

TINTAGEL PARISH COUNCIL



'Tintagel's Great Seal'

Clerk : Mrs. M. Brocklehurst

Phone: 01840 779374

E-mail : clerk@tintagelparishcouncil.gov.uk

Website: www.tintagelparishcouncil.gov.uk

**Salutations,
Atlantic Road,
TINTAGEL,
Cornwall.
PL34 0DE**

7th May 2015

**Minutes of the Annual General Meeting of Tintagel Parish Council
held on Wednesday 6th May 2015 at 7.30 p.m. at Tintagel Social Hall**

Present: Cllrs. Dyer, Wickett, Hodge, Flower, Soutter, Hockerday, Goward & Lewis

Apologies: Cllr. Dorman

Eight members of the public were present

The Chairman read out the following statement:

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

Declarations of Interest

Cllr. Dyer declared an interest in Planning Application PA15/2277 as her husband does work for the applicant

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

Matt Ward came to speak in support of the planning applications for English Heritage at the Castle.

Mr. Chamberlain spoke about the proposals for development at Bossiney House Hotel and was concerned that he had received no notification from Cornwall Council. He was advised that the plans had been received since the Agenda was published.

Mr. Wonnacot, architect, spoke about the planning application for Mr. Prout and sought the Parish Council's support.

Max Roberts spoke about the proposal from Cornwall Council to withdraw funding for public conveniences. He felt the Parish Council should consult with Cornwall Council over options for taking over the car park adjacent to the Visitor Centre to provide some revenue to fund toilets. Mr. Sandercock supported this suggestion and felt the Parish should have greater control. The Visitor Centre had proved to be a successful acquisition and so could the car park.

Cllr. Goward suggested fitting pay and display machines in the car park in Trevena Square.

ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Cllr. Hodge proposed that Cllr. Flower take the chair for this item, seconded by Cllr. Wickett, 7 votes in favour, 1 against.

It was proposed by Cllr. Hodge, seconded by Cllr. Soutter and RESOLVED that Cllr. Dyer stand as Chairman again for the forthcoming year. She accepted. All in favour.

It was proposed by Cllr. Flower, seconded by Cllr. Soutter and RESOLVED that Cllr. Hodge is Vice-Chairman for the forthcoming year. He accepted. 7 votes in favour, 1 against.

Election of:

Playing Fields Representative – It was proposed by Cllr. Lewis, seconded by Cllr. Hodge and resolved that Cllr. Hockerday be the Playing Fields representative. He accepted. All in favour.

Christmas Lighting Committee Representative – It was proposed by Cllr. Hodge, seconded by Cllr. Flower and resolved that Cllr. Wickett be the Christmas Lighting Committee representative. He accepted. All in favour.

To consider nomination and election of a Staffing Committee, if required

It was unanimously agreed that a Staffing Committee was not required.

To Approve the Minutes of the previous meeting on 1st April 2015 & and Matters Arising

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

REPORTS

Police – report received and emailed to members 27.4.15 – noted.

CCC C/Cllr. Brown had no further report. Cllr. Wickett noted that some temporary repair had been carried out in Bossiney Road. Cllr. Brown confirmed further work was still scheduled for September.

Cllr. Flower again asked for Cllr. Brown to chase up repairs to the road at Tregatta which was in urgent need of attention.

Christmas Lighting Committee – Cllr. Wickett advised that there would be two fund raising events in the summer, dates to be confirmed.

PLANNING APPLICATIONS

PA15/03150 Mrs. Angharad Brading, English Heritage, Tintagel Castle, Castle Road, Tintagel
New interpretation for site including plinth, wall and fence mounted interpretive signage. Also artistic installations, limited wayfinding and seating

PA15/03151 Mrs. Angharad Brading, English Heritage, Tintagel Castle, Castle Road, Tintagel
Advertisement consent for various signage

The above two applications were considered together. It was proposed by Cllr. Goward, seconded by Cllr. Wickett and RESOLVED that no objection be made to these applications. All in favour.

