

TINTAGEL PARISH COUNCIL



'Tintagel's Great Seal'

Clerk. Mrs S.J. Moth

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4th April 2013

DRAFT Minutes of a Meeting of the Tintagel Parish Council held on Wednesday 3rd April 2013

Present: Cllrs. Wickett, Flower , Dorman, Brooks, Roberts, Dyer & Spurdens

2 members of the public were present

Apologies: Cllrs. Hodge, Bull and Smith

Declarations of Personal and Prejudicial Interest

Cllr. Wickett declared an interest in the Agenda item for Request from Tintagel Parish Church for donation towards grass cutting.

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

No member of the public wished to speak.

Minutes of the previous meetings 6th and 25th March and Matters Arising

Minutes of the 6th March. The Clerk reported that she had had a response from Oliver Jones regarding signage at the mini-roundabout. Contact needed to be made with Ocean Cove regarding the signage and the Clerk would do this. It was agreed that option 2 was the preferred sign.

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

Minutes of the 25th March. It was proposed by Cllr. Dorman, seconded by Cllr. Spurdens and RESOLVED that the Minutes be signed as a true record of the meeting.

REPORTS

Police – not present

CCC C/Cllr. Brown spoke about the signage at the mini-roundabout. He did not have anything else to report from County.

Camelford Community Network Meeting, 12.3.12 – Cllr. Roberts spoke about his attendance at the recent meeting and the Community Infra-structure levy.

Christmas Lighting Committee Cllr. Smith was absent from the meeting. Cllr. Spurdens noted that the lights were still in his garage and needed to be wrapped by the Lighting Committee prior to being taken back for storage at the Social Hall.

PLANNING APPLICATIONS

PA13/02091 Mrs. Barbara Wills, Trevillick Farm, Trevillick, Tintagel

First floor extension and alterations to form double dormer upper bedroom and sitting room. Formation of gabled wings to front elevation and revised window arrangement. New rear verandah and access to existing annexe.

It was proposed by Cllr. Flower, seconded by Cllr Brooks 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.

PA13/02044 Mr. & Mrs. John Heard, Condolden Farm, Tintagel

Construction of 50kw wind turbine with associated steel tower on agricultural land

It was proposed by Cllr. Dyer, seconded by Cllr. Brooks and RESOLVED that an objection be raised to this application as it was deemed to be an unnecessary visual impact near the coastal belt and Tintagel Parish Council had objected to similar applications in the past. All in favour.

AGENDA ITEMS

Public Convenience Review - consideration of any further matters arising since meeting of 25.3.13:

Bossiney – the Clerk advised that she had been in contact with Cornwall Council and a meeting could be held onsite to discuss a schedule of work to be carried out prior to the freehold transfer. Cllrs. Wickett & Spurdens to attend with the Clerk at a date she would arrange. Clerk also to write to Cornwall Council to ask that they continue to clean them until the transfer. The Clerk had received one enquiry about the cleaning and she would make further contact with the lady regarding this.

Visitor Centre – it was agreed that a deep clean was necessary and Cllr. Spurdens would try to power wash part of the floor to see if it could be cleaned

Cllrs. Spurdens and Dorman and the Clerk had met with Clare and Lawrence of Lunarorbis regarding cleaning the Visitor Centre toilets and a further meeting would be arranged as soon as possible.

Clerk to contact company recommended by Cornwall Council for supply of cleaning products and Cornwall Council to see if anything could be handed over.

Clerk to contact Cornwall Council to get a price for legionella testing and feminine hygiene disposal. It was proposed by Cllr. Dyer, seconded by Cllr, Dorman and RESOLVED that the price from Cormac to service the Wallgate units was acceptable; that authority should be given to Cllrs. Wickett and Spurdens over the period prior to the next meeting to deal with any necessary issues arising with the Visitor Centre public conveniences; and the Clerk to contact Ted Lowe to ask about the supply to the car park machines and a rough estimate of how much power they draw in order that Cornwall Council can be invoiced accordingly. All in favour.

Trevena Square – a letter had been received from Mr. Lewis regarding various issues. Clerk to reply to the effect that Cornwall Council will be continuing to clean and maintain the toilets at Trevena Square and that the Parish Council were liaising with the police and the parents forum with regard to anti-social behaviour.

