward
Mr. D. Cormack, Hessenford 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
Cllr J Croft declared an interest in Item 5.3 (reimbursement cost).
- 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

The applicant for planning application 9.1.3. explained that his drawings had been resubmitted due to a mistake on discharging his application relating to a condition on the engineering drawings. The main alteration to the parking area compared to the original drawings was a reduction in the width of the structure by 200mm on the east and west elevations. The applicant confirmed that the work being carried out on the parking area was now largely complete.

3. TO ACCEPT APOLOGIES FOR ABSENCE:

Apologies for absence had been received by Cllr S Parry (work commitments), Cllr H Brockbank (family reasons) and Cllr J Candy (ill). Cornwall Cllr Armand Toms needed to leave at 8pm due to a meeting conflict.
Acceptance for apologies for absence was **proposed** by Cllr A Thorpe, **seconded** by Cllr A Robinson and **agreed** by the meeting.

4. MINUTES:

- 4.1. To approve the Minutes of the Annual Meeting of **20th May 2021** as a correct record.
Approval of the Minutes was **proposed** by Cllr A Thorpe, **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.
- 4.2. Matters arising from the Minutes (*not appearing elsewhere on the agenda*)
Further to a short discussion on the role of the CPRE (lobbying, including a response to the Government on the matter of the proposed new planning reforms), Cllr J Croft **proposed to accept** payment (£36) for the following year. This was **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

5. FINANCE:**5.1. Income & Expenditure****5.1.1. Income: April & May 2021**

	£
Barclays Bank Interest	1.09
Precept and CTS grant (8 th April)	21,001.27
APRIL & MAY 2021 INCOME TOTALS	21,002.36

Noted.

Update on internet banking: The Clerk had spoken to the Barclays business team, who confirmed the bank does offer dual authorisation online banking.

5.1.2. Expenditure: April & May 2021

	VAT £	Net £	TOTAL £
SLCC – Creating Accessible Documents webinar training (inv. BK200658)	6.00	30.00	36.00
CALC – Finance webinar training (inv. 2021-460)	6.00	30.00	36.00
Cormac – Zoono cleansing – Seaton, 19/02/21 (117607)	15.00	75.00	90.00
Cormac – Zoono cleansing – Downderry, 19/02/21 (117608)	15.00	75.00	90.00
PWS – toilets cleaning materials (inv. 304000)	22.85	114.24	137.09
Peck Trading – toilets sanitiser (inv. 393700)	8.58	42.90	51.48
CALC – annual membership 2021/2022 (inv. 2122-030)	83.92	508.96	592.88
John Croft – reimbursement for Zoom Pro (01-31/04/21)	0.00	14.39	14.39
DM Payroll Services (inv. 1427)	0.00	100.00	100.00
Viking Payments – printer toner and stamps (inv. 227698)	13.89	89.87	103.76
Cormac – Seaton countryside park inspections (inv. IN116655), March	7.65	38.23	45.88
Peck Trading – toilets soap (inv. 394034)	2.80	14.00	16.80
Parish Magazine Printing – Nut Tree Newsletter – May 2021 Edition (invoice 7154)	0.00	131.75	131.75
PWS – toilets rolls (inv. 307749)	19.43	97.14	116.57
John Croft – reimbursement for Zoom Pro (01-31/05/21)	0.00	14.39	14.39
HMRC – councillor's tax 20/21	0.00	99.60	99.60
Clerk salary recharge to Cornwall Council (inv. 8100091637), March 2021	1.00	1,369.75	1,370.75
Direct Debit Payments:			
British Gas d/d – Downderry toilets electricity 21/02/21-20/03/21	0.66	13.31	13.97
British Gas d/d – Downderry toilets electricity 21/03/21-21/04/21	0.73	14.68	15.41
BT Quarter to 21/04/21	39.11	195.56	234.67
BT Apr 2021	7.60	37.99	45.59
BT May 2021	7.60	37.99	45.59
Standing Order Payments:			
MR. J. BIRD – Apr 2021 Cleaning Contract Payment (Downderry & Seaton)	X	X	X
MR. J. BIRD – May 2021 Cleaning Contract Payment (Downderry & Seaton)	X	X	X
APRIL & MAY 2021 EXPENDITURE TOTALS	257.82	3,144.75	3,402.57

To note: Barclays did not set up John Bird's new standing order (£594.90 per month) as requested in early April and had still not paid him in April and May despite the Clerk alerting Barclays to this fact. The problem was (hopefully) resolved after a phone call to Barclays.

