

TINTAGEL PARISH COUNCIL



'Tintagel's Great Seal'

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5th October 2017

Tintagel Visitor Centre
Bossiney Road
Tintagel
Cornwall
PL34 0AJ

Minutes of the meeting of Tintagel Parish Council Wednesday 4th October 2017

Present: Cllrs. Flower (Chairman), Dyer, Dale, Goward, Wickett

Also: Cllr Barry Jordan (CC)

Clerk: Carolyn Y. May

Apologies: Cllrs. Hart, Hodge, Brooks

Members of the Public – two

Declarations of Interest – none

Due to the absence of the Vice Chairman, Members were required to elect a Chairman for the meeting.

Minute 2017/18 - 31

It was **proposed by Cllr Dyer, seconded** by Cllr Dale and **RESOLVED** that Cllr Flower should be elected as Chairman, for the duration of the meeting. Unanimous. **Carried.**

Cllr. Flower took the Chair.

The Chairman read out the following notice: -

'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.'

Invitation to members of the public to speak prior to formal meeting, (10 minutes allowed for this item).

Cllr Barry Jordan requested to speak about the level of income generated by Cornwall Council, from car parking facilities in Tintagel and Trebarwith Strand (Appendix A).

Cllr Dyer stated that there was a need for a card payment machine at the Bossiney Road Car Park in Tintagel. Cllr Jordan advised that the situation would hopefully be resolved by this time in 2018.

The issue of white lining in the Bossiney Road Car Park was raised. Cllr Jordan advised that Cormac has been provided with an order to undertake the work and that the work should have been carried out already. However, the lining has still to be carried out. He undertook to pursue the matter.

Cllr Wickett reminded Cllr Jordan that there was a need for a designated area for motorcycles, in the car park. He was assured by Cllr Jordan that the requirement had been taken care of.

Cllr Wickett alluded to rubbish which had recently been dumped at Condolden. Cllr Jordan undertook to follow the matter up and arrange for the items to be removed.

AGENDA

MINUTES

Minute 2017/18-32 To Approve the Minutes of the previous meeting on the 13th September 2017 and matters arising.

It was **proposed** by Cllr. Dyer, **seconded** by Cllr. Goward and **RESOLVED** that the minutes be signed as a true record of the meeting. Unanimous. **Carried.**

Minute 2017/018 – 33 To Approve the Minutes of the Extraordinary Parish Council meeting of the 27th September 2017, plus matters arising.

The Clerk read out the comments of Cllr Hodge, relating to his non-acceptance of the addendum Minutes (of the 7th June 2017) and the Clerk's response to the same.

It was noted that the agreed 'Addendum' had been added to the Minutes under consideration (for 7th June).

It was **proposed** by Cllr. Wickett, **seconded** by Cllr. Dyer and **RESOLVED** that the minutes be signed as a true record of the meeting. Unanimous. **Carried.**

Minute 2017/018 – 34 To Approve the Minutes of the Parish Council meeting of the 15th June 2017, plus matters arising.

The Clerk advised the Members that the minutes for the meeting of 15th June 2017 had not yet been ratified. These had been 'left on the table' at the meeting of 18th August.

It had been **RESOLVED** at the meeting of the 27th September that a note should be appended to the Minutes of the 15th June, advising of the addendum appended to the Minutes of the 7th June 2015. This had now been carried out.

It was **proposed** by Cllr. Goward, **seconded** by Cllr. Dale and **RESOLVED** that the minutes be signed as a true record of the meeting. Unanimous. **Carried**.

REPORTS – None received

PLANNING APPLICATIONS

The Clerk advised Members that the Parish Council was now receiving applications relating to neighbouring parishes, for comment. Many of these applications might require little or no consideration. Therefore, how these applications should be managed required consideration

Minute 2017/018 – 35

It was **proposed** by Cllr. Dyer, **seconded** by Cllr. Wickett and **RESOLVED** that, neighbouring parish planning applications should be disseminated to Members by email, thereafter, a decision would be made (based on the consensus of Members) whether an application would be discussed in more depth at the next Parish Meeting. Unanimous. **Carried**.

PLANNING DECISIONS – Noted

CORRESPONDENCE

Letter of Resignation from the position of Chairman, from Cllr Hodge – **Noted**

ACCOUNTS PAYABLE

Minute 2017/18 – 036

Members considered the list of invoices submitted for payment.

It was **proposed** by Cllr Goward; **seconded** by Cllr Dyer and **RESOLVED** that the schedule of payments should be approved. Unanimous. **CARRIED**

DECLARATION OF INTEREST NOT DECLARED – deferred to November 2017 meeting.

TREBARWITH LAVATORIES UPDATE

This matter was presented by Cllr Wickett, in the absence of Cllr. Hart.

Cllr Hart had undertaken a substantial amount of work on the matter and a comprehensive breakdown of offers/ requirements and costs was provided to the Members.