Tintagel Visitor Centre –

- **Cleaning and maintenance of public conveniences** – see above
- **Electricity supply to Pay and Display machines-** Cornwall Council have agreed that they can be invoiced for the electricity used to supply the car park machines. Clerk to contact Ted Lowe as above for an estimate of the power used. Clerk to contact Jon Haskins, Cornwall Council to make arrangements for invoicing.
- **Replacement of external display cabinets** – Clerk to obtain some prices for consideration
- **Relining of parking spaces** – a revised quotation had been received as the removal of the lines had to be carried out by a specialist contractor. It was proposed by Cllr. Dorman, seconded by Cllr. Dyer and resolved that the revised quotation be accepted. The size of the lettering would be 70cm, Clerk to confirm with E. Roberts. All in favour.
- **Progress with business rates appeal** – Cllr. Wickett updated. It was agreed that the appeal process should be put on hold and that contact should be made with Cornwall Council, with assistance from Cllr. Brown to see if any rate relief can be obtained.

Trevena Square – advise of completion of work and ancillaries

Cllr. Wickett confirmed the work was now complete to the Square. It was agreed that a letter be sent to Ms. Grose confirming that the new wall had been built solely on parish land and that the boundary wall remained in situ. Cllr. Wickett had some photos on which he had marked the boundary and these would be agreed with Ms. Grose before sending a copy to Sproulls to keep with the deeds for future reference.

Cllr. Spurdens had obtained some information about the bracket needed for the street lights and would talk to Ted Lowe about this. The Clerk had received an email from Chris Hariades, Cornwall Council, who had suggested further contact be made with SEC. Clerk to arrange.

Parish Noticeboards – consider remedial works and replacements

The notice board near the surgery is in a bad state of repair and it was agreed that the Clerk should obtain quotes for a replacement from Mr. Hicks and Mr. Littlejohns.

Tintagel Social Hall – Completion of Accounts

Cllr. Spurdens provided copies of the accounts. It was proposed by Cllr. Dyer, seconded by Cllr. Dorman and RESOLVED that the accounts be accepted. All in favour.

CORRESPONDENCE

Email from Jane Moore re: Dementia Awareness

This item would be deferred to the next meeting.

Tintagel Parish Church - Request for donation towards grass cutting of churchyard

Cllr. Wickett had already declared an interest in this item and Cllr. Flower took the chair. It was proposed by Cllr. Spurdens, seconded by Cllr. Dorman and RESOLVED that a grant of £2050 be made. All in favour.

Cornwall Council

- **Cornwall Local Plan – Strategies Policies Development Plan Document – Pre-Submission Document**
- **Gypsy and Travelling Communities Strategy and Delivery Plan**
- **Community Infrastructure Levy – Preliminary Draft Charging Schedule**

Documents noted.

FOR INFORMATION

Cornwall Council:

- **Town and Parish Newsletter Edition 13**
- **Town and Parish Newsletter Edition 14**

Documents noted.

ACCOUNTS PAYABLE

The Clerk advised that a quotation had been received from Came and Company for the Parish Insurance with an option to sign up for 3 years. It was agreed to continue the insurance on an annual basis and to accept the premium for the forthcoming year.

It was proposed by Cllr. Dorman, seconded by Cllr. Dyer and RESOLVED that the cheques be signed and that authority be given to the Clerk to obtain signatures for any cheques needed before the next meeting. All in favour.

DATE AND TIME OF NEXT MEETING

Due to the forthcoming elections and on advice from Cornwall Association of Local Councils, the May meeting (AGM) would be held on Monday 13th May at 7.00 p.m. at Tintagel Social Hall. If any urgent business arose or there was a need for a meeting to discuss Planning applications, the Clerk would arrange as necessary, in the week before election week.

It was proposed by Cllr. Dorman, seconded by Cllr. Spurdens and RESOLVED that the following resolution be passed. 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 Quotations for filling of Hanging Baskets

It was proposed by Cllr. Flower, seconded by Cllr. Brooks and RESOLVED that the quotation from Homeleigh Garden Centre be accepted. All in favour.

Review of Clerk's Salary and cover at Tintagel Visitor Centre

It was proposed by Cllr. Wickett, seconded by Cllr. Dorman and RESOLVED that the Clerk continue to be paid an additional 5 hours a week for her work in overseeing the running of the Visitor Centre.

It was proposed by Cllr. Flower, seconded by Cllr. Dorman and RESOLVED that wef from 1.4.13 the Clerk's salary be brought in line with the National scale as the last review had been in April 2009. This would be at point 24. Also that the mileage allowance also be brought in line with the National scale applicable from 1.4.09 as the allowance currently received was that agreed at her appointment in July 2004. All in favour.

There being no further business, the Chairman closed the meeting at 9.15 p.m.