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

5.2. Bank Statements & bank account / interest management

Date	Account	Balance £	Interest
28 May 21	Barclays Community	1,000.00	£0.00
28 May 21	Barclays Business Premium	37,849.36	£0.00
28 May 21	Barclays Rate Reward	61,895.47	£0.56
28 May 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

	<u>VAT £</u>	<u>Net £</u>	<u>TOTAL £</u>
Cormac – Seaton countryside park inspections (inv. IN118558), Apr-May 2021	15.30	76.48	91.78
Viking Payments – consumables for face-to-face meetings (inv. 429533)	14.25	71.25	85.50
Mrs C Croft - grant payment reimbursement – plants for Seaton bridge car park verge	0.00	93.75	93.75
The Zone licence (20 th May 2021-13 th May 2022)	0.00	291.50	291.50
SLCC – Clerk membership renewal (June 2021-June 2022)	0.00	166.00	166.00
Parish Magazine Printing – Nut Tree Newsletter – June 2021 Edition (invoice 7270)	0.00	131.75	131.75
Wallgate – parts to repair Seaton toilets' washer-dryers	37.42	187.12	224.54
Cormac – Zoono cleansing – Seaton, 14/05/21 (119227)	15.00	75.00	90.00
Cormac – Zoono cleansing – DOWDERRY, 14/05/21 (119228)	15.00	75.00	90.00
John Croft – reimbursement for Zoom Pro (01-30/06/21)	0.00	14.39	14.39
John Bird – April payment due to Barclays standing order error	0.00	594.90	594.90
John Bird – May payment due to Barclays standing order error	0.00	594.90	594.90
CPRE annual membership 17/07/21-16/07/22	0.00	36.00	36.00
Total	96.97	2,408.04	2,505.01

Clerk salary recharge invoices (April and May) to follow.

A **proposal to accept** the accounts to be paid was made by Cllr A Robinson, **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

5.4. Annual return (AGAR) – update

The Accounts would be audited internally once a +£7 variance for the year had been accounted for.

Key figures were presented by the Clerk:

	<u>2019/20</u>	<u>2020/21</u>
Income	£45,166.27	£52,290.87 (prov)
Expenditure	£44,779.10	£42,209.94

The accounts would then be approved by Councillors at the meeting on 24th June, which would require an Extraordinary meeting to be called by the Chair. Given the timings, this would also allow any co-option applications to be discussed.

Should the variance not be found, it was **proposed** by the Chair that £360 be made available for a local accountant to resolve. This was **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

5.5. Former Chair/Vice Chair allowance

This item was deferred as the Councillor who requested the item was not present at the meeting.

[The Cornwall Councillor report was brought forward to this point in the meeting in order that Cornwall Cllr Toms could leave for another meeting; please refer to the report in Item 8 of these Minutes.]
Cllr Toms left the meeting at 8pm.

6. HIGHWAYS MATTERS

6.1. Highways projects

Setting up of working party for discussion

Further to the last Highways Expressions of Interest funding round, the decision was taken that a working party would be set up in order to prioritise parish highways projects, despite the Parish Council not having been successful in securing funding.

It was agreed to defer this item as not all Councillors involved in highways projects were present at the meeting.

Project progress for far: Two Councillors had met with St Barnabas MAT trustees to discuss the potential for a pavement to be built outside the school in DOWDERRY. The meeting had been positive. The Clerk was asked to contact the MAT to request support in principle.

6.2. Liskeard and Looe CNP Y2 TRO (Broads Yard and Keval Lane junctions) – update

A Cormac technician was currently working on the construction package for this scheme, which was expected to be passed on to colleagues in Scheme Delivery within the next week or so. The Scheme Delivery team would then schedule the works during the summer according to their availability.

6.3. Looe Hill signage

Some traffic signage had appeared on Looe Hill that had not been officially erected by Cormac. This was being looked into, with a view to Cormac removing the sign.

7. CURRENT / ONGOING BUSINESS

7.1. Devolution (original three assets) – update

The Chair updated Councillors on the latest situation, that devolution work had been paused until a solution could be found for the Broads Yard issue. Cornwall Council had recently been trying to re-engage with the landowner.

A meeting with Cornwall Council was being booked for later in June/early July to discuss devolution in more detail, after which the Chair would update Councillors in the July full council meeting.

Cllr J Croft raised the question about the Seaton play area and any potential for devolution and receiving a car park levy.