Cllr. Dyer has declared an interest in the following application and took no part in the discussion.

PA15/02277 Mr. & Mrs. A. Cook, Leylands, Bossiney Road, Tintagel

Proposed first floor balcony to rear of property

Cllr. Goward noted that the end of the balcony could overlook the adjacent property.

It was proposed by Cllr. Flower, seconded by Cllr. Soutter and resolved that Cornwall Council be asked to check that the adjacent property did not have any windows which would be overlooked. 1 abstention, remainder in favour.

PA15/02144 Mr. & Mrs. B. Littlejohns, Well House, Trethevy, Tintagel

Proposed ground floor rear extension

It was proposed by Cllr. Wickett, seconded by Cllr. Goward and RESOLVED that no objection be made to this application. All in favour.

PA15/02626 Mrs. Karen Knight, Salty Dog Lodge, Trelake Lane, Treknaw, Tintagel

To vary condition 2 of the permission of planning application PA12/09257 to include short term holiday letting as a use as well as for ancillary purposes. This is to provide the flexibility to be able to use the annex for both short term holiday letting and for ancillary purposes

It was proposed by Cllr. Flower, seconded by Cllr. Soutter and RESOLVED that no comment be made to this application. All in favour.

PA15/02933 Mr. M. & Mrs. P. Durward Brown and Maynard, Merlins Roost, access to Trevillet Cottage, Trevillick, Tintagel - Replace existing attached garage with two storey extension

It was proposed by Cllr. Hockerday, seconded by Cllr. Flower and RESOLVED that no objection be made to this application. All in favour.

PA15/03081 Estate of Daphne Roma Knight (deceased), The Paddock, Trewarmett, Tintagel, Cornwall

Creation of new field access

It was proposed by Cllr. Wickett, seconded by Cllr. Flower and RESOLVED that no comment be made on this application. All in favour.

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

Cllr. Wickett left the room during discussion of the following item:-

PA15/03666 Mr. Michael Finlay, Bossiney House Hotel, Bossiney Road, Bossiney, Tintagel

Proposed residential development of 5 dwelling units and associated works

It was proposed by Cllr. Flower, seconded by Cllr. Hodge and RESOLVED that as this was a relatively large application and members of the public had attended the meeting to advise that they had not been notified, that this application be placed on the Agenda for the meeting to be held on the 18.5.15, 7 votes in favour, 1 abstention. Carried.

PA15/03131 Mr. & Mrs. M. Prout, The Old Barn, Treknaw, Tintagel

Erection of one dwelling on land at The Old Barn

It was proposed by Cllr. Flower, seconded by Cllr. Hockerday and resolved that no objection be made to this application. All in favour.

AGENDA ITEMS

To consider acceptance of the Bullying and Harrassment Policy

It was proposed by Cllr. Flower, seconded by Cllr. Hodge and RESOLVED that the Policy be accepted. All in favour.

Cornwall Council – Future of public conveniences at Trebarwith Strand and Trevena Square – to discuss as necessary and arrange date for a special meeting

Cllr. Flower suggested a holding letter – the Locum Clerk confirmed this had already been sent. Cllr. Hodge suggested land ownership should be ascertained. Cllr. Wickett confirmed he had looked at the plans and only the land on which the toilets stood was in Cornwall Council's ownership. Cllr. Wickett felt that at the next meeting a full discussion should take place and a set of questions be agreed to send to Cornwall Council.

Regarding Trebarwith Strand, Cllr. Dyer wondered if John Whiting may be able to shed any light on ownership/conditions etc. It was agreed the Clerk would contact him and ask.