Cllr Wickett emphasized that the lavatories at Trebarwith represent an essential asset to the Parish, as Trebarwith Strand is the main holiday beach in the Parish. Closure of the lavatories represented, among other things, a health and safety issue.

Cllr Wickett added that, whilst he did not like the practice of double-precepting, it was time for the Parish Council to 'dip its toe in the water' on the matter of leasing the lavatories, based on the conditions set out in Cllr Hart's proposal document.

It was noted that the TTCC had not been successful in its aims to manage the lavatories and that they were now closed.

Members alluded to the separation of electricity and water meters as part of the agreement with Cornwall Council.

It was agreed that the maintenance sum required for this asset would have to be added to the 2018/19 precept.

Minute 2017/18 - 37

It was proposed by **Cllr Wickett**, seconded **Cllr Dyer** and RESOLVED that the Parish Council would agree in principal to Cllr Hart's proposal, to enable the discussions to be taken forward with Cornwall Council. This agreement is subject to the following:

- The electricity supply for the lavatories is separated from the supply to other parts of the building;
- The water supply for the lavatories is separated from the supply to other parts of the building;
- That local traders and beach users are made aware that, in the event of locks and doors to the facility being tampered with i.e. wedged open), the Parish Council will withdraw from the lease at the end of the first period

Unanimous. **Carried**

QUARRY PLANNING ENQUIRY

The issue of planning for activities at the Engine House, Prince of Wales Quarry was alluded to. The Clerk advised that she had reported this matter to the Planning Department at Cornwall Council but had not received a response. Cllr Jordan elected to follow this matter up.

CONTRACT FOR PUBLIC LAVATORY MACHINES – deferred to November 2017 meeting

TREVENA SQUARE UPDATE – deferred to November 2017 meeting

CO-OPTION

Cllr Wickett raised the issue of co-option to the Parish Council. He stated that the Council should start to advertise to fill the three vacancies that exist. He suggested that the Council should advertise through the distribution of flyers; posters; through use of the Parish noticeboards and through newspaper advertisements.

It was agreed that the Clerk would obtain a quotation for 500 flyers.

Minute 2017/18 - 38

It was proposed by Cllr Wickett, seconded by Cllr Dyer and RESOLVED that Interviews for potential coopted Members to the Parish Council should be scheduled to take place, from 6 pm on December 6th, 2017. Unanimous. **Carried.**

SOCIAL HALL UPDATE

Cllr Wickett advised the Members that there was no significant update on the situation with the Social Hall and that all options were being considered.

COMMITTEE DELIBERATIONS

Minute 2017/18 - 39

At 20.05 hrs. it was **proposed** by Cllr Goward, **seconded** by Cllr Dyer and RESOLVED that the Parish Council would enter into Committee Deliberations. Unanimous. **Carried.**

MANAGEMENT OF CASH DONATIONS

Cllr Goward raised the matter of the 'donations' made by visitors to the TVC. He advised that this money was unaccounted for in the bank balance. It was donated for the maintenance of the TVC and, therefore should not be used for any other purpose.

Cllr Wickett stated that the TVC is staffed by volunteers and that the only benefit they receive for all their hard work is a party at Christmas. That is funded out of the donations. Cllr Dyer added that the party did not represent a great expense.

Cllr Wickett added that it was not appropriate to ask the Parish Council to pay for the event because that would amount to the rate payers meeting the cost of the same.

The possibility of setting up a Chairman's Fund for the granting of discretionary sums for events such as the Christmas party, purchasing of flowers etc., was considered. It was **agreed** that this would be discussed as part of the Precept Discussions in November 2017.

It was **agreed** that the monies being held from the donations made, would be banked.

SUSTAINABILITY – this matter has remained on the agenda for several meetings. It was agreed that it should be removed.

CO-ORDINATORS ROLE

Cllr Dyer raised the matter of the coordinator role for all Parish assets. She advised the Members that the TVC would require approximately 16 hrs. per week.

The Clerk stated that the TVC did not yet generate sufficient income to cover the costs of employing a coordinator for the required period. Cllr Flower stated that the TVC would have to generate sufficient income before a person could be appointed to the coordinator role. Cllr Wickett pointed out that the Council cannot rely indefinitely on the goodwill of the volunteers and that a reality check would be needed along the line.

TINTAGEL GUIDE

Cllr Wickett advised the Members that he would, along with volunteers, undertake the compilation and publication of the Tintagel; guide for 2018.

Cllr Wickett added that one advertiser in the current magazine had not discharged his invoice (supplied twice). This person was a client of Cllr Hodge and it was felt that Cllr Hodge should be asked to pursue the matter.

PURCHASE OF NEW PRINTER

The purchase/ rental of a new printer was discussed. It was agreed that the Clerk would investigate other leasing options.

The meeting closed at 20.55 hrs.

Next Meeting Date: 1st November 2017 – Budget Meeting

All Members are requested to provide a contribution to the Parish Council's Poppy Wreath. Donations will be collected at the meeting on 1st November.