Any discussion of devolution of the play assets would be separate to the original three assets.

7.2. Co-option (two vacancies) – update

There had been interest from two local residents so far. The deadline for applications was 5pm on 21st June.

7.3. Seaton play area – update

Cllr J Croft said that the steering committee was continuing to plan for fundraising, but was unable to launch a public appeal until the issue of the future management of the play area and maintenance responsibility had been agreed.

The Clerk would speak to Cornwall Council about the play area appearing as a separate item on the forthcoming devolution meeting agenda.

7.4. Public toilets – update

The Wallgate parts had been installed, Zoono applications had been booked in for Fri 11th and signage was ready. The Ladies toilets in Seaton would therefore be open for the weekend of 12th June.

Cllr J Croft **proposed** that the Ladies toilet in Downderry should also open. This was **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

The Clerk said she would not be able to speak to Cormac in time to request the additional treatment in Downderry, but she would email the team that evening with the hope the request would be picked up by 7am the next day (the Zoono treatments usually being applied 8/8.30am).

7.5. Tank traps – update

The project required Cornwall Council's approval in principle to move the tank traps from the beach to the green, but an email sent on 12th April had not received a response.

Cllr J Croft said he would forward his email to Cornwall Cllr Toms who had offered to contact the Cornwall Council officer in order to move this item forward.

7.6. Millennium benches – update

The bench ends had been shot blasted and treated. Former councillor Mr D Parry had volunteered to do the painting of the bench ends for the Parish Council (black bench ends with gold relief).

The total cost for the painting, plastic wooden slats and reassembly would be £1,520 (inclusive of VAT).

Cllr J Croft **proposed to accept** these costs, with re-siting costs to follow in due course. This was **seconded** by Cllr A Thorpe and **agreed unanimously** by the meeting.

7.7. Memorial plaques – update

Given the artwork installed on the back wall of the memorial garden shelter, Councillors discussed a new location in the garden where plaques could be located and viewed photos of the location.

Cllr J Croft **proposed** that plaques be sited on battens in the new location. This was **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting. The Clerk would investigate whether permission from Cornwall Council would be required.

7.8. Country park benches

The Councillor who requested the item was not in attendance to discuss this item, but Cornwall Cllr Toms had covered this in his report earlier in the meeting.

7.9. Neighbourhood Development Plan and Referendum – update

It was discussed that the proposed planning reforms in the Government's White Paper may affect the Deviock NDP and that certain aspects may need to be reconsidered, for example the impact of 'zoning' (one of the proposed reforms). The addition of a map had also been raised by a resident.

It was agreed a fuller discussion should be had at a later meeting, with the NDP lead in attendance, if available to speak at the meeting.

7.10. New website – update

Populating the new site with accessible documents had been on pause during the elections/annual meeting/accounts period, but various pages and documents had been added to the new site.

Still to do: a new home page/landing page, more legacy meetings information to be made accessible and the Accessibility Statement to be updated to reflect any meetings information not accessible by the launch date.

It was hoped to be able to go live in July.

8. REPORT BY CORNWALL COUNCILLOR:

[This report was given earlier in the meeting, before Item 6. Highways.]

Cornwall Cllr Toms discussed the following points:

- a. First Homes legislation: minimum of 30-50% on homes
- b. Trust and Build and Self-build: Cornwall Council was looking strongly at first homes and self-build. Cllr Toms also referred to gazumping taking place in the lettings market.
- c. Highways was looking into the Looe Hill signage issue.
- d. Country park benches: Cllr Toms had written to the Cornwall Council Officer about repairs.
- e. Cllr Toms was on the Tamar Bridge Committee and would be attending a meeting the following day, 11th June. Residents had made him aware of the impact the bridge improvements were having on traffic.
- f. If Parish Councillors ever wanted a Cornwall Council officer to attend a meeting and speak on a topic, Cllr Toms would be happy to arrange it.

9. PLANNING:**9.1. PLANNING APPLICATIONS:****9.1.1. PA21/04441 Glyn Chambers and Anita Kania Treyone Cottage Polbathic PL11 3HE**

Change of use of land for stationing of self-catering holiday lodge.

(Planning Officer: George Shirley)

No comments had been posted on the Planning site from members of the public.

It was noted this was the lodge previously discussed in late 2019.