Tintagel Visitor Centre –

- **to consider a new bank account for the Centre, associated expenditure and consideration of balance to open account** – the Locum Clerk advised that there would be charges for a new account from Lloyds. Cllr. Hockerday felt free banking could be obtained from other banks. It was agreed that the Clerk would contact Lloyds to ask again about charges etc. An opening balance would be considered at the next meeting.
- **to consider a meeting with volunteers and interested councillors** – Cllr. Wickett felt a meeting should be held with volunteers and interested councillors to explore the future running of the Centre. Possible dates would be discussed at the next Parish Council meeting.

Tintagel Parish Council – to agree new bank mandate for new Clerk and new signatories – it was proposed by Cllr. Wickett, seconded by Cllr. Hodge and resolved that Cllrs. Soutter, Lewis, Hockerday and Goward be added as signatories and the bank be advised of the new Clerk. All in favour.

Defibrillator for Tintagel – Request for donation towards purchase

Cllr. Wickett advised that he had been contacted by Mrs. Dangar about the proposed defibrillator for Tintagel. It was proposed by Cllr. Wickett, seconded by Cllr. Goward and RESOLVED that a donation of £500 be given towards the provision of a defibrillator for Tintagel. All in favour.

CORRESPONDENCE

Feeding of birds and small animals Trevena Square – letter from Mr. Lewis and information from Cornwall Council re: Freedom of Information Request necessary for copy correspondence

The Clerk outlined the correspondence received and noted that the signs have been "stolen" from the Square. It was proposed by Cllr. Flower, seconded by Cllr. Goward and resolved that a FOI request be made to Cornwall Council for copies of correspondence with Mr. & Mrs. Lewis. The Parish Council would consider acquiring more permanent, replacement signs at a later date.

Came and Company – to consider the renewal documents for Tintagel Parish Council insurance policy and any associated expenditure

Details of the three quotations were given by the Clerk and it was proposed by Cllr. Soutter, seconded by Cllr. Flower and RESOLVED that the quotation from Hiscox be accepted.

Tintagel Parochial Church Council – request for Parish Council and Visitor Centre to take part in the flower festival, August 2015

It was felt that one contribution from the Parish Council/Visitor Centre was sufficient.

Cllr. Soutter agreed to prepare an arrangement and a small budget and theme would be agreed at the next meeting.

Camelford Community Network Meetings – email from Sarah Sims encouraging attendance/support

The next meeting would be held on the 9th June and the Chairman encouraged councilors to attend.

Cornwall Council – Communities and Devolution Bulletin – Highways and Traffic Update – noted.

FOR INFORMATION

Copies of email correspondence: re rubbish problems at the Skate Park

Cllr. Hockerday would ascertain what was happening with regard to a skate park committee.

Mr. & Mrs. B. Littlejohns – letter of thanks for usefulness of parking permits for residents

It was agreed how nice it was to receive a compliment and it was noted.

Camelford Town Band – dates of performances in Trevena Square during summer months

Dates noted.

Vacancy for a parish councilor (resignation of Nicholas Spurdens) – email from Cornwall Council to advise that ten names have been received requesting an election

The Clerk advised that an election had been called and would be held on the 2nd July. Cllr. Flower asked that the Clerk ascertain from Cornwall Council who had requested an election. Cllr. Wickett felt it should be noted that it had been implied that it was the Parish Council who had called for the election when it was in fact 10 or members of the electorate. The Parish Council had followed recommended procedure for co-option and the cost to the Parish for an election could be used for much better purposes. The Clerk advised that she was awaiting further information for display from Cornwall Council after the General election tomorrow.

Vacancy for a parish councilor (resignation of John Brooks) – to confirm date for meeting for co-option

It was agreed that the two candidates would be invited to meet with the Parish Council prior to its meeting on the 18th May. It was proposed by Cllr. Soutter, seconded by Cllr. Hodge and resolved that the normal procedure of inviting candidates to attend before the meeting would be followed. All in favour.

ACCOUNTS PAYABLE

It was proposed by Cllr. Hodge, seconded by Cllr. Wickett and resolved that the cheques be signed. All in favour.

