

TINTAGEL PARISH COUNCIL



'Tintagel's Great Seal'

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**Lincoln House,
Treven,
Tintagel,
Cornwall.
PL340DT**

5th June 2014

DRAFT Minutes of the Meeting of Tintagel Parish Council held on Wednesday 4th June 2014

Present: Cllrs. Wickett, Flower, Roberts, Hockerday, Spurdens, Dyer, Dorman, Brooks, Hodge, Goward & Lewis

Apologies: Cllr. Glenton Brown

Two members of the public were present

Declarations of Interest

Cllr. Dyer declared an interest in planning application PA14/03107 as her husband carries out work for applicant

Invitation to members of the public to speak prior to meeting regarding items on the Agenda (10 minutes allowed for this item)

Miss Soutter spoke about the Neighbourhood Development Plan and her disappointment at progress to date. Cllrs. Roberts & Goward advised that they had met with Mr. Martin regarding an agenda for the next meeting to be held on the 9.6.14.

Cllr. Wickett advised that he had spoken to Sarah James. Anyone was invited to attend the meeting of Trevalga Parish to be held at the hall on the 10th June at 7.30 p.m. when plans to replace the hall would be available to view.

Minutes of the previous meeting 7th May 2014 and Matters Arising

It was proposed by Cllr. Dorman, seconded by Cllr. Spurdens and RESOLVED that the Minutes be signed as a true record of the meeting. All in favour.

REPORTS

CCC C/Cllr. Brown had sent his apologies

Christmas Lighting Committee Cllr. Wickett had nothing to report

Town and Parish Council and Voluntary Sector Summit Cllr. Goward & Clerk gave a brief overview.

Police Report - forwarded to members 12.5.14. PCSO Krolik attended and updated on recent crime figures.

Neighbourhood Development Plan Cllrs. Roberts & Goward - Discussion took place regarding the NDP. It was agreed that Mr. Martin had been confirmed as Project Manager at the PC meeting held on the 2.4.14. Some people had not received emails they had expected. Cllr. Wickett had attended the previous meeting and felt that more group members were needed. All in agreement. Cllr. Hodge felt four things should be achieved at the next meeting : 1, Elect a Chairperson, 2, Agree Structure of the Group, 3, Agree questionnaire, 4, Form a communication plan. Cllr. Wickett proposed that the Clerk send an email out to all those on her circulation list who had shown an interest in helping with the plan, to advise them of the meeting of the 9.6.14 as this had not been done by anyone else. Seconded by Cllr. Dorman. All in favour.

PLANNING APPLICATIONS

Cllr. Dyer had declared an interest in this application

PA14/03107 Mr. Smith, Honeysuckle Cottage, Trenale, Tintagel, Cornwall

Demolition of existing garage and proposed single bedroom dwelling

It was proposed by Cllr. Brooks, seconded by Cllr. Hockerday and RESOLVED that no objection be raised to this application. Two votes against, one abstention (interest), remainder in favour.

PA14/04028 Mr. & Mrs. Steven and Karen Knight, land to the rear of Salty Dog Lodge, Trelake Lane, Treknow, Tintagel - Re-submission of planning application PA14/00694 for the erection of a new detached single storey dwelling to the rear of Salty Dog Lodge

It was proposed by Cllr. Goward, seconded by Cllr. Dorman and RESOLVED that an objection be raised to this application as any development could set a precedent for further development along the back of this row of properties. All in favour.

Also to consider any other applications received since the Agenda was published.

No further applications received.

AGENDA ITEMS

Tintagel Neighbourhood Development Plan

- Feedback from meeting held on 19.5.14 to form Steering Group - this item had been discussed under reports.
- To consider funding from the Parish Council towards the project - this item would be placed on the Agenda for the next meeting pending complete formation of a Steering Group.

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- Asset Register - consideration of recommended amendments from Came & Company (copy of Asset Register circulated to members Agenda) (Awaiting valuation report) - the Clerk had received the report the previous day and advised members of the valuations received. It was proposed by Cllr. Spurdens, seconded by Cllr. Brooks and resolved that the Clerk should obtain a quote from the insurance company for increased valuations. All in favour. It was proposed by Cllr. Hockerday, seconded by Cllr. Brooks and RESOLVED that the valuation for the kiosk at Bossiney be increased to £2400. All in favour.
- Revised Standing Orders adopted by TPC 8.1.14 - consideration of insertions required if so agreed - copies of Revised Standing Orders and Discussion Sheet emailed to all members 20.3.14. The suggested insertions to the Standing Orders were discussed and accepted. Clerk to update Standing Orders.