Cllr A Thorpe **proposed to accept** the application. This was **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

9.1.2. PA21/04677 Mr P Green Trewan East Camps Bay Downderry Cornwall PL11 3LQ

Removal of existing defective front balcony area and extension to balcony to form larger usable area with small side balcony area. Removal of existing defective aluminium sliding windows and replacement with new uPVC windows and doors.

(Planning Officer: Ellen Lawrence)

No comments had been posted on the Planning site from members of the public.

The application proposed would enlarge the balcony, which would wrap around the side and be similar to the house next door. Councillors considered the look of the house would be improved.

Cllr D Cormack **proposed to support** the application. This was **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

9.1.3. PA21/04820 Mr and Mrs Millidge Upover Top Road Downderry Cornwall PL11 3LD

Proposed parking area with store under (alteration to parking constructed under approval PA20/01218

(Planning Officer: Josep Sandercock)

No comments had been posted on the Planning site from members of the public.

Referring to the applicant's comments in the public participation period, the resubmission was due to a technical issue.

Cllr A Thorpe **proposed to accept** the application. This was **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

9.2. PLANNING APPLICATIONS RECEIVED AFTER PUBLICATION OF THE AGENDA:

None had been received.

9.3. PLANNING APPEALS: received by date of the meeting

None had been received.

9.4. PLANNING DECISIONS: received by the date of the meeting**02.06.2021 PA21/04854 APPROVED**

Applicant: Mr And Mrs Hocking

Location: Wavecrest Lower Road Downderry Torpoint Cornwall

Proposal: Non Material Amendment for alterations to the first floor cladding, to include fibre cement board (Application number PA20/04188 dated 7th July 2020 relates)

Noted.

9.5. PLANNING CORRESPONDENCE:**9.5.1. Issue raised re. new temporary 56-day pop-up camping rule**

Councillors discussed a new temporary rule that could (potentially) become permanent, based on recent BBC coverage. St Martin by Looe Parish Council was concerned and had requested support from other parish councils in lobbying the Government.

The Chair clarified that pre-Covid, a 28-day rule applied, without requiring planning permission. There was concern amongst councils with camping sites that this would impact on the local environment and infrastructure.

It was agreed to support St Martin by Looe Parish Council's concerns, as Deviock Councillors would not want this rule to creep into permanence without due consultation. This was **proposed** by Cllr D Cormack, **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

9.5.2. Enforcement – updates**9.5.2.1. EN21/00015 - Alleged removal of hedge for creation of an access onto classified road, Shalom Seaton Park - CLOSED**

A final response had been received from the Enforcement Officer:

I write to confirm the outcome of my investigation into the above matter.

In this instance, following correspondence with the land owner it has been established that he had recently purchased the land and intends to submit an application shortly for a the site. Due to limited access to the site, a small section of hedge has been removed to allow professional surveys and reports to be conducted in preparation for the submission of the application. On this basis it has been agreed that the hole will be fenced off by 14th July, allowing for surveys to be carried out, and that this will be a temporary measure (approximately 6 months) to allow the application to be submitted and determined. If application is refused, then the Council will look to seek the reinstatement of the hedge. Given the above the enforcement case has been closed on long term monitoring.

The enforcement decision was noted.

9.5.2.2. Hessenford lay-by on A387

The Clerk had submitted a complaint to Enforcement on 3rd June, in addition to an up-to-date photo showing a garage that had recently been built on the back of a large container unit.

One of the Councillors advised that it was Cornwall Council that had sold the land to the current owner.

9.5.2.3. The Coombe, Downderry

Prior to Cornwall Cllr Toms leaving the meeting, he had agreed to contact Enforcement regarding this long-running case.

9.6. PLANNING MATTERS RAISED BY MEMBERS:

The Chair updated the meeting as to CALC's response to the Parish Council's suggested changes to Planning meetings, with planning drawings viewed virtually in the days prior to Planning meetings in 'briefing sessions', with the public invited. CALC clarified that such virtual sessions would not be legal given the return to physical meetings only.

Councillors raised a previous question about re-ordering items on the Agenda to allow Planning to go last, preceded by New Business. Cllr A Thorpe **proposed** that this takes place on future Agendas. This was **seconded** by Cllr A Robinson and **agreed unanimously** by the meeting.

10. NEW BUSINESS:**10.1. Matters raised by members for possible inclusion on the next Agenda**

The Zone. Possible alternative venue may be required.

Tanver Yate.

Seaton BT kiosk.

Request by Clerk for an 'AOB'/information item that would allow the Clerk to update Councillors on various items not on the Agenda.

There being no further business, the Meeting closed at 9.05pm.