1.4.15	2359	Tintagel PCC	Grasscutting grant	£2,050.00		£2,050.00
1.4.15	2360	Viking	Stationery, ink and paper	£87.38	£17.48	£104.86
6.5.15	2361	Tormark Books	Books TVC	£434.12	£4.66	£438.78
6.5.15	2362	Sita	Refuse collection TVC	£6.16	£1.23	£7.39
6.5.15	2363	J. Hampshire	Cards TVC	£26.00		£26.00
6.5.15	2364	Chubb	Alarm annual contract TVC	£397.66	£79.53	£477.19
6.5.15	2365	SJS School	Newsletter printing	£56.00		£56.00
6.5.15	2366	Seadog IT	Website hosting	£15.95		£15.95
6.5.15	2367	British Gas	Electricity, Bossiney PCs	£12.71	£0.63	£13.34
6.5.15	2368	South West Water	Water rates TVC PCs	£216.82		£216.82
6.5.15	2369	Seadog IT	Webmail upgrade	£15.00		£15.00
6.5.15	2370	A. Worrall Ltd	Books TVC	£44.95		£44.95
6.5.15	2371	Furniss	Biscuits TVC	£79.22	£5.63	£84.85
6.5.15	2372	Southern Electric	Electricity TVC	£163.98	£32.79	£196.77
6.5.15	2373	Kone	Door TVC	£102.66	£20.53	£123.19
6.5.15	2374	Westcountry Books	Books TVC	£405.82		£405.82
6.5.15	2375	Cornish Tea & Coffee Co	Tea, TVC	£61.32		£61.32
6.5.15	2376	J. Langham	Cards TVC	£31.52		£31.52
6.5.15	2377	Cornish Soapcakes	Soaps, TVC	£59.40		£59.40
6.5.15	2378	Boddingtons Berries	Jams TVC	£107.80		£107.80
6.5.15	2379	Atlantic Signs	Banner for Christmas lights	£47.40	£9.48	£56.88
6.5.15	2380	A. Pearce	LMP £307.50 Parish £307.50	£615.00		£615.00
6.5.15	2381	Mrs. E.M. Brocklehurst	Salary	£262.72		£262.72
6.5.15	2382	HMRC	PAYE	£181.24		£181.24
6.5.15	2383	Mrs SJ Moth	Salary and expenses	£690.02		£690.02
				£6,170.85	171.96	£6,342.81

Cllr. Wickett noted that it was a pleasure to see interested members of the public with valid interest attending this evening's meeting. Cllr. Hockerday added that it was good to see positivity rather than negativity.

Cllr. Hodge proposed that no unsolicited emails should be sent to the Clerk following the meeting regarding standing orders, or other unnecessary reasons, seconded by Cllr. Flower. 7 in favour, 1 against. Carried.

DATE AND TIME OF NEXT MEETING

The next meeting would be an Extraordinary meeting on the 18th May followed by the main June meeting on the 3rd June.

The following resolution was proposed by Cllr. Goward, seconded by Cllr. Wickett with all in favour:-

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item:-

To consider reports & quotations to carry out work to War Memorial at the church of St. Materiana

It was proposed by Cllr. Wickett, seconded by Cllr. Soutter and RESOLVED that the quotation from Kerrow Memorials be accepted.

To consider quotations to carry out works to provide charging mechanisms to public conveniences at Tintagel Visitor Centre

It was agreed to hold these quotes in abeyance pending a decision on the future of the public conveniences at Trevena Square and Trebarwith.

To consider quotations for the filling of hanging baskets

It was proposed by Cllr. Hockerday, seconded by Cllr. Wickett and resolved that the quotation from Homeleigh Garden Centre be accepted. All in favour.

Staffing

Appointment of New Clerk – To agree date for Locum Clerk to terminate employment

It was agreed that the 5th June would be the last day of employment for the Locum Clerk.

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