Tintagel Visitor Centre:

- **Further consideration of creation of Charitable Incorporated Organisation** - The Clerk had been unable to get a reply to the query regarding income. It was proposed by Cllr. Wickett, seconded by Cllr. Dorman and RESOLVED that the Council pay for an hour of time from Hedleys Solicitors in order to obtain the information required. To be discussed at the next meeting.
- **Further discussion re: availability of volunteers and consideration of appointment of part-time manager** - The clerk advised that there was good volunteer cover at the moment, although it was the same few volunteers time and again who offered to cover due to absence.

- Cllr. Wickett felt that arrangements for a part time manager should be in place by the Autumn with the Parish Council funding additional hours as necessary, depending on the outcome of any CIO formation. Cllr. Spurdens requested that an item be placed on the next Agenda to form a Maintenance Working Group for the Centre. Cllr. Hodge felt a manager should be seasonal position. The clerk felt this was not the case as there was a lot of work to be done through the winter on preparation of the Guide. Cllr. Hockerday proposed that a job description be prepared as even if a CIO was formed this could take several months, seconded by Cllr. Dorman. All in favour.
- **Advertising 2015 - consideration of draft letters and flyer (copies to members with Agenda)** - the Clerk had circulated drafts of the correspondence. It was agreed that the entry on the website would continue to be a free addition for paying advertisers. Cllr. Hodge felt the letter should be sent to existing advertisers first, and then the letter to new advertisers a few weeks later. This was agreed. It was proposed by Cllr. Dorman, seconded by Cllr. Wickett and RESOLVED that the letters all be posted. It was proposed by Cllr. Hodge, seconded by Cllr. Dorman and RESOLVED that the price for the back page be increased to £780. All in favour. Clerk to re-draft letters and flyer and circulate to members for comment prior to printing.
- **Consideration of annual maintenance contract for automatic door** - it was proposed by Cllr. Flower, seconded by Cllr. Dorman and RESOLVED that an annual maintenance contract for the automatic door be taken out. All in favour.

Trevena Square - to consider parking dispensation for working people - following discussion, it was proposed by Cllr. Hodge, seconded by Cllr. Spurdens and RESOLVED that no dispensations be permitted. Two abstentions, remainder in favour.

Email from Delilicious regarding proposal to put sign on their premises directing visitors to the Visitor Centre and other businesses

Following discussion of the pros and cons of this offer, it was proposed by Cllr. Brooks, seconded by Cllr. Dorman and RESOLVED that the Council do not support the erection of a sign. 2 abstentions, remainder in favour.

Appointment of handyman, consideration of confirmation of appointment following trial period.

Cllr. Wickett felt a good job was being carried out by Mr. Pearce, and he therefore proposed that the Clerk advise him that his services would continue to be required. Seconded by Cllr. Spurdens. All in favour.

CORRESPONDENCE

Atkins Ltd. - Application for First Periodic Review of Minerals Permission, Trevillet Quarry
Noted.

Cornwall Council - Allocations Scheme Review and Consultation (emailed to councillors)

Cllrs. Hockerday and Roberts had attended the event at County Hall today. Members were encouraged to complete the online survey about Cornwall Council's proposals to amend qualification for the housing list.

Cornwall Council - Code of Conduct training, various venues and dates (emailed to councillors 22.5.14)

Noted.

National Trust - request to consider donation towards new picnic bench, Glebe Cliff, Tintagel
All agreed that no donation be made.

English Heritage - War Memorial within the grounds of the church of St. Materiana, Tintagel
Noted.

Tintagel Carnival Ltd: - Request for Village Events Calendar to be held at Tintagel Visitor Centre
Agreed that events could be entered into the Visitor Centre diary. Clerk to put item on next newsletter.

FOR INFORMATION

Cornwall Council:

- Reminder - Camelford Community Network Meeting - Tuesday 17th June - noted. Cllr. Brooks to attend.
- Cornwall Councillor Community Grant Scheme - Notification of grant award - noted.

Bossiney Public Conveniences - theft of manhole cover - noted.

ACCOUNTS PAYABLE

It was proposed by Cllr. Spurdens, seconded by Cllr. Dorman and RESOLVED that the cheques be signed. All in favour.

DATE AND TIME OF NEXT MEETING AND DATE OF MEETING TO APPROVE ACCOUNTS

The clerk advised that the accounts would be due for approval before the end of the month. A meeting would be held on the 25th June at 6.30 p.m. to consider the accounts for approval.

The next full meeting of the Parish Council would be held on Wednesday 2nd July at 6.30 p.m.

There being no further business, the Chairman closed the meeting at 9.30 p.m.

Chairman